



UNIVERSITY OF ALBERTA

UNIVERSITY GOVERNANCE

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

Tuesday, September 09, 2014
2-15 South Academic Building (SAB)
2:00 PM - 4:00 PM

ATTENDEES:

Voting Members:

Katalin Bimbo	Chair, Academic Staff
Rebekah Adams	Member, Undergraduate Student at-large
Clive Hickson	Member, Academic Staff, Cross-rep from ASC (UASC ToFR)
Lucie Moussu	Member, Academic Staff
Amy Tse	Member, Academic Staff

Non-Voting Members:

Kelly Spencer	Member, Senior Development Officer, Office of Development, Resource
Fiona Halbert (Delegate)	Member, Assistant Registrar, Student Awards, Resource

Presenter(s):

Katalin Bimbo	Associate Professor, Philosophy, Arts, Chair, GFC UASC
Rachel de Leon	Bursaries and Emergency Funding Coordinator, Student Financial Support
Marion Haggarty-France	University Secretary, University Governance, University of Alberta
Danielle Lamb	Development Specialist, Student Financial Support
Kelly Spencer	Associate Vice-President (Advancement), Office of Advancement, University of Alberta

Staff:

Andrea Patrick, Coordinator, GFC UASC

OPENING SESSION

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Presenter: Katalin Bimbo

Discussion:

The Chair proposed reordering the Agenda in order to place presentations at the beginning of the meeting.

Motion: Hickson/Tse

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

CARRIED

2. Approval of the Open Session Minutes of May 13, 2014

Materials before members are contained in the official meeting file.

Presenter: Katalin Bimbo

Motion: Moussu/Hickson

THAT the GFC Undergraduate Awards and Scholarship Committee approve the Minutes of May 13, 2014. CARRIED
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3. Comments from the Chair

The Chair commented on a number of relevant items to members and welcomed all members of the Committee to the first meeting of the academic year. She invited members to introduce themselves.

3.1 Comments from the University Secretary for the New Academic Year

There were no documents.

Presenter: Marion Haggarty-France

Discussion:

Ms Haggarty-France welcomed members to the new academic year, and thanked members for their service to academic governance at the University of Alberta. She explained that the work completed by members of GFC UASC is important, and directed members to the University Governance website to the GFC UASC Orientation Manual. She discussed the Committee's unique delegated authority from GFC, and discussed the specific mandate of the Committee. She invited members to attend a scheduled Governance 101 session to learn more about governance at the University of Alberta. She thanked the Chair of the Committee for her efforts.

ACTION ITEMS

4. New Undergraduate Scholarships and Awards for Approval (September 9, 2014)

Materials before members are contained in the official meeting file.

Presenter: Danielle Lamb

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

Discussion:

Members engaged in discussion in regards to the following presented items:

Item 1: A member enquired whether the course listed within the award was a core course.

Item 3: A member enquired whether the course listed within the award was a core course, and there was a suggested minor amendment to the Conditions of the award.

Item 4: A member enquired whether the course listed within the award was a core course.

Item 5:: Members discussed the title of the award and whether the names within it should be hyphenated. Ms Lamb will ask the donor. A member enquired about the definition of a transfer student. A member asked whether students are aware of the timeframe associated with this scholarship. A member expressed

concern about the plausibility of transfer students enrolling in the degree program listed within the scholarship. A member asked about the value of the award.

Item 6: A member sought clarification surrounding residence requirements in relation to the conditions of the award.

Item 8: A member enquired about who would make the final determination of eligibility for this award.

Item 9: Members suggested minor editorial amendments to the scholarship.

Item 11: A member sought clarification around the term “match” within the award, and members suggested various editorial amendments.

Item 12: Ms Halbert provided background information as to the history of this award and donor.

Item 13: Members requested clarification surrounding target regions.

Item 14: After a lengthy discussion about the selection process for this award, Ms Lamb elected to remove it from consideration, pending further development.

Item 15: Ms Lamb elected to remove this item from consideration, pending further development.

