



## GENERAL FACULTIES COUNCIL MEETING #485

### Approved Minutes

**Monday, May 6, 2013**

**3:00 p.m. in W646**

- Present:** M. Mahon (Chair), P. Asaana, G. Bedard, T. Babalola, B. Boudreau, C. Campbell, J. Copeland, J. Dobbie, L. Elias, B. Ellis, M. Gerken, D. Gill, S. Glydon, A. Hakin, P. Hayes, M. Helstein, P. Henzi, C. Hollingsworth, C. Hosgood, L. Howard, D. Hunt, L. Jacobs, K. Kalmar, L. Kennedy, C. Kingfisher, J. Kulig, J. Lapadat, M. Letts, C. Loewen, P. Loewen, A. Long, C. Malacrida, B. Mathenia, K. Mazurek, K. McCallum, F. Naeem, C. Nicol, D. Oye, N. Piquette, M. Sedgwick, D. Siminovitch, M. Stingl, S. Talbot, I. Townshend, J. Usher, P. Visentin, J. Vokey, K. Vos, N. Walker, D. Weeks, S. Wismath, R. Wood, R. Yalamova-Usher, W. Yuan (by phone)
- Regrets:** S. Alam, L. Brown, C. Horbachewski, M. Kawchuk, J. Knapp, J. Laurendeau, R. Lencucha, I. McAdam, A. Nussbaumer, W. Osborn, D. Rochfort,
- Other:** J. Black (recording secretary), L. Corbiere, H. MacDonald, S. Olson, B. Ramp, N. Rosen, S. Sproule, M. Vallee, R. Westlund

### 1. APPROVAL OF AGENDA

MOTION: gfc.2013.05.01

Talbot/Wismath

*That the Agenda for GFC Meeting #485 held Monday, May 6, 2013 be approved.*

Motion: Carried

### 2. APPROVAL OF MINUTES

MOTION: gfc.2013.05.02

Kulig/Lapadat

*That the Minutes for GFC Meeting #484 held Monday, April 8, 2013 be approved.*

Motion: Carried

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

M. Mahon reported:

- University Budget – This will be formally presented later in the agenda, but he wanted to note and thank those who contributed to discussion internally and to those individuals who were in the Lethbridge Herald and at other external venues for expressing their passion and insight. There have been meetings on various fronts in senior administration and last week was a meeting with the Minister. It was expressed in the media that the UofL and LC were enthusiastic about all the Minister was expressing, but while we are enthusiastic about certain things there are concerns with the budget and Letters of Expectation and that was expressed concretely to the Minister. Also working with various groups, met with Chamber of Commerce Government Affairs Committee, and next Monday there will be a joint presentation to City Council with the President of Lethbridge College around economic development impact of our institutions on the City of Lethbridge and we continue to use other vehicles like our Senate and Board of Governors to communicate our challenges.
- Canada Wide Science Fair – Kicks off this Sunday at the University of Lethbridge. Wanted to thank those who have been and will be volunteering as this is a tremendous undertaking.
- UofL Calgary Campus at Bow Valley College – The official grand opening will be on Friday. This will be a celebration of the partnership between Bow Valley College, Athabasca University, Olds College and the UofL with the Premier present to help open the building.
- UofL Dr. Foster James Penny Building – Next Thursday is the official opening of our new building in downtown Lethbridge. On the main floor is Advancement and Alumni Affairs, there is student art space, and meeting rooms.
- Hosted Chad Gaffield the President of Social Sciences and Humanities Research Council of Canada (SSHRC) a few weeks ago. It was a successful event, and M. Mahon was able to have a short meeting with him.
- Attended the installation of the new Lethbridge College president, Paula Burns. This was the first time they held an event like this.
- A. Hakin and M. Mahon just had a meeting with Medicine Hat and Lethbridge College regarding synergies and possibly cost savings and there will be a similar meeting with Lethbridge College coming up.
- Long Service Awards were held last week so congratulations were given to those who were recognized as it was a terrific event. Just like convocation it is a great celebration event on campus. Our faculty member who has been around for 45 years, D. Connolly, if he stays for another 5 years could help celebrate the UofL's 50 year anniversary with us!.
- Physical Activity Challenge kicks off this week at the UofL to support health and wellness so everyone was encouraged to participate.
- Convocation – This will be held at the end of May and after a challenging few months it is a good way to celebrate the success of our students, honorary degree recipients, faculty award recipients and the like so everyone was encouraged to participate.

