

GENERAL FACULTIES COUNCIL

Approved Minutes

Meeting #593

Thursday, November 7, 2019, 2:00 p.m.

Science Theatre 147

Voting Members

E. McCauley, Chair	J. Dewald	K. Lukowiak	R. Sigurdson
H. Abbas	S. Eaton	J. Meddings	D. Sinasac
M. Abdelsamie	J. Eiserman	B. Miao	B. Singh
C. Adams	A. Estefan	A. Murray	T. Tombe
O. Alp	S. Franceschet	A. Nygren	A. Viczko
J. Anderson	M. Fraser	M. O'Brien	M. Wang
S. Barker	M. Gavrilova	D. Paskevich	H. Warsame
L. Benson	D. Gereluk	Q. Pittman	J. Watson Hamilton
K. Benzies for S. Davidson	P. Gibson	R. Ramdhaney	P. Werthner
C. Bousman	P. Gimby	L. Reid	B. Wylant
E. Burgess	B. Halawa	M. Reid	R. Yates
M. Cassis	F. Jalilehvand	J. Revington	S. Zarezadeh
O. Chapman	S. Kozak	P. Rogers	
K. Dang	R. Lauer	A. Saweczko	
A. dela Cruz	K. Lee	J. Sieppert	

Guests

D. Book, Legal Counsel – present for Item 7
 D. Bruckner, Senior Director - Student Wellness - Access and Support – present for Item 10
 C. Gerlach, Academic Coordinator, Sustainability – present for Item 9
 C. Johns, Senior Director - Academic and International Strategies – present for Item 6
 E. Kaipainen, Senior Specialist - Experiential Learning, Taylor Institute – present for Item 8
 J. Perdue, Associate Vice-President (Sustainability) – present for Item 9
 L. Stowe, Director - Experiential Education, Taylor Institute – present for Item 8

Observers

K. Hamilton, President's Office
 M. Hart, Vice-Provost (Indigenous Engagement)
 J. Krygier, Faculty Association
 J. Ruwanpura, Vice-Provost (International)
 F. Strzelczyk, Deputy Provost
 W. Tynan, Provost's Office

Secretary

S. Belcher

Scribe

E. Sjogren

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

1. Conflict of Interest Declaration

No conflicts were declared.

2. Remarks of the Chair

The Chair included the following in his remarks:

- The recently-announced provincial budget has resulted in an in-year funding cut for the University, and reduced funding for the next three years. A new funding model for post-secondary institutions is in development, and the University is providing input on this. The University interacts with many Ministries, and representatives take every opportunity to communicate about the importance of the University's contributions to society and the various federal, and other, programs that the University accesses for revenue and leveraging.
- The University's 2020-2021 budget is currently in development. The University has a set of budget principles used in developing the budget, and the IdeaScale launched after the October 16, 2019 budget town hall has yielded many ideas for cost cutting and revenue generation. Another budget town hall will be held on November 18, 2019 to update the community on the University's response to the in-year budget cut.
- The University's Peak Scholars recognition program celebrates researchers' accomplishments in entrepreneurship, innovation, and knowledge engagement, and the annual awards event was held November 6, 2019
- Members of the University family are encouraged to donate to the United Way campaign

3. Question Period

In response to questions it was reported that:

- The funding cuts to the post-secondary system are set out in the provincial government's budget, and the new funding model will establish future funding
- Management is speaking to government about some of the numbers in the MacKinnon Report because they are misleading as they relate to the University of Calgary
- The second budget town hall on November 18, 2019 will present some of the IdeaScale suggestions and provide an open forum for discussion of the implications of the provincial budget
- The provincial government ran on the importance of skills and job oriented education, and so the University is drawing attention to the importance of federal and other Work-Integrated Learning programs in this regard

4. Safety Moment

Documentation about the 2019 Annual Evacuation Drills was circulated with the Agenda for information.

5. Approval of the October 10, 2019 Meeting Minutes

Documentation for this item was circulated with the Agenda.

Moved/Seconded

That the Minutes of the General Faculties Council meeting held on October 10, 2019 be approved, with the reported amendment.

Carried

Aneila dela Cruz abstained.

6. Approval of Revisions to the Program Proposal Approval Process (for Non-credit and Professional Education Credentials)

Documentation for this item was circulated with the Agenda. Christine Johns presented this item.

Highlights:

- The proponent reported that the proposal will impact the approval of professional and non-credit programming only, and will allow these proposals to move forward in a more timely manner in order to be responsive to changing student needs and labour market demands. The proposals will move directly from the Decision Support Team (DST) to the Academic Planning and Priorities Committee (APPC), bypassing the Academic Program Subcommittee (APS).
- In response to questions, it was reported that:
 - The flow chart in the documentation sets out the process that is being proposed
 - It is considered that the DST provides effective advice to proponents, and that the additional advice provided by the APS does not improve proposals significantly enough to justify the added time to approval by the APPC
 - The membership of the DST includes persons with expertise relating to programming, and, when considering how to streamline the process, it was concluded that it was better to remove the APS from the process rather than the DST
 - All non-credit programs covered by the University of Calgary Non-credit Professional and Continuing Education Credentials Framework, approved by the General Faculties Council (GFC) in June 2019, will follow this proposed new route
- It was suggested that the flow chart be revised to read “Director/Dean” to better align with the reference to “educational unit/Faculty”

Moved/Seconded

That the General Faculties Council (GFC) approve the revised Program Proposal Approval Process, as set out in the proposal provided to the GFC and as recommended by the Academic Planning and Priorities Committee, with the requested amendment.

Carried

7. Revisions to the Graduate Student Supervision Policy

Documentation for this item was circulated with the Agenda. Robin Yates, Interim Dean of the Faculty of Graduate Studies, and Deborah Book presented this item.

