

OPEN SESSION

Tuesday, April 23, 2019
5:00 – 8:00 p.m.
Room 5-142, CCC

Minutes**Chair:** Deborah Saucier**Vice-Chair:** Raymond Baril

Present:	Nina Bernstein	Kevin Hood	Peter Myhre
	Karen Buro	Robert Irwin	Albena Pergelova
	Sarah Copland	David Johnson	Raina Rudko
	Wanda Costen	Dave Kato	Melike Schalomom
	Debbie Couves	Jackie Kent	Masoud Shadnam
	Nancy Digdon	Kari Krell	Andrea Wagner
	Pam Farvolden	Tamara Lane	Lindsey Whitson
	Lucio Gelmini	Fred McGinn	Randi Ziorio Dunlop
	Allan Gilliland	Debbie McGugan	
	Bob Graves	David McLaughlin	
	Emily Gryba	Heather McRae	
	Kimberley Harcombe	Susan Mills	
	Travis Hatt	Kathleen Miller	
	Catherine Hedlin	Craig Monk	

Regrets:	Josh Toth	Annetta Latham	Tamara Lane
	Krista Hanscomb	Shahidul Islam	John McGrath

Guests/Speakers: Calin Anton, Chair, Committee on Admissions and Transfer
Michelle Plouffe, Vice President and General Counsel
Myrna Khan, Vice President, University Relations

Resources: Gina DeVeaux, Director, University Governance
Elizabeth Hay, Governance Assistant

1.0 Call to Order

The meeting of General Faculties Council was called to order at 5:10 p.m.

2.0 Declarations of Conflict

No conflicts were declared.

3.0 Approval of Agenda**GFC-01-04-23-2019**

Moved by L Gelmini and seconded by F. McGinn that the General Faculties Council approve the April 23, 2019 open meeting agenda as presented. Carried

4.0 Approval of Consent Agenda

GFC-02-04-23-2019

Moved by D. Kato and seconded by M. Schalomom that the General Faculties Council approve the items on the consent agenda (noted below) as presented. Carried.

4.1 Board of Governors' Report

4.2 PSLA Update

5.0 Approval of GFC Open Minutes

5.1 March 19, 2019 GFC Minutes

GFC-03-04-23-2019

Moved by K. Hood and seconded by K Miller that the General Faculties Council approve the open session minutes for the March 19, 2019 meeting as presented. Carried.

6.0 Presentations

6.1 SAMU Vice President Academic Report

J. Kent presented a summary of the overall work completed by SAMU for the past academic year.

7.0 President's Report

R. Baril, Vice-Chair, chaired the meeting for this item.

D. Saucier, President of MacEwan University, discussed the appointment of a Chancellor. Specifically, she noted that the Board of Governors approved the idea in principal, and that there will be a report in May regarding the draft roles and responsibilities, including the process of appointing the joint committee to choose the Chancellor as prescribed by the PSLA.

7.1 Approval of Faculty/ School Councils

GFC-04-04-23-2019

Moved by D. McLaughlin and seconded by J. Kent that the General Faculties Council approve the adoption of the following MacEwan University faculty and school councils as standing committees of the General Faculties Council:

Faculty of Arts and Science

Faculty of Fine Arts and Communications

Faculty and Health and Community Studies

Faculty of Nursing

School of Business

School of Continuing Education

*Existing Standing Committees continue as constituted until further notice. Carried.

A council member asked how the resolution would impact current bylaws; D. Saucier explained that the Faculty and School Councils would have Terms of Reference, and that those would be standardized; she added that the motion would allow that framework to be put into place so that the Terms of Reference for each Faculty/ School Council could be drafted.

7.2 Code of Conduct Presentation

D. Saucier guided the Council through a presentation on the implications of the new Code of Conduct for paid and unpaid employees of MacEwan University. She noted that a consultative process was started, gathering feedback from faculty, staff and students, but that with each revision of the code as directed by the Ethics Commissioner, the flexibility of interpretation was

restricted. She added that the differences from the current MacEwan process to the new process is that the conflict could be real, perceived or potential, the reach of the code is much more extensive than it is currently and that a supervisor's approval is required before any conflict is considered. D. Saucier noted that communication around the new code would be distributed on April 30, and the new code would be posted online. She added that processes around declarations are still being discussed, but information will be forwarded once it is finalized.

