



# UNIVERSITY OF ALBERTA UNIVERSITY GOVERNANCE

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

Tuesday, September 13, 2016  
2-15 South Academic Building (SAB)  
2:00 PM - 4:00 PM

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## **ATTENDEES:**

### Voting Members:

Amy Tse	Chair, Academic Staff
Gurniwaz Bal	Member, Undergraduate Student at-large
Marc de Montigny	Member, Academic Staff
Paul Myers	Member, Academic Staff
Petr Nikrityuk	Member, Academic Staff
Sathya Rao	Member, Academic Staff

### Non-Voting Members:

Wendy Doughty (Delegate)	Member, Dean of Students, Resource
Fiona Halbert	Member, Assistant Registrar, Student Awards or Delegate, Resource
Mien Jou (Delegate)	Member, Senior Development Officer, Office of Development, Resource

### Presenter(s):

Amy Tse	Chair, GFC UASC
Marion Haggarty-France	University Secretary, University Governance
Meg Brolley	Secretary to GFC and Manager of GFC Services, University Governance,
Rachel de Leon	Development Specialist (Acting), Student Financial Support
Fiona Halbert	Assistant Registrar, Student Financial Support
Melissa McKay	Associate Director, Agreements, Office of Advancement

### Staff:

Andrea Patrick, Coordinator, GFC UASC

## **OPENING SESSION**

### 1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Motion: de Montigny/Rao

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

### 2. Approval of the Open Session Minutes of May 10, 2016

Materials before members are contained in the official meeting file.

Motion: de Montigny/Nikrityuk

THAT the GFC Undergraduate Awards and Scholarship Committee approve the Minutes of May 10, 2016.

**CARRIED**

3. Comments from the Chair (no documents)

The Chair welcomed all to the first meeting of GFC UASC for the 2016-17 Academic Year.

4. Welcome and Committee Member Development and Orientation

There were no documents.

*Presenter(s):* Marion Haggarty-France; Meg Brolley

*Discussion:*

Ms Haggarty-France welcomed all members to the 2016-2017 academic year and thanked members for their continued service to the academy. She reminded members of the implementation of *For the Public Good*, and highlighted its link to the Committee mandate in approving all academic awards and bursaries.

Ms Brolley, in addition to leading members through an online Committee orientation, provided members with an update in regards to the formalization and purview of the GFC *ad hoc* Committee on Academic Governance Including Delegated Authority. She also briefed members on the new Outline of Issue (OI).

**DISCUSSION ITEMS**

5. Awards, Bursaries and Advancement: An Overview

There were no documents.

*Presenter(s):* Fiona Halbert; Rachel de Leon; Melissa McKay

*Discussion:*

The presenters provided members with an overview of the process of creating awards and bursaries and the ongoing collaborative relationship between the Offices of the Registrar and Advancement to ensure alignment between fundraising activities and institutional goals. Members were also informed of the fundraising activities of the Office of Advancement and its annual strategies and goals.

During the discussion following the presentation, members discussed processes around compliance with donor wishes and administration of Faculty and Department awards and bursaries.

**ACTION ITEMS**

6. Amendments to Existing Undergraduate Awards and Bursaries for Approval (September 13, 2016)

Materials before members are contained in the official meeting file.

*Presenter(s):* Rachel de Leon

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

*Discussion:*

During the discussion in relation to the proposed items, members expressed numerous comments, questions, and suggestions.

Item 1: Members discussed the value and number of this award and sought clarification regarding the Doctor of Dental Surgery degree.

Item 2: A member suggested clarifying the value of this medal and members discussed this medal's designation.  
Item 3: Ms de Leon provided clarification about the academic standing requirements of this scholarship and a member enquired about the diploma program listed within the Conditions.

Item 5: Changes were suggested to the Field of Study of this award and a member sought clarification in regards to the academic standing requirements. Members discussed whether students on reduced course loads would be eligible for this award.

Item 6: Changes were made to the Value of this scholarship.

Item 8: In addition to questions about the title of this scholarship, members discussed the course load and community involvement requirements within the Conditions.

Item 9: After a discussion, Ms de Leon noted that this item would be removed from consideration and brought back at a later date.

Motion: de Montigny/Nikrityuk

THAT the GFC Undergraduate Awards and Scholarship Committee approve, under delegated authority from General Faculties Council, amendments to existing Undergraduate Awards and Bursaries, as submitted by Student Financial Support and as set forth in Attachment 1, as amended, to be effective immediately.

**CARRIED**

#### 7. New Undergraduate Awards and Bursaries for Approval (September 13, 2016)

Materials before members are contained in the official meeting file.

*Presenter(s):* Rachel de Leon

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

*Discussion:*

During the consideration of these items, members provided numerous comments and questions.

Item 1: Members suggested that the title of this award be changed to the Aboriginal Student Award in Arts and discussed the financial need requirements within the Conditions.

Item 2: A member sought clarification surrounding the application period as listed within this bursary.

Item 3: Following discussion on the Aurora Luigina Biamonte Scholarship, it was removed from consideration to be brought back at a later date.

Item 5: Minor changes were made to the Application and Funded By sections of this bursary.

Item 10: Members discussed financial need requirements within this bursary as well as the application periods.

Item 11: The title of this prize was amended to the Ken Sury Memorial Prize in Chemical Engineering Design.

Item 12: Amendments were made to the Application section of this bursary.

Item 13: Amendments were made to the Application section of this bursary.

Item 14: Amendments were made to the Application section of this bursary.

Item 15: Changes were made to the Funded By section of this scholarship.

Item 19: A member suggested removing the percentage from the Conditions of this bursary.

Item 20: Members engaged in a discussion surrounding the home community requirements within the Conditions of this award.

Item 23: Members discussed the program details in relation to the Conditions of this scholarship.

Item 24: The ACUFC French Second Language Entrance Scholarships was added at the beginning of the meeting. Members did not provide substantive comments.

Item 25: Ms Halbert explained that this financial support item, the Aboriginal Student Support Fund, which was added to the Agenda at the beginning of the meeting, did not fall under the official definition of either a scholarship, award, medal or bursary, due to the absence of academic standing requirements within the Conditions. Members engaged in discussion in relation to whether this item would be considered a "fund" or

"bursary". In addition, members sought clarification in regards to the exact meaning of the emergent requirements within the Conditions.

Motion: Myers/Rao

THAT the GFC Undergraduate Awards and Scholarship Committee approve, under delegated authority from General Faculties Council, new Undergraduate Awards and Bursaries, as submitted by Student Financial Support and as set forth in Attachment 1, as amended, to be effective immediately.

**CARRIED**

### **DISCUSSION ITEMS**

8. Question Period

There were no questions.

### **INFORMATION REPORTS**

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

There were no items.

10. Information Items Forwarded to Committee Members Between Meetings

There were no items.

### **CLOSING SESSION**

11. Adjournment

The Chair adjourned the meeting at 4:20 p.m.