



# UNIVERSITY OF ALBERTA

## UNIVERSITY GOVERNANCE

General Faculties Council  
University Teaching Awards Committee  
Approved Open Session Minutes

Tuesday, April 30, 2019  
3-07 South Academic Building (SAB)  
10:30 AM - 12:30 PM

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### **ATTENDEES:**

Voting Members:  
Pierre Lemelin, Chair  
Ramesh Bhambhani  
Alison Cheung  
Ryan Dunch  
Gautam Gaur  
Cheryl Poth

Heather Raymond

Regrets:  
Jen Beverly  
Janet Yao

Staff:  
Laura Riley, Coordinator  
Meg Brolley, GFC Secretary

Guests:  
Curtis Champagne

### **OPENING SESSION**

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Motion: Raymond / Dunch

THAT the GFC University Teaching Awards Committee approve the Agenda.

**CARRIED**

2. Approval of the Open Session Minutes of April 9, 2019

Materials before members are contained in the official meeting file.

Motion: Gaur / Cheung

THAT the GFC University Teaching Awards Committee approve the Minutes of April 9, 2019

**CARRIED**

3. Comments from the Chair (no documents)

The Chair welcomed members. He thanked the students for being very engaged in the adjudication process. He expressed appreciation for all members completing their terms on the committee. The Chair also summarized the work of the committee over the year including drafting and approval of both the Terms of Reference and Adjudication Guidelines, as well as completing a very good adjudication meeting with excellent nominations. He noted that moving to the online portal for committee materials was a seamless, positive process.

### **ACTION ITEMS**

4. To approve GFC UTAC Adjudication Guidelines

Materials before members are contained in the official meeting file.

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

*Purpose of the Proposal*: To approve the revised adjudication guidelines for the GFC University Teaching Awards Committee.

*Discussion*:

The Chair introduced the proposed changes to the guidelines which included confidentiality and file management. The committee noted the guidelines were clear and helpful; they discussed the number of awards available each year. The committee directed the Chair and coordinator to finalize wording to clarify the number of awards.

Motion: Dunch / Gaur

THAT the GFC University Teaching Awards Committee approve the GFC UTAC Adjudication Guidelines as set forth in Attachment 1, as amended.

**CARRIED**

## **DISCUSSION ITEMS**

### 5. Adjudication debrief and meeting portal (no documents)

*Presenter(s)*: Pierre Lemelin, Chair, GFC University Teaching Awards Committee; Laura Riley, Committee Coordinator

*Discussion*:

The committee reviewed the new process of accessing and reviewing nominations electronically, and expressed support for the change. Members also applauded the collegiality of the committee during the adjudication process.

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

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 discussed the committee's responsibility to review and recommend changes to the policy and its procedures, asking for suggestions/feedback on the documents. He noted that substantial changes would require consultation with various stakeholders and the process may take some time, but that a thorough review is appropriate.

Initial committee discussions included whether the current criteria provided the best evidence for awards; the impact/recognition of Indigenization and the Equity, Diversity, and Inclusion (EDI) values and commitments; eligibility of ATS staff; guidance for peer evaluators; the number of peer evaluations; the number of awards that can or must be awarded any given year; restrictions on nominees per faculty; page length of nomination packages; clarification of definitions.

The Chair noted that additional meetings may be required over the next year to complete this review.

### 7. Question Period

There were no questions.

### **INFORMATION REPORTS**

8. Items Approved by the Committee by E-Mail Ballots

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 12:25 pm