



UNIVERSITY OF ALBERTA

UNIVERSITY GOVERNANCE

General Faculties Council
Executive Committee
Approved Open Session Minutes

Monday, May 16, 2016
2-31 South Academic Building (SAB)
1:30 PM - 3:30 PM

ATTENDEES:

Voting Members:

David Turpin	Chair, President
Marina Banister	Member, Vice-President (Academic), Students' Union
Lisa Collins	Member, Vice-Provost and University Registrar
Steven Dew	Member, Provost and Vice-President (Academic)
Duncan Elliott	Member, Academic Staff, Member of GFC
Paul Jurasz	Member, Academic Staff, Member of GFC
Firouz Khodayari	Member, Vice-President (Academic), Graduate Students' Association
Anita Molzahn	Member, Academic Staff, Member of GFC
Steve Patten	Member, Academic Staff, Member of GFC
Mirko van der Baan	Member, Academic Staff, Member of GFC
Sheena Wilson	Member, Academic Staff, Member of GFC

Presenter(s):

Richard N Fedorak	Interim Dean, Faculty of Medicine and Dentistry
Dennis Kunimoto	Vice-Dean (Faculty Affairs), Faculty of Medicine and Dentistry
David Zygun	Director, Division of Critical Care Medicine
Dolorèse Nolette	Director, Centre Collégial de l'Alberta
Steven Dew	Provost and Vice-President (Academic)
David Turpin	President and Chair, GFC Executive Committee
Sheena Wilson	Faculté Saint-Jean
Elaine Geddes	Associate Dean (Undergraduate Programs), Alberta School of Business
Wendy Rodgers	Deputy Provost
Duncan Elliott	Co-Chair, Academic Governance Working Group and Member, GFC Executive Committee
Mirko van der Baan	Co-Chair, Academic Governance Working Group and Member, GFC Executive Committee
Brad Hamdon	General Counsel
Nat Kav	Chair, GFC Academic Standards Committee

Staff:

Meg Brolley, General Faculties Council (GFC) Secretary and Manager of GFC Services
Marion Haggarty-France, University Secretary
Andrea Patrick, Scribe

OPENING SESSION

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Motion: Wilson/Dew

THAT the GFC Executive Committee approve the Agenda.

CARRIED

2. Approval of the Open Session Minutes of April 11, 2016

Materials before members are contained in the official meeting file.

Motion: Molzahn/Patten

THAT the GFC Executive Committee approve the Minutes of April 11, 2016.

CARRIED

3. Comments from the Chair

The Chair applauded the response of members in assisting the evacuees from Fort McMurray. In addition, he reported on the recent U15 meetings held in Ottawa and noted high level engagement from Innovation, Science and Economic Development Canada (ISED).

ACTION ITEMS

4. Proposed New Copyright Regulations

Materials before members are contained in the official meeting file.

Presenter(s): Steven Dew, Provost and Vice-President (Academic); Brad Hamdon, General Counsel

Purpose of the Proposal: To clarify creator and institutional copyright ownership, and to update and revise the language in Article 10 related to copyright in the various academic collective agreements (APO Agreement, Faculty Agreement, FSO Agreement, Librarian Agreement, CAST Agreement, SOTS Agreement, TRAS Agreement).

Discussion:

Dr Dew reported that the proposal represents the negotiations held between the Board of Governors and AASUA, and will require General Faculties Council and Board of Governors approval.

The Chair explained that in addition to clarifying that the creator of material owns the copyright, the proposal also allows the University to retain a license to use the material, and also addresses work completed in an administrative capacity, third party agreements, and MOOCs.

During the discussion surrounding this proposal, members expressed several comments and questions, including a recent trend towards academic faculty members identifying their course notes and websites as their own intellectual property; online course materials; and retention by the University of all teaching materials related to courses.

Motion: Wilson/Molzahn

THAT the GFC Executive Committee recommend to General Faculties Council the approval of the proposed new Copyright Regulations for the various Academic Staff Agreements.

CARRIED

5. Institutional Strategic Plan: For the Public Good

Materials before members are contained in the official meeting file.

Presenter(s): David Turpin, President and Chair, GFC Executive Committee; Steven Dew, Provost and Vice-President (Academic)

Purpose of the Proposal: In consultation with the University of Alberta, the President and Provost and Vice-President (Academic) have developed a plan to guide the overall decision-making and governance process of the university for the next decade. The plan reaffirms the institutional vision and mission and establishes five strategic goals.

