



UNIVERSITY OF ALBERTA

UNIVERSITY GOVERNANCE

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

Tuesday, October 08, 2019
Senate Chambers, Arts and Convocation Hall
2:00 PM - 4:00 PM

ATTENDEES:

Frank Robinson, Chair
Angela Bayduza
Heather Coleman
Abbie Murison
Paul Myers

non-voting:
Meg Brolley
Marion Haggarty-France
Fiona Halbert
Jennifer Jennax

REGRETS:

Melinda Chisholm
Wendy Doughty
Gary Eitzen
Yejide Omotoso

Staff:

Heather Richholt, Coordinator

OPENING SESSION

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Motion: Coleman/Myers

THAT the GFC Undergraduate Awards and Bursaries Committee approve the agenda.

CARRIED

2. Approval of the Open Session Minutes of June 25, 2019

Materials before members are contained in the official meeting file.

Motion: Myers/Murison

THAT the GFC Undergraduate Awards and Bursaries Committee approve the open session minutes of June 25, 2019.

CARRIED

3. Comments from the Chair (no documents)

Presenter(s): Frank Robinson, Chair of GFC Undergraduate Awards and Bursaries Committee

Discussion:

The Chair welcomed members to the first meeting of the new academic year. He noted that the committee would now be operating under its new terms of reference, which came into effect July 1, 2019, as well as its new name, the Undergraduate Awards and Bursaries Committee.

The Chair asked members to introduce themselves.

4. Welcome and Committee Member Development and Orientation (no documents)

- Governance and Committee Mandate
- Student Financial Support Overview

Presenter(s): Marion Haggarty-France, University Secretary; Meg Brolley, Secretary to GFC and Manager of GFC Services; Fiona Halbert, Assistant Registrar, Student Financial Support

Discussion:

Ms Haggarty-France and Ms Brolley gave a presentation on the structure of academic governance at the University of Alberta. They spoke about recent changes to processes stemming from the recommendations of the ad hoc Committee on Academic Governance Including Delegated Authority. They also covered the mandate and role of the Undergraduate Awards and Bursaries Committee, recent agenda topics, and meeting logistics. Ms Haggarty-France and Ms Brolley highlighted the importance of early consultation, which allows opportunities for members to engage in early and meaningful debate on important issues. They explained that by participating, members could contribute to the content of significant proposals and shape the direction of policy on matters of significant academic importance or interest, before items proceed through the regular approval pathways.

Ms Halbert introduced her team and gave an overview of how the award and bursary terms that routinely come forward for approval were developed. She explained some restrictive award terms, and spoke about how the input of the committee influences the work of Student Financial Support at the Office of the Registrar.

DISCUSSION ITEMS

5. 2018-2019 Annual Report on Undergraduate Student Financial Support and Accompanying Overview

Materials before members are contained in the official meeting file.

Presenter(s): Melissa Padfield, Interim Vice-Provost and Registrar; Amy Dambrowitz, Associate Registrar; Fiona Halbert, Assistant Registrar, Student Financial Support

Discussion:

Ms Padfield explained that the report served as a snapshot of the resources awarded by Student Financial Support at the Office of the Registrar. She noted that resources given out by other offices on campus were not included in the report. She also said that upcoming increases in tuition would mean increases in supports at the university.

Dr Dambrowitz spoke about the wish to meet the needs of students as well as to reward merit and explained that the two often intersect, as 30% of merit based students also accessed needs based funding. She mentioned the recent issues with the awarding of the Alberta government's Rutherford Scholarship program and noted that the Registrar's Office would be watching for changes in this and other government funded supports.

Ms Halbert gave an overview of the highlights in the report including Alberta and Canada student loan data, and funding for indigenous and international students. She noted that student retention depended largely on the university's diverse student body having the funding foundation in place to support them through the years of their program.

Members discussed funding for University of Alberta students to access international experiences, the university's International Strategy, and potential hybrid awards and government funding available for outbound experiences.

Members asked for clarity around figures differentiating between loans and non-repayable funding, and made editorial suggestions.

ACTION ITEMS

Secretary's note: The presenters of item 6 asked that the item be considered for recommendation to GFC. The members agreed and voted to amend the agenda to include item 6 as an action item rather than a discussion item.

6. Rescission of the Awards and Bursaries for Students Policy Suite in UAPPOL and Approval of the Proposed Student Financial Support Policy Suite

Materials before members are contained in the official meeting file.

