

Role of General Faculties Council (GFC)

GFC is responsible for the academic and student affairs of AUArts, subject to the authority of the Board of Governors. GFC acts as the voice of the academic community, providing vision and leadership to the academic community and bringing expertise and academic perspective to the governance of AUArts.

In fulfilling this role, GFC shall promote AUArts' teaching and research consistent with its mandate. Furthermore, it provides a forum for the exchange of ideas and informs the development of AUArts' academic plans, policies, procedures, regulations, and practices. GFC supports the tradition established in institutions of higher learning for debate, consultation, and collegiality. For more information visit the [Governance Website](#).

1. MEETING DATES IN 2023-2024

The GFC met 8 times in 2023-2024.

2022: September 20th, October 18th, November 22nd

2023: January 17th, February 14th, March 20th, April 17th and May 15th

2. COMPOSITION AND MEMBERSHIP

COMPOSITION

Ex-Officio Members:

- President and CEO
- Dean, Academic Programs
- Vice President, Finance and Operations
- Vice President, Advancement
- Dean, Innovation, Learning and Development
- Associate Dean, Research, Internationalization and Graduate Studies
- Associate Dean, Undergraduate Studies
- Director, Learning and Instructional Services
- Registrar

Elected Faculty Members (by Proportional Representation):

- Twelve (12) full-time academic staff members, consisting of: three (3) members from the School of Visual Art; four (4) members from the School of Craft and Emerging Media; four (4) members from the School of Communication Design; and one (1) members from the School of Critical and Creative Studies.

Elected Faculty Members (by Degree area):

- Four (4) full-time academic staff members: one each to be elected from the Bachelor of Fine Arts, Bachelor of Design, School of Critical and Creative Studies undergraduate degree areas and MFA in Craft Media.

Elected GFC Board of Governor's Representative:

- One (1) full-time academic staff member from any of the schools.

Student Members:

- Two (2) students appointed by the council of the Students' Association. The Students' Association shall determine the procedure by which student members are appointed.

Other Members:

- Dean of Students
- Executive Director, People and Culture

Other voting members as may be added at the discretion of GFC.

Non-Voting Members:

- Secretary, General Faculties Council

MEMBERSHIP

- Dr. Daniel Doz, Chair and President and CEO
- Dr. Janis Goldie, Vice-Chair and Dean, Academic Programs
- Scott Powell, Vice President, Finance and Operations
- Jamie Leong-Huxley, Vice President, Advancement
- Nicole Hamilton, Dean, Innovation, Learning and Development
- Dr. Rob Stone, Associate Dean, Research, Internationalization and Graduate Studies
- Dr. Alex Link, Associate Dean, Undergraduate Studies
- Arif Ansari, Registrar
- Karl Geist, Faculty Member, SCD
- Nick Johnson, Faculty Member, SCD
- Mike Kerr, Faculty Member, SCD
- Silas Kaufman, Faculty Member, SCD
- Marty Kaufman, Faculty Member, SCEM
- Mackenzie Kelly-Frère, Faculty Member, SCEM (effective Feb. 14th changed to Academic Staff Members, Approved to the Board)
- Anahita Mosayebi, Faculty Member, SCEM
- Paul Robert, Faculty Member, SCEM
- Alana Bartol, SVA
- Richard Brown, Faculty Member, SVA
- Lisa Lipton, Faculty Member, SVA
- Vacant, Faculty Member, SCCS
- Laurel Johannesson, Faculty Member, Bachelor of Fine Arts
- Jamie Kroeger, Faculty Member, Master of Fine Arts in Craft Media
- Suzanne Lemermeyer, Faculty Member, Bachelor of Design Studies
- Dr. Kara Stone, Faculty Member, SCCS
- Quynn Covey, Students' Association Appointed Member
- Juli Song, Students' Association Appointed Member
- John Gaucher, Academic Staff Member, Appointed to the Board* (until Jan. 2024)
- Dr. Pablo Ortiz-Hernández, Dean of Students
- Wendy Harding, Executive Director, People and Culture
- Cherie Tutt, Secretary, General Faculties Council

3. ITEMS APPROVED BY GFC

Approval of the Revisions to the Academic Date Setting Procedure (Sept. 2023)

The GFC reviewed the proposed revisions to the Academic Date Setting Procedure. The GFC discussed and recommended that September 30th, the National Day for Truth and Reconciliation be added to the list of non-instructional days listed in Appendix A.

