



## GENERAL FACULTIES COUNCIL MEETING #588

### Approved Minutes

Monday, February 3, 2025

3:00 p.m. in W646

- Present:** M. Helstein (Chair), S. Alam, O. Awosoga, J. Blum, N. Buis Deering (virtually), C. Burton, C. Carnaghan, B. Cummins, J. Cunningham (virtually), H. Davis-Fisch, Y. Dixit, J. Doan, J. Dobbie, A. Dymond, A. Ebenmelu (virtually), A. Enigbokan (virtually), S. Findlay, J. Ford (virtually), D. Gaur, B. Gerwin, K. Godfrey (virtually), K. Greenwood, B. Hughes, K. Ito, H. Jansen, S. Johnsrude, I. Kovalchuk (virtually), O. Kovalchuk (virtually), M. Letts, D. Lucas, J. Mather, D. McMartin, L. Michael (virtually), E. Mundell (virtually), A. Oblak (virtually), J. Oldfield (virtually), W. Osborn, S. Pelech, N. Rebry (virtually), J. Reiter (virtually), J. Rice, Y. Sackey-Forson (virtually), R. Schiff, D. Scott, L. Starr, C. Steinke (virtually), A. Taylor, M. Thomas, S. Thomas, G. Tian (virtually), P. Visentin (virtually), L. Vogelsang, A. von Heyking (virtually), P. Wilson (virtually), J. Wiltshire (virtually), J. Youngdahl, D. Zalesak
- Regrets:** Y. Belanger, P. Ghazalian, C. Hopkinson, D. Jayas, K. Massey, C. Mattatall, D. McNeill, N. Patel, D. Slomp, J. Sumbera, R. Sutherland
- Other:** G. DeSteur (virtually), J. Gallais, V. Grisack, S. Jefferson, G. Lublinkhof, M. Mathurin-Moe, J. Nugent, M. Okeowo, R. Westlund, M. Whipple, (*other guests were present on Zoom*)

*Oki. The Chair opened the meeting with a welcome and the Territorial Statement. Dr. Michelle Helstein noted that she is serving as Acting, President & Vice-Chancellor in the President's absence, so will be chairing the meeting and Dr. Rebecca Schiff, Deputy Provost, will be acting as Vice-Chair per the GFC Bylaws Section E (3,4):*

*A moment of silence was held for Cory Beres, a former faculty member in Education on January 9<sup>th</sup>.*

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### 1. CONSENT AGENDA

#### APPROVAL

- 1.1. Approval of the GFC Meeting #588 February 3, 2024 Agenda
- 1.2. Approval of the GFC Meeting #587 December 9, 2024 Minutes

#### INFORMATION

- 1.3. GFC Executive Committee Report – January 27, 2025
- 1.4. GFC Executive Committee Approved Minutes – #571 – December 2, 2024 Meeting

MOTION:  
Zalesak/Carnaghan

gfc.2025.02.01

*That the General Faculties Council approve the December 9, 2024 Consent Agenda with amendments.*

Motion: Carried

There was a mistake on Enc.# 4 where Darren Christensen's name was spelt wrong and on Enc.# 5 where ASC recommendations should be implementation on May 1, 2026.

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## **2. PRESIDENT'S REPORT**

M. Helstein referred to the President's Report that was included in the agenda package.

A few highlights and additions were noted:

- Follow – Up from Last Meeting:
  - ULBC Community Event on March 14<sup>th</sup> – We have requested an information session. We feel that others may also have questions, so it is a University Community Event.
- Winter 2025 Enrolment is 7,727 students. We are working hard to increase enrolment. We have received our new PAL allotment for international student enrolment. On January 23<sup>rd</sup>, Alberta provided us with our numbers after the old ones had expired. The government has changed the way they give out the allotments. We issued 1,784 PALS last year but there are new unknowns going forward.
- Campus Premiere on Feb 13<sup>th</sup> of Brainstorm, a documentary produced by Bailey and Soda Films about University of Lethbridge neuroscientists.
- ULethbridge Volunteer Award (Deadline February 15, 2025). Be sure to nominate for that award.
- Strategic Plan Kick Off is the week of March 24<sup>th</sup>

### 2.1. Questions Received in Advance

- Jennifer Mather - “Has there been any progress on plans to reduce the night-time lighting in the Science Commons building so as to reduce its impact on animals, especially birds, on campus? I began asking for this to mitigate its impact on Fall migration and we are beginning to look forward the Spring migration, with little change.”

M. Helstein highlighted that we made all the lighting adjustments on October 31<sup>st</sup>. Lighting timers are affected when people are using the spaces.

From November GFC Minutes: “*M. Helstein - Update on Lights – as of Thursday Oct 31<sup>st</sup>, the new light schedule change has been implemented from 5:00 am until 8:00 pm. The lights have been dimmed in the lounges as well.*”

- Last meeting a question arose, so the adjunct numbers follow-up - The combined total for 2023-2025 is around 45 Adjunct members.

## 2.2. Question Period on Report Items

- C. Burton – inquired about a procedure on letting the community know that the president is away. Was there an announcement? M. Helstein noted there was a bounce back on the president’s email for those who would contact him. We feel that we found the right balance in those that needed to know while respecting his privacy during this absence from mid-December and returning next week. He has been accessible and staying connected.
- S. Findlay – noted that the International Women’s Day conference was mentioned and also wanted to publicise the STEM International Day of Women and Girls in science conference – the registration is still open.
- J. Reiter noted for the previous item on lighting that there are grad students working in the Science Commons all hours of the night.
- B. Gerwin – clarification on ULBC session and it was noted that there will be a community information session on March 14<sup>th</sup>.