Presenter(s): Melissa Padfield, Interim Vice-Provost and Registrar; Amy Dambrowitz, Associate Registrar; Fiona Halbert, Assistant Registrar, Student Financial Support

Discussion:

Ms Padfield noted that the proposed changes would create alignment between institutional commitment and administrative practice; reflect current practices, authorities, and roles; be inclusive of graduate student financial support; and allow the University to be agile and adaptive to changes in the postsecondary, provincial, and global environments.

Ms Halbert pointed to the Creation of New Financial Supports Procedure and how it speaks to the role of UABC.

Dr Dambrowitz explained that the changes would align policy and procedure with the Institutional Strategic Plan, *For the Public Good*.

Members asked questions about "indicated financial need" and requested clarification in the document.

Motion: Bayduza/Murison

THAT the GFC Undergraduate Awards and Bursaries Committee, with delegated authority from General Faculties Council, recommend the approval of the new Student Financial Support Policy Suite, as amended, and as set forth in Attachments 2, 3, 4 and 5, and the concurrent rescission of the existing Awards and Bursaries for Students Policy Suite, to take effect upon final approval.

CARRIED

7. New Annually Funded Financial Supports for Approval

Materials before members are contained in the official meeting file.

Presenter(s): Fiona Halbert, Assistant Registrar, Student Financial Support; Allen Wolfe, Specialist, Student Financial Support, Office of the Registrar; Shari Klassen, Specialist, Student Financial Support, Office of the Registrar

Discussion:

Members discussed the Faculty of Science's definition of "innovation"; membership of student groups on campus; how "preference" is not restrictive; the availability of bilingual terms for awards that Faculté Saint-Jean students are eligible for; and how the decisions are made to award bursaries.

Motion: Myers/Murison

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

immediately:

- Gary Horlick Memorial Award in Chemistry
- Faculty of Science Excellence Award in Innovation
- Faculty of Science International Travel Award
- Chris Sargent Travel Award
- Western Canada Dental Society Student Fellowship Award
- MLS Class of 1986 Clinical Practicum Leadership Award
- Faye Watkins Award in Accounting
- Ethel Marliss Award for Excellence in Patient Communication
- Jana Lamacova Memorial Award
- International Francophone Entrance Scholarship
- William Muir Edwards Citizenship Award
- Allan and Carol Mah Bursary
- Leola Mae Runions Bursary in Food Science
- Medicine Class of 2018 Bursary

CARRIED

8. New Endowed Financial Supports for Approval

Materials before members are contained in the official meeting file.

Presenter(s): Fiona Halbert, Assistant Registrar, Student Financial Support; Allen Wolfe, Specialist, Student Financial Support, Office of the Registrar; Shari Klassen, Specialist, Student Financial Support, Office of the Registrar

Discussion:

Members discussed how renewable awards could promote student retention.

Motion: Coleman/Bayduza

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

- Forestry Class of 1974 Award
- Pharmacy Class of 1991 Scholarship
- Dr Douglas MacDougall Leadership Award in Third Year Dentistry
- Dr Douglas MacDougall Leadership Award in Fourth Year Dentistry
- Dave Duncan Bursary in Electrical and Computer Engineering
- Lena and Bob Watson Bursary in Nursing
- Western Union Business Solutions Bursary for International Students
- Doug McIvor and Maxine Toth-McIvor Bursary in Education

CARRIED

9. Amended Financial Supports for Approval

Materials before members are contained in the official meeting file.

Presenter(s): Fiona Halbert, Assistant Registrar, Student Financial Support; Allen Wolfe, Specialist, Student Financial Support, Office of the Registrar; Shari Klassen, Specialist, Student Financial Support, Office of the Registrar

Discussion:

Members discussed wording conventions, and how to determine if a student is from a rural community.

Motion: Coleman/Myers

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

- Brian and Elaine Russell Bursary in Science
- Dr Douglas MacDougall Bursary in Dentistry
- ThresholdImpact STEM Leadership Award

CARRIED

DISCUSSION ITEMS

10. Question Period

There were no questions.

INFORMATION REPORTS

11. UASC Annual Report to GFC, 2018-2019

Materials before members are contained in the official meeting file.

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

There were no items.

13. Information Items Forwarded to Committee Members Between Meetings

There were no items.

CLOSING SESSION

14. Adjournment

The Chair adjourned the meeting at 4:00 p.m.