

**MINUTES OF MEETING #461 OF THE GENERAL FACULTIES COUNCIL HELD MONDAY,  
MAY 3, 2010 AT 3:00 P.M. IN THE BOARD ROOM, W646**

Present: Bill Cade (Chair), Pamela Adams, Ken Allan, Mike Basil, Kerry Bernes, Cheryl Calver, Karen Clearwater, James Dobbie, Nicole Eva, Allan Hall, Chris Horbachewski, Shahadat Hossain, Dan Kazakoff, Lynn Kennedy, Leslie Lavers, Danny Le Roy, Pam Loewen, Cheryl Meheden, Craig Monk, Christopher Nicol, Jane O'Dea, Elizabeth Schultz, Alan Siaroff, Will Smith, Aaron Taylor, Amy von Heyking, Nancy Walker, Bernadine Wojtowicz, Taz Kassam, Keith McLaughlin, Nathan McCowan

Regrets: Shamsul Alam, René Boéré, Bob Boudreau, Bryson Brown, Silvana Campus, Dayna Daniels, Tyrell DaSilva, Christopher Epplett, Luis Escobar, Jo-Anne Fiske, Inge Genée, Andrew Hakin, Chris Hosgood, Mary Kavanagh, Murray Lindsay, Don MacDonald, Ian MacLachlan, Zack Moline, Alison Nussbaumer, Tracy Oosterbroek, Jackie Rice, Desmond Rochfort, Victor Rodych, Nicole Rosen, Jessica Schultchen, Rory Tarant, Lesley Terry, John Vokey, Dan Weeks, Robert Wood

Others: Rita Law, Shelley Pierson (Recording Secretary)

**461.1     APPROVAL OF AGENDA**

MOTION:

O'Dea/Hall	That the Agenda for meeting #461 be approved with the addition of items 5.2 Regalia for Management Certificate Students and 8.1 Assessment Policy.
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Motion: Carried

**461.2     APPROVAL OF MINUTES**

MOTION:

Calver/Dobbie	That the Minutes of meeting #460 held April 6, 2010 be approved.
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Motion: Carried

**461.3     ITEMS ARISING FROM THE MINUTES**

There were no matters arising from the minutes.

**461.4     PRESIDENT'S REPORT**

Dr. Cade welcomed the recently elected Students' Council and introduced Taz Kassam as President of the Students' Union. Ms. Kassam introduced the Students' Union Vice-Presidents: Keith McLaughlin (VP Academic), Nathan McCowan (VP Internal Affairs) and Allan Hall (VP Administration).

The draw for Bill Cade's car (a 1984 BMW named Michael Nolan) was held April 16, 2010. The President recognized and thanked the Students' Union for facilitating the raffle and for Vice-President (Advancement) Chris Horbachewski for coming up with the idea. The raffle raised about \$8,000 that can be matched by the Province's Access to the Future Fund. Joshua Og, a U of L New Media student, was the winner of the car.

Congratulations were extended to U of L Chancellor Richard Davidson who was recently named as the Rotary Club/Lethbridge Herald Citizen of the Year. It was noted that the past five Citizen of the Year recipients have been connected to the University of Lethbridge.

The Chancellor Search Committee has been struck and the Committee will be meeting in the near future. Following their meeting a call for nominations will be issued. The Chancellor is extremely important to the University since the Chancellor has a prominent role on the Board of Governors in addition to being the ceremonial head of the Institution.

The Annual Long Service Awards and Retirement Recognition Ceremonies will be held Wednesday, May 5, 2010. There will be 116 long-service employees honored and 20 retirees. The winners of the President's Award for Service Excellence will also be recognized.

Dr. Leah Fowler of the Faculty of Education has been selected to receive the Distinguished Teaching Award in recognition of her inspiring teaching over her 12-year career at the University of Lethbridge. The award will be presented to Dr. Fowler at the upcoming Spring Convocation.

Dr. Dave Morris, Faculty of Arts and Science, is being presented with the Ingrid Speaker Medal for Distinguished Research, Scholarship, or Performance by the University of Lethbridge. Dr. Morris will receive his Medal at the Fall Convocation ceremony.

Nancy Walker is chairing a Search Committee for a new Chief Information Officer. The Search Committee has met once to outline the requirements for the position and have chosen a search consultant. The intent is to finish the hiring process by the end of June.

Spring Convocation is June 3 and 4 and Honorary Degree recipients have been chosen. Dr. Cade invited everyone to attend.

GFC was informed that Ian MacLachlan had been asked to update Council at a future meeting on the progress towards a Coat of Arms.

A small committee of the GFC Executive is considering the issues related to the draft Assessment Policy raised by Arts and Science. Will Smith and Ian MacLachlan are

reviewing the draft policy and provided a brief update later in this meeting. The revised document will be on the GFC agenda by December 2010.

#### **461.5 ITEMS FOR ACTION**

##### **461.5.1 GFC Committee Staffing**

###### **461.5.1.1 2010/2011 General Faculties Council Membership**

MOTION: That the following appointments be made to GFC Statutory Membership:  
Peter Dibble May 1, 2010 to August 31, 2011 to replace Jackie Rice;  
Malcolm Greenshields July 1, 2010 to June 30 2011 replacing Lynn Kennedy while she is on Leave;  
Will Smith July 2, 2010 to June 30, 2011 replacing Mary Kavanagh while she is on leave.

