

MINUTES OF A MEETING #402 OF THE GENERAL FACULTIES COUNCIL HELD ON

MONDAY, DECEMBER 3, 2001 AT 3:00 P.M. IN THE BOARDROOM, W646

Present: Bill Cade (Chair), Seamus O'Shea, Nancy Walker, Christopher Nicol, Ali Dastmalchian, Jane O'Dea, Ches Skinner, Patricia wall, Shamsul Alam, Barbara Marshalsay, Leslie Lavers, Craig Loewen, Michael Pollard, Leah Fowler, Rene Boere, Cheryl Calver, Hadi Kharaghani, Goldie Morgentaler, Jennifer Mather, Craig Monk, David Kaminski, Ivan Townshend, Ian MacLachlan, Rene Barendregt, Pat Hodd, Ed Jurkowski, Robert Williams, Matthew McHugh, Terri Jackson, Rex Forsyth, Ian McAdam, Will Smith, Rae Hazelwood, Wes Balderson, Brian Dobing, Andrew Hakin, Russ Goodman, Corey Hadden, Gorm Hansen. M. Schwartz (Secretary)

Regrets: Diana Young, Dan O'Donnell, Michelle Allison
Guests: Robert Cooney, Toni Nelson

3878.0 APPROVAL OF AGENDA

3878.1 MOTION:

Smith/Mather That the Agenda for Meeting #402 be approved as circulated.

MOTION: CARRIED.

3879.0 APPROVAL OF MINUTES

3879.1 MOTION:

Nicol/Fowler That the Minutes of Meeting #401, October 1, be approved as circulated.

MOTION: CARRIED

3880.0 ITEMS ARISING FROM MINUTES

There were no items arising from the Minutes.

3881.0 PRESIDENT'S REPORT

3881.1 Russell Goodman

President Cade was pleased to report that Russell Goodman, a member of GFC, is a Rhode Scholar. Russell Goodman is the only Rhode Scholar from Alberta this year and one in 11 in Canada. He joins the ranks of 904 Canadian recipients that achieved this since its origin in 1904. This is a wonderful accomplishment and the University joins Mr. Goodman in the celebration of his success.

3881.2 MacLean's Magazine Ratings

Bill Cade reported the University of Lethbridge was rated #8 in the MacLean's Magazine survey. The University ranked #1 in the Medical/Science Grants category.

3881.3 December 6 - National Day of Remembrance and Action on Violence Against Women

December 6 has been declared as the National Day of Remembrance and Action on Violence Against Women. There will be a brief ceremony on campus at 12:15 pm on December 6 on the 10th Level of the LINC building (south east corner). The University Chaplain, Erin Phillips, as well as others have been asked to perform a remembrance and rededication ceremony. The rededication is in light of the relocation of the Women's Peace Garden which is presently in the Atrium. This Women's Peace Garden has 14 potted plants in memory of those women killed in Montreal. President Cade asked that members of GFC attend this ceremony to help in the rededication of this area.

3881.4 Alberta Learning Budget and Budget Process

President Cade reported that there have been a number of meetings with Alberta Learning. The message is that for this year there will be no Access funding. Although the University is still proceeding with the hopes of obtaining funding for the Faculty of Education it is likely whatever funding forthcoming will be small. As well, it is still unknown as to whether or not there will be funding for the Arts and Science proposal and the Faculty of Management proposal in the upcoming years. There will be no capital funding coming out of the Department of Learning. This will create a challenge for the University as it is the only University in Alberta that can not increase their tuition as the University has reached its 30% tuition cap. The University has been very efficient with educating Alberta with less and less funding. The U of L is focusing on trying to change the tuition fee cap but this would require an act in the Legislature. The letter presented to GFC members at this meeting represents the U of L's position on the tuition cap as presented to the Department of Learning. He also commented that there has been discussions with Alberta Learning regarding stabilizing the growth at the U of L.

Seamus O'Shea mentioned that the U of L has stated clearly what the standard for admission are in all of the categories. The only exceptions are the ones that are enrollment capped. The issue is where the U of L has to take control of enrollment for a number of years in succession. There needs to be a sustainable model where there is continuing control of the enrollment.

