
**MINUTES OF MEETING #445 OF THE GENERAL FACULTIES COUNCIL HELD
ON MONDAY, FEBRUARY 4, 2008 AT 3:00 P.M. IN THE BOARDROOM, W646**

Present: Ken Allan, Peter Alward, Lynn Ambedian, René Boéré, Tomasz Budney, Chris Burton, Bill Cade, Cheryl Calver, Sandra Dill, James Dobbie, Anne Dymond, Andrew Hakin, Peter Heffernan, Michelle Helstein, Chris Horbachewski, Chris Hosgood, Kelly Kennedy, Lori Kopp, Leslie Lavers, Murray Lindsay, Ian MacLachlan, Kris Magnusson, Michelle Morris, Chris Nicol, Ken Nicol, Jane O'Dea, Tracy Oosterbroek, Wendy Osborn, Jason Pan, Margaret Rodermond, Victor Rodych, Elizabeth Schultz, Brent Selinger, Will Smith, Rhys Stevens, Marinus Swanepoel, John Vokey, Nancy Walker, Ed Wasiak, Bernie Williams, Shelly Wismath and Gloria Roth (Secretary)

Others: Erin Zelinski, Rita Law, Kathy Thornhill

Regrets: Lesley Brown, Jo-Anne Fiske, Sajjad Zahir, Peter McCormick, Goldie Morgentaler, Ches Skinner, Fraser Sparks, Melissa Viegas

445.1 **APPROVAL OF AGENDA**

Bill Cade mentioned that the Agenda was prepared with the question period after adjournment removed. Traditionally, there has been had an unminuted question period after adjournment. Bill Cade commented that anything discussed in GFC should be minuted and suggested that GFC discontinue this practice.

445.1.1 MOTION:

Hosgood/Rodermond	That the Agenda for Meeting #445 be approved, with the addition of Item # 7.2, proposed changes to the Post Secondary Learning Act.
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MOTION: CARRIED

445.2 **APPROVAL OF MINUTES**

445.2.1 MOTION:

Vokey/Osborn	That the Minutes of Meeting #444, December 11, 2007, be approved with the removal of item 4208.1.
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MOTION: CARRIED

445.3 **ITEMS ARISING FROM MINUTES**

445.3.1 Items arising from the minutes were the Donor Recognition Gala, campus closure and start up dates, records management, and access to the CCC Report. The CCC Report is now available on the GFC website. The remaining items arising will be addressed in today's meeting.

445.4 **PRESIDENT'S REPORT**

445.4.1 **Throne Speech**

The Throne Speech was scheduled to start at 3pm today and the expectation is that an election will be called at 4:30 pm today.

445.4.2 **Stadium Project**

Government of Alberta MLA's Clint Dunford, Barry McFarland, Len Mitzel and Dave Coutts were on campus January 30 and presented the University with \$2 million in CFEP funding for the Stadium Project. Bill Cade gave a very large thank you to all the southern Alberta MLA's as well as Nancy Walker's department and Richard Westlund for their work on the CFEP grant. Nancy Walker indicated on the campus map where the stadium will be located. The new street has been constructed and is called Pronghorn Way and the stadium will be on the north side of the street. There will still be a large strip of University land between the stadium and the community of Riverstone. The stadium will have 2,000 seats, the track, field on the inside, parking, team rooms and a concession as funding allows. There have been some struggles with the high cost of construction and the ability to build all components within budget.

445.4.3 **AstraZeneca Canada Inc.**

Bill Cade reported that representatives from AstraZeneca Canada Inc., a leading pharmaceutical company, have announced a \$230,000 endowment to the University of Lethbridge. Dean Hosgood explained that the Support Program for Aboriginal Nursing Students (SPANS) is a one-year pre-Nursing program that assists Aboriginal students in being admitted to the Nursing Education in Southwestern Alberta (NESA) Program. SPANS offers support services and courses specifically designed to help Aboriginal students succeed in nursing education. The NESA program is jointly delivered by Lethbridge College and the University of Lethbridge. Chris Horbachewski mentioned that it is worth noting that AstraZeneca had originally asked the U of L to come up with a project worth \$50,000 and Dean Hosgood managed to upsell them to a \$230,000 project.

