



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

Wednesday, March 15, 2023, 2:00 p.m.

A167 (Governors Boardroom)

***Voting Members***

Ed McCauley, Chair  
Penny Werthner, Vice-Chair  
Jessica Ayala  
Olive Chapman  
Shaziah Jinnah Morsette – arrived during Item 2; attended by Zoom  
Rachel Lauer – arrived during Item 1  
Aoife Mac Namara  
Satish Raj  
Bill Rosehart – left during Item 5  
James Steele  
Melanee Thomas

***Non-Voting Member***

David Stewart

***Secretary***

Courtney McVie

***Scribe***

Elizabeth Sjogren

***Regrets***

Joule Bergerson

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

**1. Approval of the Agenda**

In response to a question, it was reported that the “Revisions to the Academic Staff Criteria and Processes Handbook” item, which was discussed at previous meetings, is currently routed to return to the April 28, 2023 General Faculties Council (GFC) Executive Committee meeting for recommendation and the May 11, 2023 GFC meeting for approval.

**Moved/Seconded**

That the Agenda for the March 15, 2023 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:

- The first draft of the University of Calgary Strategic Plan is being released this afternoon for community review and discussion. The document incorporates ‘what we heard’ during the first part of the consultation period.

- The upcoming federal budget, which will be announced on March 28, 2023, is not anticipated to be favourable for the postsecondary sector. Representatives of the University have been strongly advocating for the sector, including asking for increases to graduate student scholarships and fellowships, and there is hope for additional funding with the Fall economic update if not in the March budget.
- Congratulations were expressed to Shazia Jinnah Morsette on her election as the next Students' Union President and to James Steele on his expected acclamation as the next Graduate Students' Association President

The Vice-Chair included the following in her remarks:

- Mary-Jo Romaniuk has been reappointed to a second term as Vice-Provost (Libraries and Cultural Resources)
- On January 27, 2023, a Community Conversation on Learning Spaces event was co-hosted by the Teaching and Learning, Registrar, and Facilities offices and this was attended by persons from these offices, academic staff members, and students. The discussion has been summarized in a 'what we heard' report that focuses on four themes: 1) classroom technology, 2) classroom spaces use and support, 3) accessible and inclusive spaces, and 4) the spaces in-between (including hallways, pathways, and gathering spaces). This was a productive event, and these conversations will continue.

In response to questions, it was reported that:

- Questions and concerns about ventilation should be communicated to the Facilities office and the Vice-President (Services)
- The office of the Vice-Provost (Teaching and Learning) should be able to provide a list of wheelchair accessible classrooms without the need for the questioner to provide a doctor's note demonstrating need for the information
- The University's leadership is aware of needs including accessible seating, consistent and reliable classroom technology, spaces that support students remaining on campus, and all-season access to buildings, and improving the situation in classrooms and in-between spaces is a priority

### **3. Approval of the February 15, 2023 Meeting Minutes**

Documentation was circulated with the Agenda.

**Moved/Seconded**

That the Minutes of the General Faculties Council Executive Committee meeting held on February 15, 2023 be approved.

**Carried**

### **4. Approval of the GFC and GFC Standing Committees Meeting Schedule for 2024-2025 and Revisions to the 2023-2024 Meeting Schedule**

Documentation was circulated with the Agenda. Courtney McVie, University Secretary, presented this item.

