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**Voting Members** present with Dr. Daniel Doz in the Chair were the following: Dr. Sarah Alford, Arif Ansari, Richard Brown, Quynn Covey, John Gaucher, Dr. Janis Goldie, Nicole Hamilton, Wendy Harding, Karl Geist, Silas Kaufman, Mackenzie Kelly-Frère, Mike Kerr, Suzanne Lemermeyer, Jamie Leong-Huxley, Dr. Alex Link, Lisa Lipton, Dr. Pablo Ortiz, Scott Powell, Juli Song, Dr. Rob Stone, Barbara Sutherland

**Regrets:** Bryan Cera, Dr. Christopher Frey, Paul Robert, Justin Waddell

**GFC Resource Members:** Andrea Power, Secretary to General Faculties Council; Neny Kwasisu, Coordinator of Research and Academic Affairs *recording*

**Guests:** Dr. Christopher Willard

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The Chair called the meeting to order at 2:01 pm, confirmed quorum, and read the AUArts Acknowledgement of the Land statement to members. Juli Song, new Student Association member, was welcomed to the GFC meeting.

### 1. Approval of the Agenda

**MOVED/SECONDED:**

That the General Faculties Council approve the May 17, 2023 Agenda, as presented.

**CARRIED**

### 2. Approval of Draft GFC Meeting Minutes of April 19, 2023

**MOVED/SECONDED:**

That the General Faculties Council approve the Minutes of the April 19, 2023 meeting, as presented.

**CARRIED**

### 3. Business Arising

There was no business arising.

### 4. Report from the President and CEO

The President provided a verbal report, noting the following:

- Since the last GFC meeting, work has been ongoing with finalizing the budget.
- The Calgary university Presidents have been meeting regularly with the NDP party and advocating for additional funds if there are tuition freezes, and with the UCP party, advocating for growth funding, especially with what have been substantial budget cuts.
- Downtown revitalization – the current government is permitting private colleges to set up in the downtown area. There could be issues permitting outside institutions to gain footholds in downtown Calgary.
- There will be an AUArts Budget Town Hall on June 1, 2023 that will be hosted on Teams.

## **5. Report from Deans**

### **5.1 Academic Programs**

The Dean, Academic Programs provided a PowerPoint report recapping the academic plan and the goals for 2022/23. The PPT was included in the meeting package and the following were noted as goals:

- Align Programming and curriculum to the evolving needs of students and communities.
- Enable innovation and experimentation through teaching, applied and scholarly research and creative activities.
- Expand relationships with strategic partners and communities that enrich and improve students' learning outcomes.
- Drive sustainable growth through revenue diversification, an engaging academic environment, and a high-performance organization.

In the discussion, GFC members noted the importance of reflection on work done to be more aware of all the work done. The bicameral decision-making has a lot to do with the tremendous progress.

### **5.2 Students**

The Dean of Students provided a written report included in the meeting package, and the following updates were noted:

- The international student advisor, Joy Chou, has attained the Regulated International Student Immigration Adviser (RISIA) certification.
- The Lodgepole Center marked the National Day of Awareness for Missing and Murdered Indigenous Women, Girls and 2SLGBTQIA+ on May 5, and everyone was encouraged to wear red.
- The university preview event took place on April 28 with a 71% attendance rate and over 300 attendees, including parents and influencers.

In the discussion, GFC members noted that Winter admissions existed in the past, and with the current student demand and the new timetabling software, this could be implemented again. A pilot for winter admissions will take place in Winter 2024.

### **5.3 Innovation, Learning and Development**

The Dean of Innovation, Learning and Development provided a verbal report and noted the following:

- Working with CTS to address Mosaic support, and a job posting will be going out shortly.
- Posting for a librarian will be going out in the summer. Thank you to Allison Comrie, AUArts Librarian, for her hard work as she seeks new opportunities.
- Associate Dean interviews are ongoing.
- Manager of Entrepreneurship interviews ongoing.

## **6. AUArts Students' Association (SA) Report**

The Student Association provided a written report, included in the meeting package, and noted the following:

- Portia Scabar's Presidential term has ended. There were no interested candidates, to date, for the role, so the executive committee will fill in until a by election in Fall 2023.
- A new Welcome booklet is being created.
- The office will be closed from June 15 to August 15.

