



General Faculties Council
GFC EXECUTIVE COMMITTEE
Approved Minutes

Meeting 70
September 16, 2020, 2:00 p.m.

By Zoom platform

Voting Members

Ed McCauley, Chair
Dru Marshall, Vice-Chair
Semhar Abraha
Joule Bergerson
Sarah Eaton
Meghan McDonough
Mary O'Brien
Alex Paquette
Bill Rosehart
Richard Sigurdson
April Viczko
Hussein Warsame

Non-Voting Member

David Stewart

Secretary

Susan Belcher

Scribe

Elizabeth Sjogren

Staff

Jaclyn Carter

Guests

Francine Smith, Academic Co-Chair of the Academic Staff Criteria and Processes Working Group – present for Item 9

Florentine Strzelczyk, Administrative Co-Chair of the Academic Staff Criteria and Processes Working Group – present for Item 9

Robert Thompson, Associate Vice-President (Research) – present for Item 4

The Chair called the meeting to order at 2:02 p.m. and confirmed quorum.

1. Approval of the Agenda

The Chair reported that Item 11 has been removed from the agenda as consultation on the Growth Through Focus Vision is continuing.

Moved/Seconded

That the Agenda for the September 16, 2020 General Faculties Council Executive Committee meeting be approved, with the reported amendment.

Carried

2. Remarks of the Chair and Vice-Chair

The Chair included the following in his remarks:

- Members of the Committee were thanked for their contributions in the months since COVID-19 impacted the University's operations
- Meghan McDonough, April Viczko, Bill Rosehart and David Stewart were welcomed on this occasion of their first meeting
- Teams have been working to keep the campus community safe while continuing the University's mission of being a top notch university. A gradual return to in-person activities is underway, following municipal, provincial and federal safety guidelines. International students are being supported in matters such as obtaining visas and quarantining.
- The Growth Through Focus Vision is in development, and feedback received during consultation is being used to refine the Vision. Parts that require approval will come through the governance system in due course.

The Vice-Chair included the following in her remarks:

- Members of the Committee were thanked for their tremendous work to keep the University operating during this time
- An announcement regarding course delivery in the Winter term will be made soon. The University is working with other institutions to coordinate plans.
- Revisions to the Sexual Violence Policy were approved by the Board of Governors in June. During discussion, other desired revisions were identified and these will move through the governance system this fall.

3. Recommendation of the 2020-21 GFC EC Work Plan

Documentation for this item was circulated with the Agenda. The Chair and Vice-Chair presented this item.

Highlights:

- It was noted that some items on the Committee's work plan are potential items and that, as the year progresses, items may be added or removed, or the timing of items may change
- Two revisions were made:
 - The Growth Through Focus Vision was removed from September
 - The Recommendation of Revisions to the Sexual Violence Policy was added to the October meeting

Moved/Seconded

That the General Faculties Council Executive Committee (EC) recommend that the General Faculties Council approve the EC Work Plan for the 2020-2021 academic year, in the form provided to the Committee, with the requested amendments.

Carried

4. Approval of Revisions to the Research Ethics Appeal Board Terms of Reference

Documentation for this item was circulated with the Agenda. Robert Thompson presented this item.

Highlights:

- The proponent reminded the Committee that, when the Committee appointed the Chair of the Research Ethics Appeal Board (REAB) at its May 20, 2020 meeting, there was discussion that the REAB Terms of Reference did not specify the length of term for the Chair and that there was no explicit reference to the ideals of equity, diversity and inclusion (EDI) if a REAB committee must be struck. Revisions to the REAB Terms of Reference in this regard are now being brought forward for approval by the Committee.
- The Committee discussed the proposed revisions and determined that the original wording regarding EDI, that specifically listed the target groups “women, racialized minorities, Indigenous peoples, persons with disabilities, and persons from LGBTQ2+ communities”, be used instead of the new shorter sentence being proposed.

Moved/Seconded

That the General Faculties Council Executive Committee approve the revisions to the Research Ethics Appeal Board Terms of Reference, as set out in the document provided to the Committee, with the requested amendment.

