

General Faculties Council  
**GFC EXECUTIVE COMMITTEE**  
Approved Minutes

Meeting 52  
March 27, 2018, 2:00 p.m.

A167

***Voting Members***

Dru Marshall, Vice-Chair  
Tara Beattie \*  
Eloise Carr  
David Cramb  
Tina Miller  
Negar Mohammadi  
Lorraine Radtke  
Trevor Tombe  
Jo Towers \*

***Non-Voting Member***

Sandra Hoenle

***Secretary***

Susan Belcher

***Scribe***

Elizabeth Sjogren

***Regrets***

Elizabeth Cannon, Chair  
Lesley Rigg  
Dennis Sumara

***Guests***

Deborah Book, Legal Counsel – present for Item 6  
Jennifer Hawkins, Manager, Employee & Labor Relations, Human Resources – present for Item 6  
Karen Jackson, University General Counsel – present for Item 6

\* by telephone

The Vice-Chair called the meeting to order at 2:03 p.m. and confirmed quorum.

**1. Approval of the Agenda**

**Moved/Seconded**

That the Agenda for the March 27, 2018 General Faculties Council Executive Committee meeting be approved.

**Carried**

**2. Remarks of the Vice-Chair**

The Vice-Chair included the following in her remarks:

- The provincial budget was announced last week, and is relatively positive for the University: the

University will receive a 2% base budget increase and tuition backfill funding, and an increase in funding infrastructure, but the carbon tax will be a significant cost to the University

- The recently-announced federal budget is also positive for the university sector
- It was announced this week that the Board of Governors and the University of Calgary Faculty Association (TUCFA) have ratified a new collective agreement, dated July 1, 2017 – June 30, 2019
- Tina Miller and Negar Mohammadi, the outgoing Students' Union and Graduate Students' Association Vice-Presidents (Academic), were thanked for their service as members of the Committee

### **3. Approval of the February 16, 2018 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 February 16, 2018 be approved.

**Carried**

### **4. Academic Plan and Research Plan Metrics**

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

Highlights:

- The proponent reviewed the process followed to draft the metrics for the Academic and Research Plans, including work done by the Office of Institutional Analysis to identify the metrics used by the country's top five institutions in order to allow for comparisons
- The Committee discussed:
  - That gender salary equity is an issue of importance to the campus community, and it was agreed that this could be included in the metrics
  - The measure of total sponsored research, and the Committee learned that the metrics will not separate this into statistics for internal, provincial, national, and international funding
  - The measures relating to graduate student and postdoctoral scholar awards, and it was agreed that major awards, such as Vanier and Banting awards, should be mentioned by name in the metrics document
  - Graduate student retention rates, and the Committee learned that graduate student retention is not tracked in the same way as undergraduate student retention and so is not included in the metrics
- In response to questions, it was explained:
  - Who is included in the groups "Senior Leadership Team" (SLT) and "Executive Leadership Team" (ELT), and the Committee suggested that the measure relating to diversity in

leadership be broadened to include Department Heads and Associate Deans in addition to the SLT and the ELT

- That the University does not have its own data for matters such as student publications or post-graduate employment, and so these are not included in the metrics
  - That the University has a Data Definition Dictionary used, in part, to aid in the comparison of data
  - That student-instructor ratio is not being used as a metric, in part because this statistic is complicated by regular online courses and massive open online courses (MOOCs)
  - That specific targets for quantifying success have not yet been established. Comparison to institutional averages will be made for now, and specific targets will be established once the data is better understood.
  - That the dashboards for the equity, diversity and inclusion metrics will show the data for specific staffing groups, such as by academic staff member rank
  - That few metrics relating to spaces/facilities were chosen, because some facilities-related matters, such as deferred maintenance, are easily misunderstood, and because younger institutions will be advantaged if a metric relating to driving spaces/facilities innovation were included
  - That Outside Professional Activity (OPA) will be counted for the metrics “Invitations to participate as expert witness, an adviser, on an expert panel or committee” and “Commissioned reports”. It was further explained that OPA is distinguished with respect to academic staff annual reporting, but this is not necessary when measuring institutional impact.
  - That the University’s annual fundraising total is included as a metric because it is considered to be an indication of the University’s overall health
- It was further suggested that all acronyms in the document be spelled out upon first use
  - The proponent indicated that she would revise the metrics prior to their presentation to General Faculties Council, based on the feedback received from the Committee

**Moved/Seconded**

That the General Faculties Council (GFC) Executive Committee recommend that the GFC approve the metrics for the 2018-23 Academic and Research Plans in the form provided to the Committee, with the suggested amendments.

**Carried****5. Nominations for Election by GFC to the Advisory Review Committee for the Dean of the Schulich School of Engineering**

Documentation for this item was circulated with the Agenda.

The Vice-Chair reviewed the process for the review of a Dean who wishes to be considered for a second term.

The Committee nominated, in rank order, academic staff members to be approached by the University Secretariat to stand for election to the Advisory Review Committee for the Dean of the Schulich School of

Engineering. The first persons to agree to stand for election will be presented on a ballot at the April 12, 2018 meeting of GFC.

## **6. Workplace Accommodation Policy and Procedure**

Documentation for this item was circulated with the Agenda. Deborah Book, Jennifer Hawkins, and Karen Jackson presented this item.

Highlights:

- The proponents reviewed the purpose of the Workplace Accommodation Policy and Procedure, and specifically noted that the documents will clearly set out rights and obligations relating to accommodation, and add consistency to the University's practices
- The Committee expressed appreciation for these important and needed documents
- During discussion, the Committee learned that the disclosure of any accommodation is a matter of privacy, and is therefore outside this policy, and that risks to members of the campus community will be addressed on a case by case basis
- In response to a question, the proponents confirmed that the approval authority for the policy and procedure is the Board of Governors' Human Resources and Governance Committee

## **7. Review of the April 12, 2018 GFC Agenda**

Documentation for this item was circulated with the Agenda. The Committee reviewed the draft April 12, 2018 GFC agenda.

## **8. Other Business**

There was no other business.

## **9. Adjournment**

**Moved/Seconded**

That the General Faculties Council Executive Committee adjourn the March 27, 2018 meeting.

**Carried**

The meeting was adjourned at 3:14 p.m.

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Susan Belcher  
University Secretary