Motion: That the General Faculties Council (GFC) approve the revisions to the Academic Date Setting Procedure, in the form provided to the GFC, effective immediately, and as recommended by the Academic Policy Committee with the requested amendment to Appendix A.

Death of a Student Policy and Procedure, Approval (Oct. 2023)

The GFC received an overview of the new Death of a Student Policy and Procedure (DSP&P) learning that the new DSP&P will ensure the university has a clear process if there is a death of a student. The GFC discussed other policies and procedures that intersect with the DSP&P including the Graduation Procedure, the Honorary Degree Procedure, and the Naming Policy.

Motion: That the General Faculties Council (GFC) approve the Death of a Student Policy and Procedure, in the forms provided to the GFC, effective immediately and as recommended by the Academic Policy Committee.

Revisions to the GFC Bylaws (Oct. 2023)

The GFC reviewed the revisions to the GFC Bylaws, which are primarily editorial and add clarity or remove redundant information. A thorough review of all the governing documents is planned for 2025, as the University will have been operating with the current documents for five years at that point in time.

Motion: That the General Faculties Council (GFC) approve the revisions to the GFC Bylaws, in the form provided to the GFC, effective immediately and as recommended by the Steering Committee.

Revisions to the GFC Standing Committee Terms of Reference (Nov. 2023)

The GFC reviewed the revisions to the terms of reference (ToR) for the Steering Committee, the Academic Policy Committee, and the Student Affairs Committee, learning that the changes aim to clarify each standing committee's responsibilities and ensure alignment with the Post-Secondary Learning Act for student judiciary matters.

Motion: That the General Faculties Council approve the revisions to the terms of reference for the:

- *Steering Committee*
- *Student Affairs Committee*
- *Academic Policy Committee*

in the forms provided to the Committee, effective immediately, and as recommended by the Steering Committee.

Indigenous Pathways – Soksipaitapiiwahsin

It was reported that the AUArts Indigenous Pathways Soksipaitapiiwahsin (Good Living Ways) was created through a consultative process led by the Elder Council and was formally endorsed by the Board of Governors in October. The *Indigenous Pathways* Reconcili-Actions and were reviewed.

The new Manager of Indigenous Initiatives was introduced. He then provided a brief overview of how the *Indigenous Pathways* document will serve to create a bridge between traditional colonial education and Indigenous ways of knowing and being.

Approval of the University Research Centres Procedure (Jan. 2024)

The GFC received an overview of the purpose of research centres, the intent for creating them at AUArts and emerging research areas that a centre may be developed around, such as femininity, diaspora, and health. The GFC learned that the procedure provides a clear identity, management, approval, and review structure for these collaborations. The GFC discussed the timeline for launching research centres.

Motion: That the General Faculties Council (GFC) approve the University Research Centres Procedure, in the form provided to the GFC, as recommended by the Research Committee.

Approval of Revisions to the Registration Policy and Procedure (Jan. 2024)

The GFC learned that the changes to the university's Registration Policy and Procedure focus on changes intended to enhance student retention. The Policy includes an updated policy statement, clarifies that the scope is on undergraduate courses and not graduate level or non-credit courses, and streamlines the principles to be higher level.

Motion: That the General Faculties Council (GFC) approve the revisions to the Registration Policy and Procedure and the retirement of the No Show Procedure, in the forms provided to the GFC, effective for Fall 2024 and as recommended by the Academic Policy Committee (APC).