Question Period:

There were no questions at this time.

#### 4. ITEMS FOR ACTION

##### 4.1.Approval of Appointed Student Members

MOTION: gfc.2013.05.03

Hakin/Hosgood

*That General Faculties Council (GFC) approves the appointed student members as noted within the agenda package, to GFC for terms ending on April 30, 2014 with the amendment to the GSA name to read Titilola Babalola.*

Motion: Carried

There are a few positions still vacant and once they become known they will come forth for appointment.

##### 4.2.Comprehensive Institutional Plan

MOTION: gfc.2013.05.04

Hakin/Nicol

*That General Faculties Council approves the addendum for the academic and research components of the University of Lethbridge Comprehensive Institutional Plan 2013/14 – 2015/16.*

Motion: Carried (1 abstention)

A. Hakin explained the normal process for approval of the Comprehensive Institutional Plan (CIP); however, due to the government budget reductions this year an extension until May 31<sup>st</sup> was given. Recognizing the extensive work that has already been done on the CIP it was decided to do an addendum to the document. An overview of the addendum was done by A. Hakin focussing on the academic renewal based on the academic staff voluntary retirement program, operational changes being evaluated through eight committees, anticipated implications for academic programming, collaboration initiatives and some good news in the addendum is the announcement for funding of the science building and the destination project approval.

Anticipated implications for academic programming are the PhD program being held back to at least Fall 2014, and program suspensions being considered for the BA in German and the Management major in Information Systems. It was emphasized that this is not considered a program redundancy as that removes the program from the books, These programs have been looked at due to low enrolment and the effects of losing some key faculty through the academic voluntary retirement program. There will also be a decrease in the number of students admitted to the Nursing Education in Southwestern Alberta (NESA) program. Additional and one-time funding was lost for the after degree program so the

reduction in seats is occurring rather than suspending or considering a program redundancy. Overall in the province there is a reduction of nursing seats. There is also a proposed membership in eCampusAlberta. D. Hinger from Teaching Centre is looking at this further and it provides options if individuals want to explore this. This is a learning mode and we are not sure where it will lead.

For institutional collaboration initiatives discussion has occurred with Lethbridge College, and Medicine Hat College as it is good for the southern institutions to discuss the current situation. Discussions have also occurred with Concordia University College, Lakeland College, Norquest College with the Alberta Therapeutic Recreation Association and the Ukraine initiatives.

Questions from the floor arose around program suspensions, and what was considered. It was indicated that this is the start of the process as we are just announcing that it is being considered and we now have to do due process. We do not wish to eliminate any programs. Another question arose on how the comprehensive fundraising campaign is going to work, and can you donate to specific things like paying for student markers as if this is already occurring would there be any way to make contributions and receive tax credits for that? This campaign will be all about supporting the institution where we see value so faculties will come forward with areas of priorities that need to be addressed. Another comment arose about what about being paid for the time off as a tax donation, and if we are looking at creative ways to address this problem.

Another concern arose around the voluntary retirement program and the effects to the Faculty of Education with only approximately 25% of the positions possibly being replaced, and it was indicated that these challenging conversations are being undertaken with the deans and it is devastating. We want to ensure not one area is penalized over any other.

A question arose on what the advantages are to joining eCampusAlberta, and it was indicated that it may not be an institutional advantage but it may be a student system wide advantage so that is why we may explore it. This is very much a pilot project.

It was clarified that the eight committees are currently staffed with senior administration, but the chairs can invite anyone to the committee that they require.

#### 4.3. Centre for Oral History and Tradition (COHT)

MOTION: gfc.2013.05.05

Nicol/Piquette

*That General Faculties Council approve the creation of the Centre for Oral History and Tradition as a Type B centre, under the provisions of the University of Lethbridge Research Centres and Institutes Policy.*

Motion: Carried

C. Nicol introduced H. MacDonald, faculty member from the Department of History to explain the centre and address any questions. A core group of six faculty members have

been working on this for a year and ½. An explanation was given of oral history and tradition across campus and those in the community to support this.