## **7. GFC representative to the Board of Governors**

The GFC representative to the Board of Governors provided a written report, included in the meeting package, and noted the following:

- Approval of several Board of Governors Presidential Policy documents.
- Board standing committee reports were presented.
- The Minister of Advanced Education appointed Evan Legate to the AUArts Board of Governors.
- AUArts received targeted enrolment funding of \$394,704 from the government of Alberta for the expansion of Object and Design Fabrication course offerings and infrastructure.
- AUArts has stopped using TikTok, which is in line with the Alberta Government ban. TikTok cannot be used on any AUArts paid cell phones or devices.
- Two honorary MFA degree recipients will be recognized at the 2023 convocation – IAIN BAXTER& and Tracy Boychuk.

## **8. Academic Policy Committee**

### **8.1 Draft Academic Scheduling Policy**

The Registrar presented the motion and the briefing note, included in the meeting package. The Dean, Academic Programs, staff in the Registrar's Office, and CTS began to implement the Infosilem timetabling software program jointly and they identified the need to make explicit what has traditionally been implicitly applied principles around academic scheduling at AUArts.

**As recommended by the Academic Policy Committee:**

***MOVED/SECONDED***

*THE GENERAL FACULTIES COUNCIL APPROVE THE DRAFT ACADEMIC SCHEDULING POLICY, AS PRESENTED.*

***UNANIMOUSLY CARRIED.***

### **8.2 New Research Ethics Board Policy**

### **8.3 Revised Research Ethics Board Procedure**

The Associate Dean, Research, Internationalization and Graduate Studies introduced the new Research Ethics Board Policy and revised Research Ethics Board Procedure. The policy is not presenting any new commentary, rather it is a clear delineation of the policy aspects that were contained in the former procedure document. The work is the combined efforts of the Associate Dean, Research, Internationalization and Graduate Studies, Allison Comrie, Dr. Chris Willard, and Andrea Power. Two key additions to the REB policy and procedure documentation include language that aligns with the Tri-Council Policy Statement: Ethical Conduct for Research Involving Humans – TCPS 2 guiding core principals, as well as a decision and appeal process to ensure both the Principal Investigator and members of the REB committee have clear documentation and timelines in place for each scenario.

**As recommended by the Academic Policy Committee:**

*THAT THE GENERAL FACULTIES COUNCIL APPROVE THE DRAFT RESEARCH ETHICS BOARD POLICY AND THE REVISED RESEARCH ETHICS BOARD PROCEDURE, AS PRESENTED, EFFECTIVE IMMEDIATELY.*

The motion above was on the floor, but a minor amendment was presented for the procedure:

**AMENDMENT: Section C. Procedures 1.4. The additional sentence is:**

*“It is the obligation of researchers to determine whether their proposed research project requires ethics review and to submit it to the REB.”*

**MOVED/SECONDED:**

*THAT THE GENERAL FACULTIES COUNCIL AMEND THE DRAFT RESEARCH ETHICS BOARD PROCEDURE WITH THE ADDITIONAL SENTENCE IN SECTION C. PROCEDURES 1.4. IT IS THE OBLIGATION OF RESEARCHERS TO DETERMINE WHETHER THEIR PROPOSED RESEARCH PROJECT REQUIRES ETHICS REVIEW AND TO SUBMIT IT TO THE REB.*

**UNANIMOUSLY CARRIED**

The Chair then presented the main motion, as amended.

**MOVED/SECONDED**

*THAT THE GENERAL FACULTIES COUNCIL APPROVE THE DRAFT RESEARCH ETHICS BOARD POLICY, AS PRESENTED, AND THE REVISED RESEARCH ETHICS BOARD PROCEDURE, AS AMENDED, EFFECTIVE IMMEDIATELY.*

**UNANIMOUSLY CARRIED**

### **9. Steering Committee**

#### **Draft Research Committee Terms of Reference**

**As recommended by the Steering Committee:**

**MOVED/SECONDED**

*THAT THE GENERAL FACULTIES COUNCIL APPROVE THE DRAFT RESEARCH COMMITTEE TERMS OF REFERENCE, EFFECTIVE IMMEDIATELY.*

**UNANIMOUSLY CARRIED**

### **10. Minor Amendment: GFC Bylaws**

The Secretary to the General Faculties Council spoke to this item, included in the meeting package. The GFC Bylaws currently state - in section 4.2 - the exact number of elected faculty members by a proportional representation that each School would elect. The GFC Bylaws excerpt states:

