

January 25, 2021
Open Session
3:00 PM – 4:30 PM
Webex Meeting

Minutes General Faculties Council Meeting #10

Members

Present:

<i>Chair</i>	Annette Trimbee
<i>Vice-Chair</i>	Dave Kato
<i>VPs</i>	Rick Ellis, Myrna Khan, Craig Monk, Michelle Plouffe,
<i>Academic AVPs and Deans</i>	Wanda Costen, Allan Gilliland, Karen Keiller, Craig Kuziemy, Fred McGinn, David McLaughlin, Heather McRae, Cassie Prochnau, Melike Schalomon
<i>Student Members</i>	Myles Dykes, Alycia Stewart, Sean Waddingham, Thomas Chase
<i>Faculty</i>	Fernando Angulo-Ruiz, Calin Anton, Cristina Anton, Ion Bica, Brendan Cavanagh, Jeffrey Davis, Sherif Elbarrad, Sharilee Fossum, Lucio Gelmini, Bob Graves, Erin Grey, Kimberley Harcombe, Travis Hatt, Lynne Honey, Robert Irwin, Emily Khalema, Kari Krell, Emilie LeBel, Eric Legge, Joanne Loh, Kathy Miller, Peter Myhre, Etanyankara Muralidharan, Tory Pino, Eva Revitt, Vahid Rezaia, Chandelle Rimmer, Gregory Springate, Tara Stieglitz, Josh Toth, Martin Tucker, Jill Vihos, Cynthia Zutter

Resource Members:

Gwen Bauer
Bronwyn Sneffella
Christine Valentine (recording secretary)

Regrets:

Sarah Kowalevsky, Lee Makovichuk, Nataliya Zhadorohzna

MINUTES: OPEN SESSION**1.0 Call to Order and Agenda**

The Chair called the meeting to order at 3:01 p.m.

1.1 Treaty Land Acknowledgement

- President and Chair A. Trimbee commenced with acknowledgement of traditional indigenous land.

1.2 Approval of Agenda and Consent Items (MOTION)**MOTION #01-01-25-2021**

A. Gilliland/L. Gelmini

The General Faculties Council approves the November 23, 2020 open meeting agenda and consent items as presented.

Motion carried

The consent items consisted of the following:

1.2.1 Minutes of November 23, 2020**2.0 Reports****2.1 President's Report**

A. Trimbee highlighted the following:

- Board approved Letter of Intent for the Digital Experience Design major for the Bachelor of Design. Will be sent to Ministry seeking final approval.
- Informed by GFC strategic vision session in October 2020, a letter was sent to the Ministry highlighting the importance of bicameral governance.
- Board of Governors approved five strategic directions for the President, which were set until the end of July 2021:
 - Address COVID-19 in the short- and long-term
 - Engage actively in Alberta 2030 initiative
 - Set a course for the future through strategic visioning
 - Participate in internal and external community engagement
 - Advance equity, diversity, inclusion, and reconciliation
- Notice for first Chancellor posted on the website, with nominations closing on February 15, 2021. MacEwan also hopes to appoint its first honorary doctorate recipient as part of its 50th anniversary.
- Over the next months, MacEwan will profile the new Bachelor of Fine Arts, which is a unique degree in Alberta and in Canada. Dr. Trimbee offered thanks to those who contributed to this accomplishment.
- Anticipated that the Alberta budget for 2021-2022 will be released by the end of February. GFC will review budget principles in a future meeting.