Highlights:

- The proponents explained that it is proposed that the Graduate Student Supervision Policy be revised to explicitly state that close personal relationships between a supervisor, co-supervisor or supervisory committee member and a graduate student are prohibited by the University's Code of Conduct. The proponents then reviewed the specific additions in sections 4.10, 4.11, and 4.12 of the policy.
- In response to questions, it was reported that:
 - Close personal relationships are also prohibited between supervisors and post-doctoral scholars
 - A close personal relationship is considered to be a romantic, sexual or familial relationship. Judgement is required, but a friendship between a supervisor and a graduate student is likely acceptable if disclosed, unless this is dramatically different from the supervisor's relationships with other students.
 - Section 4.19 of the policy has been revised to indicate that disclosure of a close personal relationship is one reason for a supervisor to be released from supervisory commitment
 - Only the matter of close personal relationships is being addressed at this time, and additional revisions to the policy may be brought forward in the future
- It was suggested that the Eligibility for Supervisory Privilege sections 4.3-4.5 of the policy should refer to the new Prohibited Relationships sections 4.10-4.12
- The Chair reported that this item will return to the GFC at the December meeting for approval

8. Experiential Learning Plan 2019-2025

Documentation for this item was circulated with the Agenda. Leslie Reid, Vice-Provost (Teaching and Learning), Erin Kaipainen and Lisa Stowe presented this item.

Highlights:

- The proponents reviewed the development of the University's Experiential Learning (EL) Plan, and reported that EL has been categorized as: 1) Work-Integrated Learning (WIL), 2) Co-curricular EL, 3) Research-based EL, 4) Curriculum-integrated EL, and 5) Community-engaged Learning
- The proponents reported that the University's bold targets for EL are that all undergraduate students should have the opportunity to participate in at least two high quality EL activities before graduation, and that all graduate students should have the opportunity to participate in at least one high quality EL activity before graduation
- Discussion included:
 - That including a definition of EL in the EL Plan will promote the use of common language at the University
 - Students need assistance to identify EL opportunities

- As part of the implementation of the EL Plan, EL that is currently taking place across the University needs to be better tracked
- The broad categories of EL will ensure that most students will be able to find opportunities that suit their needs and schedule
- In response to questions, it was explained that:
 - 'High quality EL' is defined in the EL Plan as EL that has measures and practices to ensure that the activities are meaningful
 - The EL Plan team considered whether EL should be required for students, and it was determined that, for the time being, the target would be for all students to have access to identified opportunities for EL. Once the landscape is better understood and opportunities are consistently organized and catalogued, it will be reconsidered whether EL will become a requirement for graduation.
 - The literature indicates that having two EL experiences is ideal for undergraduate students, with one early in their program and one near graduation
 - The Taylor Institute and Information Technologies are working together to develop an EL platform and related dashboard for the University
 - All EL must include a component of critical reflection, and curriculum-integrated EL will include evaluation
- It was suggested that the EL Plan include more examples of EL at this university, rather than examples of EL at other institutions
- The Chair reported that this item will return to the GFC in December for approval

9. Institutional Sustainability Strategy 2018-2019 Progress Report

Documentation for this item was circulated with the Agenda. Joanne Perdue and Craig Gerlach presented this item.

Highlights:

- The presenters reviewed the integrated framework established to implement the University's Institutional Sustainability Strategy (ISS), which was approved by the GFC on April 16, 2015 and includes: 1) advancing sustainability education and research, 2) enriching engagement in sustainability, and 3) modelling the way within operations and administration
- The presenters reported that the University has received a Stars Gold Rating from the Association for the Advancement of Sustainability in Higher Education, and has been named one of Canada's Greenest Employers and one of Canada's Best Diversity Employers, and that this compares well to peer institutions
- The presenters highlighted a number of sustainability-related initiatives at the University, including renewing the University's Climate Action Plan and launching the undergraduate embedded certificate in Sustainability Studies
- In response to questions, it was reported that:
 - Purchasing carbon offsets for conference travel is currently outside the scope of the ISS

- The international group study courses that are identified as providing credit toward the embedded certificate in Sustainability Studies have been determined to have sustainability-related content
- Consideration will be given to better signage for the campus community when using the waste sorting bins

10. Student at Risk Annual Report

Documentation for this item was circulated with the Agenda. Susan Barker, Vice-Provost (Student Engagement), and Debbie Bruckner presented this item.

Highlights:

- The presenters provided an overview of the annual Student at Risk report, and specifically noted that more requests for help directly from students, or from faculty and staff reporting the need for outreach, were received during this reporting period than in previous years
- It was suggested that, for future reporting, the data should be standardized in order to effectively compare to previous years
- In response to a question, it was confirmed that a reduction in stigma and increased familiarity with risk concepts may be leading to increased reporting. It was observed that an increase in the number of reports does not necessarily mean that there has been an increase in the number of incidents.

11. Non-Academic Misconduct Annual Report

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

Highlights:

- The presenter reviewed the annual Student Non-Academic Misconduct report, and corrected an error on the chart setting out the number of complaints adjudicated
- There were no questions

12. Standing Reports

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

- a) Report on the October 21, 2019 Academic Planning and Priorities Committee Meeting;
- b) Report on the October 22, 2019 Research and Scholarship Committee Meeting;
- c) Report on the October 24, 2019 Teaching and Learning Committee Meeting;
- d) Report on the September 23, 2019 Senate Meeting; and
- e) Policy Development Update

13. Other Business

There was no other business.

14. Adjournment

Moved/Seconded

That the General Faculties Council adjourn the November 7, 2019 meeting.

Carried

The meeting was adjourned at 3:18 p.m.

Susan Belcher
University Secretary