



UNIVERSITY OF ALBERTA

UNIVERSITY GOVERNANCE

General Faculties Council
Executive Committee
Approved Open Session Minutes

Monday, June 16, 2014
2-31 South Academic Building (SAB)
2:00 PM - 4:00 PM

ATTENDEES:

Voting Members:

Carl Amrhein	Chair (Delegate), President
Ed Blackburn	Member, Academic Staff, Member of GFC
Sam Stowe	Member (Delegate), Vice-Provost and University Registrar
Kaori Kabata	Member, Academic Staff, Member of GFC
Colin More	Member, Graduate Students' Association Vice-President (Academic)
Norma Nocente	Member, Academic Staff, Member of GFC
Steve Patten	Member, Academic Staff, Member of GFC
Wendy Rodgers	Member, Academic Staff, Member of GFC
Olive Yonge	Member (Delegate), Provost and Vice-President (Academic)

Presenter(s):

Carl Amrhein	Provost and Vice-President (Academic) and Chair, GFC Executive Committee
John Beamish	Vice-Dean, Faculty of Science
Gerald Beasley	Vice-Provost and Chief Librarian
Garry Bodnar	Director of General Faculties Council (GFC) Services and Secretary to GFC
Kathleen Brough	Portfolio Initiatives Manager, Office of the Provost and Vice-President (Academic)
Mary-Ellen Compton	Assistant Dean, Faculty of Engineering
Bill Connor	Vice-Provost (Academic Programs and Instruction) and Co-Chair, GFC Committee on the Learning Environment
Naomi Krogman	Professor, Department of Resource Economics and Environmental Sociology, and (Past) Provost Fellow (2012-2013)
Olive Yonge	Deputy Provost

Staff:

Garry Bodnar, Coordinator, GFC Executive Committee
Andrea Patrick, Scribe

OPENING SESSION

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Given that the Chair, Provost and Vice-President (Academic) Carl Amrhein, had not yet joined the meeting due to another commitment, Deputy Provost Olive Yonge assumed the role of Acting Chair in order to launch the meeting.

Presenter: Olive Yonge, Deputy Provost

Motion: Blackburn/Nocente

THAT the GFC Executive Committee approve the Agenda.

CARRIED

2. Approval of the Open Session Minutes of May 20, 2014

Materials before members are contained in the official meeting file

Presenter: Olive Yonge, Deputy Provost

Motion: Nocente/Rodgers

THAT the GFC Executive Committee approve the Minutes of May 20, 2014.

CARRIED

3. Comments from the Chair

At this point in the meeting, Dr Amrhein assumed the chair. He commented on a number of issues of interest to members.

ACTION ITEMS

4. Proposed Amendments to the Composition of the Selection/Review Committee for the Dean of the Faculty of Engineering

Materials before members are contained in the official meeting file.

Presenter(s): Carl Amrhein, Provost and Vice-President (Academic) and Chair, GFC Executive Committee; Mary-Ellen Compton, Assistant Dean, Faculty of Engineering; Kathleen Brough, Portfolio Initiatives Manager, Office of the Provost and Vice-President (Academic)

Purpose of the Proposal: To amend the University of Alberta Policies and Procedures On-Line (UAPPOL) Faculty Deans Selection Procedure Appendix A: Dean Selection Committees for Individual Faculties, Faculty of Engineering, updating categories as follows:

- Update the listing of the relevant professional organization to reflect a name change:
 - The Association of Professional Engineers, Geologists and Geophysicists of Alberta (APEGGA) has changed its name to the Association of Professional Engineers and Geoscientists of Alberta (APEGA)
- Add a representative from one of the Faculty of Engineering's Administrative Professional Officers (APO) or Faculty Service Officers (FSO) to the Committee.

Also included within the proposal is an editorial change to reflect the new name of the Faculty Deans Selection Procedure and the Faculty Deans Review Procedure, both in UAPPOL.

Discussion:

Ms Compton provided a brief summary of the proposal to members, noting that the (proposed) amendments are intended to reflect a name change for the Association of Professional Engineers and Geoscientists of Alberta (APEGA) as well as the addition of one full-time continuing Administrative Professional Officer (APO) or one full-time continuing Faculty Service Officer (FSO) to provide representation from these staff categories on the Dean Selection/Review Committee, Faculty of Engineering. Ms Brough noted that several minor editorial changes were included within the proposal to ensure references were up to date.