A. Trimbee took questions from the floor.

MINUTES: OPEN SESSION**2.2 Provost's Report**

C. Monk, Provost & VP, Academic highlighted the following:

- Student evaluation of teaching
 - During COVID-19, irrelevant comments have increased in frequency and severity. GFC Committee on Teaching and Learning will reframe preamble for evaluations before Winter evaluations open in March.
- Update on Campus Alberta Quality Council (CAQC) review of institution
 - CAQC is undertaking a comprehensive review of MacEwan and will conduct a site visit Winter term. Quality assurance and governance is in scope for review and some GFC members will participate in site visit. Ideally, will support MacEwan achieving audit status.
- Update on recruitment and professional advancement
 - Currently seeking tenure-track faculty, second Canada Research Chair, and two term faculty positions to help further Indigenous ways of knowing at MacEwan in partnership with kihêw waciston.
 - Regarding senior academic administrator searches, final round of interviews for Dean of Nursing in February; interim leadership will be named in the Faculty of Health and Community Studies when Dr. Fred McGinn's term as Dean ends June 2021; search for an Associate Dean in the Office of Teaching and Learning is underway; and, search for AVP, Students is ongoing, expect public meetings in March.
 - Regarding Faculty Collective Agreement processes, extension of Probation and Tenure appointments and adjudication of Sabbatical applications completed in Fall; sessional extended appointments in Winter, and promotion applications reviewed in Spring.
- Enrolment
 - Winter 2021: 56,143 enrolments, an increase in 516 enrolments compared to Winter 2020; Fall 2020: 59,570 enrolments, an increase of 845 enrolments compared to Fall 2019; 4,987 individual course withdrawals; a decline in 11% compared to the previous years.
 - Overall, during COVID-19, increased enrolments in both semesters with more students completing courses and being assigned a grade.

C. Monk took questions from the floor. He addressed:

- Current international enrollment estimated between 2-3 percent, with the goal to increase to 7-8 percent subject to work with government.

2.3 Executive Committee Report

D. Kato provided brief comments on activities of GFC Executive Committee, including an overview of items from the other standing committees, addressed in more detail in the individual committee reports 2.4-2.8

MINUTES: OPEN SESSION**2.4 Academic Planning and Quality Assurance Committee Report**

I. Bica provided the following report:

- The Committee discussed their workplan and identified three key components to focus upon:
 - Develop a quality assurance protocol
 - Develop guidelines for proposing new minors
 - Ensure quality in the implementation and assessment of institutional learning outcomes in partnership with the Committee on Teaching and Learning, who will approve them. IAP will also be essential to this process.

2.4.1 Suspension of Cardiac Care**MOTION: GFC-02-01-25-2021**

I. Bica/D. Kato

That the General Faculties Council approve the suspension of the Cardiac Care Management post-diploma certificate, effective July 1, 2021.

Motion carried

I. Bica introduced the proposed suspension of the Cardiac Care Management post-diploma certificate. Answers to detailed questions were provided by F. McGinn, Dean of the Faculty of Nursing.

The Faculty of Nursing is requesting the temporary suspension of this program. In its current form it is not viable due to declining student admissions and high attrition. Temporary suspension will allow stakeholder consultation and redesign of the curriculum.

- Confirmed that admission/retention issues with program predate Covid-19. Other programs offered by Nursing have grown during COVID-19, whereas this program has been in decline for some time, suggesting curriculum is outdated.
- Five sessional faculty teaching in program will be impacted.

2.5 Academic Standards, Curriculum, and the Calendar Committee Report

K. Harcombe provided the following report:

- The Committee has worked on prioritizing their work plan and will be moving forward with items related to the calendar, calendar management, and reviewing transfer policies.

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- Recently reviewed the new draft Grading policy and procedures, Faculty encouraged to provide feedback on the public posting for consultation on the website.
- Voted to move the Academic Calendar Advisory Group into academic governance as a sub-committee of the Committee
- Approved an extension to the reduction of volunteer hours needed to meet the requirements of the diploma in Social Work and the Bachelor of Social Work programs.
- Approved extension of use of DuoLingo English Test, to show fulfillment of the English Language Proficiency Requirement for all undergraduate programs (except the Bachelor of Science in Nursing in Psychiatric Nursing) for 2021-2022 academic year.

K. Harcombe took questions from the floor.

2.6 Teaching and Learning Committee

C. Zutter provided the following report:

- The Committee discussed bringing forward to GFC the approval of institutional learning outcomes, originally approved in May 2018.
- The Committee created a working group that is reviewing the responses from the Fall 2020 Covid student survey. A new survey will be sent out in Winter 2021. The working group will come forward with guiding principles about teaching and learning in an online context that are apparent within that student survey.
- Recommended the use of Proctorio in exceptional circumstances

C. Zutter took questions from the floor

2.6.1 Remote Proctoring Recommendation (**MOTION**)

MOTION: GFC-03-01-25-2021

C. Zutter/E.Gray

Motion to approve the use of remote proctoring (using Proctorio) for use in exceptional and specific circumstances.

