

Effective Date: May 12, 2025

1. **Purpose of the Committee**

The General Faculties Council (“**GFC**”) Executive Committee (“**Exec**”) has established this *Ad-Hoc* Committee on Academic Governance (the “**Committee**”) for the purpose of assessing the following:

- 1.1. *GFC Composition*: Whether the current number of GFC members optimizes effective deliberation, decision-making, and representation of the University's diverse constituencies.
- 1.2. *Effective Decision-Making*: The levels and quality of participation, contribution, and involvement of GFC members in meetings, committees, and other GFC activities. This includes identifying any barriers to engagement and potential strategies to foster greater involvement.
- 1.3. *Alignment with the Post-secondary Learning Act*: Whether GFC's mandate, processes, and activities are fully consistent with and adhere to the provisions of Sections 26 and 31 of the *Post-secondary Learning Act* (Alberta) (the “**PSLA**”), thereby upholding its primary statutory obligations while recognizing its integral role within the University's broader governance ecosystem including faculties councils and other interconnected governing bodies and stakeholder groups.

Based on its assessment, the Committee is mandated to formulate concrete and practical recommendations for consideration by Exec on or before February 9, 2026. These recommendations should aim to enhance GFC's effectiveness in fulfilling its responsibilities and contributing to the University's mission.

2. **Roles and Responsibilities**

Exec has been delegated authority from GFC to, among other things, make recommendations to GFC regarding composition and procedures for GFC and its standing committees. In furtherance of the purpose of the Committee, Exec has tasked the Committee with the responsibility to:

- 2.1. *Conduct a Thorough Assessment*: Diligently and comprehensively assess the current size of the GFC membership, the level and nature of engagement among GFC members, and the alignment of GFC's work, processes, and decisions with the applicable provisions of the PSLA, based on available information and voluntary contributions, with the Committee taking special care to seek feedback and contributions from GFC members appointed pursuant to s. 25 of the PSLA.
- 2.2. *Conduct Evidence-based Analysis*: Critically analyze the information gathered to identify specific areas where GFC's efficacy could be enhanced in relation to its size, member engagement, and/or statutory compliance.

- 2.3. *Develop Evidence-Based Recommendations*: Formulate clear, practical, and evidence-based recommendations that address the identified areas for improvement, drawing upon the information and insights received.

3. **Limitations on Delegation of Authority**

The Committee has the authority to carry out its roles and responsibilities, subject to any specific conditions or restrictions that are imposed on it by Exec. The Committee does not have decision-making authority.

4. **Reporting Obligation(s)**

The Committee is required to prepare and submit a comprehensive final report to Exec that details the Committee's assessment process, key findings, and specific recommendations, acknowledging the scope of information gathered through voluntary participation. The Committee must ensure that the recommendations are articulated in a clear, concise, and actionable manner, facilitating their understanding and potential implementation by GFC.

5. **Composition of the Committee**

- 5.1. The Committee shall be composed of the following members:

- (a) **Four** (4) academic staff members elected pursuant to sub-section 23(b) of the PSLA to serve on GFC for the 2025-2026 academic year, one of whom to be selected by the Committee to serve as Chair of the Committee;
- (b) **Three** (3) students, appointed pursuant to sub-section 23(c) of the PSLA to serve on GFC for the 2025-2026 academic year, two (2) such students nominated by the Students' Union and one (1) such student nominated by the Graduate Students' Association (or their delegee as long as any such delegee is also a member of GFC and nominated by the Students' Union or the Graduate Students' Association (as applicable)); and
- (c) **Two** (2) members of GFC appointed pursuant to sub-section 23(a) of the PSLA to serve on GFC for the 2025-2026 academic year.

Committee members will be elected by the GFC Nominating Committee according to their procedures.

- 5.2. The Committee may, in its sole discretion, and at any time, appoint one additional member to the Committee where the Committee is of the opinion that such additional member will bring a particular perspective, expertise and/or knowledge to the Committee that will serve to enhance its work. The procedure for such an appointment is within the discretion of the Committee, provided that the procedure is demonstrably fair and transparent.

6. **Effective Date**

These Terms of Reference will be effective on the date that they are approved by Exec. This Committee is established for a specific purpose, as outlined in these Terms of Reference. Upon the delivery of its final report detailing the outcomes of its work to Exec, the Committee shall be considered dissolved and shall cease to exist. The records of the Committee shall be managed in accordance with applicable University policy. No further action by Exec will be required to terminate the Committee's existence.