

**OPEN SESSION**

February 10, 2020

3:00 – 6:00 p.m.

Room 9-201, CCC

**Minutes****Chair:** Craig Monk**Vice-Chair:** Dave Kato

<b>Present:</b>	Colin Bailey	Karen Keiller	Kathleen Miller
	Ray Baril	Emily Khalema	Etayankara Muralidharan
	Brendan Cavanagh	Myrna Khan	Peter Myhre
	Wanda Costen	Kyeongmi Kim-Bernard	Albena Pergelova
	Pamela Farvolden	Kari Krell	Michelle Plouffe
	Lucio Gelmini	Eric Legge	Karen Ravagnolo
	Allan Gilliland	Joanne Loh	Aubrianna Snow
	Bob Graves	Edvard Lorkovic	Gregory Springate
	Erin Gray	John McGrath	Sean Waddingham
	Kimberley Harcombe	Fred McGinn	Andrea Wagner
	Travis Hatt	Heather McCrae	Nataliya Zadorozhna
	Bob Irwin	David McLaughlin	

**Regrets:** C. Anton, C. Zutter**Guests:** Francis Whiskeyjack, Elder, kihêw waciston**Resources:** Bronwyn Sneffjella, Tatiana Hagerty, Stacey Martin

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**Call to Order**

The meeting was called to order at 3:02 p.m.

The Chair made the Treaty Land Acknowledgement. He introduced Dr. Francis Whiskeyjack, Elder, kihêw waciston, and requested a blessing for the meeting. F. Whiskeyjack performed a prayer.

The Chair welcomed new GFC members: Ray Baril, Brendan Cavanagh, and Aubrianna Snow.

**1.0 Approval of Agenda and Consent Items**GFC-01-02-10-2020

Mover/Seconder: F. McGinn/E. Gray

**BE IT RESOLVED THAT**

“The General Faculties Council approves the February 10, 2020 open meeting agenda and consent items as presented.

The consent items included the following:

- Approval of draft Minutes of the GFC Meeting held on November 25, 2019

- Approval of Curriculum Updates for Bachelor of Early Childhood Curriculum Studies (BECCS), effective Fall 2021
- Approval of Load Change for ELCC, effective Fall 2021
- Approval of Admission Criteria – Faculty of Nursing – effective Fall 2021
  - Occupational Health Nursing
  - Perioperative Nursing for Registered Nurses
  - Gerontology
  - Hospice Palliative Care
- PSLA Changes Update Report as of January 15, 2020 – Office of the General Counsel
- Minutes of the GFC Executive Committee Meetings held on
  - November 14, 2019
  - December 9, 2019.”

***Carried***

## **2.0 Conflict of Interest Declaration**

No conflicts were declared.

## **3.0 Acting President's Report**

John McGrath, Acting President, reported on the following:

- Controls for managing the 2019/20 budget deficit were having the desired impact
- To date, \$3.5m non-salary reductions had been found that would assist in balancing 2019/20 and 2020/21 budgets
- For the 2020/21 government fiscal year, the province has introduced an Investment Management Agreement (IMA) for post-secondary institutions that includes a new funding model and performance metrics in three priority areas:
  - skills and labour outcomes
  - institutional performance
  - teaching and research
- Success in these measures would impact a portion of the grant funding MacEwan University receives through the Campus Alberta Grant
- IMA would be signed by March 31, 2020
- 2020/21 budget would be adopted by the Board of Governors in May 2020

The Acting President took questions from the floor.

## **4.0 Report of the Provost and Vice-President, Academic**

Dr. Craig Monk, Provost and Vice-President, Academic, reported on the following:

- The Minister of Advanced Education accepted the recommendation made by the GFC last autumn to appoint L. Gelmini, Faculty of Arts and Science, to a term as a faculty member on the Board of Governors
- Update on Dean of Arts and Science Search: three finalists were participating in the public stage of the recruitment process: Dr. Melike Schalomon, MacEwan University; Dr. Edvard Lorkovic, MacEwan University; Dr. Catherine Higgs, UBC, Okanagan. An appointment is anticipated in early March