O'Dea/Kennedy That nominations cease.

Motion: Carried

###### **461.5.1.2 GFC Executive Committee**

MOTION:

Le Roy/Hall That Taz Kassam be appointed as the Student Member on GFC Executive Committee effective May 1, 2010 to April 30, 2011, replacing Jeremy Girard.

Motion: Carried

###### **461.5.1.3 GFC Admission Standards Committee**

MOTION:

That Ed Jurkowski be appointed as the Faculty Member (Graduate Studies) on the GFC Admissions Standards Committee, replacing Maureen Hawkins, effective September 2010 to September 2012.

Nicol/Dobbie That nominations cease.

Motion: Carried

**461.5.1.4**

**GFC Advisory Committee on Athletics**

**MOTION:**

That Nicole Rosen be appointed as a GFC Member on the GFC Advisory Committee on Athletics effective September 2010 to September 2012, replacing Dayna Daniels.

O'Dea/Dobbie

That nominations cease.

Motion: Carried

**461.5.1.5**

**GFC Convocation Committee**

**MOTION:**

That Jennifer Copeland be appointed as a Faculty Member on the GFC Convocation Committee effective September 2010 to September 2012, replacing Helen Kelley.

That Kyle Hammond be appointed to the GFC Convocation Committee as a Student Member replacing Michael Persinger and that Tim Coker be appointed as the alternate student member, for terms effective May 1, 2010 to April 30, 2011.

Nicol/Le Roy

That nominations cease.

Motion: Carried

**461.5.1.6**

**GFC Curriculum Coordinating Committee**

**MOTION:**

That Maxine Tedesco be appointed as a Faculty Member on the GFC Curriculum Coordinating Committee effective September 2010 to September 2012, replacing Nicole Eva.

Smith/Nicol

That nominations cease.

Motion: Carried

**461.5.1.7**      **GFC Discipline Committee**

MOTION:

That Rolf Boon be appointed to as a Academic Staff Member on the GFC Discipline Committee effective September 2010 to September 2012, replacing Ed Jurkowski.

O'Dea/Taylor

That nominations cease.

Motion: Carried

**461.5.1.8**      **GFC Research Committee**

MOTION:

That Leanne Elias be appointed to the GFC Research Committee effective September 2010 to September 2012, replacing Peter Visentin.

Dobbie/Smith

That nominations cease.

Motion: Carried

**461.5.1.9**      **GFC Student Awards Committee**

MOTION:

That Robert Wood be appointed to the GFC Student Awards Committee while Interim Dean, School of Graduate Studies (*ex officio*) and James Dobbie by appointed as the alternate appointment from the Faculty of Fine Arts for a two year appointment, September 2010 to September 2012.

That Keith McLaughlin and Kyle Hammond, students, be appointed to the GFC Student Awards Committee for 1 year, effective May 2010 to April 2011.

O'Dea/Eva

That nominations cease.

Motion: Carried

**461.5.1.10**      **GFC Special Needs Advisory Committee**

MOTION:

That Deric Olsen be appointed to the GFC Special Needs Advisory Committee for a two-year term September 2010 to September 2012, replacing Leslie Robison-Greene and that Paul Hazendonk

be appointed as the ULFA representative on the GFC Special Needs Advisory Committee for a two-year term September 2010 to September 2012.

O'Dea/Taylor

That nominations cease.

Motion: Carried

**461.5.1.11**

**GFC Travel Committee**

MOTION:

That Don Gill be appointed to the GFC Travel Committee for a two-year term, September 2010 to September 2012, replacing Pam Winsor and that Paul Hayes be appointed as the ULFA nominee to the GFC Travel Committee for term of 2 years, replacing Philippe Teillet who was serving during Michael Gerkin's leave.

O'Dea/Taylor

That nominations cease.

Motion: Carried

**461.5.1.12**

**University Review Committee (not a GFC Standing Committee)**

MOTION:

That the following appointments be made to the University Review Committee for three-year terms, September 2010 to September 2013:

Shamsul Alam replacing Nola Aitken

Michelle Helstein replacing Dayna Daniels

Richard Perlow replacing Desmond Rochfort,

and that Roberto Bello reappointed as the ULFA nominee (non-voting).

O'Dea/Taylor

That nominations cease.

Motion: Carried

**461.5.1.13**

**Faculty (STP) Handbook Appeals Committee (not a GFC Standing Committee)**

MOTION:

That the following appointments be made to the Faculty (STP) Handbook Appeals Committee for two-year terms, September 2010 to September 2012:

Alan Siaroff, replacing Dayna Daniels  
Danny Le Roy as an alternate, replacing Alan Siaroff  
Pam Adams, replacing Malcolm Greenshields  
Tom Johnston as an alternate, replacing Brent Selinger  
Cynthia Chambers, nominated by ULFA to replace Shelly  
Wismath  
Kent Peacock as the ULFA alternate replacing Jan Newberry.

