

General Faculties Council – OPEN SESSION

October 21, 2022 at 9am – 11am

Lincoln Park Room J301

IN ATTENDANCE:

Tim Rahilly, CHAIR	Cynthia Gallop	Jennifer Pettit
Elizabeth Evans, VICE-CHAIR	Shane Gannon	Stephen Price
Yasmin Ahmed	Geri Lynn Gouglas	Katharin Pritchard
David Bird	Leah Hamilton	Maggie Quance
Julie Boone	Sally Haney	Shelley Rathie
Arianna Borruel	Brenda Lang	Luis Rios
Meagan Bowler	Rusna Mahoon	Paul Rossmann
Christine Brownell	linda manyguns	Peter Ryan
Troy Burnett	Colin Martin	Cheryl Techentin
Adam Cave	Tori McMillan	Joyce Totton
Fiona Chetty	Cari Merkley	Deep Upadhyaya
Peter Choate	Lavinia Moldovan	Michael Uzoka
Liza Choi	Nabeel Muhammad	Connie Van der Byl
Erik Christiansen	Elaine Mullen	Paul Varella
David Clemis	Mustansar Nadeem	Phil Warsaba
Christian Cook	Joseph Nguyen	Gaye Warthe
Evan Cortens	Guy Obrecht	Kelly Williams-Whitt
Anupam Das	Nancy Ogden	Jonathan Withey
Lee Easton	Kenna Olsen	

Resources:

Amy Nixon, General Counsel and University Secretary
Sheena Jensen, RECORDING SECRETARY

NOT IN ATTENDANCE:

Trevor Day	Michelle LoGullo	Kari Roberts
Maryam Elahi	Aida Patient	Marc Schroeder
Travis Imber	Tabussom Qureshi	

T. Rahilly, Chair, called the meeting to order at 9:01 a.m. and confirmed quorum.

Land Acknowledgement

Joseph Nguyen opened the meeting with a Land Acknowledgement.

1. Approval of Agenda (motion)

Moved and seconded:

THAT the Agenda for the October 21, 2022 General Faculties Council open session meeting be approved.

Motion carried by unanimous consent

2. Approval of Meeting Minutes

2.1. Minutes from September 9, 2022 (*motion*)

Moved and seconded:

THAT the Minutes of the September 9, 2022 General Faculties Council open session meeting be approved, as presented.

Motion carried by unanimous consent

2.2. Business Arising from the Minutes

Follow-up responses to two questions asked at the September 9 meeting were given:

- Recording attendance in the minutes
 - It was explained how attendance is notated for the purpose of the minutes to track who was in attendance for discussions and decisions
 - GFC members are encouraged to send their notice of absence in advance of meetings, if possible, as this helps with ensuring quorum for upcoming meetings
 - In response to a follow-up question, it was noted that the GFC Bylaws have a provision that addresses absences (GFC Bylaw 3.3.)
- Live Stream GFC meetings for observers
 - It was explained that due to technology limitations in the meeting space, it is not feasible to livestream meetings for observers at this time
 - Supervisors are encouraged to provide the opportunity for their employees to observe GFC meetings in person where operationally possible
 - Meeting minutes are made available for review on the GFC website

A question was asked if there would be a follow-up response to the question raised at the September 9 meeting regarding an allocation for strategic priorities.

- **ACTION:** The GFC Chair responded that the minutes will be reviewed to follow-up if information on an allocation for strategic priorities was supposed to be brought back to GFC

3. Approval of GFC Bylaw Revision (*motion*)

The proposed revisions to the GFC Bylaws were to add two members to GFC's composition under Bylaw 3.1(d)(i) *Additional Members – Senior Administration*. The two members proposed to be added were the Associate Vice -President, Research, Scholarship and Community Engagement and the Associate Vice-President, Equity, Diversity and Inclusion.

