



Monday, March 18, 2019
Council Chamber, 2-100 University Hall (UNH)
2:00 PM - 4:00 PM

OPENING SESSION

- | | | |
|----|---------------------------|--------------|
| 1. | Approval of the Agenda | David Turpin |
| 2. | Report from the President | David Turpin |

CONSENT AGENDA

[If a member has a question or feels that an item should be discussed by GFC, they should notify the Secretary to GFC, in writing, two business days or more before the meeting so that the relevant expert can be invited to attend.]

- | | | |
|---|--|--------------|
| 3. | Approval of the Minutes of February 25, 2019 | David Turpin |
| <i>Motion: To Approve items in the Consent Agenda</i> | | |

EARLY CONSULTATION

- | | | |
|----|--|--------------|
| 4. | Draft Teaching Policy | Sarah Forgie |
| 5. | Proposed Revisions to Standing Committee Terms of Reference - GFC Academic and Research Planning Committee | Steven Dew |

ACTION ITEMS

- | | | |
|---------------------------|--|--------------|
| 6. | Proposed Revisions to Standing Committee Terms of Reference - GFC Academic Standards Committee | Tammy Hopper |
| <i>Motion: To Approve</i> | | |

DISCUSSION ITEMS

- | | | |
|----|---|--|
| 7. | Proposed Terms of Reference - General Faculties Council Composition | Eleni Stroulia
Marion Haggarty-France |
| 8. | Question Period | David Turpin |

INFORMATION REPORTS

[If a GFC member has a question about a report, or feels that the report should be discussed by GFC, the GFC member should notify the Secretary to GFC, in writing, two business days or more before GFC meets so that the Committee Chair (or relevant expert) can be invited to attend.]

9. Report of the GFC Executive Committee
10. Report of the GFC Academic Planning Committee
11. Report of the GFC Academic Standards Committee
12. GFC Nominations and Elections (no documents)
 - [Call for Nominations for GFC Committees](#)
13. Information Items:
 - A. Feedback on Joint GFC/Board of Governors/Senate Summit
14. Information Forwarded to GFC Members Between Meetings (no items to date)

CLOSING SESSION

15. Next meeting of GFC: April 29, 2019

Presenter(s):

David Turpin	President and Vice-Chancellor, Chair General Faculties Council
Steven Dew	Provost and Vice-President (Academic), Chair GFC Academic Planning Committee
Sarah Forgie	Vice-Provost (Learning Initiatives), Chair GFC Committee on the Learning Environment
Tammy Hopper	Vice-Provost (Programs), Chair GFC Academic Standards Committee
Eleni Stroulia	Chair, GFC Executive Transition Committee
Marion Haggarty-France	University Secretary

Documentation was before members unless otherwise noted.

Meeting REGRETS to:	Heather Richholt, 780-492-1937, richholt@ualberta.ca
Prepared by:	Meg Brolley, GFC Secretary
University Governance	www.governance.ualberta.ca

PRESIDENT'S REPORT

TO THE GENERAL FACULTIES COUNCIL

I want to begin with warm thanks for your enthusiastic participation in this year's Joint Summit of the Board of Governors, General Faculties Council, and Senate on January 25. I found it energizing to work together on developing our voices and messages as advocates for Alberta's post-secondary education sector. The ideas from our discussions have been captured in the PSE Advocacy Toolkit distributed to you earlier in the month.

Throughout the winter, we have been moving through the university's annual budgeting process within our new multi-year planning and accountability framework. At the same time, we continue to pursue university-wide strategic initiatives—the new Equity, Diversity and Inclusivity Strategic Plan, for instance, launched in February.

Lastly, I would like to draw your attention to a few recent highlights, each of which points to larger projects unfolding over the coming months:

- University Relations' brand audit initiative—mentioned in previous reports—has now moved on to the quantitative research phase.
- The Research at the Intersections of Gender Signature Area is preparing for an official launch event at the end of March.
- The U of A is one of 16 institutions participating in a Canadian pilot of the Carnegie Community Engagement Classification—a project that will unfold over the next couple of years.

BUILD

EDI Strategic Plan

The University of Alberta has a long history of commitment to equity, diversity, and inclusivity (EDI). In February, we announced a new milestone in our history with the launch of the [EDI Strategic Plan](#). I would like to thank the EDI Scoping Group for their committed work on the plan, as well as everyone who joined us for the [launch event](#) on February 13.

Developed through extensive consultation, the plan outlines a common vision and framework to inspire, guide, and support current and future EDI efforts across the university. Our goal is to create a community that recognizes equity and diversity as fundamental to achieving inclusive excellence in all that we do—in learning, teaching, research, service, and community engagement.

KEY TALKING POINT:

We strive for a university community that embraces equity and diversity as fundamental to achieving excellence in all that we do—in learning, teaching, research, service, and community engagement.

Celebrating Diversity

A key component of building an equitable and inclusive university is celebrating the diversity of our campus community. This month, The U of A is hosting two annual events which do precisely that:

[Pride Week](#) is taking place from March 9 – 15. This collective celebration of LGBTQ2SIA+ individuals and communities at the U of A features several events across North Campus and around the city.

Immediately following is [EDI Week](#), which runs from March 18 – 22. This year's program ranges from keynote presentations to performing arts, and will include a celebration for our 2018 EDI Award recipients. I encourage you to join in both of these week-long events.

U of A Brand Audit

Last semester I reported on University Relations' [brand audit initiative](#). We completed much of the necessary qualitative research throughout the fall, and I want to thank those members of GFC who participated in the focus group in September. University Relations has now engaged the Strategic Council, a firm that conducts market research for universities, for the quantitative phase of the audit. Please watch for an online survey later this month, as we will once again seek your input.

EXPERIENCE

Alberta Cup

Each year, the five members of the Alberta Universities Athletic Association (Alberta, Calgary, Lethbridge, MacEwan and Mount Royal) compete for the [Alberta Cup](#). The trophy is awarded at the end of the season to the university that achieves the most success against its provincial rivals. I am proud to report that the Golden Bears and Pandas have won the 2018-19 Alberta Cup—the third consecutive victory for U of A athletics.

Golden Bears and Pandas Athletics continue to play an important role in bolstering the overall student experience at the U of A. Please join me in congratulating the program on their success.

Mountains 101 and Indigenous Canada

In the few years that have passed since the launch of Dino 101, Massive Open Online Courses have proven themselves a popular platform for extending the reach of U of A programming and expertise. Last year, Indigenous Canada—which explores Indigenous histories and contemporary issues in Canada—became the [most popular course in the country](#). More than 31,000 people have registered for the course to date.

Most recently, Mountains 101 received high acclaim when Class Central—an aggregator of more than 11,000 MOOCs from the world's top universities—ranked it the [third highest-rated MOOC in the world](#), as well the highest-rated course among science MOOCs last year. Nearly 26,000 people have registered in Mountains 101.

KEY TALKING POINT:

We strive not only to provide our students with exceptional experiences, but to open doors to a lifetime of learning experiences by expanding access to—and engagement with—the U of A.

Surgery 101 Podcast

Surgery 101—the free surgery podcast that has generated more than five million downloads across the globe—has launched [a new podcast series](#) aimed at teaching children about their bodies and sparking early interest in health careers. Like its predecessor, *Surgery ABCs* enables anyone around the world to use these U of A-branded podcasts for free in classes, seminars, presentations and workshops.

EXCEL

Funding New Technologies

U of A researchers support and generate innovation, and their expertise continues to attract a diversity of investors. Two recent examples stand out:

In January, Alberta Innovates [announced \\$20.4M in funding](#) for 29 projects across the province through its Clean Technology Development program. Half of those projects are led by the U of A.

Then in February, [NanoFAB received \\$3.4M](#) to expand its capacity to commercial scale. This support came through the federal and provincial governments, and through Micralyne Inc.

Research at the Intersections of Gender Launch

I invite you to [join me for the official launch](#) of our Signature Area, Research at the Intersections of Gender, on March 28 at Telus Centre.

This Signature Area will help make the U of A an internationally recognized leader in intersectional, gender-themed research that advances innovation and collaboration across disciplines, deepens equity and inclusion, and responds to global challenge. The launch event will feature a panel of senior leaders, keynote presentation, graduate student and faculty research showcases, and a reception. I encourage you to join in any or all of these events.

Academic Excellence

Globally Competitive Programs

Seven U of A programs rated among the world's top 50 in the latest [QS subject rankings](#), including three that finished in the top 25: sports-related subjects (9th), minerals and mining engineering (12th), and nursing (23rd).

A Leading Canadian University

Based on the 2019 QS World University Rankings, Huffington Post's *University Magazine* recently named the U of A [among Canada's top four universities](#).

2019 Sloan Fellow

Stephanie Green, assistant professor in the Department of Biological Sciences, was awarded a prestigious [Sloan Fellowship](#) this February. Sloan Research Fellows represent the next generation of leaders in the natural sciences, economics, and mathematics.

ENGAGE

Carnegie Community Engagement Classification

The U of A is one of 16 institutions participating in a [Canadian pilot](#) of the Carnegie Community Engagement Classification. Carnegie Classification has been the leading framework for assessing institutional diversity and community engagement in the U.S. for nearly five decades. The program focuses on resolving inequities in educational outcomes, and we look forward to bringing this framework to Canada over the next couple of years.

Singularity U Canada Summit

[Singularity University](#) is a global non-profit organization that concentrates on advancing technology-based solutions to help tackle some of the world's greatest challenges. They host summits, events, and programs across the globe.

The 2019 SingularityU Canada Summit will be hosted in Edmonton this April, and the U of A is supporting the event. The summit will focus on the transformative impact that technologies like artificial intelligence, nanotechnology, and digital medicine will have on our lives. Our involvement is a natural fit, as the U of A is home to world-class researchers in each of these fields. The summit provides a strong global platform to showcase their expertise.

KEY TALKING POINT:

Our strength in research, our capacity to innovate and create positive change, and our role as champions of learning and critical thinking all rest on the relationships we hold with our communities. Engaging with the communities around us is one of the most important things we do.

U of A's United Way Campaign

As I've previously reported, our annual [United Way campaign](#) took place in October. I want to reiterate my thanks to everyone who contributed—over the past two years, you have helped us to raise \$1.35M in support of United Way Alberta Capital Region. I also want to recognize the committee who spearheaded our campaign, led by co-chairs Marion Haggarty-France and Lesley Cormack—and especially team member Hallie Brodie, who was named Committee Member of the Year for the Edmonton region.

SUSTAIN

Budget Planning

As senior leaders have prepared their multi-year budget and accountability plans this winter, we undertook two projects to help clarify the budget planning process for our campus community. We developed a [new website](#) and a [plain-language budget document](#), both designed to make the university's budgeting process more transparent. As the institutional budget will go to the Board of Governors on March 15 for final review and approval, I encourage you to explore both tools to learn more about the annual process and our upcoming budget.

Leadership Transitions

While I have no leadership changes to report, I would like to recognize two recent reappointments. [Stan Blade](#) has been reappointed dean of ALES for a second term, and I would also like to congratulate [Michael Phair](#), who has been reappointed as chair of the Board of Governors.

Thank you for your continued dedication to academic governance at the University of Alberta.