Nancy Walker explained the U of L budget process as follows:

COMPOSITION of UBC:

- Associate Vice-President (Financial Planning) chair ex-officio
- Vice-President (Academic) ex-officio
- Vice-President (Finance and Administration) ex-officio
- 4 faculty members elected by GFC
- 4 members appointed by President
- 2 student members nominated by SU, appointed by GFC

TERMS OF REFERENCE:

- to review periodically, the fiscal state of the university

- to provide a forum for representatives of various jurisdictions to comment on fiscal matters pertaining to their constituency and the University as a whole
- to formulate the general principles and more specific guidelines on which the forthcoming annual budget (both operating and capital) should be based, taking into account:
 - the University's mandate and its established academic priorities
 - the best available estimates of present and future resources
 - a systematic assessment of the needs of the various budget centres
- to present its advice to the President and to GFC

BUDGET REQUIREMENTS:

- must present and approve a balanced budget
- budget conservatively to ensure that any changes to these assumptions will still allow for sufficient resources to provide for a balanced budget
- budget assumptions include anticipated grant increases, instructional fees, compensation, utilities
- present a 3 year rolling budget, 1st year approved, 2nd and 3rd year approved in principle
- approved by the Board of Governors before the beginning of the fiscal year (April)
- presented to GFC before Board of Governors
- both capital and operating budget presented and approved
- instructional fee allocation model

OPERATING BUDGET PRESENTATIONS:

- letters are sent to each budget unit with the institutional assumptions outlined (e.g. grant increases, estimate of fixed and variable cost increases)
- each budget unit is asked to present to UBC to discuss institutional and individual unit priorities
- units are asked to respond to questions such as:
 - 3 year budget scenarios
 - 5 year capital expenditures and priorities
 - 3 year plan for use of carryover funds
 - staffing projections
 - use of possible one-time funds to aid units in making operations more streamlined
 - major issues, both external and internal, facing each unit
- the budget committee is free to ask any questions of the budget units as it pertains to budgets, use of funds and priorities, etc.

She stressed that the budgeting process is both open and consultative.

2001/2002 BUDGET COMMITTEE:

Karen Clearwater
 Seamus O'Shea
 Nancy Walker
 Jennifer Mather
 Leslie Lavers
 Anna Chu
 Matthew McHugh
 Ivan Townshend
 Bob Boudreau

Craig Monk
Michael Perry
Brian Parkinson
Rick Mrazek
Lynn Arnold (resource)
Sheila Lowe (resource)

3881.5

Space Needs and Renovations

Bill Cade reported that the Board approved at its last meeting funding for renovations of the old library in the amount of \$5.5 m. The Province allocated \$6 m dollars, \$4 m went into LINC. Helen Henderson, Manager of University Planning, presented the following report:

The availability and allocation of space on campus is an ongoing issue. We are already experiencing a shortage of some types of space, including offices, research labs and storage. As enrolment and faculty and staff counts continue to increase, further shortfalls of instructional and non-instructional space are anticipated. In the last year I have lead a process to attempt to predict space requirements for the Lethbridge campus, and identify possible options for satisfying those space requirements.

Starting in October, 2000 I met with the Dean of each Faculty and School, to gather information on each Dean's projections for the period from 2000 to 2005 in terms of:

- changes in enrolment, in terms of numbers, and program,*
- faculty and support staff levels, and*
- research space requirements.*

Given the size of the Faculty of Arts and Science, I also contacted the Chair of each Department for an additional perspective. Similar meetings were held with the Directors of the administrative units on campus. These meetings concluded by mid-February, 2001.

The enrolment projections provided by the Deans were translated into instructional credit-hours, and subsequently into an estimate of the number of additional classroom and teaching lab seats required to accommodate those enrolment levels. Anticipated faculty and staff counts were used to predict requirements for offices, research labs and support space. Instructional and non-instructional space requirements were aggregated to determine that approximately 23,700 gross sq. m. of new building area would be required if enrolment grows to a level of 8,800 students on the Lethbridge campus.

A report was circulated to Dean's Council in April, 2001. The report was intended to serve as a tool to guide our plans for accommodating the growth of the University, rather than as a definitive blueprint of exactly which types of space will be required in any given year. The space requirements identified in the report were used as input to the recently completed Core Campus Expansion Master Plan, which identified appropriate locations for teaching, research and support space on the campus.

Helen Henderson

The following scenario for the Library space was presented:

The old library does not lend itself to an ideal scenario. Classrooms, computer labs and offices are about the only things that can be accommodated. Basically, where there are windows there will be offices. Level 6 will be primarily teaching space as it is the only area lending to tier classrooms; level 5 will have computer labs and other smaller teaching rooms including classrooms with break out rooms; level 4 will provide offices and at the north end some space for utilities and food services. There are offices around level 5, at the south end of level 4 and at the south end of level 6 which is the former library entrance.

