



Monday, April 7, 2014

3:00 p.m. in W646

**Present:** A. Hakin, (Chair), P. Asaana, L. Brown, C. Carnaghan, C. Cooper, J. Copeland, L. Elias, B. Ellis, M. Fosen, K. Haight, M. Helstein, P. Henzi, L. Hildebrand, C. Hosgood, L. Jacobs, E. Jurkowski, K. Kalmar, M. Kawchuk, L. Kennedy, C. Kingfisher, J. Lapadat, J. Laurendeau, A. Long, I. MacLachlan, C. Malacrida, K. McCallum, F. Naeem, C. Nicol, D. O'Donnell, W. Osborn, J. Poulsen, L. Robison-Greene, A. Siaroff, D. Siminovitch, T. Spagnolo, I. Townshend, J. Usher, P. Visentin, J. Vokey, N. Walker, D. Weeks, S. Wismath, R. Wood, R. Yalamova-Usher, W. Yuan

**Regrets:** L. Ambedian, T. Babalola, G. Bedard, B. Boudreau, J. Dobbie, S. Glydon, T. Gunn, M. Hawkins, C. Hollingsworth, C. Horbachewski, C. Jorgensen, B. Lee, M. Lindsay, C. Loewen, P. Loewen, M. Mahon, N. Peters, M. Pijl Zieber, N. Piquette, S. Talbot, K. Vos, M. Wiens, P. Wilson, J. Youngdahl,

**Other:** J. Gallais (recording secretary), L. Corbiere, V. Grisack, R. Hopkins, S. McManus, W. Ramp, M. Sawa, D. Spoulos, S. Sproule, M. Vallee

## 1. APPROVAL OF AGENDA

MOTION: gfc.2014.04.01

Kalmar/Lapadat

*That the Agenda for GFC Meeting #493 held Monday, April 7, 2014 be approved as modified.*

Motion: Carried

A question arose on the role of GFC in approving the operating budget. It was indicated that it is the responsibility of the Board of Governors to approve the University of Lethbridge operating budget; however, under the *Post-Secondary Learning Act 26 (1) (o)* GFC can make recommendations to the Board with respect to the budget. An item for action on recommendations with regards to the operating budget was added to the agenda.

## 2. APPROVAL OF MINUTES

MOTION: gfc.2014.04.02

Jurkowski/Kalmar

*That the Minutes for GFC Meeting #492 held Monday, March 3, 2014 be approved with amendments.*

Motion: Carried

### 3. **PRESIDENT'S REPORT**

A. Hakin reported on behalf of M. Mahon:

- M. Mahon sent his regrets as he is at (AUCC) Association of Universities and Colleges in Canada Board Meeting and Conference.
- Thank you was given to all students who have served on GFC as it was their last meeting.
- *Government:*
  - Budget –As we anticipated, there was a 0% increase in Campus Alberta Grant. The one-time funding received from the government last Fall was rolled into base funding.
  - Program funding announcement - In June 2013, a request came from the government to identify areas of possible expansion. It tried to address provincial and the institutions priorities. We received funding for four areas and are getting 154 new spaces. We were provided with funding for Bachelor of Health Sciences (Aboriginal Health) & Therapeutic Recreation. These are not yet approved by Campus Alberta Quality Council (CAQC). Funding was also received for University transfer pathways and an expansion of the Bachelor of Education with 30 new seats every two years. This all translates into funding of \$1.5 million.
- *Around Campus:*
  - Brain Awareness Week, ULFA Respect and Diversity Week– March 10-14
  - Rick Mercer on Campus with UofL Pronghorns throwing pizzas
  - Students going homeless to support Woods Home - \$11,500 was raised.
  - Japanese Culture Day, Head shave for cancer, World Water Day were events all held recently.
  - Three minute thesis competition – The three winners gave presentations at Senate on Saturday.
  - Alumni Cupcake Campaign – 1,600 cupcakes to 419 students! This was started by the Senate.
  - Hampers for Students –Chaplain Erin Philips and ARAMARK handed out over 400 hampers.
- *Congratulations:*
  - Dr. Sheila McManus, new Board of Governors Teaching Chair
  - Wendy Merkley was reappointed Associate University Librarian
- *Events:*
  - Edmonton Dinner, Anil Pereira, our Entrepreneur in Residence as the guest speaker. He has been very active in our entrepreneur program.