Motion: Rodgers/Patten

THAT the GFC Executive Committee approve, under delegated authority from the Board of Governors and General Faculties Council, proposed changes to the composition of the Selection and Review Committees for the Dean of the Faculty of Engineering, as submitted by the Office of the Provost and Vice-President (Academic) and as set forth in Attachment 1, to take effect upon final approval.

CARRIED

5. Proposed Changes to the Composition of the Council of the Faculty of Science

Materials before members are contained in the official meeting file.

Presenter: John Beamish, Vice-Dean, Faculty of Science

Purpose of the Proposal: To update the composition of the Faculty of Science Council and to include all Associate Deans, Department Chairs, and representation from support staff members from Staff Category S1.0, thereby providing a broader representation of the Faculty of Science on its Council.

Discussion:

Dr Beamish provided a brief summary of the proposal to members, noting that the changes include the addition of Associate Deans, Department Chairs, and representation from employees in Staff Category S1.0 to the Council of the Faculty of Science.

Mr Bodnar pointed out an amendment to the proposal in relation to the support staff category listed on the Outline of Issue and its attachment—Staff Category B1.0 no longer existed and had been replaced with Staff Category S1.0. The proposer and members of the Committee agreed to treat this revision as a ‘friendly’ amendment.

A member inquired about the impact the compositional changes might have on quorum for the Faculty of Science Council.

Motion: Nocente/More

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, proposed changes to the composition of Council of the Faculty of Science, as submitted by the Faculty of Science and as set forth in Attachment 1, as amended, to take effect upon final approval.

CARRIED

6. Faculty of Science's Formal Adoption of the Review of Department Chairs Procedure in UAPPOL

Materials before members are contained in the official meeting file.

Presenter: John Beamish, Vice-Dean, Faculty of Science

Purpose of the Proposal: To add the option of a review for Department Chairs in the Faculty of Science; this will be achieved through the Faculty's formal adoption of the existing Review of Department Chairs Procedure set out in the University of Alberta Policies and Procedures On-Line (UAPPOL). The impact of this adoption of institutional procedure by the Faculty of Science is that it provides the opportunity for review of a Department Chair during their term and allows a Department Chair to undergo a review approaching the end of their term, resulting in a possible renewal of term.

Discussion:

Dr Beamish noted that the current Chair selection process within the Faculty of Science will be discontinued and that the Faculty would like to formally adopt the Review of Department Chairs Procedure within UAPPOL, thereby bringing the Faculty in line with relevant institutional processes.

Motion: Rodgers/Patten

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, a proposal submitted by the Faculty of Science for the Faculty's formal adoption of the Review of Department Chairs Procedure as set out in UAPPOL (and set forth in Attachment 1), to take effect upon final approval.

CARRIED

7. Proposed Changes to the Faculty Deans Selection Procedure and the Faculty Deans Review Procedure (in UAPPOL)

Materials before members are contained in the official meeting file.

Presenter(s): Carl Amrhein, Provost and Vice-President (Academic) and Chair, GFC Executive Committee; Kathleen Brough, Portfolio Initiatives Manager, Office of the Provost and Vice-President (Academic)

Purpose of the Proposal: Revisions have been proposed to give the President the authority to add up to two additional members to a Dean Selection Committee or a Dean Review Committee to ensure balanced representation.

Discussion:

Dr Amrhein explained that this proposal contains changes to the Faculty Deans Selection Procedure and the Faculty Deans Review Procedure within the University of Alberta Policies and Procedures On-Line (UAPPOL) to allow the President to formally add up to two additional members to these Committees to ensure balanced representation on the relevant search or review committee. He noted that, as Provost and Vice-President (Academic) and the person responsible for recruitment and retention of Deans, he was wholly in support of this proposal.

Ms Brough noted that this will allow the President to be involved in the process of searching for a new Dean or reviewing an incumbent early on and that the changes largely reflect the current practice of the Provost consulting the President on an ongoing basis during searches or reviews.

