



GENERAL FACULTIES COUNCIL MEETING #552

Approved Minutes

Monday, February 1, 2021

3:00 p.m. via Zoom

Present: M. Mahon, (Chair), C. Adams, K. Alexander, R. Barendregt, L. Barrett, J. Blum, S. Bubel, N. Buis Deering, P. Cardozo, B. Cummins, J. Cunningham, A. Darda, J. Diaz, J. Dobbie, L. Elias, K. Godfrey, H. Gray, E. Greidanus, M. Helstein, B. Hughes, M. Ingraham, D. Jarvie, P. Kellett, L. Kennedy, H. Kletke, J. Laurendeau, R. Lee-Thai, M. Letts, Y. Li, R. Lindblad, L. Litchke, C. Loewen, M. Magnuson, R. Marynowski, K. Massey, C. Mattatall, M. Mohajerani, C. Nicol, E. Okine, R. Parkkari, T. Patel, K. Peacock, E. Pullan, G. Pyle, N. Rebry, J. Rice, J. Sheriff, S. Spenceley, L. Spencer, R. Stark, C. Steinke, A. Stewart, M. Stingl, A. Taylor, J. Usher, J. Vokey, N. Walker, P. Wilson, S. Wismath, R. Wood, R. Yalamova, L. Zink

Regrets: L. Connel, C. Currie, I. Genee, K. Gillespie, I. Kovalchuk, A. Novello, T. Oosterbroek, P. Shao, D. St. Georges

Other: S. Das, N. Freiheit, J. Gallais, V. Grisack, D. Hinger, H. Mirau, S. Olson, R. Westlund, M. Whipple, K. Williams-Whitt, A. Zovoilis

Oki. The President opened the meeting with a welcome and the Territorial Statement.

1. APPROVAL OF AGENDA

MOTION: gfc.2021.02.01

Loewen/Massey

That the Agenda for GFC Meeting #552 held Monday, February 1, 2021 be approved.

Motion: Carried

2. APPROVAL OF MINUTES

MOTION: gfc.2021.02.02

Mattatall/Adams

That the Minutes for GFC Meeting #551 held Monday, December 14, 2020 be approved.

Motion: Carried

MOTION:
Ingraham/Mohajerani

gfc.2021.02.03

That the Minutes for GFC Meeting #551.1 held Monday, January 25, 2021 be approved.

Motion: Carried

3. PRESIDENT'S REPORT

M. Mahon reported

- Budget Update – the budget process is unfolding and we don't yet have an understanding of the concrete funding from the government. We are doing -5 percent scenario planning (\$5 million reduction) as well as -7 percent and -10 percent scenarios. The task forces for managing the budget will continue to unfold. With the level of consultation needed for the recommendations which will not be implementable until 2022-2023, we will have to do plan b to get to the reductions in place for this budget year.
- University of Lethbridge Students' Union "Pass the Hat" donation success; We are excited to hear the details from Jonathan Diaz today under Other Business;
- University of Lethbridge Volunteer Award nomination deadline has been extended until February 15;
- Searches are underway for the Equity, Diversity, Inclusion Director and Vice-President (Development & Alumni Affairs). The Vice-President (Research) should have an announcement released in a few weeks.
- Mike Frank, Director, Indigenous Education & Communication was hired to lead in part the MasterCard Foundation piece as well as all the folks working with the indigenous community.
- COVID Update as of today:
 - Fall 2021 decision – applications are 8.1% below last year/which represents a \$300,000 per percent drop in revenue. K. Massey may have other numbers as these are from last week. TJ Hanson is chairing the physical reopen of campus task force and K. Massey and D. Hinger are in charge of the Teaching and Learning task force. These committees are operating under the following Guiding question: How will the University of Lethbridge return to offering a significantly higher proportion of in-person learning experiences, community-building opportunities, and support services while prioritizing the physical and mental wellbeing and Covid 19 safety of students, staff, and faculty in the fall of 2021?
 - M. Mahon reported on the assumptions that the task forces are working under such as public health directives, classroom capacity and inventory, and contingency plans. Student success and graduation completion are key considerations of these groups.
- GFC Convocation Committee has met and are working through options for Spring 2021 that will be best for graduates;
- ULethbridge joins MyCreds which is a robust opportunity for our student to have 24/7 access to information regarding their programs.

- Government meetings with Minister Hunter and Deputy Minister Gilmour and Ministers Nicolaides and Toews regarding Alberta 2030 System review. Signals we are receiving in the last week are suggesting that we are making headway in our discussions regarding governance.
- Play Day Week will be February 15-19 with information being released soon. Thanks to North and Company for sponsoring the event again this year.
- Nominations for President's Award for Service Excellence opens mid-February
- Indigenous Awareness Week will be March 1 – 5. There will be more information released about the event in the next few weeks.
- ULethbridge Open House is on March 6th - this will be a very important event as we need to encourage students to apply and accept offers. We need to reassure students that they will have a robust experience on campus as we navigate through Covid challenges.

