

General Faculties Council**June 17, 2022****Open Session**

3:00 PM – 6:00 PM

Kule Lecture Theatre

Members Present:*President and Chair*

Annette Trimbee

Faculty Vice-Chair

Kim Harcombe

Vice-Presidents

Myrna Khan, Craig Monk

General Counsel

Jason Fung

Academic AVPs and

Allan Gilliland, Karen Keiller, Craig Kuziemy

Deans

Christy Raymond, David McLaughlin, Heather McRae,

Melike Schalomon, Tim Tang

Student Members

Myles Dykes, Steph Vasquez, Raymarck Unera

Faculty Members

Ion Bica, Brendan Cavanagh, Lucio Gelmini, Bob Graves, Erin Gray, Jim Head, Emily Khalema, Tiffany Kriz, Eric Legge, Joanne Loh, Lee

Makovichuk, Lucille Mazo, Kathy Miller, Peter Myhre, Vahid Rezaia, Tara

Stieglitz, Chris Striemer, Martin Tucker, Andrea Wagner, Cynthia Zutter.

Alumni Member

Laura Gilmour

Regrets:

Rafat Alam, Fernando Angulo-Ruiz, Calin Anton, Cristina Anton, Mary

Asirifi, Freya Cartujano, Robert Irwin, Dave Kato, Kari Krell, Maureen

Lomas, David Danto, Katie Biittner, Tory Pino, Eva Revitt, Josh Toth,

William Wei, Rene Wells.

Resources:

Bronwyn Sneffella (recording) Marco Turlione, Sumiko Yip

Guests:

Sharon Bratt, Cassie Prochnau, Kelly Morris, Marg Leathem, Ken Ristau.

MINUTES: OPEN SESSION**# Item****1.0 Call to Order**

A. Trimbee, President and Chair called the meeting to order at 3:02 pm

1.1 Land Acknowledgement

The Chair commenced with the acknowledgment of traditional Indigenous lands.

1.2 Approval of Agenda and Consent Items**MOTION#GFC-01-06-17-2022:** Moved by C. Striemer and seconded by C. Zutter that the General Faculties Council approves the June 17, 2022, meeting agenda and consent items.**Motion carried.**

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Consent items:

1.2.1 GFC Minutes of May 9, 2022

2.0 Reports**2.1 President's Report**

- Welcome to Dr. Richard Perlow, Dean of the School of Business, and Dr. David Danto, Dean of the Faculty of Health and Community Studies.
- President's open report to the Board of Governors provided for information.
- Acknowledgment of the work of GFC over the past year and thanks to members.
- Working on a dashboard to measure success and progress under MacEwan's new strategic vision. GFC and Board will be engaged on metrics and targets.
- Preparing for 2,200 students to graduate this spring. the result of great teaching.
- Convocation taking place June 21-23 and 2,200 students eligible to graduate. Proud to say 6% of graduates are Indigenous (self-declared).
- GFC will be engaged further on looking for ways to "smash the calendar."
- Launching four new micro-credentials this year with funding from the province. Further, the Province has made a call for more proposals related to health (medical), finance and public sectors.
- New partnerships with Edmonton Elks and Edmonton International Airport.
- Advocacy efforts to seek funding new School of Business continuing.
- Positive trends on domestic and international enrolment and hoping to see patterns normalize after COVID.
- New Canada Research Chairs appointed. Dr. Hedberg joining the School of Business and Dr. Papin joining the Faculty of Arts and Science. Institution preparing to submit nominations for two more.
- Student transit project has received significant interest from the City of Edmonton.
- Recent showcase of Life on the Edge video game project designed by faculty and students for undergraduate biology students.
- Thank you for support of Students First Campaign. Over 12% participation (220 individuals) thus far to support 92 scholarships, awards, and bursaries.
- A reminder that GFC elections start today with the election of the vice-chair and then over the summer will hold elections for standing committees.

2.2 Provost's Report

C. Monk, Provost, and VP, Academic, reported on the following:

- Congratulations to President Trimbee President on Indspire Leadership Award.

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- On academic hiring, 28 of 32 positions hired, with two more to complete and two failed searches. Will continue ambitious push to hire as in fall. Thank you to the academy for the work put into searches.
- MacEwan has completed interviews with Campus Alberta Quality Council on the second comprehensive review. We are seeking more institutional autonomy for program development. Thanks to David McLaughlin, AVP, Planning & Analysis, and Registrar, and his team.
- Academic Affairs has worked with Human Resources to identify core MacEwan Staff Association and Out-of-Scope functions and to support consistency in faculty/school and associate vice president offices and focus on funding services which directly support students.

