

General Faculties Council
Executive Committee
Approved Minutes

Monday, January 10, 2011
3-15 University Hall
2:00 PM – 4:00 pm

ATTENDEES:

Carl Amrhein (Chair), Dru Marshall, Gerry Kendal, James Eastham, Ed Blackburn, Fay Fletcher, Sandra Davidge, Ingrid Johnston, Anita Molzahn, Andre Plourde, Duane Szafron, Thomas L'Abbe, Garry Bodnar (Coordinator), Deborah Holloway (Scribe)

PRESENTERS AND GUESTS:

Carl Amrhein, Provost and Vice-President (Academic) and Chair, GFC Executive Committee
Kathleen Brough, Portfolio Initiatives Coordinator, Office of the Provost and Vice-President (Academic)
David Cooper, CGA Professor in Accountancy and Doctoral Program Director, School of Business
Roger Epp, Dean, Augustana Faculty [via conference telephone]
Brad Hamdon, University General Counsel
Armann Ingolfsson, Associate Professor, Department of Accounting, Operations, and Information Systems, Alberta School of Business
Gerry Kendal, Vice-Provost and University Registrar
Cathy Anne Pachnowski, Information and Privacy Advisor

OPENING SESSION

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Motion: Johnston/Molzahn

THAT the GFC Executive Committee approve the Agenda.

CARRIED

2. Approval of the Minutes of November 8, 2010

Materials before members are contained in the official meeting file.

Motion: Blackburn/Davidge

Abstention: Plourde

THAT the GFC Executive Committee (EXE) approve the Minutes of November 8, 2010.

CARRIED

3. Comments from the Chair

The Chair welcomed André Plourde as a new faculty member to the GFC Executive Committee.

ACTION ITEMS

4. Proposed Use of Copyright Materials Policy (in UAPPOL)

Presenters: Carl Amrhein, Provost and Vice-President (Academic) and Chair, GFC Executive Committee; Kathleen Brough, Portfolio Initiatives Coordinator, Office of the Provost and Vice-President (Academic); Brad Hamdon, University Counsel

Purpose of the Proposal: This policy addresses the use of copyright materials by members of the University community and articulates the responsibilities of individuals to comply with copyright laws. The policy also describes how copyright materials can be used at the University.

There will be procedures with this policy, but the policy is being brought forward on its own at this time. It is premature to associate procedures with this policy until such time as there is greater clarity in the copyright environment. It is important, nonetheless, that the proposed 'Policy' continue to move through governance.

Materials before members are contained in the official meeting file.

Discussion:

Ms Brough introduced the item, noting that no institutional policy regarding the use of copyright materials exists at present. Mr Hamdon added that the proposed Policy deals only with the use of copyright materials and not the ownership of copyright.

The Chair noted that the item before members is not related to the agreement with Access Copyright, and he took the opportunity to briefly update members regarding an Interim Agreement entered into by the University with Access Copyright over the holiday period.

During the ensuing discussion, the presenters addressed questions and comments expressed by members concerning the following matters: whether work reproduced for instruction included PowerPoint presentations; whether a 'Frequently Asked Questions' (FAQ) document would be developed; whether the policy would apply when working on University business at non-University locations; and whether a communication strategy would be developed to educate the University community about the (proposed) Policy.

The presenters received and accepted editorial suggestions, agreeing to amend the document to reflect those suggestions.

Motion: Blackburn/Molzahn

THAT the GFC Executive Committee, acting under delegated authority, recommend to the Board of Governors the proposed Use of Copyright Materials Policy (in UAPPOL), as submitted by Vice-Provost E Ingles (and as set forth in Attachment 1), as amended, to take effect on February 1, 2011.

CARRIED

5. Proposed Changes to *University Calendar* Section 23.9.4 (*Access to Student Information*)

Presenters: Gerry Kendal, Vice-Provost and University Registrar; Cathy Anne Pachnowski, Information and Privacy Advisor

Purpose of the Proposal: To update Section 23.9.4 (*Access to Student Information*) of the *University Calendar* to ensure wording within the *Calendar* is compliant with the Provincial Freedom of Information and Protection of Privacy Act (FOIPPA).

Materials before members are contained in the official meeting file.