445.4.4 **Daycare**

President Cade asked Vice-President Walker to report on Daycare. Nancy Walker said that there are two recommendations going to the Board, one for an external provider and one for the selection of an architect. The design will have to be tendered and the Board will have to approve construction. The target date is September 2009. Bill Cade mentioned that the recommendations will go to the Finance Committee this week and the Board on February 14. Nancy Walker explained that the daycare site would be near the residences on the east side of the lake.

445.4.5 **Alberta Water and Environmental Science Building**

Nancy Walker reported that the construction on Water Building is progressing and it is scheduled to be opened this summer.

445.4.6 **Markin Hall**

The ground breaking for Markin Hall is scheduled for February 14, 2008.

445.4.7 **Senior Administration Searches**

Bill Cade reported that there are currently two Senior Administration searches in progress, one for Dean, Faculty of Fine Arts and one for University Librarian. Andrew Hakin commented that quite a number of applications have been received and among them are some very promising candidates. The list has been reduced to a medium size. The next step will be to create the short list of three candidates for each position in conjunction with Provence Consulting. The interviews will start at the end of February and the beginning of March.

445.4.8 **Prentice Institute**

Bill Cade commented that work has begun on the Prentice Institute. Trevor Harrison has been appointed as Interim Director, a steering committee has been put together and the Institute itself has its own board. Andrew Hakin mentioned that work is progressing on that board's terms of reference and the showcase Prentice Institute will be housed in the Library. The plan is to have a Canada Research Chair and an Endowed Chair within the Institute and a general call for interest will be sent out for the Chair positions for placement in the Spring of 2009.

445.4.9 **General Liberal Education Requirement**

Bill Cade commented that revisions to the GLER have been mentioned every year and asked Kris Magnusson to report on the progress. The GLER committee has met and has been brought up to date in reporting and recommendations. The next meeting is scheduled for next week and Kris Magnusson is hoping to have some revision recommendations drafted by the end of this year.

445.4.10 **Legacy of Leadership Campaign**

Chris Horbachewski confirmed that the annual Donor Recognition Gala will be held this Thursday, February 7, 2008 in the 1st Choice Savings Centre for Sport and Wellness, and that event will formally end the Legacy of Leadership Campaign that began in 2005. The goal for the Legacy of Leadership Campaign, chaired by Dan Laplante, was \$20 million and to date the campaign has raised \$34.5 million. Of the 5,000 individual donors who contributed to the 34.5 million, 253 of those are from faculty and staff members. Chris Horbachewski will present the next fundraising campaign to GFC. The regular programs will continue fundraising. Bill Cade thanked all who participated directly or made it possible by doing such a good job as a student, faculty, or staff, as ultimately it is the reputation of the University and the quality of the academic pursuit that attracts support.

445.4.11 **Senate Meeting**

The University of Lethbridge Senate met on Saturday, February 2, 2008. The Honourary Degree recipients were selected and will be announced shortly. Bill Cade added that, as always, the selections are impressive.

445.5 **ITEMS FOR ACTION**

445.5.1 **Replacement on Research Committee**

MOTION:

Lindsay/Nicol

That GFC ratify the Executive Committee recommendation of replacing Debra Basil with Brian Dobing on the Research Committee in accordance with the Faculty of Management request.

MOTION: CARRIED

445.6 **ITEMS FOR INFORMATION**

445.6.1 **Records Management Information**

Bill Cade introduced Kathy Thornhill, the Records Manager for the University and Rita Law, FOIP Officer for the University of Lethbridge. Kathy Thornhill and Rita Law answered questions pertaining to record keeping of students work.