Motion carried
(6 opposed)

C. Zutter presented the recommendation of the GFC Teaching and Learning Committee that remote proctoring software (Proctorio) be used in exceptional and specific circumstances. The committee is seeking approval to use remote proctoring and would return with advice on exceptional circumstances in which it could be used.

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C. Zutter took questions from the floor. C. Prochnau answered detailed questions.

Discussion occurred.

- Proctorio software was recommended by ShareIT, a provincial consortium. A team assembled under the AVP Students and Teaching considered the technical requirements with MacEwan's Learning Management System, privacy, human rights, socio-economic factors, academic integrity, and instructor requirements.
- The use of Proctorio was an administrative decision shared with GFC in the spirit of transparency. The motion would prevent the widespread use of various remote proctoring technology in an unregulated fashion in absence of institutional guidelines.
- Concerns and questions raised included approving technology in absence of knowing what the "exceptional circumstances" would be, impacts on faculty creativity in thinking about academic integrity and creating more dynamic assessments, student privacy, assurance of quality and integrity of exams, and approval before knowledge of in what circumstances it would be used.
- Resource staff from the Exam Service Centre, eLearning Office, Office of Academic Integrity, Privacy, and Access and Disability Resources were consulted. The group that recommended Proctorio determined it was less invasive to student privacy than other options.

2.7 Scholarly Activity Committee

K. Miller provided the following report:

- The Committee has approved a single committee for adjudicating internal grants.
- Building on the report put together by the working group on scholarly activity, C, Kuziemy and K. Miller are setting up times to visit Faculty and School Councils to understand better barriers to and desired supports for scholarship at MacEwan.

2.8 Council on Student Affairs

J. Loh provided a brief update to note she had been elected Vice-Chair of the Council on Student Affairs.

MINUTES: OPEN SESSION**3.0 Regular Business****3.1 Honorary Doctorates Policy Approval (MOTION)****MOTION: GFC-04-01-25-2021**

C.Monk/L.Gelmini

That the General Faculties Council approve, and recommend to the Board of Governors, the Honorary Doctorates Policy.

Motion carried

C. Monk presented the Honourary Doctorates Policy. The policy lays out a process to recommend nominees to the Board of Governors, which has approval. A committee, the majority of whom are GFC members, handle these recommendations and work with the President in sorting, ranking, and discussing them, before the President brings the slate of nominees to the Board. This policy has received substantive consultation.

C. Monk took questions from the floor.

3.2 Student Code of Conduct (MOTION)**MOTION #05-01-25-2021**

C. Prochnau/M. Tucker

That the General Faculties Council approve the Student Code of Conduct

Motion carried as amended

C. Prochnau presented the Student Code of Conduct. The Student Code of Conduct will replace and require the rescission of the Student Rights and Responsibilities Policy. The need for the Code of Conduct is to ensure compliance with the Post-Secondary Learning Act and outlines the expectations of the university. It is intended to work in conjunction with the Student Non-Academic Misconduct Policy and Procedures, the Student Academic Integrity Policy, and the Student Academic Misconduct Procedures. The Code of Conduct has undergone significant consultation with SAMU and previously with GFC.

C. Prochnau took questions from the floor.

- With respect to consequences of breaching the code, wanted to respect the autonomy of the instructors, so there is room for some freedom. However, the majority of concerns would come through the Non-Academic Misconduct Policy and Procedures.

3.3 Consultation on Rescission of Student Rights and Responsibilities Policy

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C. Prochnau introduced the item for consultation. The Student Rights and Responsibilities Policy needs to be rescinded to avoid overlap with the Student Code of Conduct and ensure clarity. This policy is brought forward for consultation and will go to Policy Advisory Group for review afterwards, before being returned to GFC for final decision.

C. Prochnau took questions from the floor.

- Student Code of Conduct largely replaces student responsibilities aspect of the policy, and the student rights aspect will be contained in another document, spearheaded by The Students Association of MacEwan University.

4.0 Adjournment

The GFC adjourned at 4:30 p.m. and moved into a special GFC strategic planning session.