Discussion:

Mr Kendal introduced the item, noting that the proposal arose from discussions between the Office of the Registrar and Student Awards and the University's Information and Privacy Office (IPO). The proposal would make the language in the *Calendar* consistent with the policies and protocols of the Alberta Freedom of Information and Protection of Privacy Act (FOIPPA). He added that these requirements apply to anyone at the University who has access to student information and records. Ms Pachnowski added that the proposed revisions define what information is reasonable to disclose, unless the student has requested in writing that the information not be disclosed.

During the ensuing discussion, the presenters addressed questions and comments expressed by members concerning the following matters: the precise language employed when responding to queries regarding credentials; the process of "flagging" information that a student has requested not be disclosed; the role of other legislation such as the Criminal Code of Canada; that the University's Residence Community Standards necessitate the creation of student records and whether those records are subject to these proposed revisions; editorial questions regarding the choice of the word "express" in some sections, while "written" is used in others; and the confidentiality of disciplinary procedures.

Motion: Fletcher/Molzahn

That the GFC Executive Committee approve, under delegated authority from General Faculties Council, a revision to *University Calendar* Section 23.9.4 (*Access to Student Information*) to ensure appropriate consistency between the policies and protocols of the Alberta Freedom of Information and Protection of Privacy Act and the University's policies within the *Calendar* that relate to access to student information, as submitted jointly by the Office of the Registrar and Student Awards and the Information and Privacy Office (and as set forth in Attachment 1), to take effect upon publication in the 2011 - 2012 *University Calendar*.

CARRIED

6. School of Business Proposed New Course Designator – Operations Management (OM)

Presenter: David Cooper, CGA Professor in Accountancy and Doctoral Program Director, School of Business; Armann Ingolfsson, Associate Professor, Management Science, Alberta School of Business

Purpose of the Proposal: To introduce a course designator (OM) for 'Operations Management' courses funded by the School of Business (and to replace MGTSC) and to make the course designators consistent with the new name of the Department and the Doctor of Philosophy (PhD) major of which these courses are a part.

Materials before members are contained in the official meeting file.

Discussion:

Dr Cooper introduced the item, noting the proposed update would make the course designators consistent with the new name of the Department and the Doctor of Philosophy (PhD) major of which these courses are a part. He indicated there has been a major re-alignment of units in the School of Business: the

Management Science group has been split in two units. One group (Operations Management) was moved into a new Department (now renamed the Department of Accounting, Operations and Information Systems), and the other group (Statisticians) remains in the original Department with Finance (now renamed the Department of Finance and Statistical Analysis). He added that the discipline has shifted over time and 'Operations Management' is the term most used in industry and the academy.

The Vice-Provost and University Registrar, citing Section 37.2 (*Course Numbering and Naming System*) of the GFC Policy Manual which states that strong academic reasons must be provided to make such a proposal, and further noting that such changes may create confusion for students, objected to the proposal.

During the ensuing discussion, the presenters addressed questions and comments expressed by members concerning the following matters: transcript notations; whether Operations Management is a field of specialty; whether Operations Management courses might be offered at the undergraduate level in the future; that majors and minors do not always have matching designators; and whether the proposed change would provide clarity.

Motion: Johnston/Davidge

THAT GFC Executive Committee approve, under delegated authority from General Faculties Council, a new course designator for Operations Management (OM), as submitted by the Alberta School of Business, to take effect in the Fall Term, 2011.

CARRIED

7. Augustana Faculty Council Composition Amendments – Inclusion of Representatives from the Faculties of Education and Rehabilitation Medicine

Presenter: Roger Epp, Dean, Augustana Faculty (*via* conference telephone)

Purpose of the Proposal: To add voting members from the Faculty of Education and the Faculty of Rehabilitation Medicine to the composition of Augustana Faculty Council and thereby acknowledging at a governance level the emerging relationships with those Faculties in the delivery of degree programs at the Augustana Campus.

Materials before members are contained in the official meeting file.

Discussion:

Dean Epp introduced the item, noting these inclusions would be helpful in building and maintaining relationships across the institution, particularly with those Faculties with which Augustana Faculty has worked collaboratively on academic programming.

