



General Faculties Council
University Teaching Awards Committee
Approved Open Session Minutes

Friday, April 27, 2018
2-31 South Academic Building (SAB)
1:00 PM - 3:00 PM

ATTENDEES:

Voting Members:
Pierre Lemelin, Chair
Jen Beverly
Ryan Dunch
Marianne Morris
Cheryl Poth

Heather Raymond
Zizhao (Finn) Wang

Regrets:
Destanee Charrois
Robin Everall

Staff:
Laura Riley, Coordinator
Meg Brolley, GFC Secretary

OPENING SESSION

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Motion: Morris/Wang

THAT the GFC University Teaching Awards Committee approve the Agenda.

CARRIED

2. Approval of the open session Minutes of April 6, 2018

Materials before members are contained in the official meeting file.

Motion: Raymond/Dunch

THAT the GFC University Teaching Awards Committee approve the Minutes of April 6, 2018

CARRIED

3. Comments from the Chair (no documents)

The Chair welcomed members and thanked them for their service. He congratulated both undergraduate students for completing their respective degree programs. He noted that it was a good, challenging year with multiple nominations received in each category. He commented that the large number of nominations reflects the importance of these awards and the work of the committee.

DISCUSSION ITEMS

4. Review of Adjudication Process

Materials before members are contained in the official meeting file.

Presenter(s): Pierre Lemelin, Chair, GFC University Teaching Awards Committee

Purpose of the Proposal: For information/discussion

Discussion:

The Chair led members through a discussion of the adjudication process of the committee. Members noted their appreciation for the fair process, the ability to have positive input through robust discussion, and to have objective measures for a subjective process. Some members suggested that providing electronic access to the nomination packages would be beneficial to allow on-line reading and to promote sustainability by reducing the use of paper.

5. Review of GFC University Teaching Awards Committee (UTAC) Terms of Reference

Materials before members are contained in the official meeting file.

Presenter(s): Pierre Lemelin, Chair, GFC University Teaching Awards Committee

Purpose of the Proposal: For information/discussion

Discussion:

The Chair introduced the discussion of the terms of reference reminding the committee of the importance of the review and asking for comments and input from each member. A thorough review of each term followed with discussions comparing both the existing Terms of Reference and the Draft Terms of Reference. The committee supported most of the draft terms as proposed. After a comprehensive discussion of representation criteria, the committee proposed amendments to the committee composition. The proposed amendments include:

- 1) Increasing the academic staff by one member to 5 with at least 2 being members of GFC. The committee further noted that either the chair or vice-chair should be a member of GFC.
- 2) Generalizing the sessional academic staff criteria to allow a broader pool of potential committee members from that category.
- 3) Increasing the undergraduate student representation from 2 to 3 (no change to the number of graduate student members), with at least one of the undergraduate or graduate students being a member of GFC.
- 4) Noting that the Alumni representation would be appointed rather than nominated by the Alumni Association. The members noted that the proposed amendments would also maintain an even faculty/non-faculty representation on the committee.

6. Review of Awards for Teaching Excellence Procedures (UAPPOL)

The Chair deferred this item to the next meeting due to lack of time for discussion with the committee.

7. Question Period

There were no questions.

INFORMATION REPORTS

8. Items Approved by the Committee by E-Mail Ballots (non-debatable)

There were no items.

9. Information Items Forwarded to Committee Members Between Meetings

There were no items.

CLOSING SESSION

10. Adjournment

The Chair adjourned the meeting at 3:05 p.m.