Post-Secondary Learning Act

- All governing powers derive from the PSLA (formerly the Universities Act)
- Mandates the following bodies:
  - Board of Governors
  - General Faculties Council & Council on Student Affairs (COSA)
  - Senate
  - Deans’ Council
  - Faculty Councils
- Lays out the Campus Alberta system, including quality assurance
Governance in a Nutshell

- Government of Alberta
- University of Alberta
  - Advisory Groups
  - General Faculties Council (GFC)
  - Board of Governors (BoG)
  - Faculty Councils
  - Executive
    - Academic Units
    - Administrative and Ancillary Units
University Policy and Procedure

• Policies and procedures cover every aspect of operation at the University
  • Generally created through GFC
  • Exists in a number of sources: GFC policy manual, UAPPOL, the UofA Calendar
• Example: Indirect Costs of Research Policy
  • Application for Indirect Cost Recovery Rates Procedure
University Legislation

• Bicameral:
  • Board of Governors (the Board, or BoG) has authority over business governance;
  • General Faculties Council (GFC) has authority over academic governance
• The powers of GFC are subject to the authority of the Board
General Committee Structure

- Legislatively Established Main Body
  - Committee
    - Subcommittee
  - Committee
  - Committee
Board of Governors (BoG)

• Responsible for the business of the University

• Seven standing committees pursuant to the PSLA

• Delegates power to the General Faculties Council (GFC) on academic matters
BoG Reporting Structure

Board of Governors (BoG)

- Community and Government Relations
- Safety, Health and Environment
- Learning and Discovery
- Finance and Property
- Audit
- Investment
- Human Resources and Compensation
Board of Governors (BoG)

**Board Chairs**
- Chair: Michael Phair
- Vice-Chair: Dick W. Wilson

**SU Members**
- Reed Larsen
- Levi Flaman
General Faculties Council (GFC)

• Responsibility over “academic affairs”, as delegated by the Board
GFC Reporting Structure
General Faculties Council (GFC)

Chair & Staff
- Chair: David Turpin (President)
- Secretary: Meg Brolley

SU Members
- Akanksha Bhatnagar
- Andre Bourgeois
GFC Committees

**Academic Planning**
- Chair: Steven Dew
- Staff: Meg Brolley
- SU Members: Reed Larsen

**Academic Standards**
- Chair: Tammy Hopper (delegate of Provost)
- Vice-Chair: Janice Causgrove Dunn
- Staff: Meg Brolley
- SU Members: Akanksha Bhatnagar

**Subcommittee on Standards**
- Chair: Tammy Hopper (delegate of Provost)
- Staff: Meg Brolley
- SU Members: Akanksha Bhatnagar
<table>
<thead>
<tr>
<th>Committee Name</th>
<th>Chair</th>
<th>Staff</th>
<th>SU Members</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Conduct Policy</td>
<td>Chair: Steven Penney</td>
<td>Staff: Andrea Patrick</td>
<td>SU Members: Andre Bourgeois</td>
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<tr>
<td>Committee on the Learning Environment</td>
<td>Chair: Sarah Forgie</td>
<td>Staff: Meg Brolley</td>
<td>SU Members: Akanksha Bhatnagar</td>
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<tr>
<td>Executive</td>
<td>Chair: David Turpin</td>
<td>Staff: Meg Brolley</td>
<td>SU Members: Akanksha Bhatnagar</td>
</tr>
<tr>
<td>Committee</td>
<td>Chair</td>
<td>Staff</td>
<td>SU Members</td>
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</tr>
<tr>
<td>Facilities Development</td>
<td>Chair: Wendy Rodgers (delegate of Provost)</td>
<td>Staff: Andrea Patrick</td>
<td>SU Members: TBD</td>
</tr>
<tr>
<td>Nominating</td>
<td>Chair: Mirko van der Baan (acting)</td>
<td>Staff: Ann Hodgson</td>
<td>SU Members: Akanksha Bhatnagar</td>
</tr>
<tr>
<td>Replenishment</td>
<td>Chair: Fay Fletcher</td>
<td>Staff: Meg Brolley</td>
<td>SU Members: Akanksha Bhatnagar</td>
</tr>
</tbody>
</table>
## GFC Committees

