



UNIVERSITY OF ALBERTA

UNIVERSITY GOVERNANCE

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

Tuesday, February 14, 2017
2-15 South Academic Building (SAB)
2:00 PM - 4:00 PM

ATTENDEES:

Voting Members:

Amy Tse	Chair, Academic Staff
Clive Hickson	Vice-Chair, Academic Staff, Cross-representative from Academic Standards Committee (ASC)
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:

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

Presenter(s):

Amy Tse	Professor, Faculty of Medicine and Dentistry and Chair, GFC UASC
Marc de Montigny	Professor (Physics), Faculté Saint-Jean, and member, GFC <i>Ad Hoc</i> Committee on Academic Governance Including Delegated Authority
Julie Naylor	Assistant Dean, Faculty of Science, and member, GFC <i>Ad Hoc</i> Committee on Academic Governance Including Delegated Authority
Danielle Lamb	Development Specialist, Student Financial Support

Staff:

Meg Brolley, GFC Secretary and Manager of GFC Services
Andrea Patrick, Coordinator, GFC UASC

OPENING SESSION

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Motion: Hickson/de Montigny

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

CARRIED

2. Approval of the Open Session Minutes of January 10, 2017

Materials before members are contained in the official meeting file.

Motion: Myers/de Montigny

THAT the GFC Undergraduate Awards and Scholarship Committee approve the Minutes of January 10, 2017.

CARRIED

3. Comments from the Chair

The Chair welcomed new members as well as guests to the Committee.

ACTION ITEMS

4. New Undergraduate Awards and Bursaries for Approval (February 14, 2017)

Materials before members are contained in the official meeting file.

Presenter(s): Danielle Lamb

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

Discussion:

Members, during the discussion surrounding these items, provided a number of comments and questions, including whether language within the Conditions of the items was appropriate; if adding a "Rationale" section to the terms might help improve clarity; clarification surrounding eligibility terminology utilized within the terms; clarification about titles of awards; whether titles and Conditions assist students in self-identifying eligibility for items; that consistency of program names and degree names is crucial within the terms; a request for clearer delineation between students "entering" and "continuing" in an undergraduate program.

Following the discussion, several terms were removed from consideration pending additional clarification. Ms Lamb reported that these would be brought back with appropriate amendments for consideration at a later time.

Motion: Hickson/Myers

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

CARRIED

DISCUSSION ITEMS

5. Terms of Reference TOUR of GFC Standing Committees

Materials before members are contained in the official meeting file.

Presenter(s): Marc de Montigny; Julie Naylor

Purpose of the Proposal: To review and discuss the Committee's Terms of Reference as part of the activities of the GFC *Ad Hoc* Committee on Academic Governance Including Delegated Authority.

Discussion:

The Chair introduced members of the GFC *Ad Hoc* Committee and noted that they would be visiting all of GFC's Standing Committees this month in an effort to engage members in discussions about each Committee's mandate, membership composition, and delegations of authority from GFC.

Following this, members, led by Dr de Montigny and Ms Naylor, expressed several comments and questions in relation to UASC's Terms of Reference, authority within UAPPOL procedures, membership, and larger questions relating to scope and impact.

In regards to the member composition of UASC, members expressed support to add a member of a Faculty tasked with making award decisions to recognize the importance and relevance of operationalizing these awards at the Faculty level and to consider adding 2 more undergraduate student members, to ensure sufficient representation.

During the lengthy discussion surrounding the mandate of the Committee, members noted that more clarity is required surrounding the strategic role the Committee has in reviewing and approving awards at the institution, and how the activities of the Committee support the Institutional Strategic Plan. It was suggested that perhaps any future institutional strategy around undergraduate financial support would help strengthen the scope of the Committee. In addition, members discussed the perception that the Committee currently only identifies spelling and grammar mistakes within terms, and that more could be done to utilize the expertise around the table to ensure that the awards align with institutional goals and provide students with impactful support.

Members suggested that the Terms of Reference do not accurately reflect what the Committee has been doing or should be doing, and the wording of the Terms of Reference indicate that the Committee approves "awards", when in reality, the Committee approves scholarships, bursaries, medals, and awards, all of which have separate definitions. There was discussion surrounding whether the Committee is the appropriate body to approve the minimum values of awards as well as the definition of a normal course load between Faculties, and that approving and establishing these items are separate functions altogether. It was noted that award terms have become so standardized that it is difficult to make strategic decisions about them.

In addition, members sought clarification surrounding how donor wishes and compliance with institutional goals were determined, and the exact roles of Student Financial Support and the Office of Advancement in drafting these items.

There was additional consideration relating to the process of approving graduate level awards, and whether the two separate approval processes could be combined in a meaningful, strategic manner. Members also suggested presenting an annual report to full GFC highlighting awards trends.

The Chair thanked members for their comments.

6. Question Period

There were no questions.

INFORMATION REPORTS

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

There were no items.

8. Information Items Forwarded to Committee Members Between Meetings

There were no items.

CLOSING SESSION

9. Adjournment

The Chair adjourned the meeting at 4:15 p.m.