

**General Faculties Council – OPEN SESSION**  
**January 19, 2024 at 9am – 11am**  
**Lincoln Park Room J301**

**IN ATTENDANCE:**

Tim Rahilly, CHAIR	Angela Faye Galeos	Mustansar Nadeem
Chad London, VICE-CHAIR	Geri Lynn Gouglas	Anh Nguyen
Tala Abu Hayyaneh	Lisa Graham	Nancy Ogden
David Bird	Sally Haney	Jennifer Pettit
Julie Boone	Kalen Keavey	Katharin Pritchard
Meagan Bowler	Lynne Lafave	Chris Rogerson
Haroon Chehade	Brenda Lang	Glen Ryland
Fiona Chetty	Moussa Magassa	Sara Sharun
Liza Choi	Rusna Mahoon	Leda Stawnychko
David Clemis	Colin Martin	Keir Stuhlmiller
Evan Cortens	Tori McMillan	Cheryl Techentin
Anupam Das	Jon Mee	Joyce Totton
Trevor Day	Lavinia Moldovan	Connie Van der Byl
Brooks DeCillia	Mary-Lee Mulholland	Phil Warsaba
Maryam Elahi	Elaine Mullen	Kelly Williams-Whitt
John Fischer	Scott Murray	Jonathan Withey

Resources

Amy Nixon, SECRETARY  
Sheena Jensen, RECORDING SECRETARY

**NOT IN ATTENDANCE:**

Vicki Bouvier	Carol Krol	Kari Roberts
Katherine Bright	Michelle LoGullo	Marc Schroeder
Peter Choate	Alexis Morris	Marwaa Tahir
Karim Dharamsi	Jacqueline Musabende	Deepa Upadhyaya
Lee Easton	Joseph Nguyen	
Shane Gannon	Stephen Price	

The Chair called the meeting to order at 9:00am.

**Land Acknowledgement**

Leda Stawnychko opened the meeting with a Land Acknowledgement.

**1. Approval of Agenda**

***Moved and seconded:***

**THAT** the Agenda for the January 19, 2024 General Faculties Council open session meeting be approved.

***Motion carried by unanimous consent***

**2. Approval of Meeting Minutes**

2.1. Minutes from November 24, 2023

***Moved and seconded:***

**THAT** the Minutes of the November 24, 2023 General Faculties Council open session meeting be approved.

***Motion carried by unanimous consent***

2.2. Business Arising from the Minutes

In response to a question, it was confirmed that a review of Faculty Councils Terms of Reference was added to the GFC Executive Committee's work plan to address this year.

**3. Approval of GFC Bylaw Revisions (formal review)**

***Moved and seconded:***

**THAT** General Faculties Council approve the GFC Bylaw Revisions, effective January 19, 2024.

Discussion:

- Concerns were raised with respect to the removal of the Preamble. Reasons included that it was useful to have an explanation of bicameral governance, and the relationship between GFC and other bodies, especially for new GFC members.
- The Chair highlighted the rationale provided in the GFC Bylaw red-lined version about why the GFC Executive Committee proposed removing it. A preamble does not need to be included in a Bylaw document.
  - The Chair added that EC will take the comments under advisement, if the motion is passed, for the next formal Bylaw review.

***Motion carried***

**4. Approval of Curriculum**

4.1. New Program/Major – Bachelor of Aviation Management (Faculty of Business and Communication Studies)

***Moved and seconded:***

**THAT** General Faculties Council approve the New Program/Major – Bachelor of Aviation Management.

***Motion carried***

4.2. Program Termination – Spanish, BA (Faculty of Arts)

***Moved and seconded:***

**THAT** General Faculties Council approve the Program Termination – Spanish, BA.

Discussion:

- Concerns were raised about ending a language program, and the importance of these programs in Arts.
- It was explained that there are language courses for students to take, but this program was not sustainable due to low demand.

***Motion carried***

**5. Approval of Academic Program Review Policy and Procedures**

***Moved and seconded:***

**THAT** General Faculties Council approve the updates to the Academic Program Review Policy and Procedure.

Discussion:

- An overview of the proposed revisions was provided.