- Report on Academic Advising, conducted by Dr. Wells and Dr. Wiznura, was released to stakeholders on February 4. The delivery of student advising would be based on centralized general advising and specialized advising in Faculties and Schools
- Government has directed review of MacEwan's Institutional Mandate Statement. The draft will be circulated to GFC members for their review and feedback. Final mandate statement that requires approval would return to GFC for a review
- Portfolio Changes in Academic Affairs:
  - Dr. L. Wells, AVP, Students, has taken kihêw waciston into her portfolio
  - K. Keiller, Dean of the Library, has taken Writing Services into her portfolio
- Ombuds role was winding down as a result of staff reductions in January. Student Affairs was working with SAMU on a model of student advocate with less duplication across campus and maintaining independence from admin decision-makers
- Canada Research Chairs:
  - In May 2018, the first of our four Tier II CRCs was awarded to Health and Community Studies in the area of Sexual and Gender Minority Youth Issues
  - The second CRC was recently awarded to the School of Business in the area of Indigenous Business and Social Entrepreneurship

## **5.0 Executive Committee Report**

### **5.1 Bachelor of Communication Studies Action Plan**

The briefing note with supporting materials was circulated as part of the meeting package prior to the meeting. The full self-study was placed on Google Drive and shared with the GFC members before the meeting.

The Chair informed GFC members that the GFC Executive Committee reviewed the Bachelor of Communication Studies Action Plan at its meeting on December 9, 2019. Dr. Allan Gilliland, Dean, Faculty of Fine Arts and Communications, summarized the work of the review of the Bachelor of Communication Studies and spoke of the recommendations that were already being implemented.

GFC-02-02-10-2020

Mover/Seconder: A. Gilliland/R. Baril

BE IT RESOLVED THAT

"The General Faculties Council approves the Bachelor of Communication Studies Action Plan as presented."

***Carried***

### **5.2 Comprehensive Evaluation Self-Study Report for CAQC**

The briefing note with supporting materials was circulated as part of the meeting package prior to the meeting. Dr. David McLaughlin, AVP Planning and Analysis and Registrar, recognized the work of the Committee and outlined the following items:

- The report was presented for information to make GFC aware of the project at the mid-point
- This was the second comprehensive evaluation of MacEwan University, with focus on current practices, processes, policies, and procedures related to monitoring and maintaining quality at the academic program level and at the institutional level

- A Comprehensive Evaluation Self-Study Working Group (CESSWG) was formed and met between November 2018 and February 2019. The recommendations in the self-study report were based on discussions and work of the CESSWG
- It is anticipated that this self-study report, the external review team's report, MacEwan's response, and the action plan will be submitted through the academic governance process for review and recommendation, followed by future submission to GFC and the Board for approval

D. McLaughlin took questions from the floor.

## 6.0 Faculty of Nursing Department Structure

The briefing note with supporting materials was circulated as part of the meeting package prior to the meeting. The GFC Executive Committee reviewed the proposed department structure at its meeting on January 20, 2020; and recommended for approval by GFC. Dr. Fred McGinn, Interim Dean, Faculty of Nursing, spoke about the proposal:

- Requested by the Board of Governors
- Moving away from program-based towards content-based department structure
- Bringing equity in the distribution of faculty, staff, and students
- Equal distribution of clinical/labs across departments
- Fostering academic and research collaborations

F. McGinn took questions from the floor.

GFC-03-02-10-2020

Mover/Seconder: F. McGinn/K. Miller

BE IT RESOLVED THAT

"The General Faculties Council approves and recommends to the Board of Governors the implementation of the Faculty of Nursing department structure effective July 1, 2020, with the following five departments:

- 1) Department of Nursing Foundations
- 2) Department of Human Health and Science
- 3) Department of Health Systems and Sustainability
- 4) Department of Nursing Practice
- 5) Department of Professional Nursing and Allied Health."

**Carried**

## 7.0 Delegation of Curricular Approval

The briefing note and supporting materials were circulated as part of the meeting package prior to the meeting. The delegation of authorities to Faculty and School Councils was reviewed by the GFC Executive Committee at its meeting on January 20, 2020; and it was recommended for approval by GFC. Dr. David McLaughlin, AVP Planning and Analysis and Registrar, spoke about the issue. The following items were outlined:

- In 2015 AGC approved policies and corresponding procedures delegating the authority for curricular matters to the Faculty and School Councils. At that time the institution was governed by Part 2 of the *Post-Secondary Learning Act*

- MacEwan was moved to Part 1 of the *Act* in February 2019; however, the practice of approving curricular changes remained with GFC
- Where the Ministry requires GFC and Board approvals for establishing new programs or terminating the existing programs, the decision-making would continue to lie with the GFC and the Board
- Due to institutional changes, the wording in the policies and procedure documents would require an update which was scheduled for 2020/21

D. McLaughlin took questions from the floor.

GFC-04-02-10-2020

Mover/Seconder: D. McLaughlin/L. Gelmini

BE IT RESOLVED THAT

“The General Faculties Council confirms the delegation of authority for curricular and program changes to faculty and schools councils as outlined in the existing policies Program Approvals and Changes, and Course Approval and Changes and their related procedures effective immediately.”