- Calgary Alumni Dinner – Chris Hadfield was held March. 27<sup>th</sup>. There were over 450 present at the dinner. \$3 raffle tickets are being sold at the Student’s Union office for his signed guitar with a space mission crest in support of student scholarships.
- President – Presented to students in Bow Island, Coleman and Crowsnest Pass talking about the UofL.
- Also recently on campus - Pronghorn Blue and Gold Dinner, Brett Wilson was speaking on Campus
- *Coming Up:*
  - Faculty of Management Dinner honouring John Davis is almost sold out with more than 500 tickets being sold.
  - Dan Weeks attending Government of NWT Science Agenda Research Partnerships at request of alumnus Michael Miltenberger on April 23.
  - June 7 – Exploration Expo in Galt Gardens launching ASPIRE – connection of all our science groups and outreach on campus.
  - Next GFC - May 5

#### 4. QUESTION PERIOD

- E. Jurkowski – Reminded everyone of the staff appreciation dinner recently held on the Calgary and Edmonton campus that were very successful.
- D. O’Donnell – Is that a cumulative number for Education seats? A. Hakin replied that it is 30 on, 30 off. This is good growth and it is the first time that he knows that we have increased seats.
- I. McLachlan – There are two programs that are funded but not yet approved by CAQC, so what is the state of affairs at CAQC? A. Hakin reinforced the statement that there are some that are approved but also not funded and we continue to work on those. In the proposal to the government on the two unapproved programs, we clearly indicated that they were in the process of being approved by CAQC. We anticipate we should receive correspondence from CAQC on this. In the proper state of affairs, you are not allowed to talk about the programs until they are approved.
- J. Usher – Where does all this leave us with respect to positions? A. Hakin indicated that we now have money flowing into position funds and we will fill those positions as required. New positions will be associated with the new programs. It was clarified that all funding is contingent on enrolment as well, and we will have to make enrolment targets with FLE’s.
- D. Siminovitch – A question on the Comprehensive Institutional Plan (CIP) (he did not wish to defer this to the appropriate agenda item as he wanted his full question, name and response to be included in the minutes) – On page 67 there is a centre for agriculture research and innovation to be established and he is very supportive of this, but there is no mention of the Lethbridge Research Centre and ADRI in the plan. We have students trained in these facilities and have a history of partnership. What is the strategy in omitting any discussion of these partnerships in the CIP? D. Weeks said some time ago that moving forward in the strategic research plan will address the opportunities that the Research Station affords us. The centre mentioned is in the early stages of a proposal and we are engaging faculty members who have an intimate

knowledge of the research environment in Lethbridge. It includes many facets of not just agriculture research but of management as well. We will engage all those institutions to ensure we have the most fulsome proposal going forward. We will take the comments forward.

## 5. ITEMS FOR ACTION

### 5.1. Convocation Protocol Document

MOTION: gfc.2014.04.03

Lapadat/Naeem

*That GFC approve the Convocation Guidelines and Protocols as attached.*

Motion: Carried

J. Lapadat stated that we did not previously have a document like this that brings everything into one source. She introduced Dr. McManus, Chief Marshal and Chair of the GFC Convocation Committee and A. Escher, Convocation Coordinator. They explained the intent of this document is to be an internal working document. A question arose on politicians bringing greetings and this was taken out a few years ago and there is no intention of bringing it back at this point. A written statement of greetings appears in the convocation program from each level of government. Another question arose on a situation where a student brought a child with them across the platform, and there is currently no policy on that.

MOTION: gfc.2014.04.04

Lapadat/Kennedy

*That GFC delegate ongoing amendments to the Convocation Guidelines and Protocols to the GFC Convocation Committee. Amendments will be included within the yearly committee report to GFC.*

Motion: Carried

J. Lapadat explained that this is a living document and any changes will be reported on an annual basis to GFC. Thanks were given to the GFC Convocation Committee and particularly to A. Escher for all the work done on this document.

### 5.2. Comprehensive Institutional Plan

MOTION: gfc.2014.04.05

Weeks/Jurkowski

*That GFC approve the academic and research components of the University of Lethbridge Comprehensive Institutional Plan 2014/15 – 2016/17 with amendments.*

Motion: Carried

D. Weeks explained that this is a yearly reporting requirement to the government. It is touch point and a roll up of plans that already exist (Business, Research & Academic plans). It provides the government information on where we are going. The major work is done by R. Hopkins, P. Pickles and D. Spoulos. A question about projected enrolments in pre-engineering and several housekeeping items, such as wording and phrasing, were brought up for amendment. Any further suggestions should be forwarded to D. Weeks.

### 5.3. Faculty of Fine Arts STP Supplementary Policies

MOTION: gfc.2014.04.06

Jurkowski/Nicol

*That GFC approve the Faculty of Fine Arts Supplementary Policies document as revised.*

Motion: Carried

E. Jurkowski reported that at last years May meeting, GFC approved the first policy and these revisions before GFC today are to ensure the Instructor category has been added. An ad hoc committee was also struck to clean grammatical errors etc. as well. A comment arose on the exclusive list of refereed types of publications. The document does clarify that it is not exclusive, but comments were well taken. E. Jurkowski clarified that they have one non-teaching academic assistant.

### 5.4. GFC Bylaw Revisions – Alternate Members

MOTION: gfc.2014.04.07

Wismath/Siaroff

*That GFC approve the addition of the definition of alternate member into the GFC Bylaws.*

Motion: Carried

S. Wismath indicated from this is from GFC Executive and some committee requests to add alternates so this will define what the role of alternate members are.

