

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

Meeting 57  
November 20, 2018, 2:00 p.m.

A167

***Voting Members***

Elizabeth Cannon, Chair  
Dru Marshall, Vice-Chair  
Tara Beattie  
Joule Bergerson  
Eloise Carr  
Elena Favaro  
Lorraine Radtke  
Jessica Revington  
Lesley Rigg  
Dennis Sumara – arrived during Item 2  
Trevor Tombe  
Hussein Warsame

***Non-Voting Member***

Paul Rogers

***Secretary***

Susan Belcher

***Scribe***

Elizabeth Sjogren

***Guests***

Susan Barker, Vice-Provost (Student Experience) – present for Item 5  
Deborah Book, Legal Counsel – present for Item 5  
Erin Kaipainen, Senior Specialist (Experiential Learning) – present for Item 6  
Leslie Reid, Vice-Provost (Teaching and Learning) – present for Item 6

The Chair called the meeting to order at 2:00 p.m. and confirmed quorum.

**1. Approval of the Agenda**

**Moved/Seconded**

That the Agenda for the November 20, 2018 General Faculties Council Executive Committee meeting be approved.

**Carried**

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

The Chair included the following in her remarks:

- Meetings with government representatives in Ottawa provide opportunities for representatives of the post-secondary sector to advocate on issues and priorities, such as the need to support

knowledge translation as the federal budget is developed

- Meetings with government representatives in Edmonton provide similar opportunities for advocacy, such as the need for stable and predictable funding and post-secondary capacity as the provincial budget is developed
- It has been announced that the Glenbow's Library and Archives will be relocated to the University over the next three years, to create the Glenbow Western Research Centre. The collection will be located in the Taylor Family Digital Library (TFDL) and at the Spy Hill campus.
- In response to a question, it was confirmed that there will be no net loss of student study spaces when the collection is moved into the TFDL. Individual study spaces will be added to other floors of the TFDL, and the need for replacement group study spaces will be reviewed.
- It has been announced that the University Research Park lands and buildings will be transferred from the province to the University. As part of the revitalization of the University Research Park, a new Life Sciences Innovation Hub will be established in the Shell Technology Centre.
- Alberta university presidents received a letter today from the province's Ethics Commissioner relating to the requirement for universities to complete and submit their Code of Conduct. A meeting will be held in Edmonton on December 11, 2018, among University representatives and the Ethics Commissioner to discuss concerns.
- A member of the Committee noted that the Minister of Advanced Education recently attended a meeting of the Council of the Confederation of Alberta Faculty Associations (CAFA), and was receptive to concerns expressed relating to the Code of Conduct

The Vice-Chair included the following in her remarks:

- Discussions with the Ethics Commissioner about concerns with the Code of Conduct are continuing
- The province's Talent Advisory Council on Technology will advise the government on the allocation of 3,000 new student spaces and scholarships
- The Advisory Search Committee for a Dean of the Werklund School of Education short-listed candidates this morning
- An announcement will soon be made regarding the appointment of an Academic Director of the Hunter Hub for Entrepreneurial Thinking
- A Killam Awards event will be held tonight, at which Walter Herzog, Faculty of Kinesiology, will be acknowledged for receiving the prestigious Killam Prize

### **3. Approval of the September 25, 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 September 25, 2018 be approved.

**Carried**

#### **4. Recommendation of Proposed Repeal of the Guidelines for Issues Brought to GFC for Action and Amendment to the GFC Bylaws**

Documentation for this item was circulated with the Agenda. The Chair and Susan Belcher presented this item.

Highlights:

- The proponents reported that the *Guidelines for Issues Brought to GFC for Action* were approved by the General Faculties Council (GFC) in 2007, and that the Committee previously identified that the wording in the Guidelines is not clear and that they appear to be outdated and place confusing limits on the type of business that can be brought by members to GFC
- The proponents reported that, in response to this, it is proposed that the Guidelines be repealed, no criteria be set for GFC business, other than the requirement that the proposed item is within the purview of GFC and properly submitted, and Section 7.5 of the GFC Bylaws be amended to reflect this
- It was further reported that the University Secretary reviewed the documents of several Canadian universities to determine their handling of agendas and requests for business to be brought to the GFC (or equivalent), including whether there was criteria for business that could be brought to the GFC. The proposal is based on the GFC Bylaws, current practices of GFC, and the review conducted by the University Secretary.
- It was noted that, other than the removal of criteria for GFC business, the proposed process mirrors the currently approved process, with the addition of some clarifying language
- The Committee discussed:
  - The provision of reasons if the Committee determines that an item should not be brought to the GFC
  - That the proposed addition to the GFC Bylaws provides needed clarity around how business can be added to GFC agendas, and the Committee expressed agreement with the proposal and the new GFC Bylaws wording

#### **Moved/Seconded**

That the General Faculties Council (GFC) Executive Committee recommend that the GFC repeal the Guidelines for Issues Brought to GFC for Action and approve an amendment to the GFC Bylaws, as presented to the Committee.

**Carried**

#### **5. Student Academic Misconduct Policy and Procedure**

Documentation for this item was circulated with the Agenda. Susan Barker and Deborah Book presented this item.