***Motion carried***

**6. Approval of Tenure, Permanency and Promotion Handbook Revisions**

***Moved and seconded:***

**THAT** General Faculties Council approve the Tenure, Permanency and Promotion Handbook (v3.0).

Discussion:

- The Provost and Vice-President Academic summarized the revisions made to address the Memorandum of Understanding with the Mount Royal Faculty Association, and thanked those involved with this work.
- A comment and request was made with respect to improving the accessibility and usability of the Handbook.
  - A member of the Academic Standards Committee agreed to bring forward this feedback to the next ASC meeting to include in their consideration of potential substantive changes to recommend for the Handbook.
- Comments were made in support of the revision, and members were reminded to encourage their colleagues to attend the tenure training session.

***Motion carried***

**7. Committee Chair Reports**

**7.1. Executive Committee**

A written Committee Chair report of the most recent EC meeting was provided for information. T. Rahilly acknowledged the positive feedback received about the GFC Governance Essentials sessions, and thanked the panel participants.

7.2. Academic Planning and Budget Committee

A written Committee Chair report of the most recent APBC meeting was provided for information.

7.3. Academic Programs and Curriculum Committee

A written Committee Chair report of the most recent APCC meeting was provided for information.

7.4. Academic Standards Committee

A written Committee Chair report of the most recent ASC meeting was provided for information. Kelly Williams-Whitt, ASC Vice-Chair, shared an additional update about the progress the ASC working group has made on discussions with the Indigenous Faculty Collective on the *Institutional Tenure and Promotion Criteria*, and thanked them for their work.

7.5. Research and Scholarship Committee

A written Committee Chair report of the most recent RSC meeting was provided for information and highlighted at the meeting.

7.6. Student Affairs Committee

A written Committee Chair report of the most recent SAC meeting was provided for information. In response to a question about when GFC will be receiving an update on the review of the timing of Fall reading week, the Vice-President Students explained that research is being undertaken by the Registrar's Office.

7.7. Teaching and Learning Committee

The TLC Chair advised there was no report since TLC has not met since the last GFC meeting.

**8. Question Period**

8.1. Written Questions

No written questions were submitted for inclusion in the package.

8.2. Questions from the Floor

- An update was requested about the outcome of the review of Academic Advising (Excellence in Academic Advising Committee's work)
  - It was explained that work is underway and there is a committee working on recommendations and sharing the report. There will be community consultation for the recommendations. Further information will be shared this semester.
- A question was asked about the timing of the final exam schedule this past December, considering the impact the late dates impacted both students and faculty (e.g.

outstanding grades), and if there could be more flexibility in how these schedules are built.

- It was explained that the last exam took place on December 22, and the schedule is created in accordance with the Academic Schedule and Exams Policy, and that there were not many outstanding grades this past term as there typically are.
- It was explained how the Registrar's Office aims to minimize the impact when terms end late or have an early start, where the dates are a function of shifting calendar years.
- A request was made to review the availability of resources to provide online exams for students, so that students would not have to use their personal computers.

## 9. Other Reports

### 9.1. GFC Chair and Vice-Chair Report

The GFC Chair and Vice-Chair submitted a written report.

### 9.2. Board of Governors Meeting Summary

A written summary of the December 1, 2023 Board of Governors meeting was provided for information.

## 10. Consent Agenda

### 10.1. Items Removed for Discussion

#### 10.2.2. Faculty Council Charter Revision – Business and Communication Studies

***Moved and seconded:***

**THAT** General Faculties Council approves the revised Business and Communication Studies Faculty Council Charter.

Discussion:

- In response to a comment, it was indicated that EC will review consistency of Faculty Council committee terms of references.

***Motion carried***

### 10.2. Items for Approval (*singular motion*)

***Moved and seconded:***

**THAT** the General Faculties Council approve the Consent Agenda – Items for Approval for the January 19, 2024 Open Session:

#### 10.2.1. Student Affairs Committee Charter Revision (Membership)

**THAT** General Faculties Council approves the membership be revised in the Student Affairs Committee Charter to add a “Representative of Continuing Education”, designated by Continuing Education.

10.2.3. Faculty Council Charter Revision – Health, Community and Education

**THAT** General Faculties Council approves the revised Health, Community and Education Faculty Council Charter.

***Motion carried***

10.3. Items for Information

The following items were received for information:

10.3.1. 2022-2023 Office of Student Community Standards Statistics Report

Discussion:

- Feedback was shared to include a statistic on the timelines for coming to a decision.

10.3.2. Enrolment Summaries

10.3.3. Committee Meeting Minutes

10.3.4. Faculty Council Approved Curriculum

**11. New Business**

There was no new business.

**12. Adjournment**

The meeting terminated at 10:03 AM.