Yours sincerely,



David H. Turpin, CM, PhD, LLD, FRSC
President and Vice-Chancellor

Item No. 4

Governance Executive Summary
Advice, Discussion, Information Item

Agenda Title	Draft Teaching Policy
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Item

Proposed by	GFC Committee on the Learning Environment (CLE)
Presenter	Sarah Forgie, Chair CLE

Details

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is (please be specific)	The proposal is before the committee for early consultation at GFC.
Executive Summary (<i>outline the specific item – and remember your audience</i>)	Further to direction from GFC in May 2016 to conduct a review on the use of the USRIs for assessment and evaluation of teaching, the Committee on the Learning Environment has been engaged in examining both the USRI and multifaceted evaluation of teaching. Part of this task has been directed towards rescission of the current GFC Policy Manual Section 111 Teaching and Learning and Teaching Evaluation and creation of new UAPPOL policies to support teaching and learning and teaching assessment and evaluation. CLE concluded that this would be best accomplished by transitioning the existing GFC Policy into several policies and procedures. The first is a Teaching Policy, and the second a separate Teaching Evaluation Policy. Cascading under the Teaching Evaluation Policy, there will be procedures around the evaluation of teaching. The proposed Teaching Policy, presented at this time for early consultation, underscores the University's commitment to teaching activities. The Teaching Evaluation Policy suite will come forward in due course with associated procedures which will speak to multi-faceted evaluation, including student feedback on teaching.
Supplementary Notes and context	

Engagement and Routing (Include proposed plan)

Consultation and Stakeholder Participation	<u>Those who are actively participating:</u> • GFC – September 25, October 30, 2017 • Committee on the Learning Environment – December 6, 2017; April 4, May 2, October 3, December 5, 2018 • Centre for Teaching and Learning <u>Those who have been consulted:</u> • GFC Executive Committee – March 4, 2019 • General Faculties Council – March 18, 2019
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Strategic Alignment

Item No. 4

Alignment with <i>For the Public Good</i>	MISSION: Within a vibrant and supportive learning environment, the University of Alberta discovers, disseminates, and applies new knowledge for the benefit of society through teaching and learning, research and creative activity, community involvement, and partnerships. VALUES: We value excellence in teaching, research, and creative activity that enriches learning experiences, advances knowledge, inspires engaged citizenship, and promotes the public good. <i>For the Public Good</i> EXCEL as individuals, and together, sustain a culture that fosters and champions distinction and distinctiveness in teaching, learning, research, and service.			
Alignment with Institutional Risk Indicator	Please note below the specific institutional risk(s) this proposal is addressing. <table border="1"> <tr> <td data-bbox="561 764 1068 972"> ☐ Enrolment Management ☒ Faculty and Staff ☐ Funding and Resource Management ☐ IT Services, Software and Hardware ☒ Leadership and Change ☐ Physical Infrastructure </td><td data-bbox="1068 764 1523 972"> ☐ Relationship with Stakeholders ☒ Reputation ☐ Research Enterprise ☐ Safety ☒ Student Success </td></tr> </table>		☐ Enrolment Management ☒ Faculty and Staff ☐ Funding and Resource Management ☐ IT Services, Software and Hardware ☒ Leadership and Change ☐ Physical Infrastructure	☐ Relationship with Stakeholders ☒ Reputation ☐ Research Enterprise ☐ Safety ☒ Student Success
☐ Enrolment Management ☒ Faculty and Staff ☐ Funding and Resource Management ☐ IT Services, Software and Hardware ☒ Leadership and Change ☐ Physical Infrastructure	☐ Relationship with Stakeholders ☒ Reputation ☐ Research Enterprise ☐ Safety ☒ Student Success			
Legislative Compliance and jurisdiction	Post-Secondary Learning Act GFC Executive Committee Terms of Reference GFC Committee on the Learning Environment Terms of Reference			

Attachments

1. Draft Teaching Policy

Prepared by: Sarah Forgie, Chair, GFC Committee on the Learning Environment, and University Governance

Original Approval Date: (**Effective Date:**) **Most Recent Approval Date:**

(Add “Effective Date” only if different than “Approval Date”)

Most Recent Editorial Date:

Teaching Policy

Office of Accountability:	Provost and Vice-President (Academic)
Office of Administrative Responsibility:	Provost and Vice-President (Academic)
Approver:	General Faculties Council
Scope:	Compliance with this University policy extends to all members of the University community.

Overview

The university has at its heart several overlapping goals which contribute to the uplifting of the whole people: the creation, dissemination, and preservation of knowledge, and the education of citizens in order to thrive and to tackle local, national, and global challenges. This interdependence and integration of teaching and research is what distinguishes a university from other educational institutions. Although the balance between these activities may vary, all members of the university, whether scholars or students, are learners who extend the range of their knowledge through questioning, exploration and discovery.

The University of Alberta is a large, teaching and research intensive institution that emphasizes the seamless relationship of scholarly activities. Our scholars share with students a rich knowledge of the discipline and its place in the larger intellectual community while actively reflecting upon, measuring and innovating their teaching practice. We are committed to providing respectful, supportive and inclusive learning environments with purposeful opportunities for collaborative interactions, while recognizing that the learning process is a shared responsibility with the students.

Teaching is a complex practice, with no single approach to serve all disciplines and settings. Development of new teaching models should be grounded in an understanding of how people learn, should be evaluated by those who are sensitive to the particulars of the teaching environment, and the final arbiters should be the promotion of student learning, student engagement, and academic excellence.

Purpose

The policy underscores the University's commitment to teaching activities.

POLICY

- **GUIDING PHILOSOPHY OF UNIVERSITY TEACHING AND LEARNING**

Our primary roles are to educate students to the baccalaureate level, and to educate and mentor graduate students and postdoctoral scholars. The University of Alberta will also make our faculty and courses available to continuing, professional, and lifelong learners.

The University's commitment to teaching will be demonstrated through:

- a. Fostering in students the graduate attributes and skills defined by the University.
- b. Regular and ongoing review and revision of programs and outcomes.
- c. Provision and regular review of instruments for student feedback on teaching.
- d. Provision and regular review of supports and instruments for the formative and summative multifaceted evaluation of teaching.
- e. Acknowledgement and reward of excellent teaching.
- f. Provision of professional development in teaching and scholarship for instructors.
- g. Ongoing support for the Centre for Teaching and Learning.
- h. Fostering inclusive, supportive and accessible learning environments.
- i. Continued renewal of teaching and learning infrastructure.

DEFINITIONS

Any definitions listed in the following table apply to this document only with no implied or intended institution-wide use. [\[▲Top\]](#)

Defined Term	
	Enter the definition for the term in this column. There is no limit to the number of terms you may define. Terms should be listed here in the order they appear above. If you do not need to define any terms, do not delete this section. Delete this row only and change the above message to read "There are no definitions for this Policy."

RELATED LINKS

Should a link fail, please contact uappol@ualberta.ca. [\[▲Top\]](#)

List any other related links in alphabetical order. Try to link to lead sites that will remain current (eg: the Government of Alberta's Queen's Printer main page).

If there are no related links do not delete the RELATED LINKS heading or above message – indicate "No Related Links for this Procedure".

PUBLISHED PROCEDURES OF THIS POLICY

All procedures linked to this policy are listed here. (Delete this sentence when adding your links)

Governance Executive Summary
Advice, Discussion, Information Item

Agenda Title	Proposed Revisions to Standing Committee Terms of Reference– GFC Academic Planning Committee including a name change GFC Academic and Research Planning Committee
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Item

Proposed by	GFC Academic Planning Committee
Presenter	Steven Dew, Chair, GFC Academic Planning Committee

Details

Responsibility	General Faculties Council
The Purpose of the Proposal is (please be specific)	The proposal is before the committee to discuss the latest draft (March 4) of proposed revisions to the terms of reference.
Executive Summary (outline the specific item – and remember your audience)	The Report of the <i>ad hoc</i> Committee on Academic Governance including Delegated Authority, endorsed by GFC on April 21, 2017, contained recommendations of a general nature applying to all standing committees and recommendations specific to the Academic Planning Committee (attachment 2). In addition, through discussion by APC, a number of other gaps in the terms of reference were identified. <u>Added to terms of reference:</u> - Committee name change to make Research more visible and a concurrent clear reference to research within the terms. - Delegated authority to approve of program terminations. - Under responsibilities: Internationalization, Indigenous, and Information Technology policies and initiatives <u>Changes to terms of reference:</u> - <i>Change in delegation:</i> It has been recognized that the key decision making point in program termination is actually at the time of program suspension. The terms of both APC and Academic Standards Committee (ASC) reflect a new pathway for suspensions that would progress with recommendations from ASC to APC to GFC and then the Board. APC would then be the final approver of terminations on the recommendation of ASC. - <i>Change in delegation:</i> Removal of APC recommending to the Board on certificates requiring government approval. This did not align with the approval authority for other programs wherein APC is the final approver. - <i>Change in responsibility:</i> The responsibility to recommend to GFC on policy directions for teaching and learning will be moved to the terms of the Committee on the Learning Environment (CLE) rather than having CLE recommend to APC and APC recommend to GFC. - <i>Change in responsibility:</i> The responsibility for the establishment of or change to general university admission or transfer policies affecting students will lie with ASC to recommend to GFC for approval rather than ASC recommending to APC who recommends to GFC - As an expanded responsibility, ASC will be reviewing new, and revisions to existing, programs and providing comments to APC. - Enrollment and Planning has been revised to reflect current activities.

Item No. 5

	<u>Changes to committee composition:</u> - Removal of cross representative from Executive to Academic Planning Committee - Addition of one elected faculty member from GFC - The recommendation to move the Vice-President (Finance and Administration) from an ex-officio member was rejected as the budget remains an important part of the committee's mandate - The Vice-Provost and University Registrar moves from a resource member to an ex-officio member to align voting status with that on GFC <u>Items that remain in the terms of reference pending further work:</u> - There were a number of recommendations from the ad hoc Committee Report related to the many components of program approval. On January 14, 2019 the GFC Executive Committee established an ad hoc committee to review current approval processes and propose revised pathways. Approved recommendations from this review will be incorporated into the APC terms of reference next year. - Proposals from the Centre collegial de l'Alberta (CCA) remain in the terms of reference for the time being.
Supplementary Notes and context	This was considered at the GFC Executive Committee on March 4 as an early consultation item. Members expressed support for the addition of research into the committee name and including specific reference to research in the terms. This item will be on the March 18 agenda for GFC for early consultation.

Engagement and Routing (Include proposed plan)

Consultation and Stakeholder Participation	<u>Those who are actively participating:</u> • GFC Academic Planning Committee • GFC Executive Committee Transition Committee <u>Those who have been consulted:</u> • Report of the ad hoc Committee on Academic Governance Including Delegated Authority (endorsed by GFC April 21, 2017) Appendix 6: List of Consultations • General Faculties Council • GFC Executive Committee <u>Those who have been informed:</u> • General Faculties Council
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Strategic Alignment

Alignment with <i>For the Public Good</i>	For the Public Good Objective 21: Encourage continuous improvement in administrative, governance, planning, and stewardship systems, procedures, and policies that enable students, faculty, staff, and the institution as a whole to achieve shared strategic goals.
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Item No. 5

Alignment with Institutional Risk Indicator	Please note below the specific institutional risk(s) this proposal is addressing.	
	☐ Enrolment Management ☐ Faculty and Staff ☐ Funding and Resource Management ☐ IT Services, Software and Hardware ☒ Leadership and Change ☐ Physical Infrastructure	☒ Relationship with Stakeholders ☒ Reputation ☐ Research Enterprise ☐ Safety ☐ Student Success
Legislative Compliance and jurisdiction	<i>Post-Secondary Learning Act (PSLA)</i> GFC Academic Planning Committee Terms of Reference	

Attachments (each to be numbered 1 - <>)

1. Proposed Terms of Reference - GFC Academic and Research Planning Committee
2. Current Terms of Reference – GFC Academic Planning Committee

Prepared by: University Governance



1. Mandate and Role of the Committee

The GFC Academic and Research Planning Committee (ARPC) is a standing committee of GFC charged with oversight of academic and research planning issues. ARPC is responsible for considering institution wide implications and the university's longer term academic, research, financial, and facilities development.

The Committee may be called upon to consider or recommend to GFC on any academic or research issue within its mandate and has delegated authority from GFC to provide advice to the Board of Governors on budget matters.

2. Areas of Responsibility

- a. Academic programs
- b. Research and research policy
- c. Academic and academic service units
- d. Academic and Research implications of: the annual budget, facilities planning, information technology policies and initiatives.
- e. Quality assurance
- f. Enrolment management
- g. Internationalization policies and initiatives
- h. Indigenous policies and initiatives

3. Composition

Voting Members (18)

Ex-officio (6)

- Provost and Vice-President (Academic), Chair
- Vice-President (Research)
- Vice-President (Finance and Administration)
- Vice-Provost and University Registrar
- President, Students' Union
- President, Graduate Students' Association

Elected by GFC (12)

- 7 academic staff elected by GFC (A1.1, 1.5, 1.6, 1.7), at least five of which are members of GFC. One member, ideally a member of GFC, will be elected by the committee to serve as Vice-Chair.
- 1 Dean
- 1 Department Chair-at-large
- 1 non-academic staff at-large (S1.0)
- 1 undergraduate student from GFC
- 1 graduate student from GFC

NOTE: One academic staff member of the GFC Academic and Research Planning Committee will be elected by the committee for cross appointment to the GFC Facilities Development Committee

Non-voting Members

- University Secretary
- GFC Secretary

4. Delegated Authority from General Faculties Council

Should be reviewed at least every three years and reported to GFC.