4. QUESTION PERIOD

- K. Massey wanted to add her thanks to the staff in the Registrar's Office to put the MyCreds program together.
- K. Peacock – Can you clarify the budget piece? We are asked to provide a balanced budget by March 31st but we don't know what the funding is that we are going to get. Does this strike you as a rational way to do it? The President responded that we do this pretty much every year. We may find out in February or as late as May what the funding amount is; this is why we do the scenario planning. The approach we use is to pass an interim budget (spending plan) which is based on the previous year's budget. Once we know the allocation from the government, we adjust the budget accordingly. It is a challenging way to proceed. N. Walker stated that we base the new budget on the previous year but it is unfortunately the typical situation annually. There is a lot of red tape that we would like to eliminate from the budget process such as scenario planning as much work goes into this process. M. Mahon has discussed and explained all the things that the government asks of us that cost us a lot of unnecessary money with the Minister of Red Tape.
- P. Cardozo - Concerning Navitas, Western University faculty councils have passed motions of concern on the exploitation of international students. Western University Administration has updated them that they are not proceeding with this arrangement with Navitas. M. Mahon stated that we are still seeking out information from institutions that are involved with Navitas in Canada. He can appreciate other universities' decisions. He asked E. Okine and M. Helstein to add to his comments. The Provost responded that we are still in third party data collection to help guide us in our decision that will be best for the University of Lethbridge. M. Helstein added that as we get some of that information back, we will return to consultation with the various groups on campus such as faculty, students, etc.
- A. Taylor – is there a projected timeline for a Navitas decision? E. Okine replied that there is no firm timeline. It should take a few more weeks and the construct is to get the data and analysis done on whether or not we move forward with this partnership. The International Centre work continues separately from this investigation into partnering with Navitas.

- J. Cunningham – are you also speaking with Provosts at institutions who have decided against partnering with Navitas. E. Okine said that we are gathering independent data and will listen to all of the concerns and suggestions from other institutions.
- K. Peacock – We missed the update on SU foodbank donations. The President stated that it will be done under Other Business.

5. ITEMS FOR ACTION

5.1. GFC Consultation Committee to Mirror Independent Consultation Committee

MOTION: gfc.2021.02.04

Okine/Stingl

That GFC approve the assignment of GFC as a "committee of the whole" to act as an ad hoc committee to receive information in Closed Meetings and provide feedback directly to the Budget Advisory Committee (BAC) during transformational task force work, in a process parallel to that of the Independent Consultation Committee (ICC). Recommendations from BAC will still flow through the established process of President's Executive, to the President and then onto GFC for any final recommendations.

Motion: Carried

E. Okine stated that GFC Executive met after the Special GFC meeting last week. The discussion centred on how to move forward with the result contained in the agenda package for today. The President asked if any GFC Executive members wanted to add context to the discussion. B. Cummins stated that the discussion around other tables was to find a tangible solution to the discussions we were having at GFC. He feels that this resolution addressed the major concerns and gave access to the information that they were asking for. M. Mahon then opened the floor for discussion. Several members stated concern on balancing the need for transparency and confidentiality. It was felt that members should be free to publicly discuss this process. M. Mahon replied that he wants the dialogue to be as open as possible but that we need to protect those topics such as personnel and bargaining. There was robust discussion on the challenge of balancing confidentiality with transparency to ensure the consideration of the dignity of employees as well as the impact on those affected by the consequences of any decisions made. There was expressed concern that employees will hear of things before conversations happen with their supervisors and it was commented that the rumour mill is already active. It was also discussed that we may not accept the recommendations brought forward so confidentiality would not add angst where there shouldn't be any.

Open discussion can occur with the following task forces: Faculty structure, Indigenous unit, budget model, student services hub and revenue generation. A few of the others such as financial administration, communication, conference Services, Study leaves, Sport and Rec Services, Development, Administrative supports and IT review are confidential due to impacts on positions, employees' duties or negotiations. They would

require a signed confidentiality form. Sessional lectures, term appointments, Research administration, Workload/Professional Activities and graduate administration can have a hybrid conversation on concepts but not individuals. There should be a confidentiality form signed for this grouping as well. (Reports - expected timelines attached to these minutes.)