Highlights:

- The proponents reported that the proposed Academic Misconduct Policy will replace the

academic misconduct regulations in the University Calendar, and is intended to create clarity and promote a culture of academic integrity at the University. The Academic Misconduct Procedure will set out a clear and consistent process to follow when academic misconduct is identified.

- The proponents noted that the policy and procedure have been carefully drafted to use student-friendly language, but the substance is essentially the same as the existing regulations
- Discussion included:
  - That point 'o' of section 3 of the policy goes beyond defining suspension and into describing the practices relating to this, and it was suggested that the information about post-suspension enrollment and the related discretionary authorities of the Dean be described elsewhere in the policy
  - That some actions, such as the uploading of course materials to third party websites or the unauthorised recording of lectures, may fall under the Student Non-Academic Misconduct Policy, and not the Student Academic Misconduct Policy. The proponents reported that the list of violations in the Student Non-Academic Misconduct Policy is currently under review, and that the handling of some actions may need to be determined on a case-by-case basis. It was noted that the *Standard for the Media Recording of Students in Learning Spaces* applies only to instructors and does not address recording by students.
  - Section 4.4 of the policy, which states that the seniority of the student will be considered when determining the sanction for an action. The proponents explained that there are different expectations on more experienced students regarding academic integrity, and that education may be appropriate in some cases involving newer students.
  - That some current Calendar statements, such as "Cheating is an extremely serious academic offence", are not carried into the policy, which has a more neutral tone. The proponents remarked that the University is trying to promote a more positive culture around academic integrity through a variety of means, such as education sessions, course modules, and broad communication plans, and that the policy is directed more towards how instances of misconduct are addressed. The proponents explained that academic integrity was deliberately not defined in the policy as this is a complicated concept without an agreed upon meaning.
  - The difference between a "Teaching Faculty" (the Faculty delivering a course) and the "Faculty of Registration" (the Faculty in which the student is registered)
  - That, for professional programs, it is important to consider if and when bodies outside the University, such as licensing bodies, should be notified of an accusation of academic misconduct
  - That there is no time limit for the revocation of credentials, and that both undergraduate and graduate credentials can be revoked
  - That the definition of academic activities in point 'a' of section 3 of the policy should more clearly include activities across all mediums, such as online quizzes
- The Chair reported that broad consultation on the policy and procedure will continue, and that it is expected that these will return to the GFC in the Winter term, for approval

## **6. Experiential Learning Plan**

Documentation for this item was circulated with the Agenda. Leslie Reid and Erin Kaipainen presented this item.

Highlights:

- The Committee received a presentation on Experiential Learning (EL), and learned that an Experiential Learning Plan for the University is in development
- Discussion included that:
  - Work integrated learning (WIL) and EL are related, but not synonymous, concepts
  - Much of graduate student learning or final undergraduate project work is inherently WIL or EL
  - The proposed platform will inform students of opportunities, so supervisors and advisors will not be expected to find opportunities for students
  - Students are already very busy and experiencing stress, and that adding to their load should be carefully considered
  - The proponents indicated that the goal is that EL be incorporated into existing courses/programs, and reported that the Office of Institutional Analysis is working on capturing data on how EL is currently happening at the University so that learnings can be shared
  - The Alberta government has identified five principles for adult learning: accessibility, affordability, quality, accountability, and coordination, and both the provincial and federal governments have identified that it is a priority that all students have at least one EL or WIL experience during their post-secondary education
  - That developing a strong Experiential Learning Plan will make the University attractive to students seeking to position themselves for future employment, and will position the University well to apply for anticipated government funding in this area

## **7. Student/Academic Staff Relationships**

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

Highlights:

- The presenter reported that:
  - Issues regarding student/academic staff relationships have recently come into the spotlight in the post-secondary sector in North America. Issues include allegations of sexual harassment, affairs, or abuses of power dynamics.
  - Several Canadian institutions, independently or at governmental direction, are being proactive regarding student/academic staff relationships and are introducing policies to address this

- A number of staff, students, and administrators have requested that the topic of student/academic staff relationships be discussed at our University
- The Committee discussed that the matter extends beyond student/academic staff relationships to student/student relationships, such as between a student and a Teaching Assistant
- The Committee expressed support that the Provost and Vice-President (Academic) proceed to strike an ad hoc committee to explore the matter, including the consideration of things such as mandatory training, the enforcement of current regulations, and whether the Code of Conduct currently being developed for the University goes far enough in this area
- The Committee considered the membership of this ad hoc committee, and advised that the Provost and Vice-President (Academic) should choose the academic staff members of the GFC to serve on the ad hoc committee rather than holding an election at a GFC meeting

#### **8. Review of the Draft December 6, 2018 GFC Agenda**

The Committee reviewed the draft October 11, 2018 GFC Agenda.

#### **9. Approved General Faculties Council Executive Committee 2018-2019 Work Plan**

Documentation for this item was circulated with the Agenda, for information only.

#### **10. Other Business**

There was no other business.

#### **11. Adjournment**

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

That the General Faculties Council Executive Committee adjourn the November 20, 2018 meeting.

**Carried**

The meeting was adjourned at 3:38 p.m.

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Susan Belcher  
University Secretary