#### 4.4.Canadian Centre for Research in Advance Fluorine Technologies (C-CRAFT)

MOTION: gfc.2013.05.06

Nicol/Katie Kalmar

*That General Faculties Council approve the creation of the Canadian Centre for Research in Advanced Fluorine Technologies as a Type B centre, under the provisions of the University of Lethbridge Research Centres and Institutes Policy.*

Motion: Carried

C. Nicol introduced M. Gerken, faculty member from the department of Chemistry and Biochemistry, and he explained the strength and unique expertise here within the Advanced Fluorine Technologies.

Thank you was given to C. Nicol for his support in the development of this centre.

#### 4.5.Centre for Culture and Community (CCC)

MOTION: gfc.2013.05.07

Nicol/Jacobs

*That General Faculties Council approve the creation of the Centre for Culture and Community as a Type B centre, under the provisions of the University of Lethbridge Research Centres and Institutes Policy.*

Motion: Carried

C. Nicol introduced B. Ramp, faculty member in the department of Sociology. A correction was made to ensure it is referred to as community not communication. Explanation was given on the vision and an example was also provided on how the centre could assist in local ways to address food security.

D. Weeks emphasized that it is a tremendous accomplishment in the University of Lethbridge just creating three new centres!

#### 4.6. GFC Committee Nominations

MOTION: gfc.2013.05.08

Dobbie/Hakin

*That General Faculties Council approves the slate of nominees, as noted within the agenda package, to fill committee vacancies.*

Motion: Carried

J. Dobbie thanked everyone who put their names forward and who nominated individuals. Two elections were held online and the online election turnout was not very high so GFC Members were encouraged to participate.

#### *Standing Advisory Naming Committee Appointment*

Another committee was just called into action to help in naming the new Student Residences.

MOTION: gfc.2013.05.09

Dobbie/

*That the floor be opened for nominations.*

Nomination received for Katie Kalmar.

MOTION: gfc.2013.05.10

Talbot/

*That all nominations cease.*

Motion: Carried

Katie Kalmar will serve as the GFC Member on that advisory committee.

#### 4.7. Faculty Council Delegations – Arts and Science, Education, Fine Arts, Management

MOTION: gfc.2013.05.11

Nicol/Letts

*That General Faculties Council approve the composition of the Arts and Science Faculty Council pertaining to the Post-Secondary Learning Act 28(2)(e) as indicated below:*

- *Dean or Dean's designate from each Faculty/School (Education, Fine Arts, Health Sciences, Management, Graduate Studies), plus one other member elected by each Faculty or School;*
- *University Librarian or designate, plus one Professional Librarian elected by Professional Librarians;*
- *Nine (9) representatives from the Students' Union, nominated by Students' Union;*
- *One (1) representative from Graduate Students' Association, nominated by Graduate Students' Association;*
- *Registrar or designate*
- *Provost & Vice-President (Academic) or designate; and*
- *Vice-President (Research) or designate.*

Motion: Carried

A question arose on why we are doing this, and it was indicated that this is to put a process in place and to improve consistency and efficiency.

MOTION: gfc.2013.05.12

Nicol/Dobbie

*That General Faculties Council delegate to Arts and Science Faculty Council the power to approve the appointment of the members to their Council referred to under the provisions of the Post-Secondary Learning Act 28(2)(e), following the GFC approved composition and through procedures approved by their Council.*

Motion: Carried

MOTION: gfc.2013.05.13

Loewen/Piquette

*That General Faculties Council approve the composition of the Education Faculty Council pertaining to the Post-Secondary Learning Act 28(2)(e) as indicated below:*

- *One (1) representative elected from **each** of the following faculties: Arts and Science, Fine Arts, Health Sciences, Management;*
- *Provost & Vice-President Academic;*
- *Registrar;*
- *One (1) representative from the Library elected by the Professional Librarians;*
- *Two (2) undergraduate students nominated by the Students' Union; and*
- *One (1) graduate student nominated by the Graduate Students' Association.*

Motion: Carried

MOTION: gfc.2013.05.14

Loewen/Kulig

*That General Faculties Council delegate to Education Faculty Council the power to approve the appointment of the members to their Council referred to under the provisions of the Post-Secondary Learning Act 28(2)(e), following the GFC approved composition and through procedures approved by their Council.*

Motion: Carried

MOTION: gfc.2013.05.15

Hakin/Nicol

*That General Faculties Council approve the composition of the Fine Arts Faculty Council pertaining to the Post-Secondary Learning Act 28(2)(e) as indicated below:*