2.3 GFC Executive Committee Report

K. Harcombe, Vice Chair, reported on the following:

- Executive Committee had a good discussion about successes and areas for improvement on GFC subcommittees.
- Executive Committee approved *International Student Leave of Absence Procedures (provided for information)* pending GFC's approval of the associated Student Leave of Absence Policy sought at today's meeting.
- Executive Committee approved the Graduands List for spring 2022 on behalf of GFC on an urgent basis due to short turnaround time before convocation. Office of the University Registrar gave an overview of the quality assurances process for the list.

2.4 Academic Planning and Quality Assurance Committee

I. Bica, Co-Chair, reported on the following:

- The Quality Assurance Protocol Working Group will resume meeting in September.
- Encourage members to put names forward for the committee in elections. A great way to learn about cross-programmatic analysis and quality assurance.

2.4.1 Recommendation to Terminate Disability Studies

MOTION#GFC-02-17-06-2022: Moved by I. Bica and seconded by M. Tucker that the General Faculties Council recommend to the Board of Governors the termination of the Disability Studies: Leadership and Community program effective July 1, 2023.

Motion carried.

The item was presented by I. Bica. The program never gained traction with enrollments; this was typical across the sector. There were no students enrolled. No interest expressed from students since the suspension.

2.4.2 Approval of the Program and Curriculum Policy Suite and rescission of legacy policies

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MOTION#GFC-03-17-06-2022 Moved by I. Bica and seconded by M. Schaloman that the General Faculties Council approve the Curriculum Policy and Associated Procedures and Standards, and approve the rescission of the following policy documents: Program Approvals and Changes policy, Course Approvals and Changes policy, Baccalaureate Program Review policy, Course Outlines policy, Service Courses policy, Program Approvals and Changes procedures, Course Approvals and Changes procedures, Course Outline Elements procedures, and Course Outline Approval and Distribution procedures.
Motion carried.

The item was introduced by I. Bica with additional detailed overview from D. McLaughlin and K. Ristau. It is an important suite of policy documents which responds to feedback in the second comprehensive evaluation of MacEwan and is the result of extensive consultation.

Discussion occurred:

- Project represents a year of formal work and several years of development.
- GFC subcommittee on Academic Planning and Quality Assurance (APQA) will have delegation for program suspensions.
- Emphasis on supporting faculty-level decisions but with quality review at APQA.
- It has been several years since GFC saw program changes and that delegation has been function very well.
- Institutional curriculum “consultation process” provides quality assurance as well, at the local level, as do formal program reviews for degree programs.
- Policy suite does not address development of micro-credentials though it was a topic of conversation. At this point, awaiting guidance from the Ministry.

N.B. Policy itself to Board for final approval. Procedures and Standards received final approval through this motion.

2.5 Academic Standards, Curriculum, and the Calendar Committee

K. Harcombe, Faculty Co-Chair, reported on the following:

- The Committee approved revised criteria for urgent changes to the Social Work Bachelor and Diploma.
- The Committee reviewed changes to the Academic Standards policy which is still available online for consultation. GFC members are encouraged to look at the policy posted online and give feedback
- The Committee approved updated terms of reference for the Calendar Advisory Group and appointed a new Chair, Scott Johnson who is the Manager of Academic Schedule.

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2.5.1 Change to Academic Schedule and Regulations to Reflect September 30th Day of Truth and Reconciliation

MOTION#GFC-04-17-06-2022: Moved by K. Harcombe and seconded by M. Tucker that the General Faculties Council approve adoption of a non-instructional day with no classes on September 30th. When September 30th falls on a weekend the next business day will be a non-instructional day. This change shall be effective starting in academic year 2023-2024.

Motion carried.

MOTION#GFC-05-17-06-2022: Moved by K. Harcombe and seconded by M. Schalomon that the General Faculties Council revises article 6.1 of the Academic Schedule Regulations to read: "Faculty will have at least 5 calendar days after the final exam, not ending on a weekend, to submit final grades, unless the time from the final exam to the end of term is less than 5 days, in which case article 6.2 applies."

Motion carried.

K. Harcombe introduced the item with details from D. McLaughlin. The changes reflect direction from the GFC to set September 30 as a non-instructional day.

Discussion occurred:

- Adding Sunday exams is not ideal but after significant review, it was the best amongst the options to meet GFC direction.
- Faculty who are unable to accommodate Sundays would have an alternative option.

2.5.2 Academic Standing Policy Approval

MOTION#GFC-06-17-06-2022: Moved by K. Harcombe and seconded that the General Faculties Council approve the revised Academic Standing Policy.

Motion carried.