4.1 Academic Programs

- a. Approve the establishment of academic programs, the extension and/or substantive revision of existing programs
- b. Approve the termination of academic programs
- c. Approve certificates from all Faculties, and new non-credit programs and program expansions in the Faculty of Extension, as recommended by ASC, where additional funding and/or space is required

4.2 Research and Research Policy

- a. Approve the establishment and termination of endowed and funded chairs
- b. Academic Centres and Institutes
 - Approve the establishment of academic centres and institutes
 - Receive notification of the suspension or termination of academic centres and institutes from the Provost and Vice-President (Academic)

4.3 Academic and Academic Service Units

- a. Approve name changes to Departments and Divisions

4.4 Annual Budget

- a. Recommend to the Board of Governors on the academic and research implications of the annual budget, excluding budgets for ancillary units.

5. Responsibilities Additional to Delegated Authority

5.1 Academic Programs

- a. Recommend to GFC on the suspension of academic programs

5.2 Research and Research Policy

- a. Review and recommend to GFC on research policy issues including research ethics policy
- b. Receive, discuss and provide feedback on Centres and Institutes Committee Annual Report
- c. Receive, discuss and provide feedback on research performance summaries and reports.

5.3 Academic and Academic Service Units

- a. Recommend to GFC on name changes of Faculties
- b. Recommend to GFC on the establishment and termination of Faculties, Departments, Schools and Divisions, and on mergers involving Faculties, Departments, or Divisions subject to Article 32 of the Faculty Agreement
- c. Recommend to the Board of Governors on the assignment of priorities for establishment of new Faculties, Departments or Schools
- d. Receive notification of name changes of campus units for information

5.4 Annual Budget

- a. Recommend to GFC on budget principles
- b. Recommend to the Board of Governors on the annual budget (excluding ancillary units)
- c. Recommend to GFC on any new fee that would be levied upon a substantial group of students.

5.5 Quality Assurance

- a. Receive and discuss quality assurance reports for academic programs on an annual basis.

- b. Receive and discuss reviews of academic and other academic service units.
- c. Receive, discuss, and provide feedback on processes for quality assurance and unit reviews.

5.6 Enrolment Management

- a. Receive, discuss, and provide feedback enrolment reports.
- b. Recommend to GFC on enrolment management processes.

5.7 Facilities Planning

- a. Receive advice and comment from Facilities Development Committee (FDC) on any facilities-related matter including requests for additional space or major new construction projects which may affect academic programs.
- b. Informed by advice from FDC, recommend to the Board of Governors on policy matters regarding the planning and use of physical facilities.
- c. Informed by advice from FDC, recommend to the Board of Governors on policy matters regarding the use of land owned or leased by the University.
- d. Informed by advice from FDC, recommend to the Board of Governors on policy matters regarding standards, systems and procedures for planning and designing physical facilities.
- e. Informed by advice from FDC, recommend to the Board of Governors on matters regarding planning and use of physical facilities where these facilities are deemed to have a significant academic or research implications or financial impact on the University.

5.8 International Policies and Initiatives

- a. Receive, discuss, and provide feedback on annual reports and future plans.

5.9 Indigenous Policies and Initiatives

- a. Receive, discuss, and provide feedback on annual reports and future plans.

5.10 Information Technology Policies and Initiatives

- a. Receive, discuss, and provide feedback on annual reports and future plans.

6. Sub-delegations from Academic and Research Planning Committee

Should be reviewed at least every three years and reported to GFC.

6.1 Academic Programs – Graduate Degree Specializations

All proposals for establishment, suspension and termination of graduate degree second level specializations shall be submitted to the Dean of the Faculty of Graduate Studies and Research. The Dean, after consultation, may approve proposals which do not involve base operating or capital funds; the Dean will report these approvals to ARPC.

7. Limitations to Authority

The following further refines or places limitations on authorities held by or delegated to ARPC:

7.1 Academic Programs

- a. In cases where a new program proposal represents a new credential for the university, final approval resides with the Board of Governors.

8. Reporting to GFC

The committee should regular report to GFC with respect to its activities and decisions.

The committee should report annually to GFC on programs approved.

9. Definitions

The determination of what constitutes a "significant academic or research implication or financial impact" will be made by the Committee, either through an expression of consensus or a vote.

Substantial Group of Students – any one (or more) of the following three classes of students: (a) undergraduate students, (b) doctoral level students, and/or (c) graduate students pursuing studies other than those at doctoral level

Academic Units – include Faculties, Departments, Schools and divisions. Divisions are defined as academic units with authority over student programs. They may be budgetary units and may or may not be part of an existing Department.

Academic Centre or Institute – An academic centre or institute exists at the University of Alberta and is controlled by the University of Alberta. An academic centre or institute may exist solely within the University of Alberta or may be created through a partnership between the university and other entities. Such other entities may include other universities, governments, public authorities (such as health authorities), and non-profit organizations.

Academic staff – as defined by the [Recruitment Policy \(Appendix A\) Definition and Categories of Academic Staff, Administrators and Colleagues](#) in UAPPOL

Non-Academic staff – as defined by the [Recruitment Policy \(Appendix B\) Definition and Categories of Support Staff](#) in UAPPOL

10. Links

[Centres and Institutes Policy](#)

Approved by General Faculties Council: [date]

GFC Academic Planning Committee Terms of Reference

1. Authority

The *Post-Secondary Learning Act* gives General Faculties Council (GFC) responsibility, subject to the authority of the Board of Governors, over "academic affairs" (section 26(1)). Section 26(1)(o) provides that GFC may make recommendations to the Board of Governors on a number of matters, including "the budget" and "academic planning." GFC has thus established an Academic Planning Committee (GFC APC), as set out below. GFC delegates certain of its powers to the GFC Academic Planning Committee.

The complete wording of the section(s) of the *Post-Secondary Learning Act*, as referred to above, and any other related sections, should be checked in any instance where formal jurisdiction or delegation needs to be determined.

2. Composition of the Committee

Ex officio

- Provost and Vice-President (Academic), Chair
- Vice-President (Research)
- Vice-President (Finance & Administration)
- President of the Students' Union
- President of the Graduate Students' Association

Members Elected by General Faculties Council

- Four academic staff elected by and from GFC (Category A1.1 and A1.6 and their counterparts in A1.5 and A1.7)
- Two academic staff-at-large (Category A1.1 and A1.6 and their counterparts in A1.5 and A1.7)
- One NASA member (Category S1.0) at-large
- One Dean
- One Department Chair-at-large
- One undergraduate student-at-large
- One graduate student-at-large

Non-Voting Members

- One faculty member of the GFC Executive, appointed by the Chair of the GFC Executive.
- The Provost and Vice-President (Academic) may ask any resource person to attend for any item(s). It is recognized the Vice-Provost and University Registrar will routinely be in attendance at APC as a non-voting observer/resource person. (GFC 29 SEP 2003)

NOTE: APC will elect one of the APC academic staff members to serve as Vice-Chair.

APC shall appoint one of its elected faculty members as a cross-representative to the FDC.

The President, as Chair of GFC, may attend at his or her discretion any meeting of APC in order to present any item or to receive advice from APC.

3. Mandate of the Committee

The Academic Planning Committee (APC) is GFC's senior committee dealing with academic, financial and planning issues. As such, it is not only responsible to GFC (or the Board) for the specific matters itemized below, but may also ask to consider or recommend to GFC on any academic issue, including 1) those issues under the purview of other GFC committees, 2) any academic issue related to restructuring, 3) any research-related issue, or 4) issues linked to academic service units where those issues have a significant academic impact. In like manner, the President, Provost and Vice-President (Academic) or other Vice-Presidents may refer any matter to APC for consideration or recommendation to GFC. APC is also responsible to GFC for promoting an optimal learning environment for students and excellence in teaching, research, and graduate studies. (GFC 29 SEP 2003)

APC is responsible for making recommendations to GFC and/or to the Board of Governors concerning policy matters and action matters with respect to the following:

1. Planning and Priorities

To recommend to GFC and/or the Board of Governors on planning and priorities with respect to the University's longer term academic, financial, and facilities development. (GFC 29 SEP 2003)

2. Units

a. Subject to Article 32 of the Faculty Agreement, to recommend to GFC on the establishment and termination of Faculties, Departments, Schools and divisions, and on mergers involving Faculties, Departments or Schools. (Divisions are defined as academic units with authority over student programs. They may be budgetary units and may or may not be part of an existing Department.)

With respect to any proposal to terminate, merge or reorganize a Faculty, Department or School, the Provost and Vice-President (Academic) will ensure that before a proposal is placed before APC, the Dean(s) is notified, provided with supporting documentation, and is given a reasonable amount of time to take the matter to the Faculty Council(s).

b. To recommend to the Board of Governors on the assignment of priorities for the establishment of new Faculties, Departments or Schools, and on the establishment, merger, or termination of support units, except ancillary units.

c. To receive and discuss recommendations from the President or the appropriate Vice-President concerning reviews of campus units and to take appropriate action.

3. Enrollment and Planning

a. To recommend to GFC on University-wide enrollment targets for undergraduate and graduate students.

b. To recommend to GFC on enrollment management processes, including the establishment of new quotas for individual Faculties and programs.

c. To recommend to the Board of Governors on changes to existing quotas for individual Faculties or programs.

4. Budget Matters

a. To recommend to GFC on budget principles.

b. To recommend to the Board of Governors on the annual budget, excluding budgets for ancillary units.

c. To seek the recommendation of GFC regarding any new fee that will be levied upon a substantial group of students, prior to the recommendation by APC of any such fees to the Board of Governors. (A substantial group of students is defined as any one (or all) of the following three classes of students: (a) undergraduate students, (b) doctoral level students, and/or (c) graduate students pursuing studies other than those at doctoral level.)

Note: On February 12, 1996, General Faculties Council agreed that:

- a. An information session on the proposed budget take place at GFC each year just prior to being introduced to the [APC] and Board approval process; and
- b. Information, however 'soft,' be provided to GFC at its first meeting in September. (GFC 12 FEB 1996)

5. Facilities

- a. To recommend to the Board of Governors on policy matters regarding the planning and use of physical facilities. (GFC 29 SEP 2003)
- b. To recommend to the Board of Governors on policy matters regarding the use of land owned or leased by the University. (GFC 29 SEP 2003)
- c. To recommend to the Board of Governors on policy matters regarding standards, systems and procedures for planning and designing physical facilities.
- d. To recommend to the Board of Governors on matters regarding planning and use of physical facilities where these facilities are deemed to have a significant academic and/or financial impact on the University. (The determination of what constitutes a "significant academic and/or financial impact" will be made by the Provost and Vice-President (Academic)).

6. Teaching and Learning

- a. To recommend to GFC on broad policy directions for excellence in teaching and learning in a manner that ensures accountability of all Faculties in this matter.
- b. To receive and discuss advice and/or recommendations from the GFC Committee on the Learning Environment, when provided, and to take appropriate action. (GFC 29 SEP 2003)

7. Admission, Transfer and Academic Standing

- a. To consider advice or recommendation from the GFC ASC on proposals for the establishment of or change to general University admission or transfer policies affecting students, including policies affecting Open Studies students, and to act for GFC in approving policies which in APC's view are minor or routine; and to recommend to GFC on proposals involving major change
- b. To consider advice or recommendation from the GFC ASC on proposals which involve substantial change to admission/transfer regulations or to academic standing regulations.

8. Establishment/Termination of Academic Programs

NOTE: APC deals with major program matters; minor program matters are dealt with through the GFC-mandated course/program approval process. The Provost and Vice-President (Academic) decides what is major or minor.

- a. To approve the establishment of new academic programs at the University of Alberta or those administered in cooperation with other post-secondary institutions.
- b. To recommend to GFC on the termination of academic programs at the University of Alberta or those administered in cooperation with other post-secondary institutions. (GFC 27 MAY 2002)

c. To receive advice and comment from FDC on any facilities-related matter which may affect academic programs normally before an academic program proposal is considered by APC. Facilities-related matters may include requests for additional space or major new construction projects.

d. Where additional funding and/or space is required to support the offering of a proposed certificate and/or if, in the opinion of the Provost and Vice-President (Academic) the certificate required Government approval, ASC would provide a recommendation on the (proposed) initiative to APC. APC, in turn, would have the GFC delegated authority to give final approval for the proposal in those cases where Government approval of the certificate is not required; in cases where Government approval is required, APC would provide recommendation on the proposal to the Board of Governors (or delegate body). (GFC 31 MAY 2005).