***Carried***

## **8.0 GFC Elections**

The briefing note and supporting materials were circulated as part of the meeting package prior to the meeting. Bronwyn Sneffjella, GFC Governance Officer, spoke to the issue. The following items were outlined:

- The proposed process provides a more integrated approach between the GFC and Faculty and School Councils and between the GFC and its standing committees with the intent of supporting better integrated academic governance overall
- Faculty and School Councils would elect their GFC members at their annual elections
- Refining the election process in the future based on lessons learned
- Appointment of additional academic staff to the GFC via a proposed slate by the GFC Executive Committee
- The GFC Executive Committee’s role in recruiting non-GFC academic staff to serve on standing committees

The discussion took place.

GFC-05-02-10-2020

Mover/Seconder: E. Lorkovic/B. Irwin

BE IT RESOLVED THAT

“The General Faculties Council approves the proposed draft election process for elections to populate the General Faculties Council for the Academic Year 2020-2021.”

***Carried***

## **9.0 GFC Standing Committees Update**

The briefing note and supporting materials were circulated as part of the meeting package prior to the meeting. This item was presented for information. Bronwyn Sneffjella, GFC Governance Officer, spoke to the issue. The following items were outlined:

- A working group (B. Graves, K. Keiller and C. Zutter) was struck by the GFC Executive Committee that was working on benchmarking GFC standing committees structure with other post-secondary institutions in Alberta
- Draft sample “mandate in principle” templates
- Populating standing committees with GFC members and considering representation versus competency
- Each standing committee’s size and composition may vary

B. Snefjella took questions from the floor.

## **10.0 Policy Rescission – Study Abroad**

The briefing note and supporting materials were circulated as part of the meeting package prior to the meeting. The GFC Executive Committee reviewed the Study Abroad Policy rescission at its meeting on December 9, 2019; and recommended for approval by GFC. Dr. Craig Kuziemy, AVP Research, spoke to the issue. The following items were outlined:

- The contents of the Study Abroad policy were covered under other policies (e.g., travel, admissions), the academic calendar, or MacEwan International’s processes
- A scan of ten universities across Canada revealed none had a policy of this type
- Faculties and schools with students participating in education abroad programs would not notice any difference in education aboard programming, procedures or processes

GFC-06-02-10-2020

Mover/Seconder: D. McLaughlin/W. Costen

BE IT RESOLVED THAT

“The General Faculties Council approves the rescission of Study Abroad policy (C2040).”

***Carried***

## **11.0 Student Code of Conduct Policy Consultation**

The briefing note and the draft Code of Conduct were circulated as part of the meeting package prior to the meeting. Dr. Lynn Wells, AVP, Students, spoke to the document. The following items were outlined:

- The revised “Student Code of Conduct” was developed in response to the feedback received at the GFC meeting in June 2019. That feedback requested to provide greater clarity on defining the conduct as acceptable or unacceptable
- The revised Student Code of Conduct outlines the expected conduct, behaviours, and responsibilities of MacEwan University students. It replaces the responsibilities listed in the Student Rights and Responsibilities Policy
- The document also includes considerations on expectations regarding activities with external partners (i.e. practicums, work experience, clinicals), athletics, student exchanges or study abroad opportunities, and various other areas where students’ behaviours have influence or reflect on the MacEwan University Community as a whole
- The revised document was developed in consultation with the SAMU Executive

L. Wells took questions from the floor. She requested to provide feedback by email at [gfc@macewan.ca](mailto:gfc@macewan.ca).

## **12.0 Next Meeting**

- April 6, 2020, 3:00 – 6:00 p.m.

## **Adjournment**

The meeting was adjourned at 5:05 p.m.

## **Reference Items**

1. Membership List: available at  
<https://www.macewan.ca/wcm/ExecutiveandGovernance/GeneralFacultiesCouncil/Members/index.htm>