



General Faculties Council  
Undergraduate Awards & Scholarship Committee  
Approved Open Session Minutes

Tuesday, May 08, 2012  
2-11, UHALL  
2:00 PM – 4:00 PM

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**ATTENDEES:**

Voting Members:

William Street	Chair, GFC UASC, Cross-Representative from the GFC Academic Standards Committee
Derek Sellman	Vice-Chair, GFC UASC, Academic Staff Member at-large
Jana Rieger	Academic Staff
Katalin Bimbo	Academic Staff
Behrooz Nowrouzian	Academic Staff
Karthik Shankar	Academic Staff
Jess Ann Gordon	Undergraduate at-large

Non-Voting Resource Members:

Kelly Spencer	Senior Development Officer, Office of Development
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Regrets:

Cheryl Luchkow	Dean of Students
Perry Thorbourne	Assistant Registrar, Student Awards

Presenters:

William Street	Chair, GFC UASC, Cross-Representative from the GFC Academic Standards Committee
Rachel de Leon	Bursary Program Coordinator, University Bursaries and Emergency Funding
Heather Dyck	Development Coordinator, Student Awards
Carrie Holstead	Policy Development and Issues Advisor, Office of the Registrar
Kelly Spencer	Senior Director, Office of Advancement Services

Staff:

Iva Spence	Coordinator, GFC Undergraduate Awards & Scholarship Committee
Emily Paulsen	Scribe, GFC Undergraduate Awards & Scholarship Committee

## **OPENING SESSION**

### 1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Motion: Nowrouzian/Gordon

THAT the GFC Undergraduate Awards and Scholarship Committee approve the Agenda, as amended. **CARRIED**

### 2. Approval of the Open Session Minutes of April 4, 2012

Materials before members are contained in the official meeting file.

Motion: Rieger/Bimbo

THAT the GFC Undergraduate Awards and Scholarship Committee approve the Minutes of April 4, 2012. **CARRIED**

### 3. Comments from the Chair

The Chair provided information of general interest to members from the *Source* (a news briefing document provided by the Provost and Vice-President (Academic) Office).

## **ACTION ITEMS**

### 4. Proposed Changes to the University of Alberta Policies and Procedures Online (UAPPOL) Creation of New Awards and Bursaries for Students Procedure

Materials before members are contained in the official meeting file.

*Presenters:* Kelly Spencer, Senior Director, Office of Advancement Services; Carrie Holstead, Policy Development and Issues Advisor, Office of the Registrar

*Purpose of the Proposal:* To adjust the language of the UAPPOL Creation of New Awards and Bursaries for Students Procedure such that secondary selection criteria for awards may include membership in a University of Alberta student group.

*Discussion:*

Carrie Holstead introduced her upcoming interim replacement, Diana Shields.

A few editorial changes were noted by the Committee.

Motion: Rieger/Bimbo

THAT the GFC Undergraduate Awards and Scholarships Committee recommend to the GFC Executive Committee the proposed changes to the UAPPOL *Creation of New Awards and Bursaries for Undergraduate Students Procedure*, as set forth in Attachment 2 and as amended, to take effect upon final approval. **CARRIED**

[After the meeting, the Coordinator consulted with the Secretary to GFC regarding the *Creation of New Awards and Bursaries for Students Procedure*. It was noted by the Secretary to GFC that the final approver for changes to this procedure is the Provost and Vice-President (Academic) and not the GFC Executive Committee (or GFC). The Provost and Vice-President (Academic), hence, will review the changes recommended by GFC UASC and will sign off on them in due course.]

5. New Undergraduate Student Awards and Scholarships For Approval (May 8, 2012)

Materials before members are contained in the official meeting file.

*Presenter:* Heather Dyck, Development Coordinator, Student Awards

*Purpose of the Proposal:* To approve new undergraduate awards and scholarships

New Undergraduate Awards and Scholarships for Approval (May 8, 2012)

1. Dee-Jay Plumbing and Heating Ltd Award
2. Canadian Authors Association French Creative Writing Prize / Bourse de Rédaction Créative en Français de Canadian Authors Association
3. Suzanne Elizabeth Abele Memorial Award
4. Edward and Mary Copley Armev Scholarship

*Discussion:*

A few editorial changes were noted by the Committee; in addition, there was discussion surrounding Award number 2.

Award number 2: Members' discussion surrounding this award included, but was not limited to, the following: the need to indicate which courses are relevant to the award; whether or not the Professor's name should be included rather than specifying her area of work; concern with the evaluative process; the requirements for submissions; and, defining "art and techniques."

