Orientation 2018-2019
The University of Alberta governs itself with a bicameral governance structure (literally, it is governance in two chambers):

- **Board of Governors** and **General Faculties Council**
- Although the Board is the senior of the two, the Board and GFC **share and balance power** within the University
- Self-governing

The **University Governance Unit**, under the direction of the University Secretary, provides support for all areas of the Board and GFC
Where Does GFC’s Authority Come From?

**Province of Alberta** enacts

**LEGISLATION:** *Post-Secondary Learning Act* of 2003 (PSLA) that establishes

**AUTONOMOUS ENTITY:** *University of Alberta*, with an

**ACADEMIC GOVERNING BODY:** *General Faculties Council* (subject to the Board)
General Faculties Council (GFC)

GFC Composition

- Ex Officio
- Elected Academic Staff
- Statutory Students
- Appointed Students
- Other Appointed Members*

* Board, Non-Academic Staff, Library Staff, APO, FSO, ATS, Dean of Students, St. Joseph’s College, AASUA, Chair’s Council
General Faculties Council - Academic Governance at the U of A

GFC Standing Committees

- Academic Planning (APC)
- Executive (EXEC)
- Nominating (NC)
- Facilities Development (FDC)
- Undergraduate Awards and Scholarship (UASC)
- University Teaching Awards (UTAC)
- Committee on the Learning Environment (CLE)
- Student Conduct Policy (SCPC)
- Academic Standards (ASC)
ad hoc Committee on Academic Governance Including Delegated Authority

At the meeting of April 21, 2017, GFC endorsed the *ad hoc Report and Recommendations*.

The implementation of the recommendations will continue this academic year, to be completed by April 2019.
Implementation of Recommendations

So far:

Orientation/ Education - GFC Guidebook
Board/GFC/Senate Summit
Early Consultation – weigh in on strategic issues
Standing Committee Terms of Reference
GFC Principles
Timely and efficient decision-making

Allows GFC to focus on substantive and strategic issues

Accountable and transparent

Reviewed regularly

*Does not have to be exercised* – Option to refer matters within mandate to full GFC

Early consultation is built into the system

[**GFC Principles for Delegation of Authority**](#)
Standing Committee Composition

Diversity and broad representation

Elected members > ex-officio members

Majority of elected members from GFC

Election of vice-chair – GFC member when possible

Ex-officio and cross-reps only as necessary

GFC Principles for Standing Committee Composition
Roles and Responsibilities of Members

1. Understand GFC
2. Attend Meetings
3. Participate!
4. Manage Conflict of Interest and Act Ethically
5. Ask Questions
6. Communicate Information to Constituents

GFC Roles and Responsibilities of Members
GFC’s Procedural Rules

Purpose:

To assist rather than impede the conduct of business

To facilitate inclusive and respectful dialogue

To ensure efficient decision making

GFC Meeting Procedural Rules
Objective of the Executive Summary: Contains a high-level summary for the committee about why the proposal is before the committee for consideration.

- Action required by the committee (motion/discussion/information)
- Purpose, rationale and a high level briefing of the proposal

### Governance Executive Summary

**Action Item**

<table>
<thead>
<tr>
<th>Agenda Title: (in <strong>Bold</strong>)</th>
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<td><strong>Motion:</strong> THAT</td>
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**Item**

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<th>Action Requested</th>
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<td>Proposed by</td>
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<td>Presenter(s)</td>
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**Details**

<table>
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<th>Responsibility</th>
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<td>The Purpose of the Proposal is <strong>(please be specific)</strong></td>
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<th>Executive Summary <strong>(outline the specific item and remember your audience)</strong></th>
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<td>While you are preparing the governance briefing note, consider why this proposal is before the committee and what you are asking of the committee.</td>
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Consider addressing the following questions in the briefing note:

- What is the strategic impact of the proposal?
- What problems/opportunities will it address?
- What questions might you consider asking in the executive summary that will enable members to think about the issue meaningfully – for example:
  - Analysis undertaken in developing the proposal
  - Other options that were considered
  - Timeline
- What risk (opportunity) is addressed in the Enterprise Wide Risk Management Framework (be specific)
- What are the financial implications (costs and funding sources)
- Does this item come forward annually?
- What are the next steps?

**Supplementary Notes and context**

*Ideally, the executive brief should be no more than two pages.*

**Choose an item.**

For the Meeting of <month, date, year>

**Item No. <>**
The Executive Summary

- Engagement and consultations (who has seen the proposal and in what capacity)
- Roadmap of the governance approval route
- Proposal’s alignment with the institutional strategic plan, *For the Public Good*
- Legislative compliance and jurisdiction (summary references to the applicable legislation, terms of reference, policy)
Oversight of the university’s student discipline codes.
Areas of Responsibility:

- Review and recommend changes to GFC on:
  - the [Code of Student Behaviour](#) and student discipline procedures
  - the [Code of Applicant Behaviour](#)
  - the [Practicum Intervention Policy](#)
  - the [Residence Community Standards Policy](#)
- Discuss annual residence discipline statistics and forward to GFC.
- Discuss annual statistical reports on discipline cases dealt with by Faculties, the Discipline Officer, the Registrar, Unit Directors, the University Appeal Board (UAB), GFC Academic Appeals Committee (AAC), and the GFC Practice Review Board (PRB) and forward reports to GFC for information.
What do we do if a fire alarm goes off during the meeting?
Questions?