9. Name Changes of Faculties, Departments, and Divisions

- a. To recommend to GFC on proposals to change the names of Faculties.
- b. To approve name changes of Departments and divisions.

10. Endowed and Funded Chairs

To establish or terminate endowed and funded chairs.

11. Centres and Institutes

All proposals for establishment of academic centres and institutes shall be submitted in accordance with University policy and procedure as set out in the University of Alberta Policies and Procedures Online (UAPPOL). (GFC 27 MAY 2002)

12. Graduate Degree Specializations

All proposals for establishment of graduate degree specializations shall be submitted to the Dean of the Faculty of Graduate Studies and Research. The Dean, after consultation, may approve proposals which do not involve base operating or capital funds; the Dean will report these approvals to APC. Proposals which constitute new programs and/or which do involve base operating or capital funds will be considered and decided upon by APC.

13. Existing Undergraduate and Graduate Academic Programs:

- **Extension and/or Substantive Revision of Existing Programs**
- **Revisions to or Extension of Existing Degree Designations**

All proposals for major changes to existing undergraduate and graduate programs (eg, new degree designation, new curriculum) shall be submitted to the Provost and Vice-President (Academic). (Minor program changes are circulated for challenge to interested parties as set out in Section 37 of this Manual.) In cases where it is not clear if a change is major or minor, the Vice-President (Academic) will decide.

The Provost and Vice-President (Academic), after consultation with relevant Offices, committees or advisers will place the proposal before APC. APC has the final authority to approve such proposals unless, in the opinion of the Vice-President (Academic), the proposal should be forwarded to GFC with an attendant recommendation from APC. The Provost and Vice-President (Academic) may seek the advice of FDC on space-related matters inherent to the proposal prior to its consideration by APC.

Where additional funding and/or space is required for new non-credit programs and program expansions in the Faculty of Extension, the GFC ASC will recommend to APC.

14. Diploma Programs Offered by Centre collégial de l'Alberta de l'University of Alberta

GFC delegates to APC the sole authority to consider and approve proposals from Centre collégial de l'Alberta de l'University of Alberta for the establishment of or termination of diploma programs (including all admission/transfer, academic standing/graduation, and related matters) to be offered by this unit. Where a new funding model is proposed for a new or existing diploma program, however, APC will forward the proposal (with recommendation) on to the appropriate standing committee of the Board of Governors. (GFC EXECUTIVE COMMITTEE 03 DEC 2012)

15. Other

- a. To recommend to the Board of Governors and/or GFC on any other matter deemed by APC to be within the purview of its general responsibility.
- b. To decide on any routine academic matters not already covered by GFC's delegations to the Provost and Vice-President (Academic) or its other committees.

4. Committee Procedures

See General Terms of Reference.

5. Additional Reporting Requirements

None.

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Approved November 26, 2007 (GFC)

Item No. 6

Governance Executive Summary
Action Item

Agenda Title	Proposed Revisions to Standing Committee Terms of Reference - GFC Academic Standards Committee (ASC)
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Motion

THAT General Faculties Council approve the proposed changes to the GFC Academic Standards Committee Terms of Reference as recommended by the GFC Academic Standards Committee and the GFC Executive Committee, and as set forth in Attachment 1, to take effect July 1, 2019.

Item

Action Requested	☒ Approval ☐ Recommendation
Proposed by	GFC Academic Standards Committee (ASC)
Presenter(s)	Tammy Hopper, Chair ASC

Details

Responsibility	General Faculties Council
The Purpose of the Proposal is <i>(please be specific)</i>	The proposal is before the committee to recommend the revised terms of reference for the GFC Academic Standards Committee
Executive Summary <i>(outline the specific item – and remember your audience)</i>	The Report of the <i>ad hoc</i> Committee on Academic Governance Including Delegated Authority, endorsed by GFC on April 21, 2017, made 10 recommendations specific to ASC. The following 6 recommendations are addressed in the draft Terms of Reference attached: <i>THAT the ex-officio membership on ASC remain unchanged; and that the membership be expanded to include two additional elected GFC members and the Associate Dean of Students as a non-voting member</i> <i>THAT the role of Academic Standards Committee be expanded to allow the committee to comment on all academic portions of program proposals including program structure of new programs and changes to programs</i> <i>THAT the delegated authority to approve the suspension of a program move from Academic Standards Committee to the Academic Planning Committee</i> <i>THAT the Academic Standards Committee recommend to the Academic Planning Committee on program terminations and suspensions and vet the Calendar language for such proposals</i> <i>THAT the Academic Standards Committee recommend to the Academic Planning Committee on program changes</i> <i>THAT the Academic Standards Committee be given the delegated authority to approve establishment, termination and changes to certificates for all Faculties; those requiring additional funding and/or space would be recommended to the Academic Planning Committee for approval * Currently those requiring government approval are recommended to APC who recommends to the Board. This pathway</i>

Item No. 6

was originally developed when certificates were first being introduced. The Board approves new credentials; degree programs stop at APC.

Work on the remaining 4 recommendations, listed below, will be undertaken by the ad hoc Committee on Program Approval Processes which was established by the GFC Executive Committee on January 14, 2019:

THAT, over the next year, the ASC Subcommittee on Standards be charged with reviewing and revising the policy on course and minor program changes

THAT the delegated authority to ratify new course designators and to approve renumbering of courses move from the Executive Committee to the Academic Standards Committee

THAT the Academic Standards Committee review and approve courses associated with new programs, subject to challenge through the normal course circulation process

THAT the Academic Standards Committee be given delegated authority to approve the establishment, termination and changes to college level diploma and certificate programs from the Centre collégial de l'Alberta; those requiring additional funding and/or space would be recommended to the Academic Planning Committee for approval

Other Changes:

The proposed terms of reference reflect a standard template that will be used for all GFC standing committees which has been designed to provide increased clarity on mandate, responsibilities, and delegated authority.

Removals of:

- Institutional marking and grading policies and/or procedures
- Institutional term work policies and/or procedures
- Maintaining a dialogue with secondary and other post-secondary institutions
- Changes to the *University Calendar* on Missed Term Work
- Monitoring the implementation of the consolidated final examination policy

Next Review of Terms of Reference

ASC will be reviewing and proposing further revisions to its terms of reference within the next year resulting from:

- recommendations arising from the work of the GFC Executive ad hoc committee on program approval processes
- implications raised by added responsibilities around program review and ensuring the composition is appropriate to the responsibilities
- current work led by the Registrar's Office on transfer credit procedures

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Supplementary Notes and context	
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Engagement and Routing (Include meeting dates)

Consultation and Stakeholder Participation (parties who have seen the proposal and in what capacity) <For information on the protocol see the Governance Resources section Student Participation Protocol >	<u>Those who are actively participating:</u> - ad hoc Committee on Academic Governance Including Delegated Authority - GFC Executive Committee Transition Committee - ASC - ASC Subcommittee on Standards (SOS)
	<u>Those who have been consulted:</u> - Report of the ad hoc Committee on Academic Governance Including Delegated Authority (endorsed by GFC April 21, 2017) Appendix 6: List of Consultations - GFC Executive Committee – February 11, 2019 early consultation - General Faculties Council – February 25, 2019 early consultation
	<u>Those who have been informed:</u> - General Faculties Council - Board of Governors has been provided with brief highlights of the work of the ad hoc Committee on Academic Governance Including Delegated Authority
Approval Route (Governance) (including meeting dates)	GFC ASC – February 14, 2019 GFC Executive Committee – March 4, 2019 General Faculties Council – March 18, 2019

Strategic Alignment

Alignment with <i>For the Public Good</i>	<i>For the Public Good</i> Objective 21: Encourage continuous improvement in administrative, governance, planning, and stewardship systems, procedures, and policies that enable students, faculty, staff, and the institution as a whole to achieve shared strategic goals.	
Alignment with Institutional Risk Indicator	Please note below the specific institutional risk(s) this proposal is addressing.	
	☐ Enrolment Management ☐ Faculty and Staff ☐ Funding and Resource Management ☐ IT Services, Software and Hardware ☒ Leadership and Change ☐ Physical Infrastructure	☐ Relationship with Stakeholders ☒ Reputation ☐ Research Enterprise ☐ Safety ☒ Student Success
Legislative Compliance and jurisdiction	Post-Secondary Learning Act (PSLA) GFC Executive Committee Terms of Reference GFC Academic Standards Committee Terms of Reference	

Attachments

1. Proposed GFC Academic Standards Committee Terms of Reference
2. Current GFC Academic Standards Committee Terms of Reference

Prepared by: University Governance



1. Mandate and Role of the Committee

The Academic Standards Committee (ASC) is a standing committee of General Faculties Council (GFC) charged with oversight on matters related to admissions and transfer, academic standing, and academic programs.

The Committee may be called upon to provide advice to the Provost and Vice-President (Academic) on items which may include academic advisement, official University academic records-keeping, and registration.

2. Areas of Responsibility

- a. Admission/Transfer and Academic Standing Regulations
- b. Transfer
- c. Physical Testing and Immunization of Students
- d. Credit and Non-Credit Certificates
- e. Faculty of Extension Non-Credit Courses and Programs
- f. Program Proposals

All proposals for consideration of the Committee are first submitted to the Provost and Vice-President (Academic) who will consult as necessary with the Faculties and other individuals and offices in its consideration of these proposals.

3. Composition

Voting Members (26)

Ex-officio (22)

- Provost and Vice-President (Academic), Chair
- Dean of each Faculty or School (18)
- Vice-Provost and University Registrar
- Vice-President (Academic), Students' Union
- Vice-President (Academic), Graduate Students' Association

Elected by and from GFC (4)

- 3 academic staff (A1.1, 1.5, 1.6, 1.7), 1 of whom will be elected as Vice-Chair
- 1 undergraduate student

NOTE: One ex-officio Dean or delegate of ASC will be cross appointed to the GFC Undergraduate Awards and Scholarships Committee, as elected by ASC

NOTE: One ex-officio Dean or delegate of ASC will be cross appointed to the GFC Student Conduct Policy Committee, as elected by ASC

Non-voting Members

- Associate Dean of Students
- Director of the Student Ombuds
- Associate Registrar
- University Secretary
- GFC Secretary

4. Delegated Authority from General Faculties Council

Should be reviewed at least every three years and reported to GFC.

4.1 Admission /Transfer and Academic Standing Regulations

- a. Approve routine and/or editorial changes to admission/transfer and academic standing regulations
- b. Approve changes to International Baccalaureate (IB) and Advanced Placement (AP) regulations

4.2 Transfer

- a. Approve (for inclusion in the Alberta Transfer Guide) and deny courses for transfer credit to the University of Alberta which are offered by Alberta Council on Admissions and Transfer (ACAT) member institutions and institutions within the Alberta Postsecondary Six-Sector Model with specific exceptions outlined in the [Transfer Credit Articulation Procedure](#).
- b. Monitor, and rescind if necessary, entries in the Alberta Transfer Guide relevant to the University of Alberta

4.3 Physical Testing and Immunization of Students

- a. Approve individual Faculty regulations concerning physical testing and immunization of students.

4.4 Credit and Non-Credit Certificates

- a. Approve the establishment and termination of credit and non-credit certificates subject to resource limitations.

4.5 Faculty of Extension Non-Credit Programs

- a. Approve new non-credit programs and program expansions in the Faculty of Extension subject to resource limitations
- b. Decide on any challenge made to an Extension non-credit course which the Provost and Vice-President (Academic) has been unable to resolve.

5. Responsibilities Additional to Delegated Authority**5.1 Calendar**

- a. Provide advice to the GFC Executive Committee (EXEC) on the preparation and publication of the University Calendar

5.2 Admissions, Transfer, and/or Academic Standards Regulations

- a. Recommend to GFC on changes to admissions, transfer and/or academic standards regulations with institutional scope
- b. Receive and discuss the Report of the Senate Committee of Lay Observers of the Admissions Process in Quota Programs

5.3 Program Proposals

- a. Review new program proposals and substantial revisions to programs, and provide recommendations to the GFC Academic Planning Committee (APC)
- b. Review and recommend program suspensions and terminations to APC

6. Sub-delegations from the GFC Academic Standards Committee

Should be reviewed at least every three years and reported to GFC.