Dr Amrhein noted that there are several strategic reasons to support these proposed changes including the Board of Governors' expectations of the President's management of the academy in this manner; that it promotes transparency; and that the procedure should be amended to formally recognize the manner in which the President presents this type of business to the Board Human Resources and Compensation Committee (BHRCC). He noted, however, that the definition of the word "balance" continues to evolve.

A member commented that adding even two people to a decanal search or review committee could disrupt the balance.

Motion: Kabata/Nocente

THAT the GFC Executive Committee recommend to the Board Human Resources and Compensation Committee, under delegated authority from General Faculties Council, proposed changes to the UAPPOL Faculty Deans Selection Procedure and the Faculty Deans Review Procedure, as submitted by the Office of the Provost and Vice-President (Academic) and as set forth in Attachments 1 and 2, to take effect upon final approval.

CARRIED

8. Proposed Revisions to the Terms of Reference for the GFC Committee on the Learning Environment (CLE)

Materials before members are contained in the official meeting file.

Presenter(s): Bill Connor, Vice-Provost (Academic Programs and Instruction) and Co-Chair, GFC Committee on the Learning Environment (CLE); Gerald Beasley, Vice-Provost and Chief Librarian

Purpose of the Proposal: To revise the Terms of Reference for the GFC Committee on the Learning Environment (CLE) to clearly and formally acknowledge the important role Learning Services units play within the academy and in the fulfillment of the University's Academic Plan; to modify the Committee's composition to provide for more realistic replenishment of this body and to reflect the University's current staff categories; and to accommodate a series of minor/editorial changes to ensure the currency of these Terms.

Discussion:

Mr Beasley explained that GFC CLE is a relevant committee for Learning Services which he, in his Vice-Provostial role oversees, and yet, he noted, the existing Terms of Reference do not explicitly mention Learning Services or their impact on the University's learning environment.

Dr Connor noted that the proposed changes before members reflect a collaborative effort between the Office of the Provost and Vice-President (Academic), Learning Services, University Governance, and GFC CLE and that members of GFC CLE had carefully considered and deliberated on the proposed changes.

Members, during the discussion surrounding this proposal, expressed several comments and questions, including, but not limited to: suggestions for 'friendly' amendments to the language within section A; that sections B and C seem redundant; and clarification surrounding the elimination of the cross-representative members of the Committee and whether this will impact the cross-representational members of other GFC Standing Committees.

Motion: Blackburn/More

THAT the GFC Executive Committee recommend to General Faculties Council proposed revisions to the GFC Committee on the Learning Environment's (CLE's) Terms of Reference, as set forth in Attachment 1, as amended, to take effect upon final approval.

CARRIED

9. Re-appointment of Professor Steven Penney as Chair of the GFC Campus Law Review Committee

(CLRC)

Materials before members are contained in the official meeting file.

Presenter: Garry Bodnar, Director of General Faculties Council (GFC) Services and Secretary to GFC

Purpose of the Proposal: To re-appoint the Chair of GFC Campus Law Review Committee (CLRC), Professor Steven Penney.

Discussion:

Mr Bodnar explained that Professor Penney has served as Chair of GFC CLRC for three years and has excelled in the role. He emphasized the need for the Chair of this Committee to possess a legal background, considering the mandate of GFC CLRC, and the value in having Professor Penney continue in this role, thereby providing a sense of continuity to this legislative body. He noted that it is anticipated GFC CLRC will see an increased amount of business in 2014-2015.

Motion: Stowe/Patten

THAT the GFC Executive Committee re-appoint, under delegated authority from General Faculties Council, Professor Steven Penney to the position of Chair of the GFC Campus Law Review Committee (CLRC) for a term beginning July 1, 2014 and ending June 30, 2016.

CARRIED

DISCUSSION ITEMS

10. The Quality of Graduate Student and Post-Doctoral Supervision at the University of Alberta (April 2014)

Materials before members are contained in the official meeting file.