Motion: Gordon/Sellman

THAT the GFC Undergraduate Awards and Scholarship Committee approve, under delegated authority from General Faculties Council new undergraduate awards and scholarships, as set forth in Attachment 2 and as amended, to be effective immediately.

**CARRIED**

[Note: At the request of the proposer award number 2 was removed from the package of awards for consideration by GFC UASC. The approved awards have been renumbered in the revised approved documents as 1 to 3, inclusively.]

6. Approval of Amendments to Existing Undergraduate Student Awards and Scholarships (May 8, 2012)

Materials before members are contained in the official meeting file.

*Presenter:* Heather Dyck, Development Coordinator, Student Awards

*Purpose of the Proposal:* To approve amendments to existing undergraduate awards and scholarships.

Existing Undergraduate Awards and Scholarships for Approval (May 8, 2012)

1. Rt Honourable CD Howe Memorial Fellowship
2. All Weather Windows Award in Business

*Discussion:*

There was no discussion.

Motion: Gordon/Bimbo

THAT the GFC Undergraduate Awards and Scholarship Committee approve, under delegated authority from General Faculties Council amendments to existing awards, to be effective immediately.

**CARRIED**

7. New Undergraduate University Bursaries and Emergency Funding (UBEF) Bursaries for Approval (May 8, 2012)

Materials before members are contained in the official meeting file.

*Presenter:* Rachel de Leon, Bursary Program Coordinator, University Bursaries and Emergency Funding

*Purpose of the Proposal:* To approve a new undergraduate bursary.

New University Bursaries and Emergency Funding (UBEF) Bursaries for approval (May 8, 2012)

1. Mr Duncan and Mrs Isabel Bath Engineering Bursary
2. Ralph Campbell Memorial Augustana Bursary
3. Costco Bursary in Business
4. Dr N G Maxwell and Mrs Ruth Tuck Engineering Bursary
5. Michael Wandio Memorial Augustana Bursary

*Discussion:*

A few editorial changes were noted by the Committee; in addition, there was discussion surrounding Award number 3.

Award number 3: Members noted that "Edmonton or the surrounding area" was somewhat ambiguous and open to interpretation. Alternate language was discussed with Committee deciding to leave language unchanged.

Motion: Sellman/Rieger

THAT the GFC Undergraduate Awards and Scholarship Committee approve, under delegated authority from General Faculties Council, new undergraduate bursaries, as set forth in Attachment 2 and as amended, to be effective immediately.

**CARRIED**

8. Approval of Amendments to Existing Undergraduate University Bursaries and Emergency Funding (UBEF) Bursaries (May 8, 2012)

Materials before members are contained in the official meeting file.

*Presenter:* Rachel de Leon, Bursary Program Coordinator, University Bursaries and Emergency Funding

*Purpose of the Proposal:* To approve amendments to undergraduate bursaries.

New University Bursaries and Emergency Funding (UBEF) Bursaries for approval (May 8, 2012)

1. Community Service-Learning (CSL) Bursary
2. Dr Maxwell J Lipkind Memorial Bursary

*Discussion:*

A few editorial changes were noted by the Committee.

Motion: Nowrouzian/Bimbo

THAT the GFC Undergraduate Awards and Scholarship Committee approve, under delegated authority from General Faculties Council, amendments to undergraduate bursaries, as set forth in Attachment 2 and as amended, to be effective immediately.

**CARRIED**

## **DISCUSSION ITEMS**

### 9. Question Period

The Committee Coordinator informed members that Dr Street's term as Chair, and Dr Sellman's term as Vice-Chair end June 30. She noted that both Dr Street and Dr Sellman had agreed to let their names stand for another term. She also informed the Committee that any faculty members on the Committee could serve and/or nominate a member to serve as Chair or Vice-Chair noting that further information would be forwarded to committee members regarding the process for the election.

The Committee discussed the issue surrounding the type of awards and scholarships which are recorded on transcripts, and the possibility of this information being made available to students on Bear Tracks.

## **INFORMATION REPORTS**

### 10. Items Approved by the GFC Undergraduate Awards and Scholarship Committee by E-mail Ballots

There were no items.

### 11. Information Items Forwarded to Committee Members Between Meetings

There were no items.

## **CLOSING SESSION**

### 12. Adjournment

The Chair adjourned the meeting at 3:30 p.m.