Discussion:

The Chair acknowledged the numerous hours spent leading academy-wide consultations during the development of *For the Public Good*. He noted further that the territorial statement was still in the process of being finalized.

Following approval, he reported that Senior Administration and Deans would focus on implementation details during the summer.

There was no further discussion.

Motion: Wilson/Patten

THAT the GFC Executive Committee recommend to General Faculties Council the approval of the Institutional Strategic Plan: For the Public Good, as set forth in Attachment 1 to be effective upon approval, and empower administration to make any editorial changes to the plan, as needed, as long as the changes do not have the force of policy.

CARRIED

6. Proposal for the creation of a Critical Care Department, Faculty of Medicine and Dentistry

Materials before members are contained in the official meeting file.

Presenter(s): Richard N Fedorak, Interim Dean, Faculty of Medicine and Dentistry; David Zygun, Divisional Director, Division of Critical Care Medicine; Dennis Kunimoto, Vice-Dean (Faculty Affairs), Faculty of Medicine and Dentistry

Purpose of the Proposal: To transform the existing free standing Division of Critical Care Medicine into a Department of Critical Care Medicine. The Division currently operates much like a Department, with a director who sits on the Faculty Evaluation Committee (for evaluation of its own members) and on the Faculty's Chairs Committee. The Division has the responsibility for managing its own budget and teaching plan. We also recommend the current division director become chair of the department.

Discussion:

Dr Fedorak provided an overview of the proposal noting that the Division is currently functioning as a Department with 50 faculty members and a large research and teaching profile. He reported on recruitment challenges due to the unit's current status as a Division.

In response to a question on the size of the Division relative to other departments in the Faculty, Dr Zygun noted that it was mid-sized with about two-thirds of departments being larger.

Motion: Molzahn/Dew

THAT the GFC Executive Committee, on the recommendation of the GFC Academic Planning Committee, recommend to General Faculties Council the establishment of a Department of Critical Care Medicine, as submitted by the Faculty of Medicine and Dentistry, and as set forth in Attachment 1, and the concurrent termination of the Division of Critical Care Medicine, to take effect July 1, 2016.

CARRIED

7. Proposed New Course Designator of GTOTC for the Gestion Touristique (Tourism Management) Diploma Program, Centre Collégial de l'Alberta, Faculté Saint-Jean

Materials before members are contained in the official meeting file.

Presenter(s): Dolorèse Nolette, Director, Centre Collégial de l'Alberta; Sheena Wilson, Assistant Professor, Faculté Saint-Jean

Purpose of the Proposal: To introduce a new course designator, GTOTC, as an identifier of courses for the Centre collegial de l'Alberta (Campus Saint-Jean).

Discussion:

Ms Nolette explained that the courses within the proposal are part of the Tourism Management Diploma program, approved by the Provincial Government in November 2015.

There was no further discussion.

Motion: Wilson/Collins

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, a new course designator GTOTC in the Gestion touristique (Tourism Management) Diploma program offered by the Centre Collégial de l'Alberta, Faculté Saint-Jean.

CARRIED

8. Proposed New Embedded Credit Certificate in Interdisciplinary Leadership Studies, Faculty of Business

Materials before members are contained in the official meeting file.

Presenter: Elaine Geddes, Associate Dean (Undergraduate Programs), Alberta School of Business; Nat Kav, Vice-Provost (Programs) and Chair, GFC Academic Standards Committee (ASC)

Purpose of the Proposal: The Certificate in Interdisciplinary Leadership Studies will provide students with formal recognition of the leadership skills they have acquired through their coursework and through their

experiences at the Peter Lougheed Leadership College (PLLC). The certificate will indicate to employers and graduate schools that the students have taken courses, have participated in co-curricular programs, and have had stretch experiences through which they have developed the ability to tackle the challenges of leadership in all aspects of their lives. It will be available to students in multiple Faculties.

Discussion:

Dr Geddes explained that the proposed certificate includes courses offered by the Faculties of: Science; Arts; Agricultural, Life and Environmental Sciences (ALES); and Business. The Faculty of Business would serve as administrative host for the certificate. She stated that members from these Faculties comprise the Academic Oversight Committee.