Dean Nicol commented that the space that is becoming available will assist in their needs. The Faculty is finalizing the details with the new required space. Dean Skinner reported that they had met with the Committee and his Faculty is hoping for some space in the renovations. Dean O'Dea reported that there has been no affect on their Faculty with these renovations. Dean Wall reported that the vacated space at Anderson Hall will see to their space needs.

President Cade commented that one of the options that they are looking at is extending the CCBN building. Seamus O'Shea reported that there is some money available but the question would be whether or not there would be enough funding for a worthwhile project. Any expenditures must be approved by the Board of Governors.

Seamus O'Shea stressed the importance of distinguishing between continuing cost problems and one time cost problems.

3881.6 Strategic Planning Exercise

The President reported that the Strategic Planning Committee has met twice and making good progress in determining how to conduct the exercise. Bill Cade wished to express that the U of L is not intending to reinvent the wheel and it is hoped to build on the legacy of success that is the U of L. Established policies and statements are being examined and then they will look at where policy development might be needed. This will be conducted in consultation with groups on campus. It is hoped that a proposal will come before GFC in April with completion in May.

3881.7 Personal Security Policy

President Cade mentioned the Personal Security Policy will be presented at the January meeting of GFC.

3881.8 Health Sciences Agreement with Lethbridge Community College

President Bill Cade was pleased to advise that the School of Health Sciences has been successful in coming to an agreement with the Lethbridge Community College.

3881.9 Opening of Canadian Centre for Behavioural Neuroscience

President Cade mentioned that the CCBN building had its grand opening on November 8, 2001.

3881.10 Students' Union Meeting with Premier and Minister

Matthew McHugh reported that the Students' Union Council met with 40 MLA as well as Minister Oberg and Premier Klein. They discussed several issues, one being the tuition fee cap. Students recognise the concern with providing quality education within Alberta. U of L tuition currently sits with the lowest tuition of \$347.

3881.11 U of L Singers

President Cade reported that George Evelyn had a wonderful art and song evening. He commented that he lost a bet to George on a football game and had to sing the "Oklahoma Fight Song".

Questions

In answer to a question, Dr. Cade reported that other Universities are not even near their cap. He has met with other Presidents and Vice-Presidents at UCC and U of L received the support of the other Universities in changing the legislation.

3882.0 ITEMS FOR ACTION

3882.1 Faculty of Fine Arts Organization

3882.1.1 MOTION:

Skinner/Smith	That units formerly known as divisions in the Faculty of Fine Arts be renamed Departments.
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MOTION: CARRIED

3882.1.2 MOTION:

Skinner/Nicol	That a recommendation be forwarded to the Board of Governors recommending the creation of the Department of Multimedia within the Faculty of Fine Arts.
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MOTION: CARRIED

Ches Skinner explained the importance of developing this Department. Multi media represents a distinct new Department in the area of Fine Arts. Experience has suggested that the growth will be comparable to other areas within the Faculty of Fine Arts. Consequently, it is appropriate that the U of L signal their intention to building and establish multi media separately. It is expected that this will be a significant factor in establishing its credibility for the purposes of recruitment.

3882.2 Admission Standards Report

Seamus O'Shea explained that this was not a matter for action but was placed on the Agenda at this time for information purposes. When mathematics was introduced, it had pure math stream and the applied math stream. It is noted that the applied math stream is not the appropriate route for anyone to take if they plan to take mathematics at the University or any discipline that explicitly requires math. However, many students initially were misinformed and chose the lower route and are now at the point of graduating from high school and finding themselves locked out of many careers. The Universities and Alberta Learning have negotiated an interim settlement to assist those students that have been misadvised. This is saying that a student that has completed the applied math stream and has subsequently taken Math 101, provided by Athabasca and receives 75% or higher would be considered to have achieved the equivalent of Math 30.

Rene Boere expressed concern over this surfacing in curriculum issues because Math 30 is showing as a requirement for individual courses. Although this seems to be a temporary measure he sees it as being a long time issue. Seamus O'Shea explained that this is a result of intensive consultative process.