- *One (1) representative from the Faculty of Fine Arts APOs (elected);*
- *One (1) representative elected from **each** of the following Faculties: Arts and Science, Education, Health Sciences, Management;*



- *Provost & Vice-President (Academic)*
- *Registrar or designate;*
- *One (1) representative from the Library (ULFA Librarian);*
- *One (1) undergraduate student nominated by the Students' Union; and*
- *One (1) graduate student nominated by the Graduate Students' Association.*

Motion: Carried

MOTION: gfc.2013.05.16

Hakin/Nicol

*That General Faculties Council delegate to Fine Arts Faculty Council the power to approve the appointment of the members to their Council referred to under the provisions of the Post-Secondary Learning Act 28(2)(e), following the GFC approved composition and through procedures approved by their Council.*

Motion: Carried

MOTION: gfc.2013.05.17

Ellis/Nicol

*That General Faculties Council approve the composition of the Management Faculty Council pertaining to the Post-Secondary Learning Act 28(2)(e) as indicated below:*

- *One (1) representative elected from each of the following Faculties: Arts and Science, Education, Fine Arts, Health Sciences;*
- *One (1) representative from the Library elected by the Professional Librarians;*
- *Registrar;*
- *Provost & Vice-President (Academic);*
- *Vice-Provost & Associate Vice-President (Academic);*
- *One (1) undergraduate student nominated by the Students' Union;*
- *One (1) master of science management graduate student nominated by the Graduate Students' Association; and*
- *One (1) elected Faculty of Management staff representative.*

Motion: Carried

MOTION: gfc.2013.05.18

Ellis/Dobbie

*That General Faculties Council delegate to Management Faculty Council the power to approve the appointment of the members to their Council referred to under the provisions of the Post-Secondary Learning Act 28(2)(e), following the GFC approved composition and through procedures approved by their Council.*

Motion: Carried

#### 4.8. GFC Motion for Delegation of Authority - Summer

MOTION: gfc.2013.05.19

Hakin/Visentin

~~*That GFC approve designating GFC Executive the ongoing authority to act on behalf of the Council during the months of July and August.*~~

MOTION: WITHDRAWN

A. Hakin indicated this item is within our existing bylaws and that it comes forward to GFC prior to each summer. A question arose on if there is lots going on this summer? It was indicated that the Memorandum of Understanding process will unfold over the next few months so we are not certain but it looks like September 1<sup>st</sup> may be deadline for approval and submission to the Minister. The Minister has been asked to move the deadline to the end of October and we have not heard officially yet, but it has been indicated that we may need to do this by the end of the summer. M. Mahon indicated that given the landscape it is hard to predict. The community will be engaged throughout the summer and there will be full participation and input in whatever is drafted. It was also noted that if GFC is called Executive would act on their behalf if quorum was not reached. This motion does not mean that we cannot call a full Council Meeting anyway. It was indicated that there should be an attempt to call GFC together. A request was given to withdraw the motion, and we should attempt to get the full Council together for this summer if needed.

## 5. ITEMS FOR INFORMATION

### 5.1. University Budget

N. Walker did a power point presentation on the budget. The process as well as what the normal timelines usually are were explained. The budget assumptions were presented and as stated before there is a \$11.8 million reduction required to balance the budget for this year, and over three years it will be a \$19 million reduction assuming a neutral budget of "0" % increase. Charts were presented as follows: breakdown of our sources of revenue; sources of income as compared to all universities; percentage and cumulative change in our operating grant; cumulative change in operating grant vs. salaries and vs. enrolment; comparisons of

the fees between UofL, UofC and UofA; tuition fees per course comparison across Alberta and Western Provinces; breakdown of our expenditures; compensation as a percentage of total operating expenditures across provinces for academic, other instructional, other salaries and benefits; median salaries across Alberta for full associate and assistant professors; operating expenditures by function comparison for instructional, library, computing, administration, student services and physical plant across Alberta and Western provinces; and average operating costs per square footage across the province were displayed.

