

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

Meeting 53  
May 1, 2018, 2:00 p.m.

A167

***Voting Members***

Dru Marshall, Vice-Chair  
Tara Beattie  
David Cramb  
Elena Favaro  
Lorraine Radtke  
Lesley Rigg – left during Item 8  
Dennis Sumara – left during Item 7  
Trevor Tombe  
Jo Towers \*

***Non-Voting Member***

Sandra Hoenle

***Secretary***

Susan Belcher

***Scribe***

Elizabeth Sjogren

***Regrets***

Elizabeth Cannon, Chair  
Eloise Carr  
Jessica Revington

***Guests***

Susan Barker, Vice-Provost (Student Experience) – present for Item 7  
Deborah Book, Legal Counsel – present for Item 6  
Karen Jackson, University General Counsel – present for Item 6  
Andrea Klaiber-Langen, Student Appeals Officer – present for Item 7  
Lisa Young, Dean, Faculty of Graduate Studies – present for Item 7

\* by telephone

The Vice-Chair called the meeting to order at 2:14 p.m. and confirmed quorum.

**1. Approval of the Agenda**

**Moved/Seconded**

That the Agenda for the May 1, 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:

- A town hall will be held on Thursday, May 3, 2018 at 11:00 a.m. in Science Theatre 140 and will also be streamed online. University leaders will brief the University community on budgets, fundraising

efforts, significant capital and information technologies projects, strategic priorities, and other matters of interest

- As we near the end of the academic year, there is effort being made to conclude work on a number of initiatives, including the Code of Conduct and the Cannabis Policy
- Elena Favaro, Graduate Students' Association Vice-President (Academic), was welcomed to her first Committee meeting

### **3. Approval of the March 27, 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 March 27, 2018 be approved.

**Carried**

### **4. Appointments to the Academic Planning and Priorities Committee**

Documentation for this item was circulated with the Agenda.

The Committee named, in rank order, academic staff members to be approached by the University Secretariat to serve as members of the Academic Planning and Priorities Committee, for a three-year term, effective July 1, 2018. The first two nominees to agree to serve will be deemed appointed by the EC.

**Moved/Seconded**

That the General Faculties Council Executive Committee (EC) name Anders Nygren, Schulich School of Engineering, as the Academic Co-Chair of the Academic Planning and Priorities Committee, for a three-year term, effective July 1, 2018.

**Carried**

### **5. Appointments to the Academic Program Subcommittee**

Documentation for this item was circulated with the Agenda.

The Committee named, in rank order, academic staff members to be approached by the University Secretariat to serve as members of the Academic Program Subcommittee, for a three-year term, effective July 1, 2018. The first two nominees to agree to serve will be deemed appointed by the EC.

### **6. Cannabis Policy**

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

Highlights:

- The proponents reported that the current draft of the Cannabis Policy is more straightforward than

previous drafts, due to the City of Calgary's recent decision to ban the public smoking of cannabis, and that cannabis edibles will not become legal this year. If laws and bylaws relating to cannabis change in the future, the University's Cannabis Policy will be revisited accordingly.

- The Committee discussed:
  - That smoking in general is prohibited in residence buildings, and so this will extend to cannabis
  - That vaping is legally considered to be a form of smoking
  - That it will be difficult to determine if a person is impaired by cannabis, and the Committee was informed that judgement as to whether a person is impaired on campus, and unable to perform their employment-related duties, will be made on a case-by-case basis. It was noted that impairment tests are currently being developed.
  - That the current rules relating to smoking on campus are not vigorously enforced, and so decisions will need to be made regarding how many resources to devote to ensuring adherence to the Cannabis Policy
- In response to questions, it was confirmed that:
  - Section 4.2 of the policy ("*...expected to be responsible about their consumption of cannabis while involved in the business of the University, activities related to the University, or representing the University*") applies to academic staff members, appointees, employees, postdoctoral scholars, and undergraduate and graduate students
  - Students who are disruptive in class, due to alcohol or cannabis consumption, or for other reasons, can be asked to leave the classroom
  - Accommodation will be made for the medicinal use of cannabis
  - Cannabis use or growth in laboratories for research purposes, where the research meets all regulatory, ethics approval, and environmental health and safety requirements, is permitted
- The Committee suggested that the proponents confer with the Director of the Indigenous Strategy regarding whether section 5.2 of the policy, under Special Situations, is necessary
- The proponents reported that the approval authority for the Cannabis Policy is the Vice-President (Finance and Services)

## **7. Student Misconduct and Academic Appeals Policy and Procedures**

Documentation for this item was circulated with the Agenda. Andrea Klaiber-Langen, Susan Barker, and Lisa Young presented this item.

### Highlights:

- The proponents introduced the draft Student Misconduct and Academic Appeals Policy, Faculty Appeal Committee Procedures, University Appeals Committee Procedures, Student Non-Academic Misconduct Procedures, and University Appeals Tribunal Procedures, and reviewed the planned phases of consultation, approval, and implementation
- The proponents emphasised that the Student Misconduct and Academic Appeals Policy and related procedures, in conjunction with the operations of the Student Appeals Office, will result in: transparent, fair, and consistent processes and decisions, administrative efficiencies, support for decision-makers and students, and reduced legal and reputational risk for the University

- The Committee suggested that
  - The documents be revised to use simple, accessible language as much as possible. Specific examples of words that the Committee suggested be simplified include: “*stay an appeal*” and “*appellant must persuade*”.
  - The Definitions sections be lengthened to include phrases such as “*reasonable apprehension of bias*”, “*procedurally unfair*” and “*ground*”, which members of the campus community need to understand, and to include all of the definitions in all of the documents
- The Committee discussed:
  - The training options that are expected to be developed for decision-makers
  - That a strong communications plan will be necessary once these documents are approved. The Committee learned that the Student Appeals Office will create a website with a variety of information and diagrams relating to appeals.
  - When and how students should be permitted to submit their appeals to the Student Appeals Office
  - The role of an advisor to an appellant
  - When a faculty member can appeal a decision at this level
- It was determined that the Student Non-Academic Misconduct Procedures will not move forward at this time, and will instead be brought along with changes to the Student Non-Academic Misconduct Policy in the Fall
- The Committee was invited to send any additional feedback directly to the proponents. It is expected that this item will return to the Committee at the May 25, 2018 meeting for recommendation.

#### **8. Review of the May 17, 2018 GFC Agenda**

Documentation for this item was circulated with the Agenda. The Committee reviewed the draft May 17, 2018 GFC agenda.

#### **9. Other Business**

There was no other business.

#### **10. Adjournment**

##### **Moved/Seconded**

That the General Faculties Council Executive Committee adjourn the May 1, 2018 meeting.

**Carried**

The meeting was adjourned at 3:59 p.m.