## 3. ITEMS FOR ACTION

### 3.1. Approval of Appointed GFC Member

MOTION: gfc.2025.02.02  
Schiff/Thomas

*That General Faculties Council (GFC) approves the appointed member below to GFC:*

*APPOINTED MEMBERS [13] Section 25 & GFC Bylaws – (GFC Appoints) [Two-year terms staggered to provide continuity where possible (GFC Bylaws Part 2, E, 7)]*

*Liberal Education      Brendan Cummins      June 30, 2025*

Motion: Carried

### 3.2. GFC Nominations Committee Slate

MOTION: gfc.2025.02.03  
Dobbie/Findlay

*That GFC Nominations Committee met on January 21, 2025 and recommends to GFC for approval the following slate of nominees:*

*Vice-President (Research) Search and Review Committee  
Five (5) Academic Staff Members, appointed by General Faculties Council. (alternate)*

- *Mary Runte (Dhillon School of Business)*
- *Darren Christensen (Faculty of Health Sciences)*
- *Michael Gerken (Chemistry and Biochemistry - A&S)*
- *Habiba Kadiri (Math & Comp Sci - A&S)*

- *Conor Snoek (Indigenous Studies - A&S)*
- *Paul Vasey (Neuroscience - A&S) (Alternate)*

*Naming Advisory Committee*

*One (1) member of GFC, appointed by General Faculties Council. (alternate)*

- *Peter Visentin (Music – Fine Arts)*

*GFC Research Planning Committee*

*Two (2) Academic Staff members, (Areas needed: A& Sc. Social Sciences, & Faculty of Health Sciences)*

- *Paul Vasey (Neuroscience - A&S)*
- *Brenda Leung (Faculty of Health Sciences)*

Motion: Carried

D. McMartin left the room. J. Dobbie thanked everyone for putting their names forward and encouraged individuals to nominate themselves and/or others when these opportunities arise.

### 3.3. GFC Admission Standards Committee Report

Report 1 – Implementation May 1, 2026

**Student Enrolment & Registrar Services**

MOTION: gfc.2025.02.04

Buis Deering/Starr

*That GFC approve the addition of an opt-in summer undergraduate application intake effective May 1, 2026.*

Motion: Carried

**Faculty of Education**

MOTION: gfc.2025.02.05

Starr/Pelech

*That GFC approve changes to the BEd Early Years Education admission requirements for transfer students to include a minimum GPA of 2.50, effective May 1, 2026.*

Motion: Carried

It was noted that this is aligning GPA requirements to other programs.

## 4. ITEMS FOR REVIEW (Prior to Board Action)

4.1. None

## **5. ITEMS FOR INFORMATION**

### **5.1. New Program Review Committee Terms of Reference Update**

R. Schiff updated changes to the TOR. It is a new committee and there were a couple of small gaps. We have aligned the terms to be in line with the GFC Quality Assurance Committee – with two-year terms as well as we have added annually to the student terms. We have also added the Library to the academic staff section.

### **5.2. Destination Project Phase II Update**

M. Helstein introduced J. Nugent and G. Lublinkhof as co-chairs of the DPP II Steering Committee. This will be a regular update of where we are at in the project.

G. Lublinkhof reported that they have engaged with the steering committee and president's exec for planning for the next 18 months. There will be some engagement sessions starting next week with various groups. The goal is in 18 months to have a schematic design in place for the project as well as the costing. We have enough funding to get to the schematic design but will need to ask government for more money to complete the project. For the next couple of months, they need to get a sense of what the priorities are of the institution.

They are looking at campus as a whole and there is an opportunity for departments to be moved around campus. There will be a written survey for those who cannot attend a session. There was a discussion on community engagement, consultation and accessibility. M. Helstein added that there is a communication and publication plan. There are ways to frame the needs of our institution in a way the government will understand and makes sense to them. It is an iconic building and how do we make it viable for the next 60 years.

M. Helstein stressed that people need to be involved in the early conversations and thanked the co-chairs for their presentation.

## **6. ITEMS FOR PRELIMINARY DISCUSSION**

### **6.1. Student Code of Conduct Policy**

J. Gallais and M. Okeowo presented on the new combined policy. K. Massey sent regrets as she is co-chair along with J. Gallais on the working group. M. Okeowo is our policy analyst and has been gathering information on how to make the new policy better. The goal was to consolidate policies as well as streamline them while being fair, transparent and student focused. J. Gallais noted that we may not get it right the first time but this is a document that should be updated regularly. Feedback was gathered from the members including respect for instructors, good flow charts as well as the rights of the student balanced against the rights of others. It was also noted that it is easier for students to have it in one document and less confusing on what the process is.

J. Gallais noted that they welcome feedback and will incorporate what makes sense to include.

6.2. GFC Ballot Process

J. Gallais noted that they had a good discussion on this at GFC Executive. Feedback was provided regarding the process of a ballot in the GFC evaluation done last year. We wanted to see if there was any appetite for a change to the process. J. Gallais explained the current voting process for anonymous voting. Our last ballot vote was last year. The potential suggestions of a ballot vote were a Qualtrics vote (email a link to all members present, and then it would be tabulated automatically), keeping the current process or perhaps some sort of electronic way to vote. Some suggestions from the members were elections buddy – [www.electionbuddy.com](http://www.electionbuddy.com), clickers or a zoom vote. It was asked if there are there any concerns of people not having an electronic device. It was noted this could be a concern and since it happens infrequently, we should keep the current system. M. Helstein noted that we will take this feedback to GFC Exec and get more input.

**7. OTHER BUSINESS**

7.1. Question Period on Other Items

None.

**8. ADJOURNMENT**

MOTION:

gfc.2025.02.06

Findlay/Letts

*That the GFC meeting of February 3, 2025 be adjourned.*

Motion: Carried