Motion: Blackburn/Molzahn

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, a proposal submitted by the Dean of Augustana Faculty that the composition of Augustana Faculty Council be amended by the addition of external members appointed by, and representing, the Faculty of Education and the Faculty of Rehabilitation Medicine, as set forth in Attachment 1, to take effect upon final approval.

CARRIED

8. Draft Agenda for the January 31, 2011 Meeting of General Faculties Council (GFC)

Presenter: Carl Amrhein, Provost and Vice-President (Academic) and Chair, GFC Executive Committee

Purpose of the Proposal: To approve the draft Agenda for the January 31, 2011 meeting of General Faculties Council.

Materials before members are contained in the official meeting file.

Discussion:

The Chair reported that, at this time, there appeared to be no pressing business for the January 31, 2011 meeting and suggested the cancellation of that meeting. Members concurred and agreed the meeting should be cancelled.

DISCUSSION ITEMS

9. Budget Update

Presenter: Carl Amrhein, Provost and Vice-President (Academic) and Chair, GFC Executive Committee

Purpose of the Proposal: For discussion/information.

Discussion:

The Provost reported that the President had had a series of discussions with the Minister, Deputy Minister, and Assistant Deputy Ministers of Advanced Education and Technology (AET); Brian Manning, Deputy Minister, Executive Council; and others within the Provincial Government to seek clarity regarding the University's funding for the foreseeable future, particularly regarding advice received that the University should be "planning for 0% increases." Currently, we expect a 0% increase for 2011-2012; however, should the \$12.5 million committed to "lights-on funding" for the Edmonton Clinic Health Academy and the Centennial Centre of Interdisciplinary Science (CCIS) not be realized, the forecast would be -2.5%. Varying signals have been received for budget years beyond 2011-2012. Therefore, the institutional budget documentation currently being prepared will not forecast the 'out' years at this time given uncertainties around Provincial funding.

The Provost addressed the conjecture that had surfaced on campus that the donations of the Mattheis Ranch lands and the Mactaggart's gift of their family home, "Soaring" and its surrounding grounds, would require maintenance and operating costs that would negatively impact the University's Operating Budget. He explained that this will not be the case regarding either gift. The Mattheis Ranch is expected to generate a revenue stream from its oil and gas wells and valuable water rights. The potential for leasing some of the land also exists. Regarding the Mactaggart donation, the Chair indicated the 15 acres of top land and the land in the river valley have been largely undisturbed, so offer a significant opportunity for urban ecological research at the University of Alberta. Decisions regarding the use of the home have not been made, he noted, but its operation and maintenance will not negatively impact the institution's Operating Budget.

During the ensuing discussion, the presenter addressed questions and comments expressed by members concerning the following matters: whether the University had invested any resources in 'Soaring'; and the nature of the University's rights to the minerals on/at the Mattheis Ranch—specifically, whether the University has surface rights or mineral rights.

[After the meeting, the Chair confirmed with Vice-President (Facilities and Operations) Hickey that the

University receives income as rent/access fees to use the Mattheis Ranch lands for access to the oil wells situated therein—the University does not possess the mineral rights.]

10. Academic Plan Update

Presenter: Carl Amrhein, Provost and Vice-President (Academic) and Chair, GFC Executive Committee

Purpose of the Proposal: For discussion/information.

Discussion

The Provost reported that the title of the new Academic Plan will be *Dare to Deliver: 2011 – 2015* which is consistent with the “Dare to Discover” convention. The Plan will begin to move through the governance approval process in February, 2011.

INFORMATION ITEMS

11. Items Approved by the Committee by E-Mail Ballots

There were no items.

12. Information Items Forwarded to Committee Members Between Meetings

Message to Members from Provost and Vice-President (Academic) Carl Amrhein [Regarding Copyright] (E-Mailed to Members on November 18, 2010)

Copyright Q&A from Provost and Vice-President (Academic) Carl Amrhein (E-Mailed to Members on November 19, 2010)

Approved Motions and Final Documents from the GFC Undergraduate Awards and Scholarship Committee (UASC) Meeting of November 9, 2010 (E-Mailed to Members on December 14, 2010)

13. Adjournment

The meeting was adjourned at 3:55 pm.