



General Faculties Council  
Executive Committee  
Approved Open Session Minutes

Monday, January 13, 2020  
2-31 South Academic Building (SAB)  
2:00 PM - 4:00 PM

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**ATTENDEES:**

Steven Dew, Acting-Chair  
Joel Agarwal  
Dylan Ashley  
Duncan Elliott  
Mary Forhan  
Bill Foster

Christopher Lupke  
Pierre-Yves Mocquais  
Roger Moore  
Melissa Padfield  
Eleni Stroulia  
*non-voting:*  
Marion Haggarty-France

**REGRETS:**

David Turpin  
Adarsh Badesha  
Sean McMurtry

Staff:

Heather Richholt, scribe

**OPENING SESSION**

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

*Presenter(s):* Steven Dew, Provost and Vice-President (Academic), and Acting-Chair, GFC Executive Committee

Motion: Agarwal/Padfield

THAT the GFC Executive Committee approve the Agenda.

**CARRIED**

2. Comments from the Chair (no documents)- Student Vacancies on GFC and GFC Committees

*Presenter(s):* Steven Dew, Provost and Vice-President (Academic), and Acting-Chair, GFC Executive Committee

*Discussion:*

The Acting-Chair expressed his sadness at the tragic loss of the victims of the plane crash in Iran. He spoke about the incredible response from members of the University community and made reference to the memorial event that was held at the Saville Centre the previous day. He noted that the event was live-streamed and was available on the university home page.

The Acting-Chair also acknowledged the January 6, 2020 decisions of the Alberta Court of Appeal in the appeals of the Pro-Life vs. University of Alberta case regarding the 2015 Pro-Life event and counter-protest, as well as a proposed 2016 Pro-Life event. He noted that the University of Alberta would be reviewing the decision in detail to determine next steps.

Regarding the question about student vacancies that was raised at the previous Executive Committee meeting, the Acting-Chair noted that members of the GFC Nominating Committee, the Students' Union, and University Governance, had met to discuss the issue and develop strategies, and that more information would be forthcoming.

## **CONSENT AGENDA**

Materials before members are contained in the official meeting file.

Consent Agenda Mover and Second: Mocquais/Moore

3. Approval of the Open Session Minutes of December 9, 2019

THAT the GFC Executive Committee approve the items in the Consent Agenda.

**CARRIED**

4. Proposed New Course Designator, MST, Faculty of Arts

*Purpose of the Proposal:* To introduce a course designator (MST) for the media studies courses which will be taught in the newly approved major in media studies.

THAT the GFC Executive Committee approve, with delegated authority from General Faculties Council, a new course designator for Media Studies courses, MST, as submitted by the Faculty of Arts.

**CARRIED**

5. Proposed New Course Designator, HGEO, Faculty of Science

*Purpose of the Proposal:* Introduction of a new course designator of HGEO in the Department of Earth and Atmospheric Sciences.

THAT the GFC Executive Committee approve, with delegated authority from General Faculties Council, a new course designator for Human Geography, HGEO, as submitted by the Faculty of Science.

**CARRIED**

6. Proposed Increase to Minimum English Language Proficiency Entrance Requirement for Graduate Programs, Faculty of Graduate Studies and Research

*Purpose of the Proposal:* The proposal is before the committee to increase the minimum IELTS band score for graduate admission.

THAT the GFC Executive Committee recommend that General Faculties Council approve the proposed increase to the FGSR English Language Requirement as recommended by the GFC Academic Standards Committee, as submitted by the Faculty of Graduate Studies and Research and as set forth in attachment 3, for implementation for Fall 2021 admissions and to be published in the 2020-2021 Calendar.

**CARRIED**

## **ACTION ITEMS**

7. Proposal from the Faculty of Engineering to add CH E 312, Fluid Mechanics, to the List of Courses with Consolidated Exams

Materials before members are contained in the official meeting file.

*Presenter(s):* Anthony Yeung, Associate Chair, Chemical and Materials Engineering, Faculty of Engineering

*Purpose of the Proposal:* The proposal is before the committee to request approval for a consolidated exam for CHE 312 in the Winter term.