- Student graded work must be kept for one year.
- What an instructor creates to teach a class belongs to the instructor.
- Any document used to make a decision becomes a university record.
- All records used to make a decision about a student, ie. graded work, if not returned to the student, must be retained for one year, or a shorter period if agreed to in writing.
- Records management will store records for faculty and shred after retention date.
- Any document used to make a decision becomes a University record.
- It is important that all instructors are aware of records requirements.
- It was recommended that Deans' Council come up with a uniform approach and policy for all faculties, and to ensure that faculty, sessional lecturers and instructors are aware and comply with record retention policy.
- NSERC grants and proposals must have signed permission from a student to use their names on a NSERC document
- It is possible to have each student sign a consent form in order to destroy student papers, exams and student work prior to the one year period as long as it is specific to each student and class. Contact Rita Law for copies of the form.
- Have Information Technology decommission obsolete computers
- See the records management website for more information at http://www.uleth.ca/lib/archives/records_management

445.6.2 **Update on Alberta Government Priorities and Programs**

Andrew Hakin reported that the Public Health Program was approved by the Minister in November 2007, without any funding attached. The University met with the Minister in January to talk about the Public Health Program and the mechanisms available to go forward. Encouragement was received to put the program on and the Public Health Program will be offered in the fall of 2008. Continuing funding will be sought to keep the program going. This will be the first time the U of L has gone ahead without funding in place, Andy Hakin expressed confidence that it will follow. There is a window of about two years to secure program funding.

Andrew Hakin also reported that last week more programs were approved by Campus Alberta Quality Council and sent to the Minister for approval. The programs were a Theatre Studies Major, within a B.F.A. (Dramatic Arts) and a B.A. in Rural and Urban Planning and Design.

Andrew Hakin also reported on possible changes to Government funding associated with new programs pertaining to the Roles and mandates Policy Framework.

445.6.3 **Minutes of January 21, 2008 GFC Executive Meeting**

The minutes were received as information.

445.6.4 **Lecture Series Report**

The Lecture Series Report was received as information. Peter Alward questioned how long the F.E.L. Priestley Lectures will be on hiatus. Ian MacLachlan mentioned that a central calendar to coordinate all University scheduled events would be very beneficial to all of the University Community. Chris Horbachewski replied that in conjunction with Information Technology, a campus wide calendar is currently being developed.

445.7 **ITEMS FOR DISCUSSION AND OTHER BUSINESS**

445.7.1 **Start up date – January 2008**

Bill Cade reported that the University closed for the holiday break on December 21, 2007 and reopened on January 2, 2008. Bill Cade asked Leslie Lavers to report on campus date closures and resumption of classes. Leslie Lavers reported that it was a policy to start back on a Monday or a Wednesday and never on a Thursday or Friday. The decision to begin on a Monday or Wednesday was based on a request to provide a break between spring and summer sessions. There was further discussion in regard to flexibility of instruction time and if the 1950 minute semester could change to a 1800 minute to allow for more flexibility. Further discussion included adopting University of Calgary start times, the first week after Labour Day for new students only, and starting on a Monday. Bill Cade thanked Leslie for the information and mentioned that the start times are all laid out in the calendar and are set in advance by GFC. It was recommended that the Faculties and School submit their recommendations on contact hours and report back to GFC by May 2008. Leslie Lavers will prepare a one page guide on the framework to assist and prepare faculty for discussion with their councils.

445.7.2 **Proposed Changes to Post-Secondary Learning Act**

Bill Cade reported that the University has received a letter from Phil Gougeon, Assistant Deputy Minister of Advanced Education and Technology highlighting some recommended changes to the *Post-Secondary Learning Act* in the 2008 Spring Session of the Legislature. Andy Hakin reported that he has a meeting time set up with the Deputy Minister for clarification on the proposed changes. There was a lengthy discussion on a number of the proposed changes and amendments to the act.

445.8 **ADJOURNMENT**

445.8.1 **MOTION:**

Rodermond/Pan

That the meeting be adjourned.

MOTION: CARRIED