None.

7. Limitations to Authority

The following further refines or places limitations on authorities held by or delegated to ASC:

7.1 Admission/Transfer and Academic Standing Regulations

- a. Substantial changes and those with institutional scope are recommended to GFC

7.2 Transfer

- a. ASC considers course transfers for the institutions indicated in the [Transfer Credit Articulation Procedure](#)

7.5 Certificates

- a. Where additional funding and/or space is required to support the offering of the proposed certificate ASC would provide a recommendation on the proposal to APC

7.6 Faculty of Extension Non-credit Programs

- a. Where additional funding and/or space is required, ASC would provide a recommendation on the proposed program to APC

8. Reporting

8.1 The Committee should regularly report to GFC with respect to its activities and decisions.

8.2 The Committee should report on approved changes to individual Faculty regulations concerning physical testing and immunization of students to EXEC for information.

8.3 The Committee should report annually to APC on new and terminated certificates.

9. Definitions

Routine and/or Editorial - refers to proposals which do not involve or affect other Faculties or units and do not form part of a proposal for a new program. Editorial or routine changes include any and all changes to the wording of faculty or program specific admissions or academic standing regulations.

Substantial - refers to proposals which involve or affect more than one Faculty or unit; are part of a proposal for a new program; are likely to have a financial impact; represent a definite departure from current policy; involve a quota; articulate a new academic concept.

Dispute - If there is any dispute or question as to which of the above categories a proposal falls under, the Provost and Vice-President (Academic) (or delegate) will decide.

Embedded Certificate – Defines a specific area of focus for the student and is completed during the course of an undergraduate or graduate degree program.

Free-standing Credit Certificate – Stand-alone programs at the undergraduate or graduate level.

Free-standing Non-Credit Certificate – Stand-alone programs for professional development and continuing education.

Academic staff – as defined by the [Recruitment Policy \(Appendix A\) Definition and Categories of Academic Staff, Administrators and Colleagues](#)

10. Links

Admissions Policy

Transfer Credit Articulation Procedure
Undergraduate Admissions Procedure

Academic Standing Policy
Academic Standing Regulations Procedure

Approved by General Faculties Council: [date]

GFC Academic Standards Committee Terms of Reference

1. Authority

The *Post-Secondary Learning Act* gives General Faculties Council (GFC) responsibility, subject to the authority of the Board of Governors, over "academic affairs" (section 26(1)). Further, the *Post-Secondary Learning Act* (sections 60(1)(c) and (d)) gives the Board of Governors authority over certain admission requirements and rules respecting "enrolment of students to take courses." The Board has delegated its authority over these areas to GFC. GFC has thus established an Academic Standards Committee (GFC ASC), as set out below, and has delegated certain of its powers to the GFC ASC.

The complete wording of the section(s) of the *Post-Secondary Learning Act*, as referred to above, and any other related sections, should be checked in any instance where formal jurisdiction or delegation needs to be determined.

2. Composition of the Committee

Ex Officio

Provost and Vice-President (Academic) (or delegate); (Chair) (GFC 31 MAY 2005)

Dean (or delegate) of each Faculty or School;

Vice-Provost and University Registrar (or delegate)

Students' Union Vice-President (Academic) (or delegate);

Graduate Students' Association Vice-President (Academic) (or delegate) (GFC 29 SEP 2003) (GFC 31 MAY 2005)

Director of the Student Ombudservice (or delegate)

Elected Members

One academic staff member (Categories A1.1 and A1.6 and their counterparts in A1.5 and A1.7*) elected by GFC (GFC 29 SEP 2003)

One undergraduate student elected by GFC, who may be a transferee from an Alberta College

Appointed Member

A representative of the Health Sciences Council, appointed by the Council (GFC 29 SEP 2003)

* See UAPPOL Recruitment Policy (Appendix A) Definition and Categories of Academic Staff.

Non-Voting Members

Associate Registrar (or delegate) (GFC 29 SEP 2003) (GFC 31 MAY 2005)

The Chair of the GFC Academic Appeals Committee (or delegate) (EXEC 03 FEB 2003)

University Advisor – International Educational Experiences (EXEC 04 OCT 2010)

Chair and Vice-Chair

ASC is chaired by the Provost and Vice-President (Academic) or delegate. A faculty member from among the *ex-officio* membership, appointed by the Chair, will serve as Vice-Chair. (EXEC 06 OCT 2008)

Normally the Chair of ASC (or delegate) will serve as the University's representative on the Alberta Council on Admissions and Transfer (ACAT). (EXEC 06 JUN 1984) (GFC 26 JAN 1987) (GFC 26 JUN 1989)

3. Mandate of the Committee

The ASC is responsible for making recommendations and/or for providing advice to GFC, its Executive Committee, and/or the GFC Academic Planning Committee (APC) on the matters set out below, which include such areas as admissions and transfer, including admission and transfer to Faculties, admission of Open Studies students, academic standing policies and general university admission policies, and all institutional marking and grading policies and/or procedures. (GFC 29 SEP 2003) (GFC 31 MAY 2005)

A. Definitions

i. "Routine and/or Editorial"

In the responsibilities which follow, the term "routine and/or editorial" refers to proposals which do not involve or affect other Faculties or units; do not form part of a proposal for a new program; and which do not involve alteration of an existing quota or establishment of a new quota. Editorial or routine changes include any and all changes to the wording of an admissions or academic standing policy.

ii. "Substantial"

In the responsibilities which follow, the term "substantial" refers to proposals which involve or affect more than one Faculty or unit; are part of a proposal for a new program; are likely to have a financial impact; represent a definite departure from current policy; involve a quota; articulate a new academic concept.

iii. Dispute

If there is any dispute or question as to which of the above categories a proposal falls under, the Provost and Vice-President (Academic) (or delegate) will decide. (GFC 31 MAY 2005)

B. Admission and Transfer, Academic Standing, Marking and Grading, Term Work, Examinations, International Baccalaureate (IB), Advanced Placement (AP)

i. All proposals from the Faculties or the Administration related to admission and transfer, to the academic standing of students, to institutional marking and grading policies and/or procedures and to term work policies and procedures are submitted to the Provost and Vice-President (Academic) (or delegate) who chairs the GFC Academic Standards Committee. ASC will consult as necessary with the Faculties and with other individuals and offices in its consideration of these proposals. (GFC 29 SEP 2003) (GFC 31 MAY 2005) (EXEC 04 DEC 2006)

ii. ASC acts for GFC in approving routine and/or editorial changes to both admission/transfer policies and academic standing regulations, and acts for GFC in approving all proposals for a) change to examination regulations, b) change to existing International Baccalaureate (IB) and Advanced Placement (AP) policies and procedures and c) change to the *University Calendar* Section on Missed Term Work (under the Section entitled *Evaluation Procedures and Grading System*. (EXEC 18 NOV 1996) (EXEC 04 DEC 2006)

iii. In consultation with the Office of the Provost and Vice-President (Academic) and the Office of the Registrar and Student Awards, ASC monitors the implementation of the consolidated final examination policy.

iv. ASC provides advice or recommends to the GFC Academic Planning Committee (APC) on proposals which involve substantial change to admission/transfer regulations or to academic standing regulations.

v. ASC provides advice or recommends to APC on general University admission or transfer policies affecting students, including policies which affect Open Studies.

- vi. ASC provides advice or recommends to the GFC Executive Committee on institutional marking and grading policies and/or procedures.
- vii. ASC provides advice or recommends to the GFC Executive Committee on institutional term work policies and/or procedures (with the exception of that noted in B. ii).
- viii. ASC maintains a dialogue with the Provost and Vice-President (Academic) on major admission/transfer and academic standing issues. (GFC 29 SEP 2003)
- ix. ASC maintains a dialogue with secondary and other post-secondary institutions, as requested by the Provost and Vice-President (Academic). (GFC 31 MAY 2005)
- x. ASC responds to proposals that may affect the admission or transfer of students to the University of Alberta.
- xi. ASC acts for GFC in approving either of the following kinds of proposed changes to courses **recommended or required for admission**: a. a course previously recommended for admission is now required for admission; or b. a course previously required for admission is now only recommended for admission.

C. Quotas

- i. Proposals which involve a new quota or a revision to an existing quota are submitted to the Provost and Vice-President (Academic) (or delegate) for consideration by the GFC Academic Planning Committee (APC); ASC's advice will be sought on the admissions/ transfer component of such proposals. (GFC 29 SEP 2003) (GFC 31 MAY 2005)
- ii. ASC undertakes studies on the effects of admission/transfer requirements, and where such studies involve quotas, consults with the Provost and Vice-President (Academic).
- iii. ASC receives annually and considers the Report of the Senate Committee of Lay Observers of the Admissions Process in Quota Programs. (GFC 29 SEP 2003)

D. Alberta Transfer Guide

- i. ASC approves, for inclusion in the Alberta Transfer Guide, courses for transfer credit to the University of Alberta which are offered by non-University institutions in Alberta. Approval will be based upon an assessment of course content and level of instructor qualifications.
- ii. ASC denies courses for transfer credit to the University of Alberta which are offered by non-University institutions in Alberta.
- iii. ASC monitors the entries in the Alberta Transfer Guide relevant to the University of Alberta.
- iv. ASC rescinds, if necessary, the entries in the Alberta Transfer Guide relevant to the University of Alberta.

E. Physical Testing and Immunization of Students

ASC approves on GFC's and the Board's behalf, all individual Faculty policies concerning physical testing and immunization of students, and files a report with the GFC Executive Committee for information. (GFC 27 SEP 1999) (GFC 29 SEP 2003)

F. Faculty of Extension Courses and Programs: Approval Route

- i. GFC delegated to ASC the authority to approve new non-credit programs and program expansions in the Faculty of Extension. Where additional funding and/or space is required, ASC would provide a recommendation on the proposed program to the GFC Academic Planning Committee (APC); (GFC 29 SEP 2003)
- ii. GFC delegated to the Provost and Vice-President (Academic) the authority (a) to approve new non-credit courses or major changes in the content or delivery of existing non-credit courses in the Faculty of Extension and (b) to receive and resolve challenges concerning these courses. (GFC 29 SEP 2003)
- iii. GFC delegated to ASC the authority to make a decision on any challenge made to an Extension non-credit course which the Provost and Vice-President (Academic) has been unable to resolve. (GFC 30 MAR 1981) (GFC 29 SEP 2003)
- iv. Credit programs and courses in the Faculty of Extension will follow the normal route as outlined in policies on course and program changes. (GFC 29 SEP 2003)

G. Certificates (All Faculties): Approval Route

GFC delegated to ASC the authority to approve proposals for the establishment of and termination of credit and non-credit certificates, regardless of the proposing academic unit. Where additional funding and/or space is required to support the offering of the proposed certificate and/or if, in the opinion of the Provost and Vice-President (Academic) (or delegate), the certificate requires Government approval, ASC would provide a recommendation on the (proposed) initiative to the GFC Academic Planning Committee (APC). (GFC 31 MAY 2005) (EXEC 12 JAN 2009)

H. Other Matters

The Chair of ASC will bring forward to ASC items where the Office of the Provost and Vice-President (Academic), in consultation with other units or officers of the University, is seeking the advice of the Committee. These matters may include, but are not limited to, those related to academic advisement, official University academic records keeping, discipline, student services, publication of the University Calendar, the continuation of, or major changes to, existing affiliation agreements and proposals for new affiliation agreements between other post-secondary institutions and the University of Alberta, and registration. (GFC 29 SEP 2003) (GFC 31 MAY 2005)

4. Committee Procedures

See General Terms of Reference.

5. Additional Reporting Requirements

None.