<table>
<thead>
<tr>
<th>Committee</th>
<th>Chair</th>
<th>Staff</th>
<th>SU Members</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Undergraduate Awards &amp; Scholarships</td>
<td>Amy Tse</td>
<td>Andrea Patrick</td>
<td>None</td>
<td></td>
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<tr>
<td>Undergraduate Teaching Awards</td>
<td>Uwe Hacke</td>
<td>Andrea Patrick</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>COSA</td>
<td>Steven Dew</td>
<td>Reed Larsen</td>
<td>None</td>
<td>*Separate from GFC</td>
</tr>
</tbody>
</table>
University Top Admin

• Set tone and direction of the University
  • Therefore play a significant role in planning as well as in major policy
• Responsible for the administrative and management duties of the University
  • Therefore responsible for the implementation of planning
• Ultimately responsible to the Board
Office of the Provost

Provost and Vice-President (Academic)

Deputy Provost

Vice-Provost and Associate Vice-President (Human Relations)
Vice-Provost and Chief Librarian
Vice Provost and University Registrar
Vice-Provost and Dean of Students
Vice-Provost (Academic Programs)
Director, Administrative Information Systems
Academic Director, University Teaching Services
Vice Provost and Associate Vice-President (Information Technology)
Deans
## Advisory Groups

<table>
<thead>
<tr>
<th>Group</th>
<th>Description</th>
</tr>
</thead>
</table>
| **Senate**                                 | • Power comes from influence and power of voice  
• Periodically produces well-written, well-discussed, well-researched and widely ignored recommendation documents |
| **Deans’ Council**                         | • Regular meeting of University Executive and faculty Deans  
• Very important advisory council, taken extremely seriously |
| **Alumni Association**                     | • Provides services to Alumni and produces New Trail Magazine  
• Becoming more important |
| **President’s Advisory Committee of Chairs (PACC)** | • Advisory board to the President on matters of great import to Department Chairs  
• Shady committee |
How to read an outline of issue

• All motions and most agenda items that come before GFC and its committees will have an outline of issue

• Confusing but extremely useful outline of every single piece of information you could possibly want to know about the agenda item
Outline of Issue

Example

OUTLINE OF ISSUE
Advice, Discussion, Information Item

Agenda Title: Bill 27: Conflicts of Interest Amendment Act – Updated Draft Employee Code of Conduct

Item
Proposed by
Vice-President (Finance & Administration) and Office of General Counsel

Presenter
Brad Hamdon, General Counsel

Details
Responsibility
Vice-President (Finance & Administration) and Office of General Counsel

The Purpose of the item is (please be specific)
To provide GFC with an update and overview of the draft Code of Conduct: Employees’ Obligations Respecting Conflicts of Interest, a new code created to comply with the university’s obligations in respect to Bill 27 - Conflicts of Interest Amendment Act.

Timeline/Implementation Date
April 30, 2018 deadline for submission to Alberta Ethics Commissioner

Supplementary Notes and context
The Conflicts of Interest Amendment Act came into force in December of 2017. It imposes obligations on all public agencies in Alberta, including the University of Alberta, similar to those obligations imposed on government departments and government employees in respect to managing conflicts of interest.

The university must submit a draft Code of Conduct applying to all employees of the university to the Alberta Ethics Commissioner by April 30, 2018. To comply with the Conflicts of Interest Amendment Act, the Code of Conduct must address the following:

- A requirement to act impartially in carrying out their duties;
- Restrictions on acting in self-interest or furthering private interests;
- Disclosure of real and apparent conflicts of interest;
- Restrictions on the acceptance of gifts, including monetary limits and maximum values; and
- Limitations on concurrent employment or appointments with a process for approval.

We believe that existing policies and procedures and collective agreement language are in place to comply with the majority of the Act’s requirements. For example, the university has a Statement of Ethical Conduct, an Ethical Conduct and Safe Disclosure Policy and Procedure, a Conflict of Interest and Conflict of Commitment Policy and Procedure, collective agreement provisions on supplemental professional activity and more.

The one area where a significant gap occurs is with respect to the acceptance of gifts. New language has been drafted in this area.

The Ethics Commissioner has indicated that she will not accept a Code(s) of Conduct with hyperlink references to other policy documents. As a result, we have been forced to adopt a "copy and paste" approach, copying what we believe are the most relevant sections from existing
Pay close attention to...

- The motion
- Action requested
- Proposed by
- Subject
- Responsibility
- Purpose of the proposal
- Impact of the proposal
- Timeline
- Consultative route
- Approval route
- Final Approver

Tip: If you have questions, search for the answers in the outline of issue before asking them!
Activity!