K. Harcombe presented the item with details from M. Merrigan. Changes to the policy are the result of extensive consultation and review, including two reviews by Academic Standards, Curriculum, and the Calendar committee.

2.5.3 New Student Leave of Absence Policy for Approval

MOTION#GFC-07-17-06-2022: Moved by K. Harcombe and seconded that the General Faculties Council approve the Student Leave of Absence Policy.

Motion carried.

The item was presented by K. Harcombe with details from M. Merrigan. This is a new policy to support students who need to leave their programs temporarily. It creates a process for students with compelling reasons to request a leave and a consistent process. There are associated Procedures for International Students approved by GFC Executive Committee contingent on GFC approval of this policy.

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Discussion occurred:

- The Procedures for international students reflect immigration regulations.

2.5.3 Rescission of Continuing Education Policy

MOTION#GFC-08-17-06-2022: Moved by K. Harcombe and seconded by H. McRae that the General Faculties Council approve rescission of the Continuing Education Policy. **Motion approved.**

The item was presented by K. Harcombe with details from H. McRae. H. McRae, Dean of Continuing Education, has been working for years to update other policies and documents to cover off policy elements. Recission was supported unanimously across all consultations.

Discussion occurred:

- Confirmation that Continuing Education adopts same “pattern” of requirements for grading non-credit courses as credit courses.

2.6 Teaching and Learning Committee

C. Zutter reported on the following:

- The committee has done work in the past year related to the classroom, educational technology, teaching awards, and worked in close collaboration with the Library and Office of Teaching and Learning. Next year the Committee expects to look at Universal Design for Learning.

2.6.1 Teaching Modalities and Definitions

MOTION#GFC-09-17-06-2022: Moved by C. Zutter and seconded by K. Miller that the General Faculties Council approve the “Hybrid at MacEwan” teaching modalities framework and definitions therein, including the distribution of time taught in each mode. **Motion carried.**

The item was presented by C. Zutter with additional comments from C. Monk and S. Bratt. The document was adjusted based on previous GFC discussion, including a table to help understand maximums and minimums in each category. The purpose of the item is to agree on common definitions as well as provide a backgrounder to support discussion on related issues.

Discussion occurred:

- The GFC tasked the Teaching and Learning Committee to do this work and it reflects a good consensus.

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	<ul style="list-style-type: none"> It is not a crisis-management document. It reflects a normalized state leveraging lesson learned and approached and materials developed during the pandemic. The 30% minimum face-to-face teaching in the hybrid definition is based on the literature that informs the paper overall. Page 5 of document references situations where faculty might share space – this is <i>not</i> a directive, but to give a basis for any discussions units might want to have. Student will still not know the detailed specifics of the format of a class until they receive the course outline and faculty will still face decisions about how to structure their classes as well as rethinking substantive interaction. Agreement that the document can continue to evolve. The definitions are under the aegis of the GFC, and changes could still be brought to the GFC.

2.7 Scholarly Activity Committee

K. Miller, Faculty Co-Chair, reported on the following:

- The Committee adjudicated research awards for 2022-2023 as a one-time stop gap.
- Terms of Reference for the University Faculty Scholarship Awards Adjudication Committee are provided here for information.
- The Report from Associate Vice-President, Research is provided for information.
- Encourage GFC members to run for the Committee in elections.

2.8 Council on Student Affairs

J. Loh, Faculty Vice-Chair, reported on the following:

- Met on April 19 and had a lot of business including review and feedback on several policy items such Student Misconduct Procedures, the Academic Standing Policy, and Student Leave of Absence policy and International Student Leave procedure.
- The Committee received an update on student awards and bursaries from M. Merrigan.
- The Committee reviewed the Student Mental Health Working Group terms of reference (included for information). The working group will be looking for a member from each faculty and school and to start work over the summer.

3.0 Governance and Elections

3.1 Election of the GFC Vice-Chair for 2022-2023

The item was presented by A. Trimbee. A nomination call was sent last week. Dr. Harcombe has offered to serve again and is the only nominee.

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MOTION#GFC-07-17-06-2022: Moved by D. McLaughlin and seconded by M. Schalomon that the GFC elect by acclamation Dr. Kimberley Harcombe as faculty vice-chair of the GFC for academic year 2022-2023.

Motion carried.

3.2 Appointment of the GFC Representative to the Board of Governors

The item was presented by A. Trimbee. L. Gelmini has been reelected to the GFC and is willing to serve another term as representative to the Board.

MOTION#GFC-08-17-06-2022: Moved by J. Loh and E. Khalema that the General Faculties Council reappoint Lucio Gelmini as its representative to the Board of Governors for a three-year term.

Motion carried.

4.0 Adjournment

The meeting was adjourned at 5:30 pm.