

**GFC Executive Committee (EC) Annual Plan for General Faculties Council  
2023-2024**

**DATE:** October 11, 2023

**SUBMITTED BY:** Tim Rahilly, EC Chair

---

**PRIORITIZED SUMMARY OF PROJECTED ACTIVITIES AND OUTCOMES**

EC will meet monthly to address items in accordance with their Charter and the GFC Bylaws. EC will finalize GFC agendas, work to ensure that requisite materials are available to facilitate deliberation and that GFC decisions are recorded, transmitted and implemented. In addition to routine business, EC will consider items and questions submitted to GFC, subsequently forwarding these to the appropriate standing committee or to GFC for consideration and recommendation. EC will continue to review and discuss issues that may arise from the work of committees and any new business that comes forward for consideration.

Projected activities:

- Formal GFC Bylaw and Committee Structure review – as per the GFC Bylaws, a formal review of the GFC Bylaws is required every 3 years. A working group of EC members and resources (Tim Rahilly, Peter Choate, Jennifer Pettit, Amy Nixon, Sheena Dyer) is underway to conduct a review to bring forward for EC discussion and recommendation to GFC. The GFC Committee structure review is a continuation of the work from the 2022-23 academic year, and recommendations will be presented to GFC for consideration.
- Provide advice on GFC Orientation.
- Approve the GFC and Committees meeting schedules.

**SCHEDULE OF MEETINGS AND PROJECTED ACTIVITIES**

1. Wednesday, September 13, 2023
  - Recommendation to GFC – GFC Bylaw Revisions (membership revisions)
2. Wednesday, October 11, 2023
3. Wednesday, November 15, 2023
4. Wednesday, January 10, 2024
5. Wednesday, February 7, 2024
  - Approve GFC and Committees meeting schedules
6. Wednesday, March 13, 2024
7. Wednesday, April 10, 2024
8. Wednesday, May 8, 2024

**COMMITTEE MEMBERSHIP**

Tim Rahilly, President and Vice-Chancellor, CHAIR

Chad London, Provost and Vice-President, Academic, VICE-CHAIR

Gerri Lynn Gouglas, University Registrar and Associate Vice-President, Enrolment Management

Jennifer Pettit, Deans' Council Representative

Peter Choate, GFC Academic Staff Member

Kari Roberts, GFC Academic Staff Member  
Deepa Upadhyaya, GFC Academic Staff Member  
Elaine Mullen, GFC Academic Staff Member  
Marc Schroeder, GFC Academic Staff Member  
Tala Abu Hayyaneh, Student Member of GFC

Resources

Amy Nixon, General Counsel and University Secretary  
Sheena Dyer, Assistant University Secretary, GFC, RECORDING SECRETARY

*Additional information and meeting minutes, visit the [EC](#) webpage.*