Moved and seconded:

THAT the General Faculties Council approve the revisions to the GFC Bylaws, as presented:

- Bylaw 3.1(d)(i)

Discussion:

- A question was asked what the ratio calculation was that was referenced in the August 31, 2022 Executive Committee meeting minutes where it was discussed "*that the additional members proposed does not unreasonably alter the ratio of administration to faculty*"

- It was explained that the ratio of administration to faculty was referring to the “Additional Members” composition of GFC and that there are 15 academic staff members and, with this proposal, 4 senior administration members

Motion carried

C. Van de Byl, AVP, Research, Scholarship and Community Engagement, joined the meeting as a GFC member.

4. Approval of 2023-2024 Academic Schedule (motion)

Moved and seconded:

THAT the General Faculties Council approve the 2023-2024 Academic Schedule.

Discussion:

- A discussion took place on the timing of Mount Royal’s fall reading break in terms of effectiveness, as it was commented that it is scheduled earlier than at other institutions
 - It was referenced that this discussion has taken place with GFC in prior years
 - Academic schedules differ between institutions, including the minimum required number of instructional days
 - Benefits were highlighted about how the timing of the reading break works best for MRU and its students, such as: providing a full-week break; providing an opportunity for early access to mental health support for students ahead of typical stress points in a semester; alignment with academic research and student services literature on persistence and success; and the effectiveness in relation to retention rate analyses
 - Comments on research that SAMRU has conducted in this area were also shared
- Suggestions for communicating about reading break were made, such as reframing the purpose and/or what it’s called (in consideration of it occurring before students have received 25% of their final grade), creating a campaign showing a link to improved retention rates, and polling students if they perceive the timing of the reading break to be effective
- A question asked for an update on moving the withdrawal date later in the semester and when this could be changed in policy and subsequently in the academic schedule
 - It was explained that the Registration Policy will be up for revision and will follow the policy review process

Motion carried

5. Committee Chair Reports

5.1. Executive Committee – T. Rahilly

A written Committee Chair report of the October 12, 2022 EC meeting was provided. T. Rahilly addressed the structured discussion of GFC on the GFC 2021-22 Assessment Survey Results that will occur at the November 2022 GFC meeting.

A question was asked if EC has had any further discussion on the mandate for the Academic Planning and Budget Committee. APBC will be included as part of EC’s upcoming review of the GFC committee structure. Comments were made about APBC, including challenges to populate

agendas to hold meetings, the Chair vacancy, a request to meet to review its mandate, and addressing the gap between its mandate and policy.

- **ACTION:** APBC will be included as part of EC's upcoming review of the GFC committee structure at the November 16, 2022 EC meeting.

A question was asked for an update on the establishment of an Academic Indigenization Committee (AIC) with respect to AIC member representatives on other GFC committees. This will also be part of EC's committee structure review.

- 5.2. Academic Planning and Budget Committee – E. Evans
No report (addressed above).

- 5.3. Academic Programs and Curriculum Committee – P. Choate
A written Committee Chair report of the October 4, 2022 APCC meeting was provided. P. Choate acknowledged APCC's membership changes for this year by welcoming the new members and thanked those who previously served on APCC.

A question was asked about what conversations APCC envisions having to take into account EDI (equity, diversity and inclusion) in curriculum. P. Choate explained how this relates to APCC's ongoing discussions about Indigenization and curriculum. Moussa Magassa, AVP, Equity, Diversity and Inclusion has connected with P. Choate, which is part of the early stage for having discussion with APCC on EDI and curriculum submissions.

- 5.4. Academic Standards Committee – L. Easton
A written Committee Chair report of the October 5, 2022 ASC meeting was provided. L. Easton shared a welcome to the new ASC members. An update from L. Easton and I. manyguns was given about proposed changes to the *Institutional Tenure and Promotion* document (recognizing Indigenous Peoples Ways of Knowing) that ASC are reviewing and are forthcoming to GFC (then the Board), acknowledging how these changes will also assist recognizing other equity-deserving group's work.

- 5.5. Research and Scholarship Committee – C. Van der Byl
A written Committee Chair report of the September 13 and October 11, 2022 RSC meetings was provided. C. Van der Byl highlighted the Research-related policies that are in the 30-day consultation period, and encouraged GFC members to provide feedback during this stage.

