

**GFC EXECUTIVE COMMITTEE MEETING**

**September 1, 2021**

**University Boardroom A341**

**IN ATTENDANCE:**

Tim Rahilly	CHAIR, President and Vice-Chancellor
Elizabeth Evans	VICE-CHAIR, Interim Provost and Vice-President, Academic
Geri Lynn Gouglas	University Registrar
Jennifer Pettit	Deans' Council Representative
Marc Schroeder	GFC Academic Staff Member ( <i>via video conference</i> )
Peter Choate	GFC Academic Staff Member
Kari Roberts	GFC Academic Staff Member
Leah Hamilton	GFC Academic Staff Member
Yasmin Ahmed	Student Member of GFC

Resources

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

**NOT IN ATTENDANCE:**

Israel Dunmade	GFC Academic Staff Member
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T. Rahilly, Chair, called the meeting to order at 3:01pm and confirmed quorum.

**APPROVAL OF AGENDA**

The Agenda for the September 1, 2021 GFC Executive Committee meeting was approved by unanimous consent.

**APPROVAL OF MEETING MINUTES**

The Minutes of the May 19, 2021 GFC Executive Committee meeting were approved by unanimous consent.

**Business Arising from the Minutes**

No business arising.

**ITEMS FOR RECOMMENDATION**

**Committee Charter Revisions**

***Moved and seconded:***

**THAT** the revisions to the Academic Planning and Budget Committee Charter, Academic Standards Committee Charter, and Research and Scholarship Committee Charter be recommended to General Faculties Council for approval.

Discussion:

- Clarifications were provided about the proposed membership changes for the Academic Standards Committee and Research and Scholarship Committee.

***Motion carried.***

## **ITEMS FOR DISCUSSION**

### **Review EC Meeting Schedule**

The EC meeting schedule was reviewed.

### **Meeting Locations for GFC and Committees**

Discussion took place on whether or not GFC should be held virtually, in-person, or a hybrid of both, in consideration of the current state of the COVID-19 pandemic. It was agreed the Fall 2021 semester meetings will be held virtually. EC will revisit this discussion again at the November 17 EC meeting about the location for the Winter 2022 semester meetings. GFC will be updated at the November 26 GFC meeting.

It was agreed that with the size of EC, meetings will be held in-person, with the option for members to attend virtually as necessary. It will be at the discretion of each Committee's Chair to determine the meeting location (either virtual, in-person or hybrid) that works best for the committee and its members.

## **GFC AGENDA APPROVALS FOR SEPTEMBER 10, 2021**

### **Approval of GFC Open Session Agenda**

***Moved and seconded:***

**THAT** the General Faculties Council September 10, 2021 Open Session Agenda be approved, as presented.

***Motion carried.***

### **Territorial Land Acknowledgement at GFC Meetings**

Discussion took place on the purpose and a process to assist EC with identifying individuals to give the Territorial Land Acknowledgement at GFC meetings throughout the year. A document will be presented to EC at the next meeting to assist with selecting individuals for each meeting.

## **REPORTS**

### **Committee Chair Report**

No report.

## **ITEMS FOR INFORMATION**

The following items were received for information:

- EC Charter
- EC Membership

## **NEW BUSINESS**

The use of the Chat feature for virtual GFC meetings was addressed in response to a question raised about utilizing Robert's Rules of Order for GFC meetings. It will be communicated to members to limit the use of the Chat to ensure the smooth functioning of the meeting and to minimize disruptions. The Bylaws explain the process for discussion and debate to ensure all members have an equal opportunity to speak at meetings. It was considered if the Chat feature should be turned off for meetings, but agreed to leave it open and monitor its use during meetings to determine if it becomes an issue that needs to be revisited or not.

An updated Virtual Meeting Tip Sheet will be made available to members that explains how the Chat feature should be used during meetings and it will also be highlighted in the GFC Orientation presentation.

Also in response to the question raised, EC encourages members who may be unfamiliar with Robert's Rules of Order to raise questions during the meeting about meeting procedures.

**ADJOURNMENT            3:57PM**