She emphasized that the primary focus for students taking this certificate remains their degree and that those degree requirements take precedence over the certificate. She noted that students will be made aware of this in advance and that faculty advisors with questions about this can contact her office.

Dr Kav reported that this proposal was recommended by the GFC Academic Standards Committee with strong support.

Members discussed the acceptance and admission processes for this certificate as well as the corresponding parchment.

Dr Geddes provided clarification in regards to the training of the Teaching Fellows noting that they receive extensive training from Dr Cristina Stasia from the Faculty of Arts, who has an educational background in training Teaching Assistants and has been named Director of Instruction at the Peter Lougheed Leadership College (PLLC). She also noted that Kim Campbell, Principal of the PLLC, will teach some of the courses, along with several faculty members.

In relation to the scope and assessment of the stretch experience, Dr Geddes explained that this includes local or international paid or volunteer experience with a specific focus on leadership and that students are assessed either a Pass/Fail based on a paper outlining their experiences.

Members discussed the relationship between the PLLC, the Faculty of Business, and the Academic Oversight Committee.

The Chair requested that the Motion be revised to indicate that the GFC Academic Standards Committee had recommended this to the GFC Executive Committee.

Motion: Collins/van der Baan

THAT the GFC Executive Committee, on the recommendation of the GFC Academic Standards Committee, recommend to General Faculties Council the approval of the Embedded Credit Certificate in Interdisciplinary Leadership Studies, as submitted by the Faculty of Business, and as set forth in Attachment 1, to be effective upon approval.
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CARRIED

9. Academic Governance and Delegated Authority

Materials before members are contained in the official meeting file.

Presenter(s): Duncan Elliott and Mirko van der Baan, Co-Chairs, Academic Governance Working Group

Purpose of the Proposal: To propose a plan forward for GFC and its Standing Committees to carry on with business for the next academic year, and to forward a proposal for consideration to establish an ad hoc committee to continue the work and deliver a recommendation to General Faculties Council renewal by 30 April 2017.

Discussion:

Dr Elliott presented proposed PowerPoint slides to members intended to guide the continuing discussion surrounding academic governance at the GFC meeting of May 30, 2016.

During the presentation, members discussed the wording of the proposed Motion, specifically in relation to clauses a. and g. Dr Elliott noted that members of the Academic Governance Working Group were mindful to craft the Motion so that the language clearly reflected the strategic intentions of the group.

In regards to member composition on the *ad hoc* committee, Dr Elliott explained that Academic Working Group discussed this extensively and suggested that the group have broad representation (without administration), and have formal authority to recommend to GFC. On this note, he added that the proposed Terms of Reference and composition would be brought forward for discussion at the September meeting of the GFC Executive Committee, and for final consideration at the September 26, 2016 meeting of General Faculties Council.

Utilizing a separate PowerPoint presentation, he invited members to consider additional elements which may arise during this continued discussion, including the use of consent agendas at GFC in place of delegated authority. On this point, members discussed their reluctance to bring all items forward to GFC, such as changes to Calendar copy.

The Chair thanked members of the Academic Governance Working Group for their hard work.

Motion: Wilson/Patten

Whereas at its meeting of 25 January 2016 the General Faculties Council (GFC) approved the following motions:

THAT the General Faculties Council will review the delegation of its authorities to all of its current committees, and by 30 June 2016 vote on whether to renew or revise these delegated authorities.

and

THAT the review of the governance and operations of the General Faculties Council is to be informed by the June 2013 report "A Reflection on the State of Academic Governance at the University of Alberta."

At its meeting of 30 May 2016, the General Faculties Council:

- a. approves the interim renewal of delegated authorities to all GFC standing committees until revised "Terms of Reference" modifying the delegated authorities of these committees are presented to it for its final approval on or before 30 April 2017;
- b. affirms its authority to make recommendations to the Board of Governors of the University of Alberta on any matter that it deems to be of interest to the University; and
- c. affirms its ultimate overarching authority to recall to it at any time any matter being considered by its standing committees under delegated authority;

d. approves the creation of an ad hoc committee to lead, during the 2016-17 academic year, the process for the revision of the “Terms of Reference” for GFC and all of its standing committees, with “Terms of Reference” for and composition of this ad hoc committee to be approved by GFC at its September 2016 meeting;

e. directs the ad hoc committee to bring forward to GFC its recommendations for revisions to the “Terms of Reference” for GFC and its Standing Committees addressing delegated authority for final approval on or before 30 April 2017;

f. directs that during the 2016-17 academic year GFC meet as often as necessary between September and April to discuss and consider proposals of the ad hoc committee for the revision of the “Terms of Reference” of the General Faculties Council and its standing committees; and

g. moves that until such time as the “Terms of Reference” for the General Faculties Council and its standing committees are revised, anything in the current “Terms of Reference” for the General Faculties Council or any of its standing committees not consistent with any of the above is null and void.

CARRIED

DISCUSSION ITEMS

10. Direction to GFC Committee on the Learning Environment to conduct a Review of Universal Student Ratings of Instruction (USRI)

Materials before members are contained in the official meeting file.

Presenter(s): David Turpin, President and Chair, GFC Executive Committee; Wendy Rodgers, Deputy Provost

Purpose of the Proposal: To consider a Notice of Motion submitted to the President and Chair of GFC by a GFC member on the University’s direction towards USRI utilization.

Discussion:

Dr Rodgers explained to members that she, along with Dr Sarah Forgie, Vice-Provost (Learning Initiatives) and Chair of the GFC Committee on the Learning Environment, and AASUA are part of a working group currently reviewing this matter. She emphasized that the USRI tool is part of a much larger discussion which includes the need for multifaceted evaluations, the Centre for Teaching and Learning’s (CTL) leadership and mandate, and the need to transition GFC Policy Manual Section 111: Teaching and Learning and Teaching Evaluation into UAPPOL.

The Chair invited members to comment on the provided Motion, and it was agreed that two Motions could be presented to GFC, including the original submitted Motion as well as one crafted by the GFC Executive Committee with added clarification.

Members, in support of this review by the GFC Committee on the Learning Environment (CLE), suggested drawing in evaluation experts from the Faculty of Education. Dr Rodgers cautioned that this endeavour would be lengthy and labour-intensive. She also emphasized that it is mandated by GFC policy that the University employ a mechanism for student evaluation on teaching.

On the issue of transitioning GFC Policy Manual Section 111 into UAPPOL, Dr Rodgers noted that it would be part of the discussion going forward, but a different process, as yet to be determined.

The Committee agreed that this item should be placed on the GFC agenda and that a motion would be drafted and circulated for comment that would note the importance of the issue but would expand the focus to include other items related to teaching, learning and teaching evaluation.

11. Update on Centre for Writing, Faculty of Arts

There were no documents.

Presenter(s): David Turpin, President and Chair, GFC Executive Committee; Wendy Rodgers, Deputy Provost

Purpose of the Proposal: To discuss the status of the Centre for Writers, as discussed by members of GFC at the May 2, 2016 meeting.

Discussion:

Dr Rodgers noted that the Office of the Provost and Vice-President (Academic) continues to look at this issue in the light of needing to provide better consistency and access to services of this type. She also emphasized that there is no intent to assess fees to students for this service.

During the ensuing discussion, members commented on the importance of having these services available and accessible for students. Questions arose regarding processes in which decisions impacting matters such as University-wide writing services were made and how the Centre was established as an administrative unit. Dr Rodgers noted that consultations are underway on this issue and that any options would include ensuring that it remains a free service to all students on all campuses and includes appropriate University-wide oversight.

ACTION ITEMS

12. Draft Agenda for the May 30, 2016 meeting of General Faculties Council

Materials before members are contained in the official meeting file.

Presenter: David Turpin, President and Chair, GFC Executive Committee

Purpose of the Proposal: To approve the General Faculties Council (GFC) Agenda for May 30, 2016.

Discussion:

The Chair made several minor changes to the presenters of certain items, and members discussed adding the Centre for Writers as its own Agenda item.

Motion: Wilson/Molzahn

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, the Agenda for the May 30, 2016 meeting of General Faculties Council.

CARRIED

DISCUSSION ITEMS

13. Question Period

There were no questions.

INFORMATION REPORTS

14. Changes to the Code of Student Behaviour, Code of Applicant Behaviour and Practicum Intervention Policy to reflect changes in the Alberta Human Rights Act

Materials before members are contained in the official meeting file.

15. Items Approved by the GFC Executive Committee by email ballots

There were no items.

16. Information Items Forwarded to GFC Executive Committee between Meetings

There were no items.

CLOSING SESSION

17. Adjournment

The Chair adjourned the meeting at 3:30 p.m.