- 5.6. Student Affairs Committee – P. Warsaba
A written Committee Chair report of the September 19, 2022 SAC meeting was provided.

- 5.7. Teaching and Learning Committee – C. Cook
A written Committee Chair report of the October 5, 2022 TLC meeting was provided. C. Cook gave an update that the working groups have been established since the report was submitted: Celebrate! Teaching and Learning Event; Future for Online Teaching Approaches/Strategy; Learning Management System; and, Syllabus Guidelines Annual Review.

6. Question Period

6.1. Written Questions

No written questions were submitted for inclusion in the package.

6.2. Questions from the Floor

- With respect to the new Code of Student Academic Integrity and Code of Student Community Standards policies and procedures, is there an update on the implementation, the status of the Office of Student Community Standards, and feedback that is being received on the approach to academic integrity
 - It was explained that Chris Rogerson, Executive Director, Student Affairs, has been meeting with Faculties to review the new changes in detail and receive feedback, and that the Student Affairs Committee will be reviewing and assessing the implementation of these policies by the end of the academic year
 - An update was given on staffing and support for the Office of Student Community Standards
- Will the Administration commit to providing a report to GFC by the next meeting to provide a percentage of courses taught by Contract faculty, broken down by hours, number of registrants and type (e.g. Contract, Limited, Fixed-term)? That is, the ratio of Contract to Full-Time faculty?
 - T. Rahilly referred the question and reminded members that requests for reports that come to GFC will ideally go through the Executive Committee agenda setting process or relate to an agenda item
 - **ACTION:** The GFC Chair responded that the request will be taken away and will provide feedback on that, and will see what is available for the data
- What is the procedure when a student does not meet the fee deadline (such as access to services) and what resolutions are there for students?
 - Information was given about the procedures and the communication campaign that explains the process to students
 - Students are connected with and supported when their intention is to pay their fees
 - Additional information was given in response to follow-up questions related to how the procedures consider students' mental health in the resolution process, impacts with government grant reporting (it aligns with add/drop deadlines), and implications if students continued to have access to courses and services if they remained enrolled before paying fees (which could be a technical possibility, but would have implications), where the aim is to have all seats filled early in the semester

7. Other Reports

7.1. GFC Chair and Vice-Chair Report

A written report was submitted with various academic updates, and questions were responded to on the following areas of the report:

- With respect to the new report format, members were reminded to direct questions from the floor to the GFC Chair who will determine who can best respond

- How are micro-credentials reviewed, delivered and experienced?
 - Micro-credentials are within non-credit Continuing Education and currently defined at MRU as credit-free programming
 - MRU is part of provincial and Canada-wide conversations about a micro-credential framework
 - Any related changes to policy or information required to come forward to GFC (for example, as per the Extension Curriculum Policy) will follow policy process
 - It was requested information to be shared with GFC be contained within the meeting package and not provided as a link
- Where will the review of RPT/Interfolio software ultimately land?
 - Updates on the RPT/Interfolio transition were shared, and more information will be coming soon and reported to the MRFA
 - **ACTION:** An update could be provided to GFC for the next meeting

8. Consent Agenda

8.1. Items Removed for Discussion

8.2.2. MRU Annual Report

In response to a question, it was explained that the timing for finalizing the numbers for the Enrolment Report to provide to GFC for information does not coincide with the MRU Annual Report due date, so that report is forthcoming.

In response to a question if it is projected MRU will continue a surplus, it was explained that a Q2 forecast is in progress, so it is too early to know that information.

A point of order was raised if a motion is required to accept the Consent Agenda – Items for Information. A motion is not required for Information items.

8.2. Items for Information

The following items were received for information:

- 8.2.1. MRU Institute Annual Reports
- 8.2.2. MRU Annual Report
- 8.2.3. Access and Inclusion Services Annual Report
- 8.2.4. Committee Meeting Minutes
- 8.2.5. Faculty Council Approved Curriculum

9. New Business

There was no new business.

10. Adjournment 10:26AM