Carried

5. Appointment of Three Academic Staff Members to the Academic Program Subcommittee

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

The Committee named, in rank order, academic staff members of the GFC and academic staff members at large to be approached by the University Secretariat to serve on the Academic Program Subcommittee. The first three individuals to agree to serve will be deemed appointed by the Committee.

6. Appointment of One Member of the Research and Scholarship Committee to the Campus and Facilities Development Subcommittee

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

Highlights:

- It was reported that the Research and Scholarship Committee was canvassed, and Tom Keenan was the only member to express interest in being appointed to the Campus and Facilities Development Subcommittee
- There were no questions

Moved/Seconded

That the General Faculties Council Executive Committee appoint Tom Keenan, School of Architecture, Planning and Landscape, as the Research and Scholarship Committee (RSC) member on the Campus and Facilities Development Subcommittee, effective immediately, for a three-year term or until his service

on the RSC ends if that is sooner.

Carried

7. Nominations for Election by GFC to an Advisory Review Committee for the Dean of the Faculty of Law

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

The Vice-Chair noted that, should the review lead to a decision to conduct a search for a new Dean, this advisory review committee will become an advisory selection committee.

The Committee named, in rank order, academic staff members to be approached by the University Secretariat to stand for election to an Advisory Review Committee for the Dean of the Faculty of Law. Four nominees will be presented for the election of two at the October 8, 2020 GFC meeting.

8. Nominations for Election by GFC to an Advisory Selection Committee for a Dean of the Faculty of Veterinary Medicine

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

The Committee named, in rank order, academic staff members to be approached by the University Secretariat to stand for election to an Advisory Selection Committee for a Dean of the Faculty of Veterinary Medicine. Four nominees will be presented for the election of two at the October 8, 2020 GFC meeting.

9. Academic Staff Criteria and Processes Handbook – Part I

Documentation for this item was circulated with the Agenda. Francine Smith and Florentine Strzelczyk presented this item.

Highlights:

- The proponents reported that the new Academic Staff Criteria and Processes Handbook is comprised of the provisions that remained after the Appointment, Promotion and Tenure Manual and General Promotions Committee Manual processes related to tenure, promotion and assessment were removed and inserted into the Collective Agreement in 2019
- The proponents reported that the Committee's Academic Staff Criteria and Processes Working Group is now bringing forward revisions to the Handbook relating to the criteria for merit assessment, renewal, transfer, tenure, and promotion, and that further revisions relating to the criteria for academic appointment selection procedures will be brought forward later this year. The proponents noted that the new Handbook includes a preamble, authorities section, and provision for Faculty Guidelines.
- The proponents then provided an overview of the proposed changes, with emphasis on the section relating to the criteria for research and scholarship, teaching and service
- Discussion included:
 - How the requirements relating to recognition apply to those in the instructor stream
 - That some metrics, such as those relating to interdisciplinary work, competitive grant

funding, and international recognition, may be challenging for some disciplines, and so the “where applicable” words in the Handbook, and especially in Section 4.4.3, are appreciated

- That the Faculty Guidelines will provide necessary specificity
- That the references to knowledge engagement, knowledge transfer and community engagement are welcome additions
- The process and factors relating to the transfer between streams
- That the Universal Student Ratings of Instruction (USRI) is no longer specifically named as a tool for teaching evaluation
- In response to a question, it was reported that it is anticipated that the Faculty Guidelines will be complete by Spring 2021, as these will be developed after the Handbook is fully approved
- The Committee suggested that:
 - More exemplars of achievement be provided for the instructor stream, as are provided for the professorial stream
 - Consideration be given to expanding Section 4.3.2 to include as an example the comparison of a candidate to the top persons in their field, as developing leadership and building influence are indicators of success
- The Chair noted that the proposed revisions will be discussed at the October 8, 2020 GFC meeting, and are expected to return to the Committee for recommendation for approval by the GFC at its November 5, 2020 meeting

10. Review of the Draft October 8, 2020 GFC Agenda

The Committee reviewed the draft October 8, 2020 GFC Agenda. There were no questions or comments beyond noting that the estimated times for some items may be adjusted.

11. Item withdrawn

12. Other Business

There was no other business.

13. Adjournment

The September 16, 2020 General Faculties Council Executive Committee meeting was adjourned by consensus.
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The meeting was adjourned at 3:55 p.m.