3882.3 Curriculum Coordinating Committee Report

3882.3.1 MOTION:

O'Shea/Nicol

That the University of Lethbridge will add to the prerequisite for all courses where currently the prerequisite or recommended background is Mathematics 30 or Pure Mathematics 30: "or Applied Mathematics 30 and at least 75% standing in Athabasca University's Math 101".

3882.3.2 MOTION:

Boere/Kharaghani

That the University of Lethbridge will add to the prerequisite for all courses where currently the prerequisite or recommended background is Mathematics 30 or Pure Mathematics 30: "or Applied Mathematics 30 and at least 75% standing in Athabasca University's Math 101" **to be reviewed in Fall 2005.**

Rene Boere expressed his concern on whether or not students will be informed of this change and not be given old information as is quite often the case.

The Registrar mentioned that they will review this every year the calendar is published. If it is not appropriate it will be removed. She also mentioned that the prerequisites are published in the timetable and secondly, students are becoming more and more informed for their preparation for University. Seamus O'Shea commented that when a student applies for university they enter under a particular calendar. Their program would be governed by that calendar unless they subsequently opt to be governed by a later calendar. He asks that it be kept simple and it will be removed if it proves to be ineffective.

MOTION TO AMEND: DEFEATED
ORIGINAL MOTION: CARRIED

The Registrar, Leslie Lavers, assured GFC that they will commit to follow up in the admission section of the calendar.

3882.3.2 MOTION:

O'Shea/Nicol

That GFC approve the Faculty of Arts and Science Recommendations #2 - #32, pages 30 - 74, of the CCC Report, with Recommendations #28 - 30 being effective immediately.

MOTION: CARRIED.

3882.3.3 MOTION:

O'Shea/Skinner

That GFC approve the Faculty of Fine Arts Recommendations #33 - #48, pages 75 - 115, of the CCC Report.

MOTION: CARRIED.

3882.3.4 MOTION:

O'Shea/Alam

That GFC approve the Faculty of Management Recommendations #49 - #63, pages 116 - 142, of the CCC Report.

MOTION: CARRIED.

3882.3.5 MOTION:

O'Shea/O'Dea

That GFC approve the Faculty of Education Recommendation #64 - #67, pages 143 - 148, of the CCC Report.

MOTION: CARRIED.

3882.3.6 MOTION:

O'Shea/Alam

That GFC approve the School of Graduate Studies Recommendations #68 - #69, pages 149 - 158, of the CCC Report.

MOTION: CARRIED.

3882.3.7 MOTION:

O'Shea/Wall

That GFC approve the School of Health Sciences

recommendations #70 - #79, pages 159 - 176, of the CCC Report.

MOTION: CARRIED.

3882.3.8 O'Shea/Lavers

That GFC approve the Office of the Registrar Recommendations #80 - #81, pages 177 - 178, of the CCC Report.

MOTION: CARRIED.

3882.3.8 MOTION:

O'Shea/Lavers

That GFC approve the Academic Schedule Recommendation #82, page 18, of the CCC Report, with the amendment as distributed

Leslie Lavers explained that the distributed amendment is asking for a deadline for continuing students to register and be guaranteed access to courses required in their major and/or program. The Registrar's Office has recommended to the Board the elimination of the \$75.00 deposit in exchange for a requirement for students to register on May 1 and adding an administrative services fee of \$105.00. The students are giving their support.

Ian MacLachlan questioned the last day for classes and the need to make up time for those classes normally scheduled on Saturdays. Leslie Lavers and the Dean of the Faculty of Management will be asked to respond to GFC at the next meeting under ITEMS ARISING FROM MINUTES on how this issue is presently being handled.

MOTION: CARRIED.

3882.4 Education Faculty Council Report

3882.4.1 MOTION:

O'Shea/Fowler

That General Faculties Council approve the appointment of the following representatives to Education Faculty Council for 2001/2002:

Student Representatives
Allison, Michelle, EUS
Doyle, Colleen, EUS
M.Ed. TBD

VP (Academic) Office
O'Shea, Seamus

Arts and Science
Nicol, Chris, Dean A/S
Kizuk, Alex (English)

Faculty of Management
Hodd, Pat

Faculty of Fine Arts
Skinner, Ches
Jurkowski, Ed. (Music)

Registrar's Office
Lavers, Leslie, Registrar

Library
Perry, Michael

Alberta Teachers' Association
Courtne, Jean-Claude

3882.5 Arts and Science Faculty Council Report

3882.5.1 MOTION:

Nicol/Calver

That General Faculties Council approve the following appointed members to Arts and Science Council for the 2001/2002 academic year:

J. O'Dea - Dean, Faculty of Education
A. Dastmalchian - Dean, Faculty of Management
C. Skinner - Dean, Faculty of Fine Arts
P. Wall - Dean, School of Health Sciences
L. Lavers - Registrar
B. Marshalsay - University Librarian
P. Heffernan - Education Representative
A. Dymond - Fine Arts Representative
G. Nixon - Health Sciences Representative
G. Koutoulas - Management Representative

MOTION: CARRIED

3882.5.2 MOTION:

Nicol/Barendregt

That General Faculties Council approve the following Student Representatives to Arts and Science Council and its Standing Committees:

Arts and Science Council

Andrew Best	Lindsay Mills
Jennifer Edgar	Nathan Muirhead
Terri Anne Jackson	Angela Parkinson
Trish Jackson	Ryan Richman
Jerrad Kubik	

MOTION: CARRIED

3882.6 School of Graduate Studies Council Report

- 3882.6.1 MOTION:
- O'Shea/O'Dea That General Faculties Council approve that the M.Ed. Program Committee structure include one additional faculty member for one year only.
- MOTION: CARRIED
- 3882.7 GFC Honorary Degrees Advisory Committee
- 3882.7.1 MOTION:
- MacLachlan/Smith That nominations cease.
- MOTION: CARRIED
- Walter Aufrecht was acclaimed.
- 3882.8 Advisory Committee on Athletics and Recreation Services Report
- 3882.8.1 MOTION:
- O'Shea/McHugh That GFC disband the current Advisory Committee on Athletics and Recreation Services and the existing Terms of Reference.
- MOTION: CARRIED
- 3882.8.2 MOTION:
- O'Shea/Nicol That a new GFC Advisory Committee on Athletics be established with the following terms of reference:
- Terms of Reference:
- Review and advise on CIS, U of L, Pronghorn Athletics Policies and publications related to athletics that directly affect athletes as students.
 - Review and advise on Pronghorn Athletic policies relative to coaches' qualifications, duties and code of conduct.
 - Review and advise on policies related to students' role in fundraising and student opportunities to access those funds acquired through athlete fundraising activities for athletics teams and programs.
 - Report to General Faculties Council as required, and at least annually.
- MOTION: CARRIED
- 3882.8.3 MOTION:
- O'Shea/Nicol That the GFC Advisory Committee to Athletics

comprise the following members:

VP Academic or designate
Manager of Athletics
Chair, Kinesiology
2 GFC Reps (including 1 student)
1 student athlete - nominated by the Student
Athlete Council

MOTION: CARRIED

3882.9 Spring 2002 Convocation

3882.9.1 MOTION:

Lavers/Russell

That the Spring 2002 Convocation be held May 24 and May 25, 2002 at the University as published in the University Calendar.

MOTION: CARRIED

3883.0 ITEMS FOR INFORMATION

3883.1 Human Subject Research Committee Report

The Human Subject Research Committee Report was received as information.

3883.2 GFC Executive Committee Minutes of Meeting #366, October 22, 2001

The GFC Executive Minutes of Meeting #366, October 22, 2001 was received as information.

3883.3 GFC Executive Committee Minutes of Meeting #367, November 19, 2001

The GFC Executive Minutes of Meeting #367, November 19, 2001 was received as information.

3884.0 ITEMS FOR DISCUSSION

3884.1 Human Subject Research Committee Report

Pat Wall commented that a Health Science Faculty member has begun discussions with Chinook Health Region about the possibility coordinating the research approval activities and the possibility of looking for reciprocity. As it is today, people have to apply to the U of L as well as two difference committee at CHR.

3884.2 Dean of Management Resignation

Dean Dastmalchian reported that he has submitted his resignation effective June 30, 2002 to accept a position as Dean of Business at the University of Victoria. President Cade. President Cade commented that the University will be sorry to see Ali go but it is a tribute to the University that someone has done so well that they are

competitive to move on to the next position. Seamus O'Shea reported that the search committee process is in motion and a headhunter has been approached. All of GFC wishes Dean Dastmalchian well and will continue to enjoy his participation at meetings until June of 2002.

3885.0 OTHER BUSINESS

There was no other business.

3886.0 ADJOURNMENT

3886.1 MOTION:

Jackson/Mather That the meeting be adjourned.

MOTION: CARRIED

3887.0 QUESTION PERIOD

Question period was not minuted.