Approved September 19, 2008 (GFC)
Updated August 2014

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Item No. 7

Governance Executive Summary
Advice, Discussion, Information Item

Agenda Title	Proposed Revisions to Terms of Reference – General Faculties Council Composition
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Item

Proposed by	General Faculties Council
Presenter	Eleni Stroulia, Chair, GFC Executive Transition Committee Marion Haggarty-France, University Secretary

Details

Responsibility	General Faculties Council
The Purpose of the Proposal is (please be specific)	The proposal is before GFC to discuss proposed changes to composition for GFC.
Executive Summary (<i>outline the specific item – and remember your audience</i>)	The Report of the ad hoc Committee on Academic Governance including Delegated Authority recommended that the composition of General Faculties Council be reviewed on or before April 2019 with the intention of decreasing its size, keeping in mind the parameters of the PSLA. The Post-Secondary Learning Act mandates the composition of GFC: <u>Statutory Members</u> • Members by virtue of their office • Elected faculty members • Student members (2 undergraduate, 1 graduate) <u>Appointed Members</u> • Additional members appointed by GFC As a self-governing body, at the University of Alberta GFC has added appointed members to its composition to deal with, discern, and discuss items. GFC's current membership is 158: <u>Statutory Members (84)</u> • President (Chair), Vice-Presidents (6), Deans (18), Chief Librarian, Registrar • Elected Faculty Members (54) • Undergraduate Student Members (2) • Graduate Student Member (1) <u>Appointed Members (74)</u> • Dean of Students • President of AASUA • Board of Governors Representatives (President GSA; President SU; Undergraduate Student, AASUA, NASA, and GFC Appointees) (6) • Non-Academic Staff (3) • Elected Undergraduate Student Members (40) • Elected Graduate Student Members (14) • Library Academic Staff (3) • APOs/FSOs (2) • President of St Joseph's College • Sessional and Other Temporary Staff (2)

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	• Chair of Chairs' Council or delegate <u>Questions for Discussion:</u> 1. <i>Given the items coming forward to GFC and the level of discussion, is there still a need to decrease the size of GFC?</i> 2. <i>Are there members of the community who should be added to GFC as appointed members?</i> 3. <i>Most of the current appointed members came onto GFC in the 1960s and 70s. Are these still relevant and appropriate?</i>
Supplementary Notes and context	At the discussion of composition at the <u>February 25, 2019, GFC meeting</u>, there was general support for the addition of: a. an elected member of the Post-Doctoral Fellows Association (recognizing their importance to the academic and research work of the institution, and their inclusion in the PSLA) b. the President of St Stephen's College (which would be consistent with the having the President of St Joseph's College as a current member of GFC) At the GFC meeting, a member suggested consideration of a seat for an elected Open Studies student. Regarding possible areas to contract membership size, a member noted an overlap in representation where some areas were represented by a number of individuals. It was noted that some seats were difficult to fill and were often vacant. At the discussion at the GFC Executive Committee on March 4, 2019, members emphasized the importance of having the right people at the table to discuss the items before GFC. Members also noted that other changes made including additional GFC meetings and bringing forward items for Early Consultation have contributed to increased engagement and participation of GFC members.

Engagement and Routing (Include proposed plan)

Consultation and Stakeholder Participation	<u>Those who are actively participating:</u> • General Faculties Council • GFC Executive Committee • GFC Executive Committee Transition Committee <u>Those who have been consulted:</u> • Report of the ad hoc Committee on Academic Governance Including Delegated Authority (endorsed by GFC April 21, 2017) Appendix 6: List of Consultations
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Strategic Alignment

Alignment with <i>For the Public Good</i>	Objective 21: Encourage continuous improvement in administrative, governance, planning, and stewardship systems, procedures, and
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	policies that enable students, faculty, staff, and the institution as a whole to achieve shared strategic goals.	
Alignment with Institutional Risk Indicator	Please note below the specific institutional risk(s) this proposal is addressing.	
	☐ Enrolment Management ☐ Faculty and Staff ☐ Funding and Resource Management ☐ IT Services, Software and Hardware ☒ Leadership and Change ☐ Physical Infrastructure	☐ Relationship with Stakeholders ☒ Reputation ☐ Research Enterprise ☐ Safety ☒ Student Success
Legislative Compliance and jurisdiction	Post-Secondary Learning Act	

Attachments (each to be numbered 1 - <>)

1. Proposed GFC composition
2. Current GFC membership

Prepared by: University Governance

Attachment 1: Proposed GFC Composition

	CURRENT	PROPOSED
STATUTORY (EX-OFFICIO) Post-Secondary Learning Act (PSLA) Section 23 (a)	President and Chair	No change
	Provost and Vice-President (Academic)	
	Deans	
	Vice-Presidents	
	Vice-Provost and University Registrar (Interim)	
	Vice-Provost (Learning Services) and Chief Librarian	
STATUTORY FACULTY MEMBERS (Elected by Each Faculty/School) PSLA Section 23 (b) in accordance to Section 24	54 faculty members elected by Faculty Councils	No change
STATUTORY STUDENTS - PSLA Section 23 (c) (i)	Two Students Nominated by SU	No change
	One Student Nominated by GSA	
APPOINTED MEMBERS PSLA Section 23 (d) in accordance to Section 25	40 Elected Undergraduate Student Members	No change
	14 Elected Graduate Student Members	No change
	Board of Governors Representatives: - GFC appointee - President GSA - President SU - Elected Undergraduate Student - AASUA appointee - NASA appointee	No change
	Non-Academic Staff Representative	
	2 Non-Academic Staff Representatives (up to one may be from excluded category) (Nominated by NASA)	No change
	3 University Library Academic Staff Representatives	No change
	APO Representative (Nominated by AASUA)	No change
	FSO Representative (Nominated by AASUA)	No change
	2 Academic Teaching Staff (ATS) (Nominated by AASUA)	No change
	Vice-Provost and Dean of Students	No change
	AASUA President	No change
	President, St. Joseph's College Representative -(or delegate)	No change
		President, St Stephen's College (or delegate)
	Chairs' Council Representative*	
		Elected Post-doctoral Fellow

* process to be determined - possibly have the Chair who is a member of the Academic Planning Committee (APC) fill this position on GFC

GFC Membership by Legislation – Post Secondary Learning Act (PSLA) Sections 23, 24, 25

 View [‘Reapportionment of GFC Seats’](#) for Details

MEMBER	RELATIONSHIP	FACULTY/OFFICE	TERM END
Voting			
STATUTORY (EX-OFFICIO) <i>Post-Secondary Learning Act (PSLA) Section 23 (a)</i>			
David Turpin	President and Chair	Office of the President	30-Jun-20
Steven Dew	Provost and Vice-President (Academic)	Office of the Provost and Vice-President (Academic)	30-Jun-20
Stanford Blade	Dean, Agricultural, Life and Environmental Sciences	Agricultural, Life and Environmental Sciences	30-Jun-19
Lesley Cormack	Dean, Arts	Arts	30-Jun-21
Allen Berger	Dean, Augustana Faculty	Augustana Campus	30-Jun-19
Joseph Doucet	Dean, Business	Business, Alberta School of	30-Jun-23
Jennifer Tupper	Dean, Education	Education	30-Jun-22
Fraser Forbes	Dean, Engineering	Engineering	30-Jun-21
Katy Campbell	Dean, Extension	Extension	30-Jun-20
Pierre-Yves Mocquais	Dean, Faculté Saint-Jean	Faculté Saint-Jean	30-Jun-19
Deborah Burshtyn	Dean, Faculty of Graduate Studies and Research (Interim)	Graduate Studies and Research	30-Jun-19
Kerry Mummery	Dean, Kinesiology, Sport, and Recreation	Kinesiology, Sport, and Recreation	30-Jun-20
Paul Paton	Dean, Law	Law	30-Jun-19
Dennis Kunimoto	Dean, Medicine and Dentistry (Acting)	Medicine and Dentistry	
Chris Andersen	Dean, Native Studies	Native Studies	30-Jun-22
Greta Cummings	Dean, Nursing	Nursing	30-Jun-22
Neal Davies	Dean, Pharmacy and Pharmaceutical Sciences	Pharmacy and Pharmaceutical Sciences	30-Jun-21
Robert Haennel	Dean, Rehabilitation Medicine	Rehabilitation Medicine	30-Jun-23
Shanthi Johnson	Dean, School of Public Health	Public Health, School of	30-Jun-23
Frank Marsiglio	Dean, Science (Interim)	Science	30-Jun-19
Kelly Spencer	Vice-President, Advancement (Interim)	Office of Advancement	31-Oct-18
Andrew Sharman	Vice-President, Facilities and Operations	Office of the Vice-President (Facilities and Operations)	30-Jun-21
Gitta Kulczycki	Vice-President, Finance & Administration	Office of the Vice-President (Finance and Administration)	30-Jun-21
Matthias Ruth	Vice-President, Research	Office of the Vice-President (Research)	30-Jun-23
Jacqui Tam	Vice-President, University Relations	Office of the Vice-President (University Relations)	30-Jun-22
Melissa Padfield	Vice-Provost and University Registrar (Interim)	Office of the Registrar	30-Jun-19
Dale Askey	Vice-Provost (Learning Services) and Chief Librarian	Learning Services	

Meg Brolley, GFC Secretary

PLEASE NOTE: For the approved committee membership composition, please view the on-line “Terms of Reference” documentation, specific to each committee.

STATUTORY FACULTY MEMBERS (Elected by Each Faculty/School) PSLA Section 23 (b) in accordance to Section 24			
Nadir Erbilgin	Statutory Academic Staff	Agricultural, Life and Environmental Sciences	30-Jun-20
Lynn McMullen	Statutory Academic Staff	Agricultural, Life and Environmental Sciences	30-Jun-20
Brent Swallow	Statutory Academic Staff	Agricultural, Life and Environmental Sciences	30-Jun-19
Bill Foster	Statutory Academic Staff	Augustana Campus	30-Jun-20
Piet Defraeye	Statutory Academic Staff	Arts	30-Jun-21
Ryan Dynch	Statutory Academic Staff	Arts	30-Jun-19
Michael Frishkopf	Statutory Academic Staff	Arts	30-Jun-21
Lesley Harrington	Statutory Academic Staff	Arts	30-Jun-19
Susanne Luhmann	Statutory Academic Staff	Arts	30-Jun-21
Carolyn Sale	Statutory Academic Staff	Arts	30-Jun-20
Carrie Smith	Statutory Academic Staff	Arts	30-Jun-19
Benjamin Tucker	Statutory Academic Staff	Arts	30-Jun-19
Alice Nakamura	Statutory Academic Staff	Business, Alberta School of	30-Jun-19
Akiko Watanabe	Statutory Academic Staff	Business, Alberta School of	30-Jun-21
Eva Lemaire	Statutory Academic Staff	Faculté Saint-Jean	30-Jun-20
Christina Rinaldi	Statutory Academic Staff	Education	30-Jun-21
Jorge Sousa	Statutory Academic Staff	Education	30-Jun-19
Lynne Wiltse	Statutory Academic Staff	Education	30-Jun-21
Duncan Elliott	Statutory Academic Staff	Engineering	30-Jun-20
Leijun Li	Statutory Academic Staff	Engineering	30-Jun-19
Mark Loewen	Statutory Academic Staff	Engineering	30-Jun-19
Marc Secanell	Statutory Academic Staff	Engineering	30-Jun-19
Rob McMahon	Statutory Academic Staff	Extension	30-Jun-20
Pirkko Markula	Statutory Academic Staff	Kinesiology, Sport and Recreation	30-Jun-21
Shannon O'Byrne	Statutory Academic Staff	Law	30-Jun-21
Jason Acker	Statutory Academic Staff	Medicine and Dentistry	30-Jun-20
Tarek El-Bialy	Statutory Academic Staff	Medicine and Dentistry	30-Jun-20
Basil Hubbard	Statutory Academic Staff	Medicine and Dentistry	30-Jun-21
Pierre Lemelin	Statutory Academic Staff	Medicine and Dentistry	30-Jun-19
Sean McMurtry	Statutory Academic Staff	Medicine and Dentistry	30-Jun-21
Laurie Mereu	Statutory Academic Staff	Medicine and Dentistry	30-Jun-19

Meg Brolley, GFC Secretary

PLEASE NOTE: For the approved committee membership composition, please view the on-line "Terms of Reference" documentation, specific to each committee.

