## General Faculties Council
Approved Open Session Minutes

Monday, May 02, 2016
Council Chamber, University Hall
2:00 PM-4:00 PM

### ATTENDEES:

**Voting Members:**

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>David Turpin</td>
<td>Chair, President and Chair, Statutory</td>
</tr>
<tr>
<td>Ahmad Al-Dabbagh</td>
<td>Member, Graduate Student at-Large</td>
</tr>
<tr>
<td>Chris Andersen</td>
<td>Member, Dean, Native Studies (Interim)</td>
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<tr>
<td>Susan Andrew</td>
<td>Member, Statutory Academic Staff</td>
</tr>
<tr>
<td>Marina Banister</td>
<td>Member, Student Nominated by UG Council of Students, V-P Academic (SU)</td>
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<tr>
<td>Howard Bashaw</td>
<td>Member, Statutory Academic Staff</td>
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<tr>
<td>John Beamish</td>
<td>Member, Dean, Science (Acting), Statutory</td>
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<tr>
<td>Gerald Beasley</td>
<td>Member, Vice-Provost and Chief Librarian, Statutory</td>
</tr>
<tr>
<td>Darcy Bemister</td>
<td>Member, Graduate Student at-Large</td>
</tr>
<tr>
<td>Faiza Billo</td>
<td>Member, Board of Governors Representative, NASA Appointee</td>
</tr>
<tr>
<td>Vic Adamowicz (Delegate)</td>
<td>Member, Dean, Agricultural, Life and Environmental Sciences, Statutory</td>
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<tr>
<td>Michelle Borowitz</td>
<td>Member, Graduate Student at-Large</td>
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<tr>
<td>Sylvia Brown</td>
<td>Member, Statutory Academic Staff</td>
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<tr>
<td>Heather Bruce</td>
<td>Member, AASUA President and Additional Appointee</td>
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<tr>
<td>Deborah Burshtyn</td>
<td>Member, Statutory Academic Staff</td>
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<tr>
<td>Alicia Cappello</td>
<td>Member, Graduate Student at-Large</td>
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<tr>
<td>Colin Champagne</td>
<td>Member, Board of Governors Representative</td>
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<tr>
<td>Shreyak Chaplot</td>
<td>Member, Graduate Student at-Large</td>
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<tr>
<td>Phyllis Clark</td>
<td>Member, Vice-President (Finance &amp; Administration), Statutory</td>
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<tr>
<td>Lisa Collins</td>
<td>Member, Vice-Provost and University Registrar, Statutory</td>
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<tr>
<td>David Cooper</td>
<td>Member, Board of Governors Representative and AASUA Appointee</td>
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<tr>
<td>Pamela Mayne Correia</td>
<td>Member, Academic Staff (FSO), FSO (Academic Staff Representative)</td>
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<tr>
<td>Benjamin Dengha</td>
<td>Member, Graduate Student at-Large</td>
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<tr>
<td>Steven Dew</td>
<td>Member, Provost and Vice-President (Academic), Statutory</td>
</tr>
<tr>
<td>Francesca El Ghossein</td>
<td>Member, Student Nominated by UG Council of Students, VP Student Life</td>
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<tr>
<td>Tarek El-Bialy</td>
<td>Member, Statutory Academic Staff</td>
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<td>Duncan Elliott</td>
<td>Member, Statutory Academic Staff</td>
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<tr>
<td>Shannon Erichsen</td>
<td>Member, Non-Academic Staff (Nominated by NASA)</td>
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<tr>
<td>Robin Everall</td>
<td>Member, Interim Vice-Provost and Dean of Students</td>
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<tr>
<td>Richard N Fedorak</td>
<td>Member, Dean, Medicine and Dentistry (Interim)</td>
</tr>
<tr>
<td>Sarah Ficko</td>
<td>Member, Board of Governors Representative, President (Graduate Students' Association)</td>
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<tr>
<td>Kyle Foster</td>
<td>Member, Graduate Student at-Large</td>
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<tr>
<td>Kim Frail</td>
<td>Member, University Library Academic Staff</td>
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<tr>
<td>Lise Gotell</td>
<td>Member, Dean, Arts (Acting), Statutory</td>
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<tr>
<td>Meor M Hakeem</td>
<td>Member, Undergraduate Student Member</td>
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<tr>
<td>Shumaila Hemani</td>
<td>Member, Graduate Student at-Large</td>
</tr>
</tbody>
</table>
Don Hickey  Member, Vice-President (Facilities and Operations)
Calvin Howard  Member, Undergraduate Student Member
Jennifer Jay  Member, Statutory Academic Staff
Michal Juhas  Member, Graduate Student at-Large
Paul Jurasz  Member, Statutory Academic Staff
Maryam Kebbe  Member, Graduate Student at-Large
James Kehrer  Member, Dean, Pharmacy & Pharmaceutical Sciences, Statutory
Firouz Khodayari  Member, Student Nominated by GSA Council of Students, V-P Academic (GSA)
Maryse Ndilu Kiese  Member, Graduate Student at-Large
Alex Kwan  Member, Undergraduate Student Member
Reed Larsen  Member, Undergraduate Student Member
Cerina Lee  Member, Graduate Student at-Large
Bernard Lemire  Member, Statutory Academic Staff
Monica Lillo  Member, Undergraduate Student Member
Wei Liu  Member, Non-Academic Staff (Nominated by NASA)
Mark Loewen  Member, Statutory Academic Staff
Kathleen Lowrey  Member, Statutory Academic Staff
Godfrey Man  Member, Statutory Academic Staff
Maria Mayan  Member, Statutory Academic Staff
Pierre-Yves Mocquais  Member, Dean, Faculté Saint-Jean & Executive Officer of Campus Saint-Jean, Statutory
Debra Pozega Osburn  Member, Vice-President (University Relations), Statutory
Fahim Rahman  Member, Board of Governors Representative, President (Students’ Union)
Bahador Rashidi  Member, Graduate Student at-Large
Leonard Ratzlaff  Member, Statutory Academic Staff
Jeremy Richards  Member, Board of Governors Representative, GFC Appointee
Carolyn Sale  Member, Statutory Academic Staff
Toni Samek  Member, Statutory Academic Staff
Peter Smith  Member, Statutory Academic Staff
Kim Solez  Member, Statutory Academic Staff
Terry Sperling  Member, Academic Staff (APO), APO (Academic Staff Representative)
Marcia Spetch  Member, Statutory Academic Staff
Bruce Sutherland  Member, Statutory Academic Staff
Amy Tse  Member, Statutory Academic Staff
Mirko van der Baan  Member, Statutory Academic Staff
Dilini Vethanayagam  Member, Statutory Academic Staff
Elizabeth Wallace  Member, University Library Academic Staff
Akiko Watanabe  Member, Statutory Academic Staff
Jonathan White  Member, Statutory Academic Staff
Brayden Whitlock  Member, Graduate Student at-Large
Sheena Wilson  Member, Statutory Academic Staff

