

General Faculties Council
EXECUTIVE COMMITTEE
Approved Minutes

Meeting 33
March 29, 2016, 2:00 p.m.

A167

Voting Members

Elizabeth Cannon, Chair – arrived after Item 3
Dru Marshall, Vice-Chair
Lynne Cowe Falls *
David Cramb – left during Item 8
Alastair Cribb – arrived during Item 9
Stephan Guscott
Sam Hossack
Cynthia Mannion
Rob Newton
Nancy Pollock-Ellwand
Jo Towers

Non-Voting Member

Sandra Hoenle

Regrets

Brenda O’Neill

Guests

Rae Ann Aldridge, Executive Director, Risk – present for Item 8
Yat-Sing Cheng, Associate Director, Enterprise Risk Management – present for Item 8
Angela Jackson, Legal Services – present for Item 6
Lynn Taylor, Vice-Provost (Teaching and Learning) – present for Item 9

Secretary

Susan Belcher

Scribe

Elizabeth Sjogren

* by telephone

The Vice-Chair called the meeting to order at 2:01 p.m. and confirmed quorum.

1. Approval of the Agenda

The Vice-Chair reported that item 9 should be listed on the agenda as “Update on the Taylor Institute for Teaching and Learning”, and indicated that Item 4 (Energizing the *Eyes High* Strategic Direction) would be addressed upon the Chair’s arrival.

Moved/Seconded

That the Agenda for the March 29, 2016 General Faculties Council Executive Committee meeting be approved, with the reported amendment.

Carried

2. Remarks of the Chair and Vice-Chair

The Vice-Chair included the following in her remarks:

- The provincial budget will be announced on April 14, 2016
- The Indigenous Strategy consultation process is underway
- The University's Comprehensive Institutional Plan documents are being revised, and new versions will be presented to a variety of committees and GFC before being presented to the Board of Governors for approval
- The University's Sustainability Awards were celebrated at lunchtime today, and the University Teaching Awards celebration will be held this evening

3. Approval of the March 1, 2016 Meeting Minutes

Documentation for this item was circulated with the Agenda.

Moved/Seconded

That the Minutes of the General Faculties Council Executive Committee meeting held on March 1, 2016 be approved.

Carried

4. Energizing the *Eyes High* Strategic Direction

Documentation for this item was circulated with the Agenda. Elizabeth Cannon, President and Vice-Chancellor, presented this item.

Highlights:

- The *Eyes High* strategic direction was approved in 2011, and will sunset this year. An effort to renew the *Eyes High* strategic direction has been initiated, starting with defining the principles, scope, process, timeline, and governance structure for this, and then a consultation period will begin in September 2016 that will end with the approval of the new strategy in the Winter term of 2017.
- The Committee suggested that the phrase "...raise the bar on the impact of the University" be made more explicit in the document

Moved/Seconded

That the General Faculties Council (GFC) Executive Committee (EC) recommend that:

1. GFC recommend that management proceed with a process to renew the University's institutional strategy generally within the principles, scope, consultation process, timeline, and governance structure outlined in the document provided to the EC, with the requested amendment; and
2. GFC approve the Terms of Reference for the *Eyes High* Strategic Oversight Committee in the form provided to the EC.

Carried

5. Nominations for GFC Election of Two Academic Staff Members to the Advisory Review Committee (ARC) for the Dean of the Cumming School of Medicine

Documentation for this item was circulated with the Agenda.

The EC nominated, in rank order, tenured academic staff members to be approached by the University Secretariat to stand for election to the ARC for the Dean of the Cumming School of Medicine. The first four persons to agree to stand for election will appear on the ballot at the April 14, 2016 GFC meeting.

6. Procedure for Conflict of Interest, Procedure for Managing the Employment of Related Persons, and Code of Conduct

Documentation for this item was circulated with the Agenda. Angela Jackson, Legal Counsel, presented this item.

Highlights:

- The Code of Conduct was approved in December 2014. The associated Procedure for Conflict of Interest and Procedure for Managing the Employment of Related Persons (the Procedures) are now moving through the governance system.
- In response to a statement that it is inappropriate to discuss these procedure documents while the Faculty Association is negotiating with the University's bargaining team, the Vice-Chair stated that consultation relating to draft procedure documents does not interfere with this process
- The Committee discussed the practicalities of following the Procedures, in particular discussing the possible challenges if a person has a poor working relationship with their Supervisor
- In response to questions, it was reported that:
 - The definition of "conflict of interest" is taken from provincial legislation
 - A person is required to disclose a conflict of interest once they become aware of a "perceived private benefit". They may become aware of this on their own, or because someone else has drawn attention to it.
 - The Procedures apply to the University's academic staff, employees, appointees, and researchers. The Procedures will apply to a graduate student only in their employment capacity, such as a Teaching Assistant.
 - The Procedure for Protected Disclosure exists to allow for the reporting of noncompliance with any University policy or procedure
- The Chair reported that the Procedures will continue to work their way through the governance system, and the Vice-President (Finance and Services) has the final approval authority for both procedures.

7. Review of Draft April 14, 2016 General Faculties Council Agenda

The EC reviewed the draft Agenda for the April 14, 2016 meeting of GFC, and suggested that the action items be re-ordered.

8. Enterprise Risk Management – Committee Risk Assignment and Oversight

Documentation for this item was circulated with the Agenda. Rae Ann Aldridge, Executive Director, Risk, and Yat-Sing Cheng, Associate Director, Enterprise Risk Management (ERM), presented this item.

Highlights:

- The Committee discussed the institutional risk assigned to it by the Audit Committee of the Board of Governors (*Inability to attract, recruit and retain high quality students to fulfil the University's mandate*), including the existing mitigations for this risk
- The Committee discussed how the risk's identified probability and impact, as displayed in a heat map, were determined
- The Committee learned that it will be asked to review and provide feedback on the Institutional Risk Report for this risk on a semi-annual basis
- A member of the Committee requested that the report be revised to read "Indigenous Strategy" rather than "Aboriginal Strategy"

9. Update on the Taylor Institute for Teaching and Learning

Documentation for this item was circulated with the Agenda. Dru Marshall, Provost and Vice-President (Academic), and Lynn Taylor, Vice-Provost (Teaching and Learning), presented this item.

Highlights:

- The proponents reported that:
 - The Taylor Institute for Teaching and Learning (TI) building will open on April 18, 2016
 - Recent hiring for the TI includes the Director of the Educational Development Unit and the University Chair in Teaching and Learning and Academic Director of the TI. A search for the Director of the College of Discovery, Creativity and Innovation is now underway.
 - The TI is growing into a community of people engaged in the practice and scholarship of teaching, including a Teaching Academy of teaching award winners who serve as mentors to others
 - TI initiatives include an annual Conference on Learning and Teaching, University Teaching Awards program, University Teaching Grants program, Teaching Scholars program, and a variety of workshops and course design supports
- The Committee learned that consultation is underway for the TI's College of Discovery, Creativity and Innovation, and the development of associated global challenge courses that will be hosted by the Faculty of Arts and piloted in Winter 2017
- In response to questions, it was reported that:
 - The global challenge courses will involve instructors from a range of Faculties. The courses are being hosted by the Faculty of Arts because the College of Discovery, Creativity and Innovation cannot offer courses independently, and because the Faculty of Arts is a diverse Faculty.
 - It is expected that there will be multiple small sections of the global challenges courses

10. Other Business

There was no other business.

11. Adjournment

Moved/Seconded

That the General Faculties Council Executive Committee adjourn the March 29, 2016 meeting.

Carried

The meeting was adjourned at 3:29 p.m.

Susan Belcher
University Secretary