

**GFC Executive Committee**  
**May 10, 2023 at 3pm – 5pm**  
**University Boardroom A341**

**IN ATTENDANCE:**

Tim Rahilly, President and Vice-Chancellor, CHAIR  
Chad London, Provost and Vice-President, Academic, VICE-CHAIR  
Jennifer Pettit, Deans' Council Representative  
Geri Lynn Gouglas, University Registrar  
Peter Choate, GFC Academic Staff Member  
Kari Roberts, GFC Academic Staff Member  
Marc Schroeder, GFC Academic Staff Member  
Gaye Warthe, GFC Academic Staff Member  
Tala Abu Hayyaneh, Student Member of GFC

Resources

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

**NOT IN ATTENDANCE:**

Leah Hamilton, GFC Academic Staff Member

The Chair called the meeting to order at 3:03pm.

**1. Approval of Agenda**

***Moved and seconded:***

**THAT** the Agenda for the May 10, 2023 GFC Executive Committee meeting be approved.

***Motion carried by unanimous consent***

**2. Approval of Meeting Minutes**

2.1. Minutes from April 12, 2023

***Moved and seconded:***

**THAT** the Minutes of the April 12, 2023 GFC Executive Committee meeting be approved.

***Motion carried by unanimous consent***

2.2. Business Arising from the Executive Committee Minutes

There was no business arising.

**3. GFC April 21, 2023 Meeting – Business Arising**

3.1. Question from the floor: Process for requesting a policy change

In response to the question from the floor at the April GFC meeting, it was clarified that the Policy on University Policies and Procedures and the policy website details the process for an individual to request a policy change. If a GFC member has a question about the process, they

can make policy-related inquiries with their Dean, the University Secretariat, or the Chair of the Committee who recommended a policy to GFC. The Provost explained that he followed up directly with the Dean of the Faculty in which the member who raised the question is in.

#### 4. GFC Bylaws

##### 4.1. GFC Bylaw Revision – Definition of “Faculty”

***Moved and seconded:***

**THAT** the GFC Executive Committee recommend that General Faculties Council approve the revisions to the GFC Bylaws, as presented:

- Bylaw 1.1(m)

*1.1 m) “Faculty” means a collection of Academic Units administered by a Dean. The following units shall be considered equivalent to a Faculty: ~~(1) the Library and (2) the Academic Development Centre (ADC) and the Department of General Education collectively known as “Teaching and Learning”;~~*

***Motion carried***

##### 4.2. Approach to GFC Bylaw Review

As EC has oversight of GFC bylaw revisions and a formal review is to be done in the Fall, EC supported establishing a working group of EC members to meet early in the Fall semester to make Bylaw revision recommendations for discussion with EC. The working group members will be Tim Rahilly, Amy Nixon, Peter Choate and Jennifer Pettit.

#### 5. EC Charter Review

The EC Charter was reviewed.

#### 6. GFC Committees

##### 6.1. Committee Structure Review

A summary of Deans’ Council’s feedback on the GFC Committee Structure was provided, and EC’s initial response to the feedback was discussed. This feedback will be included to help inform a briefing note for a committee structure discussion with GFC, which is being aimed for October 2023.

##### 6.2. Committee Charter Revisions

***Moved and seconded:***

**THAT** the revisions to the Academic Standards Committee Charter be recommended to the General Faculties Council for approval.

***Motion carried***

***Moved and seconded:***

**THAT** the Executive Committee (EC) bring to the General Faculties Council (GFC) for discussion at the May 19, 2023 GFC meeting the recommendation from APBC to dissolve the Academic Planning and Budget Committee (APBC), a standing committee of GFC.

Discussion:

- Discussion took place on the briefing note provided in the package that gave APBC's rationale for their recommendation to EC to dissolve APBC
- Various comments to support or not support the recommendation were made
- It was agreed at this time to bring the recommendation to GFC for discussion first, which will help to inform next year's committee structure discussion with GFC

***Motion carried, as amended.***

## **7. Approval of GFC Agenda**

### 7.1. GFC Open Session Agenda – May 19, 2023

***Moved and seconded:***

**THAT** the GFC Executive Committee approve the GFC Open Session Agenda for April 21, 2023, as amended.

Discussion:

- "Academic Planning Update" removed (included in the Chair and Vice-Chair's Report) and replace with "Discussion on the Academic Planning and Budget Committee"

***Motion carried***

### 7.2. Speaker for Land Acknowledgement

Cari Merkley was confirmed as the speaker for the May GFC meeting.

### 7.3. GFC Member Appreciation Lunch – Certificates for Students (consider extending to other outgoing members)

EC supported providing certificates of recognition to the student representatives on GFC and committees for this academic year, and if other outgoing members would like one they can be provided upon request.

### 7.4. EC Approval of June 8 GFC Special Meeting Agenda – email approval in late-May

As the June 8, 2023 GFC Special Meeting will only have one item, "Draft Academic Plan – for discussion", it was agreed to approve the agenda at this meeting. Observers may attend the special meeting, but the meeting package would only be circulated to GFC members.

***Moved and seconded:***

**THAT** the GFC Executive Committee approve the GFC Special Meeting Agenda for June 8, 2023.

***Motion carried***

## **8. Draft EC Annual Report 2022-23**

The draft EC Annual Report 2022-23 was reviewed.

**9. EC Membership 2023-24**

The EC Membership 2023-24 was shared for information.

**10. New Business**

An update on the GFC annual elections was given. No applications were received for two Committee Chair positions (APBC and TLC). It was agreed to ask individuals to consider stepping forward for the Teaching and Learning Committee Chair position, and to put seeking an APBC Chair on hold until after the discussion with GFC at the May 19, 2023 GFC meeting.

**11. Adjournment 4:43PM**