Presenter(s):
David Turpin  President and Chair, General Faculties Council (GFC)
Duncan Elliott  Member, GFC Executive Committee and Co-Chair, Academic Governance Working Group
Mirko van der Baan  Member, GFC Executive Committee and Co-Chair, Academic Governance Working Group
OPENING SESSION

1. Approval of Agenda

Materials before members are contained in the official meeting file.

Discussion:
Prior to the approval of the Agenda, the Chair reminded members of the role of the GFC Executive Committee in approving the agenda and outlined the process for members adding items to the agenda. He encouraged members to contact the GFC Secretary for assistance in preparing such submissions.

Motion: Mocquais/Burshtyn

THAT General Faculties Council approve the Agenda.

CARRIED

2. Approval of the Minutes of March 21, 2016

Materials before members are contained in the official meeting file.

Motion: Collins/Dew

THAT General Faculties Council approve the Minutes of March 21, 2015.

CARRIED

3. Report from the President

There were no documents.

Presenter: David Turpin, President and Chair, General Faculties Council (GFC)

Discussion:
The Chair welcomed new student members to their first GFC meeting. He noted that they were full voting members of GFC and encouraged them to engage fully in academic governance.

ACTION ITEMS

4. New Members of GFC

Materials before members are contained in the official meeting file.

Discussion:
A member corrected the spelling of a student member name within Motion II.

Motion I: Mocquais/Cooper
MOTION I: TO APPOINT/REAPPOINT [This motion may be proposed only by statutory members of GFC – VPs, Deans, statutory students or elected faculty members]:

The following undergraduate student members elected by the Students’ Union (SU) to the Board of Governors and appointed to GFC for terms that are concurrent with their terms on the Board (May 1, 2016 to April 30, 2017):

Fahim Rahman  
President, Students’ Union (SU)

Colin Champagne  
Board of Governors Representative

The following graduate student member elected by the Graduate Students’ Association (GSA) to the Board of Governors and appointed to GFC for a term that is concurrent with her term on the Board (May 1, 2016 to April 30, 2017):

Sarah Ficko  
President, Graduate Students’ Association

CARRIED

Motion II: Pozega Osburn/van der Baan

MOTION II: TO RECEIVE [This motion may be proposed by any member of GFC]:

The following statutory undergraduate student members nominated by the Students’ Union (SU) to serve on GFC for terms beginning May 1, 2016 and ending April 30, 2017:

Marina Banister, Vice-President (Academic), SU  
Francesca El Ghossein, Vice-President (Student Life), SU

The following statutory graduate student member nominated by the Graduate Students’ Association (GSA) to serve on GFC for a term beginning May 1, 2016 and ending April 30, 2017:

Firouz Khodayari, Vice-President (Academic), GSA

The following undergraduate student representatives, to serve on GFC for terms beginning May 1, 2016 and ending April 30, 2017:

Hasan Birer, Faculty of Arts  
Bismillah Kiani, Faculty of Arts  
Reed Larsen, Faculty of Arts  
Monica Lillo, Faculty of Arts  
LJ Valencia, Faculty of Arts  
Nicole Hammond, Alberta School of Business  
Xiaoqi Deng, Faculty of Engineering  
Meor M. Hakeem, Faculty of Engineering  
Dorsa Nahid, Faculty of Engineering  
Henry Su, Faculty of Engineering  
Jason R. Wang, Faculty of Engineering
The following graduate student representatives, to serve on GFC for terms beginning May 1, 2016 and ending April 30, 2017:

<table>
<thead>
<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Ahmad Al-Dabbagh</td>
<td>Engineering</td>
</tr>
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<td>Alicia Cappello</td>
<td>Arts</td>
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<td>Shreyak Chaplot</td>
<td>Agricultural, Life and Environmental Sciences</td>
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<td>Michal Juhas</td>
<td>Science</td>
</tr>
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<td>Cerina Lee</td>
<td>School of Public Health</td>
</tr>
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<td>Brayden Whitlock</td>
<td>Medicine and Dentistry</td>
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<td>Arts</td>
</tr>
<tr>
<td>Bahador Rashidi</td>
<td>Engineering</td>
</tr>
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The following ex officio member, to serve on GFC for a term of office beginning July 1, 2016 and extending for the duration of his re-appointment:

Allen Berger, Dean, Faculty of Augustana and Executive Office of Augustana Campus

The following ex officio member, to serve on GFC for a term of office beginning July 1, 2016 and extending for the duration of his appointment:

Andre Costopoulos, Vice-Provost and Dean of Students

The following ex officio member, to serve on GFC for a term of office beginning September 1, 2016 and extending for the duration of his appointment:

Neal Davies, Dean of the Faculty of Pharmacy and Pharmaceutical Sciences

The following statutory faculty member who has been elected/re-elected by their Faculty, to serve on GFC for term of office beginning July 1, 2016 and ending June 30, 2019:

Jorge Sousa, Faculty of Education

CARRIED
DISCUSSION ITEMS

5. Academic Governance and Delegated Authority: Report of Working Group and Discussion of GFC Terms of Reference

Materials before members are contained in the official meeting file.

Presenter(s): Duncan Elliott, Member, GFC Executive Committee and Co-Chair, Academic Governance Working Group; Mirko van der Baan, Member, GFC Executive Committee and Co-Chair, Academic Governance Working Group

Purpose of the Proposal: To provide General Faculties Council (GFC) with an update from the Academic Governance Working Group. To engage GFC in a discussion on the terms of reference of GFC with particular attention to “3. Mandate of the Committee”. GFC will be asked to consider: Are we living up to the principles of the Mandate? What is the desired level of clarity on delegated authority? Is current practice matching the Mandate? Are we striking a correct balance between full delegation and no delegation? Are appropriate matters being referred to full GFC from Standing Committees? Is this your vision of Academic Governance?

Discussion:
Dr Elliott reported that the Academic Governance Working Group had added a number of new members and had met several times since the March GFC meeting. He noted that the Working Group identified a number of operational improvements that had been implemented and initiated a process to review the Terms of Reference for each GFC Standing Committee.

Dr Elliott provided an overview of GFC’s authority over academic affairs as articulated in the Post-Secondary Learning Act (PSLA) and spoke of the shared governance model utilized by the University. He then spoke on the principles of delegation.

Dr van der Baan, as Chair of the GFC Nominating Committee, gave an overview of the processes used to fill GFC and GFC Standing Committee vacancies emphasizing that the Nominating Committee strives to ensure that there is a breadth of representation from across the University and that the interests and expertise of the applicants are considered. He pointed out that most of the Nominating Committee members also sit on the Executive Committee and hence a separate committee (Replenishment) is responsible for providing candidates to GFC in this instance.

A member expressed concern that the process seems restricted to those members already involved and that creating a bank of names to fill vacancies limited the ability of members to serve on committees. Dr van der Baan acknowledged that the Terms of Reference in this regard are out of date with current practice and reiterated the commitment to broad representation on standing committees.

