

Role of General Faculties Council (GFC)

GFC is responsible for the academic and student affairs of AUArts, subject to the authority of the Board of Governors. GFC acts as the voice of the academic community, providing vision and leadership to the academic community and bringing expertise and academic perspective to the governance of AUArts.

In fulfilling this role, GFC shall promote AUArts' teaching and research consistent with its mandate. GFC makes recommendations to the Board of Governors on academic and student affairs. Furthermore, it provides a forum for the exchange of ideas that inform the development of AUArts' academic plans, policies, procedures, regulations, and practices. GFC supports the tradition established in institutions of higher learning for debate, consultation, and collegiality.

1. MEETING DATES IN 2021-2022

The General Faculties Council met 9 times in 2021-2022.

2021: September 15, October 20, November 17, December 15

2022: January 19, February 16, March 16, April 20, May 18

COMPOSITION AND MEMBERSHIP

Composition

Ex-Officio Members:

- President and CEO, Chair
- Interim Vice President, Academic
- Vice President, Finance and Operations
- Vice President, Advancement
- School Chair, Communication Design
- School Chair, Craft and Emerging Media
- School Chair, Critical and Creative Studies
- School Chair, Visual Art
- Director, Learning and Instructional Services
- Dean, Innovation, Learning & Development
- Registrar

Elected Faculty Members (by Proportional Representation):

Twelve (11) full-time academic staff members, consisting of: four (3) members from the School of Visual Art; three (3) members from the School of Craft and Emerging Media; three (3) members from the School of Communication Design; and two (2) members from the School of Critical and Creative Studies.

Elected Faculty Members (by Degree area):

Three (3) full-time academic staff members: one each to be elected from the Bachelor of Fine Arts, Bachelor of Design, and the School of Critical and Creative Studies undergraduate degree areas.

Elected GFC Board of Governor's Representative:

One (1) full-time academic staff member from any of the schools.

Student Members:

Two (2) students appointed by the council of the Students' Association. The Students' Association shall determine the procedure by which student members are appointed.

Membership

Dr. Daniel Doz, President and CEO, Chair
Dr. Alex Link, Interim Vice President, Academic
Scott Powell, Vice President, Finance and Operations
Jamie Leong-Huxley, Vice President, Advancement
Rene Martin, Director, Learning and Instructional Services
Nicole Hamilton, Dean, Innovation, Learning & Development
Susie Kennedy, Registrar
John Gaucher, Communication Design Academic Staff
Mitch Kern, Communication Design Academic Staff
Silas Kaufman, Communication Design Academic Staff
Barbara Sutherland, Craft and Emerging Media Academic Staff
Bryan Cera, Craft and Emerging Media Academic Staff
Tyler Rock, Craft and Emerging Media Academic Staff
Lisa Lipton, Visual Art Academic Staff
Richard Brown, Visual Art Academic Staff
Rita McKeough, Visual Art Academic Staff
Justin Waddell, Visual Art Academic Staff
Dr. Christopher Frey, Critical and Creative Studies Academic Staff
Dr. Yoke-Sum Wong, Critical and Creative Studies Academic Staff
Sarah Alford, School of Critical and Creative Studies
Mackenzie Kelly-Frère, Bachelor of Fine Arts
Suzanne Lemermeyer, Bachelor of Design Studies
Portia Scabar, Students' Association Appointed Member
Graham Boyd, Students' Association Appointed Member
Ian FitzGerald, Academic Staff Member, Appointed by GFC to the Board

2. ITEMS APPROVED BY GFC

- GFC unanimously approved the cancellation of classes on September 30th, 2021 and the academic schedule for 2021-2022 were revised.
- Election: Ian FitzGerald as the GFC representative to the Board of Governors September 1, 2021 – June 30, 2022
- Election: GFC members on the Steering Committee, effective September 2022
 - Regular, full-time members: Bryan Cera, Dr. Christopher Frey, Tyler Rock
 - Emergency Members: John Gaucher and Dr. Yoke-Sum Wong
- René Martin, Director, Learning & Instructional Services was elected as the GFC Vice Chair who will serve for 3 years, provided they are an ex-officio member of GFC.

- **Recommended by the Steering Committee:**
 - Draft General Faculties Council Standing Committee Terms of Reference was revised, effective immediately, until June 30, 2022, to amend the title School Chair to School Director.
 - Revised MFA in Craft Media Program Committee Terms of Reference, as presented.
 - Draft expectations of GFC and GFC Standing Committee members, as presented.
 - Draft GFC e-voting protocol, as presented.
 - Draft terms of reference for the Steering Committee, Academic Planning and Oversight Committee, Academic Policy Committee, Student Affairs Committee, Research Committee, Curriculum Committee, and School Council, as amended and effective July 1, 2022.
 - Draft General Faculties Council Bylaws, as presented, effective July 1, 2022.

- **Recommended by the Academic Policy Committee:**
 - Draft academic date setting procedure, as presented.
 - Draft 2022-2023 academic dates, as presented.
 - Revised Undergraduate Transfer Credit Procedure, as presented.
 - Revised Undergraduate Final Grading Procedure, as amended.
 - Amend the Revised Undergraduate Final Grading Procedure, section 3.1.f by replacing the two words 'May' with the word 'Spring'.
 - Draft grade appeal procedure, as presented and effective September 1, 2022.
 - Draft parchment procedure effective immediately

- **Recommended by the Academic Planning and Oversight Committee:**
 - Draft Bachelor of Design Program Proposal, as presented, effective September 2023.
 - Revised Bachelor of Fine Art (BFA) structure as presented, effective Fall 2024 with applications accepted starting in Fall 2023.