MOTION: gfc.2014.04.08

Wismath/Lapadat

*That GFC approve the addition of an alternate alumni member for the following GFC Standing Committees where alumni representation is required: Aboriginal Education Committee, and Convocation Committee.*

Motion: Carried

S. Wismath reported that a request was received from the Alumni Association to have alternates. It was clarified that the intention is not to allow all committees to have alternates, but only on request and approval.

#### 5.5. GFC Library Committee – Terms of Reference Revision

MOTION: gfc.2014.04.09

Nicol/Kennedy

*That GFC approve the changes to the GFC Library Committee composition and powers and duties as modified.*

Motion: Carried (5 abstentions)

C. Nicol explained the need for the proposal, as introducing alternates will reduce their quorum challenges. Professional Librarians have also been increased to four to reflect the different expertise. A question was raised about the deletion of the second part of the powers and duties and it was clarified that the wording is now aligned with powers and duties in the *Post-Secondary Learning Act*.

## 6. ITEMS FOR INFORMATION

### 6.1. University Operating Budget

N. Walker did a power point presentation on the Operating Budget that included the following: guiding principles of people, quality and access; the budget process; budget committees; previous allocation issues; new budget model principles on position funds, revenue, operating expenses; 2014-2015 budget assumptions; 2014-2015 revenue; sources of income; operating grant changes; changes in grant, salaries and enrolment; comparison of fees in Alberta; comparison of tuition fees in Canada; 2014-2015 expenditures; comparison of western Canada compensation as percentage of total operating expenditures; median salary in Alberta for professors; comparison of operating expenditures by function; comparison of average operating cost per gross square foot; revised carryover policy; strategic priorities fund; and life-cycle equipment replacement. The Board will approve the budget this month and it is a balanced budget that we are submitting.

After the presentation significant discussion occurred on the reduction of the student Quality Initiatives Program (QIP). The students explained how important the fund was to them and what they used it for. They also reported on having to deal with the increases to the student

administrative fees over the past few years. They fear student enrolment will suffer due to these cuts and increases and they feel they were not properly consulted about this cut. There were no suggestions on where the money should come from.

Discussion also occurred on how the strategic priorities fund will support strategic initiatives such as graduate programs. It was indicated that the Presidents are all lobbying the government for graduate student funding and research. The voluntary retirement program and where we are at was also discussed, as money is trying to be put into continuing positions.

Another significant discussion item was the membership of the budget committees and the new budget process. Many felt certain constituent groups were absent from vital budget discussion and there was confusion as to where people had a voice in the process.

MOTION: gfc.2014.04.10

Kalmar/O'Donnell

*That GFC approve the motion to continue the meeting past five o'clock.*

Motion: Carried

#### **ITEMS FOR ACTION (Continued)**

##### 5.6 Recommendations on University Operating Budget

After N. Walker presented the budget, discussion followed and the following recommendations as per the Post-Secondary Learning Act (PSLA) 26(10) (o) "*make recommendations to the board with respect to ...the budget...*" were made by GFC:

MOTION: gfc.2014.04.11

O'Donnell/Laundreau.

*That GFC recommend to the Board that it explore a method for getting direct input from faculty in the budget process.*

Motion: carried.

MOTION: gfc.2014.04.12

Kawchuk/Kalmar

*That GFC recommend to the Board that Quality Initiatives Program (QIP) be returned to the previous year's 2013-2014 funding level as soon as possible as GFC recognized its importance.*

Motion: carried.

MOTION: gfc.2014.04.13

Jacobs/Nicol

*That GFC recommend to the Board approval of the budget as presented.*

Motion: carried. (4 abstentions)

### **ITEMS FOR INFORMATION (Continued)**

#### 6.2. Destination Project Update

A. Hakin provided an update on the progress with the Destination project. Questions now were about the design of building. A. Hakin pointed out the general area of where the building will be sited. The architect will determine where the actual building sites will be. Question arose on the use of the Grove and breezeway during the construction phase. A. Hakin stated that they don't know yet if those areas will be affected during the construction phase.

#### 6.3. GFC Nomination Committee – Update

M. Helstein, Chair of the GFC Nomination Committee clarified the new process in that we opened it up for a general call for nominations. The first seven committees are open to all academic staff and the last one needs to be GFC members. April 17<sup>th</sup> is the deadline for nominations, and approval of the names will occur via an email vote if more names that positions are received and then the final list will be presented to GFC for approval in May.

#### 6.4. GFC Bylaws – Editorial Amendment

J. Gallais had enclosed an editorial amendment to the GFC Bylaws for information. No questions arose.

#### 6.5. GFC Executive Committee Report – March 31, 2014

This report presented for information. No questions arose.

#### 6.6. GFC Executive Committee Approved Minutes – February 24, 2014

The minutes were presented for information. No questions arose.

### **7. OTHER BUSINESS**

There was no other business.

### **8. ADJOURNMENT**

MOTION: gfc.2014.04.14

Kalmar/Long

*That the GFC meeting #493 be adjourned.*

Motion: Carried