O'Dea/Taylor                      That nominations cease.

Motion: Carried

**461.5.1.14      General Liberal Education Requirements (not a GFC Standing Committee)**

MOTION:

That James Dobbie be appointed to the General Liberal Education Requirements Committee as the Faculty of Fine Arts nominee for a two-year term, September 2010 to September 2012, replacing Richard Epp.

O'Dea/Taylor                      That nominations cease.

Motion: Carried

**461.5.2      Regalia for Management Certificate Students**

MOTION:

Lavers/Loewen                      That Management Certificate Graduands be invited to wear a University of Lethbridge hood with no braid.

Motion: Carried

It was explained that originally, Management Certificate Graduands did not wear gowns to Convocation since they were receiving a certificate and not a degree. In the 1990s, these graduates were allowed to wear gowns but not hoods. This difference made them stand out from the other graduates and was awkward for the certificate students and their families. The braid on the hood identifies the degree graduands are to receive. A hood without braid would be appropriate for Management Certificate Graduands.

The Dean of Management has reviewed the proposed motion and the Convocation Committee asked that the motion be brought to GFC at today's meeting in order that appropriate arrangements can be made for Convocation.

**461.6      ITEMS FOR DISCUSSION**

There were no items for discussion.

**461.7      ITEMS FOR INFORMATION**

**461.7.1   Budget Document - Draft**

Karen Clearwater, Associate Vice-President (Financial Planning), who chairs the University Budget Committee, explained the process to the Council. The draft budget will be presented to the Board of Governors Finance Committee at their May 4 meeting. The President will recommend to the Board of Governors that they accept the budget.

The University Budget Committee meets weekly or biweekly from September until March. This year, grant information from the Government was not received until the end of February which caused delays in preparation of the University budget.

The operating grant from Government, including the general operating and Enrolment Planning Envelop funding (EPE), was reduced by \$2 million for the 2010-2011 fiscal year. As well, Government has indicated that the University of Lethbridge will not receive ongoing funding for the operation of Markin Hall. The growth EPE programs (Addictions, Public Health, Nursing After Degree, Digital Audio Arts) will not receiving ongoing funding, however will be required to maintain the enrolment growth based on information submitted when the programs were approved.

The projected budget deficit for 2010-11 is \$10 million. The government will provide \$1.7 million on a one-time basis to assist with budget reductions. These funds will be used for payouts related to the voluntary early retirement program, employee layoffs and to stabilize the EPE growth programs.

The University of Lethbridge is finding it difficult to maintain or grow enrolment levels. Additional funds and effort are required each year to maintain enrolments. The effects of this are felt in both our operating budget and our EPE Programs which are supported on grants per students so reductions in enrolment mean decreases in programming for these programs.

As the University of Lethbridge reduces the workforce in all areas of the institution, the workload is going to increase. The University Budget Committee needs to evaluate how workloads can be distributed to continue providing the quality service and continue to support services to students.

The University Budget Committee is recommending to Senior Administration that the existing budget system be reviewed to ensure resources are being allocated effectively. A review will be conducted over the next year using a zero based approach.

Karen Clearwater thanked the members who participated with the University Budget Committee for their contributions and insight which added considerably to the creation of the



budget document. Nancy Walker thanked Karen Clearwater for providing a balanced budget to the University Community each year. Jane O'Dea added her thanks to Nancy Walker, Karen Clearwater and the Financial Planning team for all their support. Their support has made a big difference in operation of departments at the University of Lethbridge. Dr. O'Dea requested her thanks be reported to the Board of Governors.

#### **461.7.2 CCC Report**

The Executive Committee of GFC, acting on behalf of GFC, approved the name change for the proposed Major in Statistics to **Multidisciplinary Major in Applied Statistics**. Dean Nicol explained that Advanced Education and Technology (AET) asked for this name change and indicated that the program would receive approval with the new name. There were no changes to the content of the program.

### **461.8 OTHER BUSINESS**

#### **461.8.1 Assessment Policy Update**

GFC was reminded that GFC directed the GFC Executive Committee to review the draft Assessment Policy, consider the suggested changes that have been made by the Faculties, and be prepared to make a presentation to GFC in the Fall. A small task force of Will Smith and Ian MacLachlan has met four times and compiled a 20-point plan. They are now at item nine and have contacted about a dozen people to seek input and plan to contact several more. The task force will put the proposed revised Assessment Policy on line and bring this forward to the October meeting of GFC. Will Smith indicated that the changes being proposed are of a minor nature and the task force sees it as fine tuning.

#### **461.8.2 Dr. Cade's Farewell**

Dr. Cade expressed appreciation to the current and past GFC members over the last 10 years. He remarked that the most important work of GFC is to set the curriculum and policies by which the curriculum is presented. He extended his best wishes to everyone. Chris Nicol, on behalf of the GFC, thanked Dr. Cade for his excellent terms as President and chair of the GFC during the last ten years.

### **461.9 ADJOURNMENT**

There being no further business, the May 3, 2010 meeting of the General Faculties Council was adjourned.