

GFC Attendance Policy
Students' Legislative Council (71.76)
Approved: April 1, 2014 (71.76)
Amended: January 26, 2017 (PDRC 74.09);
March 21, 2017 (74.45); June 13, 2017 (75.05);
January 30, 2018 (75.27)



History

In 1968, the Universities Act was amended to allow for two students appointed by the Students' Union on General Faculties Council (GFC). That same year, as the result of student protests, GFC meetings were made open to the public. In 1972, the SU established an informal Student GFC Caucus and made a successful proposal to GFC asking that one student be chosen from each school and faculty to sit on GFC, in addition to the two ex-officio seats for the President and Vice President Academic.

Definitions

Family Emergency refers to a sudden event that requires the presence of the affected SLC member. Such events may include, but are not limited to, a death in the family, a family member's funeral, or a family member's medical emergency.

General Faculties Council (GFC) refers to the governance body responsible for the academic affairs of the university, subject to the authority of the Board of Governors, as established in the *Post-Secondary Learning Act*.

GFC Term Excusal refers to SLC approval for an individual to miss all specified GFC meetings in a given semester.

Medical Emergency refers to a sudden acute injury or illness that poses an immediate risk to one's life or long term health. Emergencies require immediate assistance from another person and documentation from a health care provider must sufficiently reflect the urgent nature of the treatment required and be obtained in a timely manner.

Required Course Component refers to a scheduled course component that directly contributes to one's grade in a course, including mandatory labs, tutorials, and exams. Study groups, review sessions, optional tutorials and field trips are not included in this definition. Supporting documentation is required to demonstrate that a course component is required.

Religious Convictions refers to a demonstrable religious responsibility or obligation, such as participation in a ceremony or religious holiday.

SU Business refers to instances or occasions where a faculty representative attends an event or represents the SU in an official capacity as part of one's roles and responsibilities as an SLC member.

Authority

- 1 (1) Section 93(3) of the Post-Secondary Learning Act legislates that the Students' Union shall provide for the administration of student affairs at the University of Calgary, including the development and enforcement of rules relating to student affairs and the promotion of the general welfare of the students.
 - (2) Article VI, Section B of the Constitution establishes the Students' Legislative Council (SLC) as the policy making body of the Students' Union.
- 2 The Union Bylaw states that the roles and responsibilities of a faculty representative include representing student constituents of their faculty on university committees.
- 3 (1) Students' Union faculty representatives are considered appointed members on the University of Calgary GFC under section 23(d) of the Post-Secondary Learning Act.
 - (2) One faculty representative from each faculty and school is appointed to sit on GFC during each academic term.

Purpose

- 4 (1) The purpose of this policy is to:
 - (a) Emphasize the importance of GFC attendance; and
 - (b) Ensure reasonable student representation on GFC.

Attendance Policy

- 5 (1) The Students' Union believes that:
 - (a) Student involvement on GFC has a significant impact on the quality of education and student experience at the University of Calgary; and
 - (b) Faculty representative attendance and participation on GFC is essential for undergraduate student perspectives and concerns to be presented to the university's highest governing academic body.

Faculty Representative Duties & Responsibilities

- 6 (1) All SLC members shall be responsible for:
 - (a) Actively participating in General Faculties Council Caucus discussions; and
 - (b) Consulting with students within their faculty on matters of academic importance being addressed at GFC.
- 7 (1) One faculty representative from each faculty shall be designated to sit on GFC each term.

- (a) In faculties where there is only one faculty representative on SLC, that individual shall be designated to sit on GFC.
 - (b) In faculties where there are multiple faculty representatives on SLC, those faculty representatives must come to an agreement regarding who shall be designated to sit on GFC each term at least ten business days prior to the first GFC meeting in a given term.
 - (i) In the event that faculty representatives are unable to come to an agreement and one or more is ineligible for a GFC Term Excusal from SLC, SLC shall appoint a Faculty Representative to sit on GFC for the given term by a simple majority vote.
- (2) SLC may grant GFC Term Excusals for faculty representatives who are unable to attend regularly scheduled GFC meetings. Term Excusals may be granted for faculty representatives who are enrolled in a course that is required for the completion of their degree program and is not offered at another time.
- (a) GFC Term Excusal requests for required course components can only be brought forth to SLC during the four weeks before the relevant course add/drop date.
 - (b) Faculty representatives shall provide SLC with sufficient supporting documentation outlining the basis for a GFC Term Excusal request.
 - (c) SLC shall decide each GFC Term Excusal by simple majority vote on a case by case basis.
 - (d) In the event that a faculty representative has a required course component which partially, but not substantially, conflicts with regularly scheduled GFC meetings, SLC may grant GFC Term Excusals for specific periods of time during GFC meetings, enabling a faculty representative to leave early or arrive late without penalty under section 11 of this policy.
- 8 (1) SLC may, by a simple majority, vote to excuse a faculty representative from a GFC meeting.
- (2) Excusal motions for a GFC meeting must be made prior to the faculty representative's absence at GFC or at the first SLC meeting after the faculty representative's absence at GFC.
- (3) Excusable absences, excluding Term Excusals, from GFC may be granted for:
- (a) Medical Emergencies;
 - (b) Family Emergencies;
 - (c) Religious Convictions; or
 - (d) A Required Course Component.
- (4) Faculty representatives shall be required to provide supporting documentation outlining the basis for their absence.
- 9 Attendance at GFC shall take precedence over other SU Business.

Accountability

- 10 The Vice President Academic shall report GFC attendance at each SLC meeting directly following a regularly scheduled GFC meeting, or at the earliest reasonable opportunity.

- 11 (1) A faculty representative shall be subject to discipline as per the Union Bylaw by SLC if the member accumulates two unexcused absences at GFC meetings in either the Fall or Winter session.
 - (a) Faculty representatives may be considered absent in the event that they arrive late or leave a GFC meeting early without having obtained a GFC Term Excusal as outlined in section 7(2).
- (2) In accordance with the Union Bylaw, SLC may impose sanctions on a faculty representative for failing to fulfill the duties and responsibilities outlined in this policy at the next regular SLC meeting.