Approval of Revisions to the Final Grading Procedure and Approval of Revisions to the Undergraduate Academic Standing and Graduation Policy and Procedure (Jan. 2024)

The GFC reviewed the key changes to the Final Grading Procedure and the Undergraduate Academic Standing and Graduation Policy and Procedure. The GFC learned the Final Grading Procedure now encompasses both undergraduate and graduate information as well as content on grade appeals. The Undergraduate Academic Standing and Graduation Policy and Procedure, guides students' continuance and completion of studies and includes updates to how the GPA is calculated, what constitutes as good standing and when withdrawals are enacted.

Motion: That the General Faculties Council (GFC) approve the changes to the Undergraduate Final Grading Procedure, including a name change to the Final Grading Procedure and the retirement of the Undergraduate Final Grade Appeal Procedure and related sections of the Consolidated Graduate Procedure, in the form provided to the GFC, effective Fall Term 2024, as recommended by the Academic Policy Committee.

Motion: That the General Faculties Council (GFC) approve the creation of a new Undergraduate Academic Standing and Graduation Policy and Procedure, in the forms provided to the GFC, effective Fall Term 2024 and as recommended by the Academic Policy Committee.

Approval of the Revisions to the Admissions Procedure (Feb. 2024)

The GFC received an overview of the revisions to the Admissions Procedure learning that information pertaining to graduate students has been incorporated into the Procedure, and specific entrance requirements have been removed and placed in the Academic Calendar to make the documents more student friendly.

Motion: That the General Faculties Council (GFC) approve the changes to the Undergraduate Admission Requirements Procedure, including a name change to the Admissions Procedure and the retirement of Admissions Sections in the Consolidated Graduate Procedure, as set out in the documents provided to the GFC, effective Fall Term 2024, and as recommended by the Academic Policy Committee.

Repealing of the Third Attempt Procedure and the Degree Requirements Procedure (Mar. 2024)

The GFC learned that when the approved updates to the Registration Policy and Procedure and the Undergraduate Academic Standing and Graduation Policy and Procedure as well as the Academic Calendar occurred that the Third Attempt Procedure and Degree Requirements Procedure should have been repealed at this time as the content is no longer required or covered in the updated documents.

Motion: That the General Faculties Council (GFC) repeal the Third Attempt Procedure and the Degree Requirements Procedure, as set out in the documents provided to the GFC, effective May 1, 2024, as recommended by the Academic Policy Committee.

Approval of the Academic Quality Assurance Policy and the Credit Curriculum Approval Procedure and Repealing the Minor Procedure and the Credit Curriculum Procedure

Approval of Associated changes to the GFC Standing Committee Structure and Terms of Reference

The GFC learned that the Academic Program Quality Assurance Policy and the Credit Curriculum Approval Procedure responds to the priorities set out in the university's Academic Plan and demonstrates the University's commitment to ensuring that high standards are achieved and maintained in its academic programs through a multi-layered, comprehensive, and rigorous quality assurance process. The new policy and procedure will replace the Minors Procedure and the Curricular Change Procedure as well as change the Curriculum Committee to a subcommittee of the Academic Planning and Oversight Committee (APOC) instead of a standing committee of GFC.

Motion: That the General Faculties Council (GFC) approve:

- 1. the creation of the Academic Program Quality Assurance Policy and the Credit Curriculum Approval Procedure; and*
- 2. repealing the Minors Procedure and Curricular Change Procedure*

as set out in the forms provided to the GFC, effective May 1, 2024, as recommended by the Academic Planning and Oversight Committee.

Motion: That the General Faculties Council (GFC) approve:

- 1. the changes to the Academic Planning and Oversight Committee Terms of Reference;*
- 2. the changes to the Academic Policy Committee Terms of Reference;*
- 3. the dissolution of the Curriculum Committee as a Standing Committee of the General Faculties Council.*

as set out in the documents provided to the GFC, effective May 1, 2024, as recommended by the Academic Planning and Oversight Committee.

