



General Faculties Council
GFC EXECUTIVE COMMITTEE
Approved Minutes

Meeting 80
October 20, 2021, 2:00 p.m.

By Zoom platform

Voting Members

Ed McCauley, Chair
Teri Balser, Vice-Chair
Jessica Ayala
Joule Bergerson
Rachel Lauer
Meghan McDonough
Alex Paquette
Renzo Pereyra – left during Item 6
Bill Rosehart
April Viczko
Jennifer Winter

Non-Voting Member

David Stewart

Secretary

Lise Houle

Scribe

Elizabeth Sjogren

Staff

Tasha Hodzic

Regrets

Richard Sigurdson

Guests

John Alho, Associate Vice President - Government and Community Engagement – present for Item 8
Francine Smith, Co-Chair of the Academic Staff Criteria and Processes Working Group – present for Item 4
Janet Stein, Director, Risk Management & Insurance – present for Item 8

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

1. Approval of the Agenda

Moved/Seconded

That the Agenda for the October 20, 2021 General Faculties Council Executive Committee meeting be approved.

Carried

2. Remarks of the Chair and Vice-Chair

The Chair included the following in his remarks:

- Federally:
 - The federal election has occurred, and Chrystia Freeland continues as Minister of Finance

- During meetings with members of the federal government, advocacy for support for scholarships, work-integrated learning initiatives, and the Tri-Council funding agencies will continue
- Provincially:
 - Representatives of the University continue to speak to persons in the provincial government about the importance of the University to society, with an aim to minimize the next cut to the Campus Alberta Grant
 - The new Deputy Minister of Advanced Education, Lora Pillipow, is familiar with the University
 - As Alberta 2030: Building Skills for Jobs is implemented, Management is talking with student groups about this, in part to have coordinated advocacy messaging
- Municipally:
 - Representatives of the University continue to speak with the Calgary Caucus about the University's activities and importance to the city
 - The municipal election has occurred, and the city now has a new Mayor and many new councilors. Representatives of the University will continue to maintain a positive relationship with the city's leadership.
- The Board of Governors 2021 orientation and retreat sessions were held in-person on October 1 and 2, 2021. These events are a good opportunity for Management to talk with the Board members about the things that the University is doing.
- COVID-19 safety protocols, such as masking on campus, are being followed and the evident compliance with this is applauded

The Vice-Chair included the following in her remarks:

- Dispensation from Public Health has been granted, and an in-person convocation ceremony will be held on November 9, 2021. The event will be attended by the graduands and a limited platform party only, with no family members or other guests in an audience.
- A series of flu vaccination clinics have been established, and persons can check the University's website for clinic locations and to make an appointment
- An event to celebrate the 2021 Program for Undergraduate Research Experience (PURE) Award recipients will be held virtually on October 21, 2021

3. Approval of the September 15, 2021 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 15, 2021 be approved.

Carried

4. Approval of Revisions to the Academic Staff Criteria and Processes Working Group Terms of Reference

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

Highlights:

- The proponent provided an overview of the proposal to revise the Terms of Reference (TOR) of the Academic Staff Criteria and Processes (ASCP) Working Group, including the description of one membership seat, setting a length of term for the members, adding an explicit reporting responsibility, and some housekeeping changes
- Discussion included:
 - How frequently the ASCP Working Group is expected to bring forward revisions to the ASCP Handbook
 - That setting a schedule for bringing forward revisions to the ASCP Handbook, such as every three years, is not recommended at this time because the ASCP Handbook is still relatively new and flexibility to revise the document as determined necessary is desired. The proponent reported that there are anticipated revisions this year, such as to capture the principles of the San Francisco Declaration on Research Assessment (DORA).

Moved/Seconded

That the General Faculties Council Executive Committee approve the revisions to the Academic Staff Criteria and Processes Working Group Terms of Reference, in the form provided to the Committee.

Carried

5. Nominations for Election by GFC of Two Academic Staff Members to an Advisory Selection Committee for a Vice-Provost (Student Experience)

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 stand for election to an Advisory Selection Committee for a Vice-Provost (Student Experience). The nominees will be presented for the election of two by a GFC electronic vote to be held immediately after the November 4, 2021 GFC meeting.

6. Appointment of Appeal Review Administrators for the University Appeals Committee and University Appeals Tribunal

Documentation for this item was circulated with the Agenda.

In response to questions:

- The difference between the University Appeals Committee (UAC) and University Appeals Tribunal (UAT) was explained
- It was confirmed that Appeal Review Administrators do not review files from their own Faculties

The Committee then named, in rank order, academic staff members to be approached by the University Secretariat to serve as Appeal Review Administrators for the UAC and UAT. The first five individuals for the UAC and the first three individuals for the UAT to agree to serve will be deemed appointed by the Committee.

7. Institutional Enterprise Risk Management Program – Student Risk Review

Documentation for this item was circulated with the Agenda. Janet Stein and John Alho presented this item.

Highlights:

- The presenters provided an overview of the annual report on the Institutional Enterprise Risk Management Program – Student Risk, reporting that the Student Risk is currently ranked #7 of the University's ten institutional risks and has been identified as having a moderate, or 'yellow', level of risk due to factors including competition for online learning, more options for local students, new government expectations such as work-integrated learning, and travel restrictions impacting international students. The presenters noted that the active issue of mental health impacts is being mitigated, enrolment has increased this year, and work-integrated learning opportunities are expected to increase as COVID-19 restrictions are lifted.
- In response to questions, it was reported that:
 - The Institutional Enterprise Risk Management Program is an internal rating and assessment system for institutional risks faced by the University
 - Comparisons to other universities are not done except for when exploring best practices in determining the University's mitigation plans
 - The ranking of the University's ten risks is done once per year
 - The issue of competition relating to online learning was identified by the Vice-Provost (Student Experience)
- Discussion included that:
 - COVID-19 has caused a number of uncertainties and fluctuating situations
 - The Universal Student Ratings of Instruction (USRI) instrument is in need of updating.

8. Review of the Draft November 4, 2021 GFC Agenda

The Committee reviewed the draft agenda for the November 4, 2021 GFC meeting.

The Committee requested that the Chair and/or Vice-Chair's remarks include clarification of the percentage of classes that are being fully taught in-person this semester and explanation that the \$100 million Campus Alberta Grant decline is a cumulative amount over several years and not the cut for this year.

9. Other Business

There was no other business.

10. Adjournment

Moved/Seconded

That the General Faculties Council Executive Committee adjourn the October 20, 2021 meeting.

Carried

The meeting was adjourned at 3:15 p.m.

Lise Houle
Interim University Secretary