3. ITEMS DISCUSSED

At each meeting there was a report provided by:

- President
- Associate Vice President Academic Affairs
- Student Association member of GFC
- GFC representative to the Board of Governors
- Deans' Council
- School Councils
 - School of Craft + Emerging Media Council (SC+EM)
 - School of Critical + Creative Studies Council (SCCS)
 - School of Communication Design Council (SCD)
 - School of Visual Art Council (SVA)
 - MFA in Craft Media Program Committee (MFA in CM)

Steering Committee Responsibilities:

- **2020-2021 GFC and GFC Standing Committee Annual Reports**

This was the first year for annual reports and they were received in October for information. They were then placed on the GFC website and received for information by the Board of Governors.
- **MS Teams Chat Protocol**

The GFC Steering Committee reconsidered the decision to remove the MS Teams Chat at GFC meetings and provided guidance, which is now contained in the GFC online meeting protocol.
- **GFC meeting format – Fall and Winter 2022**

Throughout the year, the Steering Committee discussed how GFC would meet – online or in person. The GFC met online for all meetings, except for the April meeting.

Academic Planning and Oversight Committee Responsibilities:

- **Undergraduate Degree Review Workgroup (UDRW)**

GFC received monthly updates from the UDRW that was fulfilling Priority #1 in the Academic Plan: Advance Quality Sustainable Programming that Prepares Students for Life and Work Beyond Graduation. The two key strategies it focussed its work was in

 - Strategy 1: Ensure reliable curricular quality and planning
 - Strategy 2: Build on program quality assessment and review to develop innovative, in-demand program opportunities

In May 2022, GFC approved a significant modification to the Bachelor of Fine Arts program.

- **Annual presentation of the Draft AUArts Budget**
The GFC annually reviews the draft budget and is entitled to make recommendations to the Board of Governors in academic and research areas. The GFC reviewed the budget in April 2022. There were no recommendations to the Board.

Academic Policy Committee Responsibility:

- **Introduction of a Fall Break**
The work was conducted by the Academic Policy Committee, and it was recommended that the addition of fall break would:
 - coincide with Remembrance Day in November
 - align the current term length of all the schools to minimum of 12 meeting instances
 - provide for the opportunity for a make up day at the end of term, if needed
 - align the final assessment period for the four schools at the end of the term - 5 days and a Saturday

President's Cabinet Responsibilities:

- **Draft Indigenous Framework/Strategy**
A first draft was completed in June 2021 and the final Framework will be presented to APOC, GFC, and the Board of Governors (for endorsement), in due course. It was noted that more work needs to be done within the internal community. Currently Troy Patenaude is working with Elder Casey for the refinement of the AUArts Community outreach. The draft framework was presented to the Elders Council and Elder Casey identified opportunities for enrichment. The plan now provides five pillars: Relationships & Engagement, Administration, Training & development, Co-curricular Environment, and Curriculum & Teaching. The design of the final document will include indigenous student artwork. A focal point is Black Foot Tipi as representatives of the AUArts indigenous strategy and its relationship with the Lodgepole Centre.
- **Equity, Diversity, and Inclusion Taskforce**
The Taskforce's primary purpose is to select and support the procurement of a consultant who knows the post secondary sector, has experience conducting EDI research and organizational planning. The consultant will gather information about our institution and with it develop a comprehensive EDI plan and recommendation.

The role of the taskforce is to provide outreach and engagement, providing feedback and suggestions to the consultant in support of their work. Ensure that the institution receives appropriate recommendations based on our current contexts. The consultant, Higher Education Strategy Associates (HESA), developed a three-prong strategy: quantitative research (survey), qualitative subjective component and public forum.

- **Sexual Violence Policy Review**
The review is being completed by a work group, several of which are expert internal members who have worked with sexual violence on campus. The Advanced Education Ministry has asked for revised documents by November 2022.

4. ITEMS FOR INFORMATION

President's Cabinet Responsibilities:

- **Recovery Management Team (RMT) Updates**
RMT has a continued priority focus on health and safety and the Vaccination Policy came into effect on November 15, 2021. 97% vaccination rate for all three groups at the university. Students who do not comply with the vaccination policy will receive a WR on their transcript. Public access was restricted and then removed in May 2022. Only courses that have been approved to be taught online will remain online in Fall 2021 and all other courses will be taught in person. RMT winding down in early spring.
- **2002-2021 Annual Library Report**
The library is committed to producing an annual report. The current report highlights programming, partnerships, new initiatives and collections, brief overview of circulation, reference metrics and other count data.

Student Affairs Committee Responsibility:

- **Student Complaint Guide and Form**
The form will give students clarity on the process for student complaints. The Form is posted on the student success centre and experience with the Guide and Form will be evaluated in a year.

Steering Committee Responsibility:

- approved the proposed IKG Advisory Committee Terms of Reference
- 2022 GFC and GFC Standing Committee Annual Feedback Survey

Curriculum Committee Responsibility:

- approved three courses in three programs
 - Master of Fine Arts: Modified Courses
 - Bachelor of Fine Arts: New Course – FINA 401
 - Photography: Modified Courses: 400-lvl PHTG

The GFC Bylaws can be found [Here](#)

Submitted by: Dr. Daniel Doz, Chair, General Faculties Council

Date: