

**Attendance**

Statutory Ex-Officio Members (voting)			
Provost:	Craig Monk, Chair pro tem for October 24, 2022, meeting		
VPs:	Maureen Lomas	Myrna Khan	
Deans:	David Danto	Allan Gilliland	Karen Keiller
	Heather McRae	Richard Perlow	
Statutory Faculty and Student Members (voting)			
Students:	Steph Vasquez		
Faculty:	Katie Biittner	Andrea Wagner	Eric Legge
	Brendan Boyd	Cristina Anton	Ion Bica
	Kimberley Harcombe, (GFC Vice-Chair)	Chris Striemer	Josh Toth
	Tim Williams	Erin Gray	Cynthia Zutter
	Brendan Cavanagh	Gregory Springate	Rene Wells
	Bob Graves	Emily Khalema	Caroline Foster-Boucher
	Kathy Miller	Lucille Mazo	Kelly Morris
	Dawn Sadoway		
Additional Appointed Members (voting)			
AVPs:	Tim Tang	Craig Kuziemsky	
General Counsel:	Jason Fung		
GMUFA President:	Rafat Alam		
Faculty:	Lucio Gemini	Vahid Rezania	Jim Head
	Bill Thompson	Tiffany Kriz	Mary Asirifi
	Lee Makovichuk	Martin Tucker	Eva Revitt
	Tory Pino	Tara Stieglitz	
Students:	Joseph La Torre	Thomas Cline	
Alumni:	Laura Gilmour		
Resource Members (non-voting)			
Office of University Governance:	Sumiko Yip, University Secretary	Marco Turlione (recording)	Kyla Krysko
	Ginikachi Ugwuegbu		
Regrets			
Annette Trimbee, Chair	Myles Dykes	Christy Raymond	David McLaughlin
Melike Schalomon	Fernando Angulo-Ruiz	Rose Ginther	Bronwyn Sneffella
Guests			
Sally Banek	Matt Zentner	Shelagh Hohm	

**MINUTES: OPEN SESSION**

#	Item
<b>1.0</b>	<b>Call to Order and Introduction of Guest(s)</b>
	C. Monk, acting Chair, called the meeting to order at 3:18 pm.
<b>1.1</b>	<b>Treaty Land Acknowledgement</b>
	The acting Chair acknowledged the traditional lands of indigenous peoples.
	It was noted that land acknowledgements are important parts of both GFC and Board meetings. Going forward, GFC standing committee chairs will be invited to provide a land acknowledgement in a rotating order.
<b>1.2</b>	<b>Approval of Agenda and Consent Items</b>
	<b>MOTION #GFC-01-24-10-2022/23:</b> Moved by C. Kuziemyky and seconded that the General Faculties Council approve the agenda of October 24, 2022, and consent items as presented.
	<b>Motion carried.</b>
	* Note that consent items include the GFC minutes from September 12, 2022, for approval.
<b>2.0</b>	<b>Reports</b>
<b>2.1</b>	<b>President's Report</b>
	<p>The acting Chair provided comments on behalf of the President:</p> <ul style="list-style-type: none"> <li>• The Board of Governors met on October 13, 2022.</li> <li>• The President takes responsibility seriously to bridge academic and administrative governance with role on the Board.</li> <li>• Mr. Victor Cui has been appointed to the Board as a new public member.</li> <li>• The Board approved termination of the two-year Disability Studies: Leadership and Community diploma.</li> <li>• The Board also approved moving the School of Business building to the design phase, which is the step before construction tendering.</li> <li>• Two Honorary Doctorates were approved and will soon be announced publicly.</li> <li>• A new Faculty Collective Agreement was ratified after two years of bargaining.</li> <li>• Executive Council has begun discussions on budget, M. Lomas will present on budget process later in the meeting.</li> <li>• We have received approval for two non-credit micro-credentials in Pain Management and Intelligent Supply Chain Management.</li> <li>• Within wider sector, discussion on establishing Alberta Bureau of International Education (ABIE) - One of the aims is to give rural institutions the opportunity to recruit international students.</li> </ul> <p>Discussion occurred:</p> <ul style="list-style-type: none"> <li>• Interest in how MacEwan will be involved in ABIE as it continues.</li> </ul>

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	<ul style="list-style-type: none"> <li>MacEwan applied for six non-credit micro-credentials and received two. <ul style="list-style-type: none"> <li>Worked with faculties to gauge interest in non-credit micro-credentials.</li> <li>The two selected had interest from the community.</li> <li>The Academic Planning and Quality Assurance committee has looked at how MacEwan will manage the academic quality of micro-credentials.</li> <li>Working with the Pain Institute and Edmonton International Airport on the selected micro-credentials.</li> </ul> </li> </ul>
<b>2.2</b>	<b>Provost's Report</b> <p>C. Monk reported on the following:</p> <ul style="list-style-type: none"> <li>MacEwan women's soccer team finished in first place in the division. However, there was an issue with a player transferring from the NCAA.</li> <li>MacEwan self-reported the discrepancy to USports who issued a penalty vacating wins for this year. As a result, the team will not be participating in nationals.</li> <li>Focus is now supporting MacEwan community members.</li> <li>MacEwan forecasted enrollment for the ministry for 12,300 FLEs with a "tolerance band" of 300 Fulltime Learning Equivalents (FLEs). The forecast reflects ministry's expected growth.</li> <li>Enrollments have been soft, flat, or declining throughout the sector. When GFC last met, we were 150 FLEs below. With increased activity and staying diligent MacEwan is optimistic that the FLE target will be achieved.</li> <li>With improvements in international numbers, budget targets should also be met.</li> <li>Academic staffing plan for 50 positions in for academic year 2022-2023 has been approved.</li> <li>Dr. Heather McCrae is stepping down as Dean of Continuing Education in June 2023. Provost's Office will work national firm to conduct a search for new Dean.</li> <li>Each year, conduct an in-depth evaluation of the academic leadership team.</li> <li>The annual review of academic leaders takes approximately 4-6 months.</li> <li>Academic Senior Administration Review Policy is under review this year. <ul style="list-style-type: none"> <li>If members have suggestions they can make them on the policy review portal, but it is on the list for the year.</li> </ul> </li> </ul> <p>Discussion occurred:</p> <ul style="list-style-type: none"> <li>If an IMA target is missed, the portion of grant relating to the metric is at risk.</li> <li>However, IMAs have a lot of discretionary wording for the minister to decide what course of action to take if targets are not met; there is no direct answer.</li> <li>More of the grant cannot be lost than was originally put at risk.</li> <li>FLE number is based on the number of students after the add/drop deadline.</li> <li>Administration feels comfortable compared to other institutions in the sector.</li> <li>Since the last GFC meeting, MacEwan University has improved by 100 FLEs.</li> </ul>

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	<ul style="list-style-type: none"> <li>No information yet on what next year's IMA metrics will be.</li> </ul>
<b>2.3</b>	<b>GFC Executive Committee Report</b> K. Harcombe reported on the following: <ul style="list-style-type: none"> <li>GFC Executive met on October 11, 2022.</li> <li>Approved the appointment of the faculty-at-large positions to the GFC Standing committees. This mechanism allows GFC standing committees to recruit members who have expertise for a particular committee.</li> <li>Provided feedback to the budget presentation GFC will receive this meeting.</li> </ul>
<b>2.4</b>	<b>Academic Planning &amp; Quality Assurance Report</b> D. Sadoway reported on the following: <ul style="list-style-type: none"> <li>The Committee met on September 19, 2022.</li> <li>Brief orientation was held for new and returning members.</li> <li>K. Ristau has agreed to put the Quality Assurance Handbook together on behalf of the Quality Assurance Working Group.</li> <li>Reviewed the Terms of Reference, workplan, and forward agenda.</li> </ul>
<b>2.5</b>	<b>Academic Standards, Curriculum, &amp; the Calendar Report</b> T. Tang provided a report on behalf of the two co-chairs: <ul style="list-style-type: none"> <li>The Committee met on September 19, 2022.</li> <li>Passed two motions: to approve the adoption of the Convocation Advisory Committee as a sub-committee, and to approve the sub-committee Terms of Reference.</li> <li>The sub-committee will provide an avenue for convocation planning and implementation from the broader university community.</li> <li>Since being approved, work is underway for the recruitment of members and the implementation of the sub-committee.</li> <li>The committee reviewed the Terms of Reference, workplan, and forward agenda.</li> </ul>
<b>2.6</b>	<b>Scholarly Activity Report</b> J. Toth reported on the following: <ul style="list-style-type: none"> <li>The committee met on September 26, 2022.</li> <li>Provided feedback on the draft Tactical Plan for Scholarship which will be provided to the faculties and schools as well as external stakeholders for feedback. The plan will be brought to the committee for recommendation to GFC.</li> <li>Received several research policies for consultation which will be brought back for recommendation to GFC. Look at previous agenda for policies for revisions.</li> <li>Reviewed the Terms of Reference, workplan, and forward agenda.</li> </ul>
<b>2.7</b>	<b>Teaching &amp; Learning Report</b> L. Mazo reported on the following:

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	<ul style="list-style-type: none"> <li>The committee approved the Teaching Awards Committee Terms of Reference and the Book of the Year Committee Terms of Reference, which have been provided to GFC for information.</li> <li>Reviewed the Teaching Awards Committee timeline, nomination requirements and awards criteria and provided feedback. The committee will approve the final criteria for each award at the next committee meeting.</li> <li>Reviewed the Terms of Reference, and forward agenda.</li> </ul>
<b>2.7.1</b>	<b>Teaching Awards Committee Terms of Reference (new)</b> This item is presented for information. Highlights included: <ul style="list-style-type: none"> <li>There will be a call for members to express interest to serve on the committee.</li> <li>The standing committee decides on how it sets up its sub-committee.</li> <li>Important to have more mechanisms to recognize teaching excellence.</li> </ul> Discussion occurred: <ul style="list-style-type: none"> <li>Students require more assistance after the pandemic and are reaching out more frequently regarding mental health issues.</li> <li>Looking at how we can be more proactive and provide more assistance around mental health, including communication with students.</li> </ul>
<b>2.7.2</b>	<b>Book of the Year Committee Terms of Reference (revised)</b> This item is presented for information. Highlights included: <ul style="list-style-type: none"> <li>Represents a move forward and alignment to the Strategic Vision.</li> </ul>
<b>2.8</b>	<b>Council on Student Affairs Report</b> K. Biittner reported on the following: <ul style="list-style-type: none"> <li>The committee met on October 3, 2022.</li> <li>Focusing on student mental health.</li> <li>Trying to create a shift from being a reactive and to being more proactive.</li> <li>Dealing with the challenge of what this committee represents. <ul style="list-style-type: none"> <li>Will be looking at Terms of Reference and membership, who are the partners at the table and what is the goal and purpose of the committee.</li> </ul> </li> <li>A stressor for students is food insecurity.</li> </ul>
<b>3.0</b>	<b>Presentation</b>
<b>3.1</b>	<b>Overview of the Budget Planning Process</b> M. Lomas provided a presentation. <ul style="list-style-type: none"> <li>Budget overview brought to GFC earlier than last year.</li> <li>Total budget is approximately \$240 million, almost half coming from government grants.</li> </ul>

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	<ul style="list-style-type: none"> <li>Two-thirds of expenditures are on salaries. Facilities and maintenance cost is small compared to other institutions, as they have more complex facilities. Funds are also set aside for bigger items in the future.</li> <li>The <i>Post-Secondary Learning Act</i> states that institutions are not allowed to run a deficit budget. Institutions are also not allowed to take the surplus from the previous years and use it in the current year's budget.</li> <li>Operational funds have been approved for use on scholarships, awards, and bursaries.</li> <li>MacEwan uses an Incremental Budget Model common in higher education, but it needs to evolve further. There is an appetite to be more innovative in the budget, seek feedback and participation from other areas within the institution.</li> <li>Investments are being made towards community engagement.</li> <li>There is a positive momentum on MacEwan University's joint benefits provider and we are currently working on an RFP.</li> </ul> <p>Discussion occurred:</p> <ul style="list-style-type: none"> <li>Interest from GFC to understand funds allocated to scholarship (research) including percentage of funds allocated.</li> <li>If there are initiatives that members feel should be included, members can provide them directly to C. Monk.</li> <li>Teaching and learning should be a separate component and should include a teaching appointment budget.</li> </ul>
<b>4.0</b>	<b>Other Business</b>
	No business was raised.
<b>5.0</b>	<b>Adjournment</b>
	The Acting Chair adjourned the meeting at 5:12 pm.