The known budget reductions were identified and explained. The budget reductions will come from the academic staff voluntary retirement plan, Ancillary Services additional contribution, Cost of Living Adjustment (COLA) as we budgeted more than it was identified as, student administration fee increase approved in the fall by the Board, and the already identified \$2.6 million reduction that was requested assuming a 2% operating increase to our operating grant. Other items identified were reductions in the lifecycle equipment annual allocation, and research enhancement as well as increases in the international student differential fee and the student administration fee increase. The shortfall after our known budget reductions is still \$3.2 million, and there were some things we cannot yet confirm due to ongoing negotiations with employee groups. Explanation was given on the eight groups assembled to look at efficiencies across campus and they are reporting findings by end of July so there could be some cost savings identified in there as well. Some of the areas considered for reductions but rejected were also identified: students' quality initiative program, scholarships, 1<sup>st</sup> year Faculty Awards, Community of Research Excellence Development Opportunities (CREDO), Canada Foundation for Innovation (CFI), Research Enhancement Awards Fund, Edmonton Campus and Sport and Recreation Services reductions. Other budget reduction suggestions are reducing the number of computer labs, student awards to be funded from external funds, employee voluntary reduced work load, Library Acquisition Budget and academic programs. It was emphasized that all budget suggestions are being reviewed, and throughout the process they are striving to maintain balance among our values: people, quality and access. This year we will be submitting a deficit budget and we do have to obtain permission to do so from the Minister.

A question arose on how the values were used and how this information is presented for the Board to see. The information about the values was at the public town hall on values and there is no question the values will be affected and this has been and will be indicated to the Board. The slides were supposed to be on the Budget & Finance website where all the information and the ability to submit comments is accessible from the main notice board page. This was rectified after the meeting and the slides were also made available to the individual who requested them. There will be compromises within the values and they will be reflected in metrics, and it was indicated that overall there is not an ideal solution that will not have some effect on our values since the reductions required are significant.

There was an error on the library numbers and this was pointed out earlier and rectified.

A question arose on how likely is it that the Board will approve this if this is not in line with the Minister? Administration has already taken a salary freeze and we can only budget following due process. We have kept the Board and the Government apprised as we have gone through this process and they have approved the values and process.

Significant discussion occurred with students expressing concerns with the increase in fees as well as the increase to international student fees and the consequences of that for now and the future.

## 5.2. Letter of Expectation/Memorandum of Understanding

M. Mahon indicated that there is an agreement to restructure the Memorandum of Understanding (MOU) to be three parts relating to system, sector and then the individual institution. Sector and system discussions will take place. The goal is to find a document that all twenty-six institutions are comfortable with. The next Campus Alberta Strategic Directions Committee meeting is on May 28<sup>th</sup> and further updates will be given from the Ministry regarding the MOU then. We have asked for the submission date to be the end of October instead of the beginning of September and on Friday we learned that is unlikely to occur, so we are in a holding pattern as we have had no official response to the letter regarding the deadline extension. We know the summer months are difficult to move anything through our processes, but we may be held to that deadline though so we may have to do all we can to pursue input and approvals over the summer. The presidents were strong in their beliefs on autonomy, duplication, and the ability to differentiation.

In the MOU we will be informed by the strategic plan, academic plan, research plan and all discussion that has informed these documents.

A. Hakin indicated the Provosts and Vice-Presidents of Finance of the Comprehensive Academic Research Institutions (CARI) Institutions met with the ADM, and they pushed hard to get clarity on the mandate letter, and what is it all about. No new insights are being provided and there is now intention to open the Post-Secondary Learning Act (PSLA) in the Fall and it is unknown as to how these will affect the revisions. We need to be focused on what we do, and some institutions are happy with the letter and we are definitely not as well also indicated by our community. We are still not sure what the intentions of the letter are.

A motion to continue the meeting was called.

MOTION: gfc.2013.05.20

Kingfisher/Visentin

*That General Faculties Council meeting #485 continue past 5:00 p.m.*

Motion: Carried

Discussion occurred around the innovates system D. Weeks indicated that there is likely a report but no one has seen this document. The MIT study was initially a UofA initiative and then the government took it over. Further discussion occurred on the CARI sector and finding a description that will actually fit everyone.

## 5.3. GFC 2013-2015 Meeting Schedule

J. Black reminded everyone there will be a meeting on June 3 as long as there are sufficient agenda items. The 2013-2015 schedule was presented for information and will be made available on the governance website.

5.4. Experts Database

This item to be presented by R. Westlund was moved until the next meeting.

5.5 GFC Executive Committee Minutes – March 25, 2013

The minutes were provided for information.

**6. OTHER BUSINESS**

There was no other business.

**7. ADJOURNMENT**

MOTION: gfc.2013.05.21

Kalmar/

*That the GFC meeting #485 be adjourned.*

Motion: Carried