Presenter: Naomi Krogman, Professor, Department of Resource Economics and Environmental Sociology, and (Past) Provost Fellow (2012-2013)

Purpose of the Proposal: As a research-intensive higher education institution, the University of Alberta has both an ethical and a leadership role in molding excellence in graduate student supervision. This report, entitled 'The Quality of Graduate Student and Post-Doctoral Supervision at the University of Alberta (April 2014)', is written to inform the Office of the Provost and Vice-President (Academic) of best practices and different problems associated with graduate student and post-doctoral fellow supervision at the University of Alberta. The report is also intended to help professors, graduate students, post-doctoral scholars, University administrators, and other key professionals in higher education to examine multiple ways to foster a supportive environment for excellence in graduate student and post-doctoral scholar supervision. Overall, the University of Alberta has many programs and practices in place to cultivate an excellent culture of graduate student supervision. Faculty members and graduate coordinators reported strong interest and commitment to improved learning experiences for the institution's graduate students.

Discussion:

Dr Krogman thanked the Committee for consideration of her report and emphasized that members of the University of Alberta community were happy to collaborate during its development and expressed excitement about the topic of graduate student and post-doctoral supervision. She stated that the Graduate Students' Association (GSA) has drafted an action plan based on the contents of the report. She

noted that, as the report is presented to various groups around the campuses of the University, she will be considering the comments offered by those consulted.

She explained that the University of Alberta fosters a culture of mentorship and noted that the report contains five key recommendations. At this point in the meeting, Dr Krogman provided members with a document containing more information relating to the recommendations contained within her report.

During the extensive discussion surrounding this item, members expressed a number of comments and questions, including, but not limited to: clarification on the impact the recommendations contained in the report might have on Faculties and whether Faculties will be forced to comply with any of these recommendations; that standardizing supervisory processes across the Faculties would be problematic and that the recommendations do not have to contain complicated processes; clarification about institutional, national, and North American data of attrition rates and completion times for graduate students; whether this report should be shared with General Faculties Council (GFC) and, if so, as an 'action' item or as a 'discussion' item; clarification on whether the institution has any GFC-related mandates or policies in relation to graduate and post-doctoral students (and their supervision); that the contents of this report are valuable and beneficial; that, despite whatever Senior Administration or GFC may do in relation to this report, there are cultural origins to some of the issues and challenges highlighted in the report; a recommendation to distribute this report widely to the University of Alberta community; that Department Chairs should be reminded about some of the issues identified within the report; that the workload inherent in supervision is not reflected within current job descriptions; whether Faculties would be responsive to externally-created processes; that levels of funding vary by field and that there are numerous financial barriers experienced by a range of graduate students today; whether an insistence upon graduate students retaining full-time status is a contributing factor to difficulties experienced by some of these students; that Section 111 (Teaching and Learning and Teaching Evaluation) of the GFC Policy Manual should be reviewed to determine the adequacy of current policies regarding graduate student supervision and mentorship and whether or not it should be transitioned into new institutional policy and procedure (likely in the UAPPOL environment), with the Deputy Provost suggesting this could dovetail with the development of a 'student experience policy' for the University of Alberta; that the recommendations contained within the report should be carefully reviewed by representatives of the Office of the Provost and decisions made on how these could be moved forward in some positive, constructive, and meaningful manner and that this review could be 'married' with the work on graduate funding (and other graduate education-related issues) being carried out by Dr Martin Ferguson-Pell, Senior Advisor to the President; and that this report and the recommendations contained therein could be coupled in some fashion with professional development activities currently in place or being contemplated for graduate students (and, perhaps, for post-doctoral fellows).

Dr Amrhein thanked members for their thoughtful discussion and noted that the item would very likely be brought back before members at a future GFC Executive Committee meeting.

11. Question Period

There were no questions.

INFORMATION REPORTS

12. Items Approved by the GFC Executive Committee by E-Mail Ballots

- Faculty Nomination to Serve - Distinguished University Professor Advisory Selection Committee [E-Mailed to Members on May 23, 2014]

- Faculty Nomination to Serve - Vargo Teaching Chair Selection Committee [E-Mailed to Members on May 23, 2014]

13. Information Items Forwarded to Committee Members Between Meetings

There were no items.

CLOSING SESSION

14. Adjournment

The Chair adjourned the meeting at 3:55 pm.