Sue-Ann Mok	Statutory Academic Staff	Medicine and Dentistry	30-Jun-21
Vivian Mushahwar	Statutory Academic Staff	Medicine and Dentistry	30-Jun-20
Georg Schmolzer	Statutory Academic Staff	Medicine and Dentistry	30-Jun-20
Richard Schulz	Statutory Academic Staff	Medicine and Dentistry	30-Jun-21
Kim Solez	Statutory Academic Staff	Medicine and Dentistry	30-Jun-19
Amy Tse	Statutory Academic Staff	Medicine and Dentistry	30-Jun-19
Dilini Vethanayagam	Statutory Academic Staff	Medicine and Dentistry	30-Jun-20
Jonathan White	Statutory Academic Staff	Medicine and Dentistry	30-Jun-19
Ian Winship	Statutory Academic Staff	Medicine and Dentistry	30-Jun-20
Erin Wright	Statutory Academic Staff	Medicine and Dentistry	30-Jun-19
Adam Gaudry	Statutory Academic Staff	Native Studies	30-Jun-19
Susan Sommerfeldt	Statutory Academic Staff	Nursing	30-Jun-21
John Seubert	Statutory Academic Staff	Pharmacy and Pharmaceutical Sciences	30-Jun-20
Dean Eurich	Statutory Academic Staff	Public Health, School of	30-Jun-19
Mary Forhan	Statutory Academic Staff	Rehabilitation Medicine	30-Jun-21
W. Ted Allison	Statutory Academic Staff	Science	30-Jun-21
Jeff Birchall	Statutory Academic Staff	Science	30-Jun-19
Al Meldrum	Statutory Academic Staff	Science	30-Jun-19
Roger Moore	Statutory Academic Staff	Science	30-Jun-21
Lisa Stein	Statutory Academic Staff	Science	30-Jun-19
Eleni Stroulia	Statutory Academic Staff	Science	30-Jun-21
Bruce Sutherland	Statutory Academic Staff	Science	30-Jun-19
Vacancy	Statutory Academic Staff	Engineering	

STATUTORY STUDENT - UNDERGRADUATE (Two Students Nominated by Students' Council) PSLA Section 23 (c) (i)			
Akanksha Bhatnagar	Student Nominated by UG Council of Students	VP Academic (Students' Union)	30-Apr- 19
Andre Bourgeois	Student Nominated by UG Council of Students	VP Student Life (Students' Union)	30-Apr- 19

STATUTORY STUDENT - GRADUATE (One Student Nominated by Graduate Students' Association) PSLA Section 23 (c) (ii)			
Masoud Aliramezani	Student Nominated Graduate Students' Association	VP Academic (Graduate Students' Association)	30-Apr- 18

Meg Brolley, GFC Secretary

PLEASE NOTE: For the approved committee membership composition, please view the on-line "Terms of Reference" documentation, specific to each committee.

APPOINTED MEMBERS (Undergraduate Students) PSLA Section 23 (d) in accordance to Section 25			
Brandi Kobes	Undergraduate Student Member	Agricultural, Life and Environmental Sciences	30-Apr-19
Erin Allin	Undergraduate Student Member	Arts	30-Apr-19
Robert Bilak	Undergraduate Student Member	Arts	30-Apr-19
Yiming Chen	Undergraduate Student Member	Arts	30-Apr-19
Mariam Hosseiny	Undergraduate Student Member	Arts	30-Apr-19
Mpoe Mogale	Undergraduate Student Member	Arts	30-Apr-19
Dustin Sandler	Undergraduate Student Member	Arts	30-Apr-19
Melinda Chisholm	Undergraduate Student Member	Business, Alberta School of	30-Apr-19
John Hussein	Undergraduate Student Member	Business, Alberta School of	30-Apr-19
Luke Statt	Undergraduate Student Member	Business, Alberta School of	30-Apr-19
Tahra Haddouche	Undergraduate Student Member	Faculte Saint-Jean	30-Apr-19
Ayman Adwan	Undergraduate Student Member	Engineering	30-Apr-19
Amlan Bose	Undergraduate Student Member	Engineering	30-Apr-19
Ryan Holowaty	Undergraduate Student Member	Engineering	30-Apr-19
Cindy Liang	Undergraduate Student Member	Engineering	30-Apr-19
Syed Mustafa	Undergraduate Student Member	Engineering	30-Apr-19
Janet Yao	Undergraduate Student Member	Engineering	30-Apr-19
David Chung	Undergraduate Student Member	Law	30-Apr-19
Albert Hu	Undergraduate Student Member	Medicine and Dentistry	30-Apr-19
Nathan Sunday	Undergraduate Student Member	Native Studies	30-Apr-19
Abigail Bridarolli	Undergraduate Student Member	Nursing	30-Apr-19
Anthony Nguyen	Undergraduate Student Member	Nursing	30-Apr-19
Miray Aizouki	Undergraduate Student Member	Pharmacy and Pharmaceutical Sciences	30-Apr-19
Joel Agarwal	Undergraduate Student Member	Science	30-Apr-19
Tiffany Bruce	Undergraduate Student Member	Science	30-Apr-19
Julia Craig	Undergraduate Student Member	Science	30-Apr-19
Hyejun Kim	Undergraduate Student Member	Science	30-Apr-19
Ivy Porter	Undergraduate Student Member	Science	30-Apr-19
Shuaa Rizvi	Undergraduate Student Member	Science	30-Apr-19
Rachel Wang	Undergraduate Student Member	Science	30-Apr-19
Vacancy	Undergraduate Student Member	Agricultural, Life and Environmental Sciences	

Meg Brolley, GFC Secretary

PLEASE NOTE: For the approved committee membership composition, please view the on-line "Terms of Reference" documentation, specific to each committee.

Vacancy	Undergraduate Student Member	Arts	
Vacancy	Undergraduate Student Member	Arts	
Vacancy	Undergraduate Student Member	Augustana Campus	
Vacancy	Undergraduate Student Member	Education	
Vacancy	Undergraduate Student Member	Education	
Vacancy	Undergraduate Student Member	Education	
Vacancy	Undergraduate Student Member	Education	
Vacancy	Undergraduate Student Member	Kinesiology, Sport, and Recreation	
Vacancy	Undergraduate Student Member	Science	

APPOINTED MEMBERS (Graduate Students) PSLA Section 23 (d) in accordance to Section 25			
Saleema Allana	Graduate Student Member	Nursing	30-Apr-19
Vahid Ayan	Graduate Student Member	Business, Alberta School of	30-Apr-19
Bishoi Aziz	Graduate Student Member	Medicine and Dentistry	30-Apr-19
Meijun Chen	Graduate Student Member	Arts	30-Apr-19
Natalie Diether	Graduate Student Member	Agricultural, Life and Environmental Sciences	30-Apr-19
Gautam Gaur	Graduate Student Member	Agricultural, Life and Environmental Sciences	30-Apr-19
Osman Hojanepesov	Graduate Student Member	Medicine and Dentistry	30-Apr-19
Taher Jafferjee	Graduate Student Member	Science	30-Apr-19
Maryam Kebbe	Graduate Student Member	Medicine and Dentistry	30-Apr-19
Braulio Garza	Graduate Student Member	Medicine and Dentistry	30-Apr-19
Carmel Montgomery	Graduate Student Member	Medicine and Dentistry	30-Apr-19
Sabitha Rajaruban	Graduate Student Member	Medicine and Dentistry	30-Apr-19
Allan (Yilun) Wu	Graduate Student Member	Medicine and Dentistry	30-Apr-19
Ding Xu	Graduate Student Member	Arts	30-Apr-19

APPOINTED MEMBERS (GFC Terms of Reference) in accordance to PSLA Section 23 (d) under PSLA Section 25			
Sasha van der Klein	Board of Governors Representative	President (Graduate Students' Association)	30-Apr-19
Reed Larsen	Board of Governors Representative	President (Students' Union)	30-Apr-19
Levi Flaman	Board of Governors Representative	Undergraduate Student Appointee	30-Apr-19

Meg Brolley, GFC Secretary

PLEASE NOTE: For the approved committee membership composition, please view the on-line "Terms of Reference" documentation, specific to each committee.

Donna Wilson	Board of Governors Representative	AASUA Appointee	25-Nov-21
Matthew Barnett	Board of Governors Representative	NASA Appointee	11-Apr-20
Katherine Binhammer	Board of Governors Representative	GFC Appointee	30-Jun-20
Andrei Tabirca	Non-Academic Staff Representative	Nominated by NASA	30-Jun-21
Shannon Erichsen	Non-Academic Staff Representative	Nominated by NASA	30-Jun-20
Janice Kung	University Library Academic Staff Representative	University of Alberta Libraries	30-Jun-21
Amanda Wakaruk	University Library Academic Staff Representative	University of Alberta Libraries	30-Jun-19
Janet Williamson	University Library Academic Staff Representative	University of Alberta Libraries	30-Jun-20
Vacancy	Academic Staff (APO) Representative	APO (Nominated by AASUA)	
Vacancy	Academic Staff (FSO) Representative	FSO (Nominated by AASUA)	
Vacancy	Academic Teaching Staff (ATS) Representative	ATS (Nominated by AASUA)	
Vacancy	Academic Teaching Staff (ATS) Representative	ATS (Nominated by AASUA)	
Vacancy	Non-Academic Staff Representative	Non-NASA Representative	

ADDITIONAL APPOINTEES			
André Costopoulos	Vice-Provost and Dean of Students	Office of the Provost and Vice-President (Academic)	30-Jun-21
Kevin Kane	AASUA President	Additional Appointee	30-Jun-19
Shawn Flynn	St. Joseph's College Representative	Academic Dean	30-Jun-20
Vacancy	Chairs' Council Representative	Chairs' Council/Chairs' Council Executive	

Meg Brolley, GFC Secretary

PLEASE NOTE: For the approved committee membership composition, please view the on-line "Terms of Reference" documentation, specific to each committee.

General Faculties Council Standing Committee Report**GFC Executive Committee**

1. Since last reporting to GFC, the Executive Committee met on March 4, 2019.
2. Items Approved With Delegated Authority
 - Recommended to GFC – Proposed Revisions to Standing Committee Terms of Reference - GFC Academic Standards Committee
 - Approved – Agenda for March 18, 2019, GFC meeting
3. Items Discussed
 - Draft Teaching Policy
 - Proposed Revisions to Standing Committee Terms of Reference - GFC Academic Planning Committee including a name change to the GFC Academic and Research Planning Committee
 - Proposed Terms of Reference - General Faculties Council Composition

Terms of reference and records of meetings for this committee can be found at:
https://www.ualberta.ca/governance/member-zone/gfc-standing-committees#GFC_EXEC

Submitted by:
David Turpin, Chair
GFC Executive Committee

General Faculties Council Standing Committee Report**GFC Academic Planning Committee**

1. The next meeting of the Academic Planning Committee will be March 13, 2019. The committee will report further at the April 29, 2019 GFC meeting.

Terms of reference and records of meetings for this committee can be found at:

https://www.ualberta.ca/governance/member-zone/gfc-standing-committees#GFC_APC

Submitted by:

Steven Dew, Chair

GFC Academic Planning Committee

General Faculties Council Standing Committee Report**GFC Academic Standards Committee**

1. The next meeting of the Academic Standards Committee will be March 21, 2019. The committee will report further at the April 29, 2019 GFC meeting.