There was further discussion on the redactions in some parts of the terms of reference last week such as the study leaves task force. N. Walker explained that study leaves fall under negotiations so they could affect bargaining and as such, need to be confidential. M. Mahon suggested that we need to manage these task forces individually and using GFC Executive to give guidance on how give advice on transparency. The provost explained that the discussions are complex as there are several bargaining groups on campus and any decisions that affective employee collective agreements have to be discussed with the bargaining units first.

Confidentiality was foremost in many comments. The Vice-Provost thanked GFC Executive and thought the committee of the whole brings many people into the conversations. It was likened it to that of a search committee where there can be open and transparent discussions but a need to balance how much you share out in the broader community. The conversation then approached the repeated membership on many of the task forces with concerns expressed that senior administrators have different views than the rank and file faculty. Several deans stated that these budget cuts are the worst that we have faced in their time with the University and that we need to work together to find solutions. One of our budget values is transparency. It is important to know the difference about what we can or cannot talk about outside of GFC. We need to be respectful of all the members in our campus community. It was commented that the more information that is made available, the more minds that can analyze for solutions. The President stated that we do not envision bringing just one recommendation to GFC but options on different directions that we could go.

The conversation moved to some things in the terms of references that need to be fixed such as the dates of the ICC timelines. There were comments on what the confidentiality form would look like. J. Gallais shared her screen of a confidentiality form from the Budget Advisory Committee (attached to these minutes). The President suggested that everyone will sign the forms and then GFC Executive would discuss and decide what should be brought for as confidential or not. It is important for all of GFC to be involved in the discussion. M. Mahon thanked GFC Executive for working so quickly to put this motion together.

6. ITEMS FOR INFORMATION

6.1. GFC Executive Committee Report – January 26, 2021

Received as information. No questions raised.

6.2. GFC Executive Committee Approved Minutes – #531 – December 7, 2021, #531.1 – December 15, 2020, #532 – January 18, 2021

Received as information. No questions raised.

7. OTHER BUSINESS

J. Diaz gave an update on the Pass the Hat fundraiser that was held in December for the SU Foodbank. There was an overwhelming amount of support of the foodbank with roughly \$11,000 raised. The total from GFC members was \$1935. As the Dean of Health Sciences had challenged other cohorts, K. Godfrey asked if the SU president knew who the winner was. Alas, he did not have that information.

L. Zink informed GFC that the GSA Annual Meeting of the Minds Conference will go on. Abstract submission is open now so please encourage submissions.

8. ADJOURNMENT

MOTION:

gfc.2021.02.05

Letts/Vokey

That the GFC meeting #552 be adjourned.

Motion: Carried

TRANSFORMATIONAL RESTRUCTURING TASK FORCES 2020-2021

REPORTS – EXPECTED TIMELINES

	TASK FORCES	Expected Report Date
1	Co-op Education, Career Services and Applied Studies	Report completed – Summer 2020 Recommendations implemented
2	Student Affairs Review	Report completed – Summer 2020 Recommendations implemented
3	Student Advising	Report completed – Summer 2020 Recommendations implemented
4	Financial Administration	Mid February 2021
5	Communications and Marketing / Web Team	Draft report received – Jan 2021
6	Sessional Lecturers /Term Appointments Workforce Planning	Mid February 2021
7	Conference Services/ Room Booking	Draft report received – Jan 2021
8	Indigenous Units	Draft report received – Nov 2020
9	Study Leaves Workforce Planning	Draft report received – Jan 2021
10	Sport & Recreation Services / Athletics	Late March 2021
11	Development / Fundraising Consolidation & Coordination	Delayed until new VP Advancement hired
12	Research Administration	Draft report received – Jan 2021
13	Faculty Structures	Draft report received – Jan 2021
14	Administrative Supports	Mid March 2021
15	Workload /Professional Activities Workforce Planning	End of February 2021
16	Graduate Education Administration	Draft report received – Jan 2021
17	IT Review	End of March 2021
18	Student Services Hub in Anderson Hall	April 2021
19	Budget Model Review	April 2021
20	Revenue Generation	Summer 2021 – ongoing

Open discussion

Confidential (due to impacts on positions, impacts on employees' duties, or negotiation issue) – requires confidentiality signed

Hybrid – some discussions will be confidential but can discuss concepts more openly (still should have the confidentiality signed)

Redacted #5, 6, 9, 12,



BUDGET ADVISORY COMMITTEE

Acknowledgement of Confidentiality

I, _____, hereby acknowledge that I may receive information of a confidential nature in my role with the Budget Advisory Committee. Such information may be received electronically, orally, or in writing. I understand that information of a confidential nature is to be held in strict confidence and is not to be used in any manner other than for the purposes of my role with the Committee, and in my role as a Senior Administrator at the University of Lethbridge.

Signature

Dated: _____