### Highlights:

- The Committee reviewed the proposed meeting schedules for 2023-2024 and 2024-2025. The University Secretary provided an overview of the proposed changes to the typical scheduling, including that:
  - There are currently 9 GFC meetings scheduled per year, with 3 in the Fall term, 4 in the Winter term, and 2 in the Spring term. The January GFC meeting typically has no or little business and has been cancelled on several occasions in the past, and so it is proposed to remove the January meeting from the schedule.
  - The GFC standing committees co-chairs were consulted, and some changes to the scheduling of some committees are being proposed in order to optimize the operations of these committees
  - In 2022-2023, the GFC standing committees were scheduled to hold in-person meetings at the start, middle, and end of the meeting year, with the remaining meetings scheduled virtually
  - It is desirable to communicate the modality for the 2023-2024 meetings as soon as possible
- In response to questions, it was reported that:
  - There is variety across institutions and within the University regarding the modality of meetings, with some bodies remaining fully online, some returning to fully in-person, and some conducting hybrid meetings
  - The proposal before the EC is to approve the meeting dates. Feedback is being sought regarding the modality of the meetings.
  - The University Secretariat has been working with the Registrar's office and has been touring the main campus to explore options for a meeting space for the GFC other than ST147. At this time, no space has been identified that can support a properly-functioning hybrid meeting for 110+ people. It is the opinion of the University Secretariat that a format that does not support full and equal participation by all attendees does not meet the bar of good governance practice.
  - ST147 is on a list for renovation and upgrading, but it is not known when this will happen or what improvements will be made. When ST147 in its current state is used for in-person GFC meetings, a virtual attendance option will not be provided.
  - There are 110 GFC member seats and not all members attend a meeting, but GFC meetings are also attended by guests, observers, and supporting staff and so a large space is needed
  - AD167 is fully equipped to continue to support hybrid participation at GFC standing committees as it did for the current meeting year
  - There are no governance concerns with a fully virtual meeting. It is the hybrid model, which with a body the size of the GFC can have barriers to full participation, that is of concern, governance-wise.
- Discussion included:
  - It would be valuable to have an inventory of spaces on campus that can support hybrid meetings
  - If hybrid meetings for a body the size of the GFC are not possible at this time, continuing to alternate the modality is the preferred option
  - It is important for members to know the modality of their meetings as far in advance as

- possible
- Efforts should continue to explore ways of achieving a hybrid format for GFC meetings in the future
  - Alternating the modality of GFC meetings should take into account which dates are better suited for in-person and which would be better for virtual, for example the December meeting is after the last day of classes and would be suited to be held virtually. Alternating the modality is more elegant than a seemingly arbitrary pattern.
  - It was determined that the 2023-2024 and 2024-2025 meeting schedules will display that the GFC meetings will alternate between in-person and virtual format, and the GFC standing committee meetings will be held in-person with option to participate virtually
  - It was reported that the University Secretariat will be sending calendar invitations to members in the summertime for the 2023-2024 GFC and GFC standing committee meetings

**Moved/Seconded**

That the General Faculties Council (GFC) Executive Committee approve the revised 2023-2024 GFC and GFC standing committees meeting schedule and the 2024-2025 GFC and GFC standing committees meeting schedule, in the forms provided to the Committee.

**Carried****5. Review of the Draft April 6, 2023 GFC Agenda**

Documentation was circulated with the Agenda. The University Secretary presented this item.

Highlights:

- The Committee reviewed the draft agenda for the April 6, 2023 GFC meeting. The University Secretary reported that it is being suggested to cancel this meeting as no pressing business is being tracked.
- In response to a question, it was confirmed that more meetings are scheduled for the GFC each meeting year than are required by the GFC Bylaws (the GFC Bylaws requires that the GFC meet a minimum of six times per year), and so there will be no contravention of the GFC Bylaws if this particular meeting is cancelled due to insufficient business
- Discussion included that it is not ideal to schedule and then repurpose or cancel meetings
- There were no objections expressed to cancelling the April 6, 2023 GFC meeting
- It was confirmed that the approved meeting schedules for 2023-2024 and 2024-2025 will be provided to the GFC members by email rather than in the next meeting package

**6. Other Business**

There was no other business.

In response to a question, the Vice-Chair reported that an announcement will be made soon regarding the Vice-Provost (Teaching and Learning) position.

**7. Adjournment**

The March 15, 2023 General Faculties Council Executive Committee meeting was adjourned by consensus.

The meeting was adjourned at 2:39 p.m.

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Courtney McVie  
University Secretary