*4.2 Elected Faculty Members (by Proportional Representation):*

- *Twelve (12) full-time academic staff members, consisting of three (3) members from the School of Visual Art; three (3) members from the School of Craft and Emerging Media; four (4) members from the School of Communication Design; and two (2) members from the School of Critical and Creative Studies.*

Each year the proportional representation calculation is prepared by ORAA and presented to the Steering Committee for review. If the numbers of each School Council faculty member are retained in the Bylaws, then each year, GFC would have to approve an amendment to the numbers to reflect any change in proportionality. In 2023-2024 the numbers do change. It would be best governance practice not to include

the School Council faculty numbers in the Bylaws and retain only the total number of faculty members as 12 instead. Removing the individual School Council numbers will:

- Ensure GFC members do not have to approve Bylaw amendments each year because of administrative proportional calculations;
- Ensure the Bylaws do not contradict the annual School Council faculty membership; and
- Ensure best governance practice for AUArts GFC.

#### **MOVED/SECONDED**

*THAT THE GENERAL FACULTIES COUNCIL APPROVE A MINOR AMENDMENT TO THE GENERAL FACULTIES COUNCIL BYLAWS, SECTION 4.2 TO READ:*

*ELECTED FACULTY MEMBERS (BY PROPORTIONAL REPRESENTATION):*

*TWELVE (12) FULL-TIME ACADEMIC STAFF MEMBERS, CONSISTING OF MEMBERS FROM THE SCHOOL OF VISUAL ART; SCHOOL OF CRAFT AND EMERGING MEDIA; SCHOOL OF COMMUNICATION DESIGN; AND THE SCHOOL OF CRITICAL AND CREATIVE STUDIES.*

***UNANIMOUSLY CARRIED***

#### **11. Update**

##### **11.1 Equity, Diversity, Inclusion and Accessibility**

The President shared the following EDIA updates:

- There will be June 6 workshop with the special EDIA advisor, President's Cabinet, and members of the Deans' Council. There is also a plan for a keynote EDIA activity in early Fall on campus and at the board and GFC retreat in September. The initial focus for these activities is faculty and staff.
- There will be an accessibility building review in Fall 2023.

##### **11.2 Indigenous Strategy**

The Dean of Students shared that the AUArts Indigenous Pathway will be a visual guide to reconciliAction. Ten actions have been identified as areas of focus for the next five years. This includes the role of the Elder Council and spaces for indigenous activity on campus beyond the Lodgepole. The Indigenous Pathway will be completed in summer and presented in September to the Board, for endorsement, and the GFC.

#### **12. Other Business**

There was no other business.

#### **13. School Council Reports**

##### **13.1. School of Craft + Emerging Media Council (SC+EM)**

Minutes included in meeting package.

##### **13.2. School of Critical + Creative Studies Council (SCCS)**

Minutes included in meeting package.

##### **13.3. School of Communication Design Council (SCD)**

Minutes included in meeting package.

##### **13.4. School of Visual Art Council (SVA)**

Minutes included in meeting package.

##### **13.5. MFA in Craft Media Program Committee (MFA in CM)**

Minutes included in meeting package.

The Associate Dean, Research, Internalization and Graduate Studies shared that there is a meeting coming up to break down the elements of the larger consolidated policy documents.

#### **14. Dean's Council**

D. Doz presented this item, noting the following:

- Next meeting will be June 1 with continued discussion on the centennial.
- Members will also participate in an EDIA workshop with the special advisor on June 6.
- Strategic plan review planned for the Fall.

#### **15. Steering Committee**

##### **15.1. Approved Research Ethics Board Terms of Reference**

##### **15.2. Approved Student Conduct Work Group Terms of Reference**

These items were included for information.

#### **16. Adjournment**

The May 17, 2023 General Faculties Council meeting adjourned at 4:00pm and a brief feedback session was led by Silas Kaufman, member, Steering Committee.