*Discussion:*

Dr Yeung noted that this course was required for student across multiple programs and a consolidated exam would allow for more than 180 students to be tested at the same time.

Members discussed the conflict rate for consolidated exams and the Office of the Registrar's processes to address these conflicts.

Motion: Foster/Moore

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, the addition of CH E 312, Fluid Mechanics, to the list of courses with Consolidated Final Examination, as submitted by the Faculty of Engineering, to take effect Winter 2020.

**CARRIED**

8. Proposed Update to University Calendar Important Notice Section

Materials before members are contained in the official meeting file.

*Presenter(s):* Melissa Padfield, Vice-Provost and University Registrar

*Purpose of the Proposal:* The proposal is before the committee to approve the addition of language that specifies under what circumstances the University is not liable for any losses or damages resulting from cancellation or interruption of academic programming.

*Discussion:*

Ms Padfield explained that the proposed wording would sufficiently communicate with students what would happen in the event of a work stoppage. She noted that University Counsel had been consulted.

Members asked about instances of legal action as a result of a work stoppage at other institutions; the actual visibility of this to students; and the potential for work stoppage in the event of extreme weather conditions.

Motion: Padfield/Moore

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, the addition of language around liabilities related to the cancellation or interruption of academic programming into the University Calendar Important Notice section, as set forth in Attachment 1, to be published in the 2020-2021 University Calendar.

**CARRIED**

**EARLY CONSULTATION**

9. Addition of Equity, Diversity and Inclusivity (EDI) language to UAPPOL Recruitment and Selection of Faculty and Staff Policy Suite

Materials before members are contained in the official meeting file.

*Presenter(s):* Wendy Rodgers, Deputy Provost; Kate Peters, Portfolio Initiatives Manager, Office of the Provost and Vice-President (Academic)

*Purpose of the Proposal:* The proposed changes to the Recruitment Policy and associated procedures look to ensure that recruitment and employment processes are equitable and inclusive. By adopting EDI principles and practices, the University hopes to achieve equality in the workplace and correct employment disadvantages

experienced by persons historically underrepresented at the University, while maintaining its high quality workforce.

*Discussion:*

Dr Rodgers gave an overview of the work underway to add language around the university's commitment to Equity, Diversity, and Inclusion (EDI), to the policy and procedures regarding the recruitment of faculty and staff. She noted that work was needed to increase the diversity of staff on campus and this was a part of that work. Dr Rodgers pointed out that much of the wording was repeated through the procedures to ensure that those who were working with only one procedure would understand the priorities. She further explained that as the procedures were reviewed there were other editorial and non-substantial changes made as well.

Members asked about the connection between this policy suite and the EDI language used in recruitment advertisements; the role of Human Resources; language used for this purpose at other U15 universities; the potential to simplify and streamline the entire suite for consistency; how to avoid tokenism and encourage real changes; strategies for changing out-dated perceptions; education regarding EDI considerations including identifying credential equivalents from other jurisdictions; how to determine if these changes were working to give the desired result of a more inclusive and diverse university; the role of General Faculties Council representatives on selection committees; procedures for spousal hires; gender parity and how to achieve the correct balance in a Faculty with low diversity.

#### 10. Effective Teaching and Learning: A Framework for Multifaceted Assessment

Materials before members are contained in the official meeting file.

*Presenter(s):* John Nychka, Vice-Provost (Learning Initiatives); Janice Miller-Young, Academic Director, Centre for Teaching and Learning; Luis Fernando Marin, Senior Research Coordinator, Centre for Teaching and Learning; Cheryl Poth, Associate Director, Education, Centre for Teaching and Learning

*Purpose of the Proposal:* To gather feedback on the work of the Centre for Teaching and Learning to develop a framework to describe effective teaching. The framework will guide efforts to provide robust supports, tools, and training to develop and assess teaching quality in the University. The framework may also be used to identify qualitative and quantitative criteria that are fair, equitable, and meaningful across disciplines for teaching assessment and evaluation. In this way, it may be used in developing policy to replace and revise GFC Policy 111.

*Discussion:*

Dr Nychka explained that the Centre for Teaching and Learning (CTL) team was working to answer the question: What is effective teaching?

Dr Miller-Young noted the challenge to distill such a complex idea into something useful. She noted considerations of what instructors could control and of what was beyond their control, and a vision to inform teaching assessment with self, peer, and student evaluations.

Dr Poth pointed out that this framework was designed to work for all different types of teaching including courses, workshops, and experiential learning.

Members discussed the limitations of Universal Student Ratings of Instruction (USRIs) and the dangers of grade inflation if the goal was just to make students happy; the need to improve USRIs as well as to include more diverse assessment methods; and how to ensure that the data collected was useful.

A member offered to share data collected from a USRI experiment which used different types of questions.

## **DISCUSSION ITEMS**

### 11. Recommendations of the GFC Executive's ad hoc Committee on Program Approval Processes

Materials before members are contained in the official meeting file.

*Presenter(s):* Tammy Hopper, Vice-Provost (Programs)

*Purpose of the Proposal:* The proposal is before the committee to discuss and receive input into proposed changes to the process for program approval.

*Discussion:*

Dr Hopper gave a brief overview of the recommendations and outlined the consultation to date. She spoke about the proposed committee composition and need to strike the correct balance between administrative expertise and governance oversight.

Members discussed the addition of approval of non-credit programs; the importance of the expertise of the Associate Deans currently serving on the GFC Academic Standards Committee; and the oversight of the Centre collégial de l'Alberta.

### 12. Weapons on Campus and the Code of Student Behaviour

Materials before members are contained in the official meeting file.

*Presenter(s):* Marcel Roth, Director, University of Alberta Protective Services

*Purpose of the Proposal:* To discuss a proposed addition to the Code of Student Behaviour related to Weapons on Campus.

*Discussion:*

Mr Roth noted that this addition to the Code of Student Behaviour (COSB) was meant for complaints regarding possession of items that would require an elevated response.

Members discussed: the potential elevation to armed response by the Edmonton Police Service; the changes to the language in residence agreements; how exceptions to the rule would work with the involvement of University Protective Services; concerns about the inclusion of "bear spray"; weapons that are prohibited by Canadian law; and other weapons that could be included in the definition.

### 13. Question Period (no documents)

- Follow up to discussion on FGSR Standardized Report

*Presenter(s):* Steven Dew, Provost and Vice-President (Academic), and Acting-Chair, GFC Executive Committee

*Discussion:*

Members discussed questions about the draft annual progress report, that had been developed by the Faculty of Graduate Studies and Research, including but not limited to: ensuring that the development and implementation capture the complexities of the issues; concerns that this process would not detect actual problems and thus be ineffective and burdensome; how broadly definitions of "research" vary across the university; the importance of curating a single authoritative student record which captures the relevant data at the department and the Faculty levels so as not to create duplication of effort; and the various program requirements and methods of tracking across departments.

Dr Milne explained that the first presentation of the draft, in November 2019, was early consultation and that more work had been done since that time. She noted that the annual progress report was meant to provide guidance and clarity to both students and supervisors, as well a clear and equitable way to deal with students who were not producing as well as with instructors who were not fulfilling their obligations. She further pointed out that the University of Alberta was the only U15 institution that did not have a similar university-wide system, and that FGSR would launch a pilot with 12 Departments in 7 Faculties which would help to further refine the process.

Dr Dew noted that the Board of Governors had made it very clear that a system with improved accountability for graduate supervision was a priority.

Ms Haggarty-France agreed to collect the questions and provide them to Dr Milne for consideration.

### **ACTION ITEMS**

14. Draft Agenda for the Next Meeting of General Faculties Council

Materials before members are contained in the official meeting file.

*Presenter(s):* Steven Dew, Provost and Vice-President (Academic), and Acting-Chair, GFC Executive Committee

*Purpose of the Proposal:* To approve the Agenda for the GFC meeting to be held on Monday, January 27, 2020.

Motion: Mocquais/Foster

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, the Agenda for the January 27, 2020 meeting of General Faculties Council, as set forth in Attachment 1.

**CARRIED**

### **INFORMATION REPORTS**

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 Acting-Chair adjourned the meeting at 4:10 p.m.