Terms of reference and records of meetings for this committee can be found at:

https://www.ualberta.ca/governance/member-zone/gfc-standing-committees#GFC_ASC

Submitted by:

Tammy Hopper

Chair, GFC Academic Standards Committee

What did you find most worthwhile at the January 25th summit?	What changes would you suggest?	Are there any changes you would suggest for the format?	What other topics might be useful for a future Board of Governors, General Faculties Council, and Senate Summit?	To which group(s) do you belong?	Is there any other feedback you would like to provide the organizers?
Interaction with BoG and GFC members ans well as the session presentations and activities.	Possible mingle activity (not at the end of the summit).		UAlberta: creating future employees or citizens?	General Faculties Council	
two speakers - well informed relevant information	none	none - well organized	How to raise the research funding through private means	Board of Governors, General Faculties Council	
I enjoyed everything. The briefing notes were great to have some background as well as the presentations. The discussions in the afternoon were also very good.	This was difficult given the topic, but in general it would be nice to conclude with some action items.	Maybe one suggestion would be to rotate tables so that everyone gets to know each other better.	1) How do we increase provincial funding for R&D. 2) How do we promote a culture of developing strength areas and common areas of research between faculty; 3) How do we promote hands-on learning?	General Faculties Council	Thank you for putting together the workshop. It was great. Please do not forget to send us the 30 sec elevator pitches!
Meeting GFC, Senate and Board members	Not a thing	Not really; having keynote speakers reflecting on broad issues should be kept	Mental health issues in students and university employees; the role of universities in the years 2020s: preparing a new generation to be great thinkers or great technicians?	General Faculties Council	I cannot think of anything else at this point, but can send more feedback at a later date
The first two speeches	Instead a pitch elevator talks, to have people make clear pointed suggestions for solutions			General Faculties Council	
Networking with members from the GFC and Senate (I'm on the BoG)	It was actually quite excellent overall. We would have benefited in our small groups from more time to prepare, but the exercises were stimulating and productive, and a great chance to meet other people from the leadership team at the U of A. Well done.		Generally, risk mitigation is a good category. Both of the past two summits have looked at specific areas of risk which was a good opportunity to bond and brainstorm with others from other UAlberta groups.	Board of Governors	Kudos to David, Michael and Douglas and your teams - well done.
The two speakers, Steven Patten and Bruce Anderson, were wonderful!	Nothing I can think of. It was a well organized event.			General Faculties Council	Thank you SO much for your tireless efforts in organizing the Joint Summit. It was a great experience and a wonderful opportunity to connect with colleagues.
The two guest speakers, very informative.	Great format.	Maybe giving people time to introduce themselves to each other at the table once they are all seated. Each of us providing a bit of info about ourselves would be beneficial. I knew no one or what they were involved in at our table.	Mental health; info on the diversity of students attending U of A and how are their needs accommodated.	Senate	I enjoyed every moment of it. It was well organized, kept a strict timeline, had interesting and informative speakers, and gave us all an opportunity to participate in a very worthwhile activity. Plus the food was very good gluten free!
Statistics from a third party pollster/analyst who has an understanding of national perspectives.	More Time to work in small group sessions.			General Faculties Council	
Great topic, great speakers and outstanding group work.	None			General Faculties Council	
Presentations by the two speakers and exercises right after	Nothing. It was a well-thought, planned and executed meeting.	None	I do not think we should decide now as new topics might emerge after the election.	General Faculties Council	Thank them for efforts
Table Top Discussion. The discussion provided us an opportunity to clarify the importance of the issue, and it enabled us to think through how we would contribute to the issue.	I would suggest to clarify the rationale or goal of each speech or activity beforehand.	I would suggest the organising body to ask the speakers to be explicit about the sources of their data. Because if the sources are not provided, how do we know relevance and credibility of the information to the specific context/issue we would be talking about.	What U of A expects from its academic staff/values itself: teaching, researching, or both? What is the current situation? If we value teaching, how is teaching quality being supervised? Is teaching quality compromised as staff focus more and more on personal research? What are the challenges? How should we perceive this issue? How can we solve this dilemma ?	General Faculties Council	
The topics and speakers.	None.	No.	Technological disruption and how it could affect the post-secondary education business model.	Board of Governors	Job well done!
The table top exercise translated what otherwise was an intellectual exercise into something practical and personally meaningful. Brilliant.	I wonder if there's something that could be done to help introduce the people at the tables. I love that we're mixed but there wasn't a lot of time to actually get acquainted.	The format was thoughtful and effective for the purpose of event - supporting advocacy roles.	The flip side of what PSEs need is what PSE delivers. I'd like more on that... particularly what U of A delivers. Remind us all and quantify the value particularly in economic diversification. Foresight... on the future of Alberta.	Board of Governors	Congrats on a high-impact event. Great to see this level of engagement in support of PSE. Please do more of this. It's the first time I've ever been encouraged to share my support with the endorsement of the University.

What did you find most worthwhile at the January 25th summit?	What changes would you suggest?	Are there any changes you would suggest for the format?	What other topics might be useful for a future Board of Governors, General Faculties Council, and Senate Summit?	To which group(s) do you belong?	Is there any other feedback you would like to provide the organizers?
The two keynote speakers really helped to frame the discussion and were very valuable.	None	None, I thought it was excellent all the way around.		General Faculties Council	
The practice to develop an elevator speech	More time for networking and general conversation, less presentations.	Overall it was very well organized, everything was kept well on time, and for the exercise this was the right format. I don't necessarily think both of the presentations were necessary to perform the exercise so keep it to 1 short presentation and provide more time for networking.	The signature areas	Board of Governors, General Faculties Council	Everything went incredibly smoothly!
The variety of voices at the table.	None			General Faculties Council	Given the topicality of the protest that happened outside the summit I would have appreciated space be given to addressing the concerns raised about the UAB.
The two presentations were insightful and thought provoking. The subject was very timely and made the whole exercise very compelling; the table conversations were very engaging.	More time		The last topic could be a subject in itself: namely innovation in teaching and learning and more links between teaching and research and practice and how to finance them.	General Faculties Council	Thank you!
I found much of it worthwhile -- Steve Patten's observation that the myth of redneck Alberta is reinforced by the silence of people who do not feel they fit; by Bruce Anderson's overview; and by the smart people at my table being able to formulate quick arguments	The sitting and listening went on a bit too long.	As with last year, many people at my table did not show up which meant we did not have any Senate representative. Everyone was an employee of the university. Maybe, rejig groups on the fly?		Board of Governors, General Faculties Council	
the table work preparing pitches	nothing comes immediately to mind			General Faculties Council	The topic was excellent, speakers very good, and our engaged work in the tables, with presentations and feedback from Steve and Bruce worked very well. Excellent afternoon!
I thought the two presenters were excellent	no changes, I thought it was very well done	no	it might be interesting to have a session similar to an omnibus survey in which several different topics are presented and discussed. It would allow us to get to hear and learn about a topic and the University's perspective and then discuss it. Topics might be situational but in the past maybe there the topic could have been: university rankings; student fees; budget pressures; infrastructure state.	Board of Governors	I like that the seating arrangements are set. While I know the intent was to get some messaging developed from the group I would have liked to have heard more from our speakers, maybe a bit of a panel in which questions could have been posed to the two of them from the "audience"
The initial presentations	More focus on discussing the issues; less on rapid-fire presentation. The later is useful but does really need GFC+BoG+Senate all together.	It would be better to discuss the issues themselves since some of them skipped over important points e.g. we may have the least amount of grants per student but Alberta pays more per student to institutes than other provinces. I would like to have been able to discuss points like this so I can better defend our position.	Student (and even faculty) mental health: why is it declining and what can we do to reverse the trend?	General Faculties Council	
Meeting colleagues involved in governance, new and old	Less prescribed agenda. I found last year's (and the initial one the year before) more open for communication.	Too much on the one topic - could have halved the length and opened up discussion for other half.	Inter-faculty interactions, held out at Augustana maybe!	General Faculties Council, Senate	As above.
The information presented and the opportunity to meet a number of new people!	None...it was excellent! Very well organized.	No!		Senate	Thank you!
Bruce Anderson	Location; doing it in PLH or SUB. A great stakeholder would have been our Student Group. There were a few of them in the room that I wanted to hear from.			General Faculties Council	Great level of communication.

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Opportunity to talk with members of the other two groups.	Can't think of anything.			General Faculties Council	
Bruce Anderson's presentation	withhold desert until the afternoon break	No		Board of Governors	
Bruce Anderson's presentation and the chance to practice creating the elevator speeches.	I think it was well organized.			General Faculties Council	It was an interesting afternoon and a valuable use of time.
Opportunity for members of the board, GFC and Senate to work together and to learn more about an important issue for the University.	Excellent topic and format. No changes to suggest.	No changes to suggest.	Student mental health	Board of Governors, Senate	Very well done.
hearing the various table pitches - reinforce messages and useful "rehearsal"	nothing specific		I like topics or issues that focus our attention on engaging with external stakeholders	General Faculties Council	bravo and thank you
The exercises	None	No	University governance working together; Hard choices in the future of the university.	Board of Governors	Very good session. Thank you.
The combination of policy discussion with application	nothing in particular		The thorny questions around student mental health, student workloads, labor market and career outcomes and our role as an institution in this constellation of problems in context of cost pressures..	General Faculties Council	
The diversity of the audience and well timed schedule	Feedback at the end of the summit from every organization that is represented (i.e GFC, BoG etc) and if how what was discussed can relate to these organizations			GSA	
A chance to think positively about the messages we can give to a variety of stakeholders during the election.	It would have been great to find a way for more mingling between the 3 groups. The table worked well, but when we had breaks, everyone gravitated to the people they know.	I really liked the 15 minute table work.		General Faculties Council	
I enjoyed the whole summit. In particular the group elevator pitches.	If anything it would be nice to have a whole day where there would be more time to connect with colleagues from the other governance bodies and possible have a couple different groups.			General Faculties Council	
the presentations	none	none	Implementation of Strategic Plan for Equity, Diversity, and Inclusion	Senate	
Guest speakers	I thought that the way the timing was structured for the table discussions was appropriate, and the most effective I have seen so far.			Board of Governors	
All of it	None - it was great			Board of Governors, General Faculties Council	
The topics presented were timely and relevant to our day. Applying theory into practice was truly valuable (ie. the creation of an elevator pitch)	It would be helpful if the chairs were comfortable or we had mini breaks to accommodate back and neck pain, as the table setting posed a bit of struggle if you weren't facing the podium.			Senate	It was great overall!
the round table 30 sec pitch exercises	I would like a presentation on political activism, someone who actually is engaged in voter education or political activity, the political science professor was quite vague and general, didn't seem to see the true Albertan dynamics happening	No its a great balance of information and participation	Historical review of Alberta political and people movements, it's not always been conservative, in fact Alberta has led the way nationally on many occasions with social change	Senate	Thanks for much for you great efforts! Fantastic day, well organized, very welcoming and hospitable, great food choices, stimulating topic and discussions, very timely and very useful
outside speaker from Ottawa	intersperse working groups with speakers so we have the opportunity to talk to and work with other people (especially for those of us who had to leave early)	speaker/working group/speaker/working group	connections between university and community/industrial/commercial sectors; how to bring academic research into the public sphere; training students (and faculty) in the information world	General Faculties Council	Thank you for doing this again! I'm sad to be finished with my GFC role as I'll miss these opportunities to meet and work with university governance!

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The brainstorming sessions	No changes, I thought the summit was great	No	Reconciliation, Sexual Violence, Mental Health	General Faculties Council	No
The interactive nature of the summit was fantastic. Really kept my table and I engaged and made the items learned throughout the Summit more relevant and tangible in terms of how we can use that knowledge.	Make a more prominent comment about where the coffee is located... (:			General Faculties Council	
I enjoyed both speakers, especially the polling man (I forget his name). The elevator speech exercise was also very good.	can't think of any	no		Senate	
Several activities were valuable. The speakers were excellent and set a great foundation for the "elevator speech" activity.	I cannot think of anything I would change.			General Faculties Council	Excellent event.
I enjoyed the round table discussions and the reviews afterwards	None - I think the format and subject matter was particularly good for the election year.			Senate	
I thought the whole thing was fantastic, I cannot wait to see everyone's responses to the three areas.	If we could have this every year that there is an election, that would be fantastic! Hopefully we will get close to those set goals for 2025.			General Faculties Council	I thought this session was excellent. We are so lucky to have such engaged people on all three of these governing bodies for our university.
Gathering the 3 bodies in the same room.	A full day would be constructive, if possible.	As per above, there might be value in a little more time together, if it's even possible.	The last 2 topics were very timely. My only suggestion is to continue to address the needs of the moment.	Senate	The 2nd Q&A after Abacus's Bruce Anderson was much more relevant than the Q&A after Professor Patten. Both presenters were excellent and very informative, but the first Q&A seemed to have the wrong questions for the room. Not sure there's anything that can be done - as the questioning was completely dominated by Deans and Chairs.
I found most of the content very worthwhile. The most would be the diversity of answers given to the interactive sessions.	N.A.	N.A.	Working with representative organizations, the affordability of post-secondary education, rising cost of living for students and academic costs.	Board of Governors	
Table activity	Perhaps more diversity in the keynotes.	No. Well crafted and executed.	A similar event, but rather than focusing on an election, discussing/training how we communicate the value of PSE every day and to many communities. There's a difference in those two goals that we need to surface. Part of how we communicate is a habit of contextualizing what we do so that people do not have to intuit its significance. That requires training.	General Faculties Council	
Brainstorming about messaging on post-secondary with others on governance bodies	No changes to suggest. I think it went very well.	no	TRC	Senate	Great job!