A council member asked what the new process would be to properly disclose a prior conflict that is on-going (but was previously disclosed); D. Saucier responded that they should disclose again to ensure it is documented within the current disclosure period.

A council member asked about the impacts of the code, specifically around academic freedom; D. Saucier responded that there are many considerations of how the Code of Conduct could impact academic freedom and it is her hope to document as much of the discussion as possible to provide to the Board of Governors for their consideration.

A council member asked if the same Code of Conduct was in place for all universities, or if there were different limits for different post-secondary institutions; D. Saucier responded that there were different codes for different institutions.

A council member asked about the impact of the code specifically for those that were employed in areas like music or theatre, as they could have multiple external contracts. D. Saucier responded that it would fall to the Dean or the Associate Dean of that faculty to ensure they had a process in place to properly manage all of the requests for approvals and to investigate what strategies would be used overall to mitigate conflicts.

A council member asked about compliance to the Code of Conduct, specifically, how to ensure that student employees would comply; D. Saucier responded that the assumption with employees is that most people will comply, or if they don't comply, they aren't doing so maliciously. She added that it is the hope that there will be robust processes in place to ensure compliance, but that there is a consideration that the discipline for non-compliance could be expulsion for students.

A council member asked about the resources considered to ensure privacy with information that is disclosed to MacEwan; M. Plouffe, Vice President and General Counsel noted that how to ensure disclosed information is kept confidential is an absolute priority that her office is addressing in whatever systems and processes are considered for managing disclosures.

A council member asked about how to mitigate bias in managerial approvals of conflict; D. Saucier responded that there will be training modules for managers to help educate them in their roles.

A council member asked how to determine what is the home department for a sessional instructor who teaches multiple classes; D. Saucier noted that there is no answer at this juncture, but it will be explored.

D. Saucier chaired the remainder of the meeting.

8.0 Provost's Report

C. Monk, Provost and Vice-President Academic, reported on the following topics to the Council:

- Administrative Search Updates:
 - o Dean of Library announced soon
 - o Associate VP, Research search will bring candidates to campus in May 1, 2019
- Financial Management in Academic Affairs
 - o Deans and AVPs will share financial managers moving forward
- Promotion Process
 - o Recommendations on 30 cases to be brought forward shortly (reviewed 10,000 pages of supporting documents)
 - o Deans in each area spoke to the promotion cases put forth from their faculties/schools
 - o Resource will be available in the Provost office to help give feedback to faculty members when assembling their packages in order to make the best case for their work as possible
- Honorifics
 - o Announce at Faculty councils first for Distinguished Resarcher, four Distinguished Teachers and 2 Board of Governors Research Chairs
 - o Teaching and Board of Governors Research Chair competitions weighted to Arts and Sciences, looking towards developing applications from other faculties/schools in the future.
- Promotion and Tenure recognition
 - o Letter to everyone who has earned tenure in the past two years (full Professor, Counsellor III, Librarian III) to choose an item for the John L. Haar Library collection.

9.0 Committee Reports

9.1 Committee on Admissions and Transfer

C. Anton, Chair of the Committee on Admissions and Transfer presented the following items.

9.1.1 Admission Requirements – Bachelor of Physical Education - UT

GFC-05-04-23-2019

Moved by F. McGinn and seconded by B. Irwin that the General Faculties Council approve no changes to the admission criteria for the Bachelor of Physical Education UT Program within the Department of Allied Health and Human Performance UT Program, effective Fall 2020. Carried.

9.1.2 Admission Requirements – Correctional Services

GFC-06-04-23-2019

Moved by K. Hood and seconded by D. Kato that the General Faculties Council approve the proposed changes to the Admission Requirements for the Correctional Services diploma program within the Department of Public Safety and Justice Studies, effective Fall 2020. Carried.

