



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

Tuesday, December 08, 2020  
Zoom Virtual Meeting  
2:00 PM - 4:00 PM

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**ATTENDEES:**

Frank Robinson, Chair  
Gary Eitzen  
Olivia Harris  
Abbie Murison

*non-voting:*  
Fiona Halbert  
Jennifer Jennax  
Kate Peters

**REGRETS:**

Samar Barazesh  
Brad Hamdon  
Paul Myers  
Ariana Valacco

Staff:

Heather Richholt, Coordinator

**OPENING SESSION**

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

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

Motion: Eitzen/Harris

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

**CARRIED**

2. Approval of the Open Session Minutes of October 6, 2020

Materials before members are contained in the official meeting file.

*Presenter(s):* Frank Robinson, Chair of UABC

Motion: Murison/Eitzen

THAT the GFC Undergraduate Awards and Bursaries Committee approve the Open Session Minutes of October 6, 2020.

**CARRIED**

3. Comments from the Chair (no documents)

*Presenter(s):* Frank Robinson, Chair of UABC

*Discussion:*

The Chair welcomed members and acknowledged the challenges that everyone was facing in the online environment. He noted that there had been some questions raised about changes to awards processes due to the Service Excellence Transformation Initiative (SET) and the email that was sent to members on that matter. He noted that there would be time to ask questions in question period and that Ms Peters would also be

mentioning some considerations when she led a discussion on GFC's legislative authority over academic awards in Item 7.

### **ACTION ITEMS**

#### 4. 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 Wolf, Specialist, Student Financial Support, Office of the Registrar; Shari Klassen, Specialist, Student Financial Support, Office of the Registrar

*Discussion:*

Members discussed language around visible minority criteria and the culture of philanthropy reflected in the development of the International Student Work Experience Program Award.

Motion: Eitzen/Harris

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 and as set forth in Attachment 1, to be effective immediately:

- Patrik Foff Swimming Award
- International Student Work Experience Program Award
- Scotiabank Award for Law Students
- Viera Linderova Memorial Award
- Stantec Bursary

**CARRIED**

#### 5. 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 Wolf, Specialist, Student Financial Support, Office of the Registrar; Shari Klassen, Specialist, Student Financial Support, Office of the Registrar

*Discussion:*

Members discussed criteria specifying Canadian citizens and permanent residents. Members suggested amended wording for the criteria for the Angela and Sunny Yau Award for Brighter Futures.

Motion: Eitzen/Murison

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, as amended, to be effective immediately:

- Augustana Class of 1969 Bursary
- Robert and Dorothy Taylor Scholarship
- Angela and Sunny Yau Award for Brighter Futures

**CARRIED**

#### 6. 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 Wolf, Specialist, Student Financial Support, Office of the Registrar; Shari Klassen, Specialist, Student Financial Support, Office of the Registrar

*Discussion:*

There was no discussion.

Motion: Eitzen/Harris

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:

- Christopher and Anne Kean Bursary in Engineering

**CARRIED**

## **DISCUSSION ITEMS**

### 7. Legislative Authority Over Awards and Bursaries (no documents)

*Presenter(s)*: Kate Peters, GFC Secretary and Manager, GFC Services

*Discussion:*

Ms Peters explained that the mandate and delegated authority of UABC, as it related to General Faculties Council's (GFC) authority set forth in the Post-Secondary Learning Act (PSLA), was under review. She indicated that this review was related to:

- overarching efforts to streamline and increase efficiency at the University;
- the changes associated with Academic Restructuring and the Service Excellence Transformation (SET) initiative; and
- the Alberta government's pending Post-Secondary 2030 review.

Ms Peters noted that analysis of the PSLA confirmed the need for GFC oversight of rules and regulations related to academic awards but that there was nothing in the legislation that required the task-based work related to the administration of awards, including the approval of individual award terms, that was currently the responsibility of UABC. Ms Peters informed the committee that the next steps in the review were meetings with representatives from Student Financial Support in the Office of the Registrar; the Office of Advancement, the Office of the Provost, and the Faculty of Graduate Studies and Research. These meetings would aim to evaluate current levels of oversight, transparency, and the application of institutional policy and procedure in the development and administration of awards and bursaries.

### 8. Question Period (no documents)

*Presenter(s)*: Frank Robinson, Chair of UABC

*Discussion:*

The Chair noted that a member had asked questions about the changes brought forward by the SET initiative related to the administration of awards, and the communication sent to members on November 17, 2020. He asked Fiona Halbert, Assistant Registrar, Student Financial Support, to share some more information with members.

Ms Halbert explained that this was not an initiative of the Office of the Registrar but was driven by SET, with the goals of streamlining the application process and distribution of funds for students, as well as consolidating student awards processes under a central unit to reduce administrative costs across the university. She noted

that the changes were set to take effect on January 1, 2021. She explained that UABC approval was not required because there were no changes being made to eligibility criteria. Ms Halbert said that she would be happy to bring forward a list of the changes to the next committee meeting.

During the discussion, members asked questions and expressed comments including but not limited to:

- which awards would continue to be administered by Faculties and how Faculty and program specific information would be accessed by central for the use of awards criteria and selection;
- Faculty representation on the Advisory Committee on Undergraduate Financial Support (ACUS) and the role of ACUS in the new model;
- ACUS guidelines that provided for the broadest possible distribution of funds so that more students would benefit;
- how complex and unique terms of reference and selection criteria would be honored and whether revisions of terms would be required;
- the main concerns that Faculties had about the changes; and
- the importance of ensuring a smooth transition for students.

## **INFORMATION REPORTS**

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

There were no items.

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

- Email Nov 17, 2020 - SET Process Improvement: Centralization of Undergraduate Student Financial Supports

Materials before members are contained in the official meeting file.

## **CLOSING SESSION**

### 11. Adjournment

- Next meeting of UABC: January 12, 2021
- Next meeting of GFC: January 25, 2021

The Chair adjourned the meeting at 3:20 p.m.