Approval of the Non-Credit Credential Policy and Framework and the associated change to the Academic Planning and Oversight Committee Terms of Reference (Apr. 2024)

The GFC learned that a Non-Credit Credential Policy and Framework has been created to ensure consistent use of nomenclature, common standards, and structures, and to increase transparency as AUArts grows its employment skilling, professional development training and preparatory offerings to allow the university to diversify and broaden the audience we speak to in the current marketplace. An overview of intended areas to develop micro-credentials around was provided.

Motion: That the General Faculties Council (GFC) approve the creation of the Non-Credit Credential Policy and Framework and associated changes to the Academic Planning and Oversight Committee Terms of Reference as set out in the documents provided to the GFC, effective immediately.

Approval of the Student Conduct Policy and Academic Misconduct Procedure and Student Academic Integrity Policy and Academic Misconduct Procedure and the Repealing the Student Conduct Procedure (May 2024)

An overview of the updates made since the policies and procedures were presented to the GFC in April was provided, noting clarified responsibilities and definitions.

Motion: That the General Faculties Council (GFC):

- 1. rescind the Student Conduct Procedure; and*
- 2. approve the Student Academic Integrity Policy, the Student Academic Misconduct Procedure, the Student Conduct Policy, the Student Non-Academic Misconduct Procedure, and appendices,*

as set out in the documents provided to the GFC, effective for Fall term 2024, as recommended by the Academic Policy Committee.

4. ITEMS DISCUSSED

Board Honorary Degree Committee: Call for Nominations (Oct. 2023)

It was announced that the Honorary Degree (HD) Committee is currently accepting nominations for 2024 until November 10, 2023. Members are encouraged to put forward names to be considered for an Honorary Degree.

Illingworth Kerr Gallery Advisory Council Terms of Reference (Feb. 2024)

The Terms of Reference for the Illingworth Kerr Gallery (IKG) Advisory Council were shared with the GFC, an overview of the responsibilities and make-up of the Council was provided. The GFC discussed the approach to recruiting external advisors to the Council.

Updates to the Student Conduct Procedure (Apr. 2024)

The GFC learned that the current Student Conduct Procedure includes processes for both student academic misconduct and student non-academic misconduct, and it's a long, hard-to-navigate document. Based on reviews of related policy and procedures from other post-secondary institutions, and taking into consideration AUArts' size and programming, the document has been split into two sets of policy and procedure. The new documents aim to clearly set out the responsibilities of stakeholders, provide guidance on investigating suspected cases, delivering sanctions and the appeal processes. The GFC discussed the new policy suites and provided suggestions on the language and definitions to increase clarity. Examples of accompanying materials that will be produced to support both faculty and students navigating these policies and procedures were also discussed.

2024-2025 Budget Update (May 2024)

The GFC received a presentation on the 2024-2025 Budget, which outlined the annual budget process including a review of ongoing challenges and planning methodologies, followed by an overview of the revenue and expenses within the operating budget and an overview of the current Investment Management Agreement between the university and the Ministry of Advanced Education.

Report on the GFC Member Survey (May 2024)

A report back on the feedback received via the GFC Survey conducted at the April meeting was provided, which indicated that members agree the materials provided and length of agendas are appropriate, and the information coming from committees is sufficient to make decisions. The consensus is that GFC is operating well.

5. STANDING ITEMS FOR INFORMATION**Reporting**

Reports from the following individuals were provided throughout the year.

- The President and CEO
- The Deans: Dean of Academic Programs, Dean of Students, Dean of Innovation, Learning and Development
- The Students' Association
- The GFC representative to the Board of Governors (*reports were provided following a Board meeting*)

School Council Minutes

Approved School Council Minutes were circulated in the meeting packages throughout the year.

- School of Critical + Creative Studies Council (SCCS)
- School of Communication Design Council (SCD)
- School of Visual Art Council (SVA)
- MFA in Craft Media Program Committee (MFA in CM)

Good News Moment

A good news moment to allow members of the GFC to share information on positive happenings around campus, including upcoming student and faculty events was included at the end of each meeting.

Submitted by: Dr. Daniel Doz, Chair
General Faculties Council