9.1.3 Admission Requirements – Paralegal

GFC-07-04-23-2019

L. Gemini moved and R. Rudko seconded that the General Faculties Council approve the revised Admission Requirements for the Paralegal Studies program, effective Fall 2020. Carried.

9.1.4 Admission Requirements – Office Assistant

GFC-08-04-23-2019

Moved by W. Costen and seconded by K. Miller that the General Faculties Council approve the revised Admission Requirements for the Office Assistant Certificate, effective Fall 2020. Carried.

9.1.5 Admission Requirements – Police & Investigations

GFC-09-04-23-2019

Moved by K. Hood and seconded by L. Whitson that the General Faculties Council approve the changes to the Admission Requirements for the Police & Investigations diploma, effective Fall 2020. Carried.

9.1.6 Admission Requirements – Special Needs Assistant Program

GFC-10-04-23-2019

Moved by F. McGinn and seconded by D. Kato that the General Faculties Council approve the changes to the Admission Requirements for the Special Needs Educational Assistant program, effective Fall 2020. Carried.

9.1.7 Admission Requirements – Bachelor of Communications Studies

GFC-11-04-23-2019

Moved by A. Gilliland and seconded by L. Gelmini that the General Faculties Council approve the changes to Admission Requirements for Bachelor of Communication Studies effective Fall 2020. Carried.

9.1.8 Admission Requirements – Theatre Production

GFC-12-04-23-2019

Moved by A. Gilliland and seconded by T. Hatt that the General Faculties Council approve the revised Admission Requirements for the Theatre Production diploma effective Fall 2020. Carried.

9.1.9 Admission Requirements – Bachelor of Science in Engineering Transfer

GFC-13-04-23-2019

Moved by M. Schalomon and seconded by R. Rudko that the General Faculties Council approve the changes to the Bachelor of Science in Engineering Transfer Admission Requirements, effective Fall 2020. Carried.

10.0 Faculty/ School Councils

10.1 Faculty of Arts and Sciences

10.1.1 Awarding of Posthumous Degree

M. Schalomon, Interim Dean, Faculty of Arts and Sciences asked the General Faculties Council for an approval to award Nakehko Lamothe a posthumous Ministry-Approved credential. She noted that Mr. Lamothe passed away earlier this year and the faculty would like to award him with this honor as he was an excellent student and athlete.

GFC-14-04-23-2019

Moved by C. Monk and seconded by D. McLaughlin that the General Faculties Council approve a Posthumous Ministry Approved Credential for Nakehko Lamothe, BSc candidate, Major in Psychology. Carried Unanimously.

11.0 Policy

11.1 Post Doctoral Scholars Policy

F. McGinn, Acting Associate Vice President Research presented the following item for discussion and approval by the General Faculties Council. He noted that the policy was brought about to ensure there was a framework for bringing this type of scholar to MacEwan University, but to also ensure that there is Dean oversight to ensure that the facilities and resources needed are available and he added that this policy mirrors similar policies found across other Canadian Universities.

GFC-15-04-23-2019

Moved by Heather McRae and seconded by W. Costen that the General Faculties Council approve of the Postdoctoral Scholars policy. Carried (27 approved, 3 against, 1 abstention).

The following points were raised in discussion:

- There was a lack of clarity around the need for two types categories with a similar definition; it was explained that one definition was to be used for those with secured funding and the other would be used for those with no current funding, request was made to make those definitions clearer
- Under 5.11, clarity was sought around whether the faculties/schools were responsible, or the faculty/ school councils were responsible; it was explained that the process lies with the Dean
- There was a lack of clarity around the processes associated with the policy; it was explained that the policy is meant to provide a framework for the decision-making process and that procedures or specifics would be defined at a later date

12.0 Question Period

No discussion at this time.

13.0 Future Agenda Items/Next Meeting

The next meeting is May 9, 2019

13.0 Adjournment

Moved by J. Kent to adjourn the meeting at 7:15 p.m.