Members engaged in a discussion of the mandate of GFC. Members raised the following issues: how are strong divisions within committees identified and brought forward; how much can GFC rely on Chair’s instinct to bring items forward; how does research fit in; technology enhanced participation should be available for online students to be able to participate in governance; GFC could benefit from seeing materials seen by the Academic Planning Committee (APC); GFC maintains the right to comment on anything of interest to the university.

A question arose about revisions to the PSLA; the Provost noted that changes to the Act would likely be limited to those related to the new labour legislation.
The Chair noted that although Chairs of GFC Standing Committees may play some part in setting the Agendas, most items come from other places. He emphasized that as Chair of GFC, he tries to ensure that GFC is engaged in big, strategic issues at the academy. A member suggested that the language within GFC’s Terms of Reference could be strengthened in this regard to clarify that GFC should be the body to review important academic issues.

After a review of GFC’s specific powers under the PSLA, members commented on whether the list was reflective of current practices or whether changes to the delegations were necessary. Comments provided included: the intersection of operational and academic affairs merits additional review including such things as the decision to transition the Centre for Writers from the Faculty of Arts; and the issues of delegation are complex and require more time to consider.

The Chair indicated that the work of unravelling past delegations is significant and thanked members of the Working Group and University Governance for their hard work in doing so for this meeting.

Members discussed the delegated authorities of GFC’s Standing Committees and the balance of such delegations. On this point, the Chair noted that governance review is dependent on the contents of each proposal and that some items are approved by GFC while others must go forward to the Board of Governors. He reminded members that the Board of Governors retains ultimate authority over academic affairs of the University of Alberta and that preserving the roles of each body within the bicameral system of governance is critical to the success of the institution. He stated that in his role, he must ensure that the separate areas are clearly respected.

In response to a member’s question, the Chair provided members with the history of General Faculties Council and why the University of Alberta Senate does not have the authority over institutional academic affairs. A question arose in relation to student discipline and a member expressed concern about the appeal process related to the Student Groups procedure. A GFC member serving on the Academic Planning Committee commented that delegation is an active process where committee members act on the behalf of GFC; he noted that trust in the individuals sitting on committees to exercise delegated authority appropriately is a paramount issue of consideration.

Members then engaged in discussion on the use of consent agendas, academic governance training opportunities, secret voting at GFC, clarifying the student role on GFC and making the process clearer to students. A member spoke in favour of constructive, collegial debate at GFC meetings. A member stated that the procedural rules of GFC seem ad hoc and unclear; the Chair commented that members of GFC have rejected the adoption of Robert’s Rules of Order several times. Several student members commented that the 2:00 p.m. start time is problematic and that there was not enough advanced notification about today’s meeting given that their terms had commenced May 1.

The Chair thanked members for their comments and reminded members that there is only one more meeting of GFC this academic year. He emphasized that reviewing GFC and its nine Standing Committees is an extremely complicated but very important exercise.

6. **Question Period**

_Discussion:_

GFC member Dr Carolyn Sale enquired about the status of the Centre for Writers and requested additional information on its establishment and future organizational and administrative structure. Along with several other members, she expressed her support for the continuation of the Centre for Writers as a free and open resource for students, as currently provided through the Faculty of Arts. Several members pointed out that GFC should
have an opportunity to consider changes to the Centre for Writers, as it provides a valuable academic service to students. A member added that a faculty member has been removed as Director, with an administrator being installed in her place. She explained that this would impact the mentorship and teaching activities currently underway at the Centre for Writing. A member noted that the former Academic Director was key to providing tutor training and support, as well. The Chair replied that this issue would be reviewed and a response would be provided at the next meeting.

A GFC member asked where GFC Standing Committee vacancies were posted; in response, GFC Secretary Meg Brolley noted that there is an active link on each GFC Agenda leading to the University Governance website clearly outlining all vacancies and the processes to apply for them.

INFORMATION REPORTS

7. Report of the GFC Executive Committee (April 11, 2016)

Materials before members are contained in the official meeting file.


Materials before members are contained in the official meeting file.

9. Report of the GFC Academic Standards Committee (March 17, April 21, 2016)

Materials before members are contained in the official meeting file.

10. Report of the GFC Nominating Committee

Materials before members are contained in the official meeting file.

11. Report of the Board of Governors (March 18, 2016)

Materials before members are contained in the official meeting file.

12. Information forwarded to GFC Members between Meetings

There were no items.

13. Reports

There were no items.

CLOSING SESSION

14. Adjournment

The Chair adjourned the meeting at 4:05 p.m.