Item 16: After a lengthy discussion about the leadership theme of this award, Ms Lamb elected to remove it from consideration, pending further development.

Item 17: After a lengthy discussion about the application process for this scholarship, Ms Lamb elected to remove it from consideration, pending further development.

Motion: Tse/Hickson

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

5. Amendments to Existing Undergraduate Scholarships and Awards for Approval (September 9, 2014)

Materials before members are contained in the official meeting file.

Presenter: Danielle Lamb

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

Discussion:

Members engaged in discussion in relation to the following proposed items:

Item 1: A member asked about astrophysics being removed from the conditions and an amendment to punctuation was proposed.

Item 2: A member sought clarification surrounding the use of the term “full course load” within the description, and members suggested a minor amendment to the Conditions.

Item 3: A member enquired about the essay requirement within the Conditions of the prize, and an amendment to punctuation was proposed.

Item 4: Members suggested amendments to spelling within the scholarship description.

Motion: Hickson/Tse

THAT the GFC Undergraduate Awards and Scholarship Committee approve, under delegated authority from General Faculties Council, amendments to existing undergraduate student scholarships and awards, as submitted by Student Financial Support and as set forth in Attachment 2, as amended, to be effective immediately.

CARRIED

6. New Undergraduate Bursaries for Approval (September 9, 2014)

Materials before members are contained in the official meeting file.

Presenter: Rachel de Leon

Purpose of the Proposal: Approval of new undergraduate bursaries.

Discussion:

During the discussion of the proposed items, members offered several comments, including:

Item 2: Members suggested amendments to the title, Faculty name, and punctuation of this bursary.

Item 3: Members discussed the usage of the term "low income family" within the bursary, and enquired about the process of obtaining financial information from applicants and their families.

Item 4: Members discussed the broad scope of Health Sciences as used within this bursary description.

Motion: Adams/Hickson

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

CARRIED

7. Amendments to An Existing Undergraduate Bursary for Approval (September 9, 2014)

Materials before members are contained in the official meeting file.

Presenter: Rachel de Leon

Purpose of the Proposal: To approve amendments to an existing undergraduate bursary.

Discussion:

Members suggested a minor amendment to the Conditions of this bursary.

Motion: Tse/Adams

THAT the GFC Undergraduate Awards and Scholarship Committee approve, under delegated authority from General Faculties Council, amendments to an existing undergraduate student bursary, as submitted by Student Financial Support and as set forth in Attachment 2, as amended, to be effective immediately.

CARRIED

DISCUSSION ITEMS

8. Awards, Bursaries and Advancement: An Overview

There were no documents.

Presenter(s): Kelly Spencer; Rachel de Leon; Danielle Lamb

Purpose of the Proposal: For information/discussion.

Discussion:

Ms de Leon, aided by a PowerPoint presentation, explained recent administrative changes within the Office of the Registrar which have resulted in the creation of the Student Financial Support (SFS) Unit, which is an amalgamation of previous services into one physical unit to provide seamless delivery of all financial need requirements.

Ms Lamb provided a detailed report surrounding the roles of SFS, and added an explanation of the pre- and post-Committee work for awards, bursaries and scholarships. She provided data from 2013-14 on approved awards, scholarships and bursaries.

Ms Spencer reported on the mission of the Office of Advancement, adding that it is a fairly new Unit at the University of Alberta. She stated that recognition of the student experience is an effective and important key success factor at the University of Alberta. She highlighted the Office of Advancement's strategic goals. She provided members with an organizational chart of the Office of Advancement as well as data reflecting fundraising achievement over the last ten years at the University of Alberta. Ms Spencer explained the role of the Office of Advancement during the establishment of student awards and bursaries.

Ms de Leon provided members with key questions to consider during the review and approval process of awards and bursaries. She reported on some of the challenges in creating terms of awards and bursaries, as well as future plans for SFS.

9. Question Period

There were no questions.

INFORMATION REPORTS

10. Items Approved by the GFC Undergraduate Awards and Scholarship Committee by E-mail Ballots (non-debatable)

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 4:00 p.m.