



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

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

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**ATTENDEES:**

Frank Robinson, Chair  
Rachel Goud  
Scott Jeffrey  
Mpoe Mogale  
Paul Myers  
Sathya Rao

*non-voting:*

Wendy Doughty  
Fiona Halbert  
Jennifer Jennax

Staff:

Heather Richholt, Coordinator  
Meg Brolley, GFC Secretary

Regrets:

Amy Tse

**OPENING SESSION**

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Motion: Jeffrey/Myers

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

**CARRIED**

2. Approval of the Open Session Minutes of November 6, 2018

Materials before members are contained in the official meeting file.

Motion: Rao/Goud

THAT the GFC Undergraduate Awards and Scholarship Committee approve the Minutes of November 6, 2018.

**CARRIED**

3. Comments from the Chair

The Chair welcomed members to the Senate Chamber and noted that the remainder of this year's meetings would be held in this space.

The Chair informed members that he had been invited to sit on the Advisory Committee on Undergraduate Financial Support (ACUS), led by the Office of the Registrar. He noted that this committee had a mandate to provide a forum for Faculties, the Office of the Registrar, and other stakeholders involved in undergraduate financial support to engage in conversation regarding financial support program issues and possible solutions. He noted that his hope was that this would help him to lead the committee toward the strategic work envisioned by the *ad hoc* committee.

**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, Office of the Registrar; Shari Klassen, Specialist, Student Financial Support, Office of the Registrar

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

*Discussion:*

Members expressed several comments and questions, including but not limited to: the term "aboriginal" and its use in legal documents including the *University Calendar*; the process followed if an annual award was unable to be awarded - it could be awarded twice in the following year; annually funded awards and the procedure that donors normally committed to a minimum of 5 years of funding; awards that were available to both graduate and undergraduate students; gender neutral terms for anonymous donors; and how the Faculty determined the criteria of "demonstrated advocacy in mental health awareness".

Motion: Jeffrey/Rao

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

**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, Office of the Registrar; Shari Klassen, Specialist, Student Financial Support, Office of the Registrar

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

*Discussion:*

Members discussed how Faculties made their decisions when the terms of an award allowed for "preference given", and the Alberta government's guidelines for determining Alberta Residency.

Motion: Myers/Goud

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

**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, Office of the Registrar; Shari Klassen, Specialist, Student Financial Support, Office of the Registrar

*Purpose of the Proposal:* To approve amendments to existing awards, scholarships and bursaries.

*Discussion:*

There was no discussion.

Motion: Jeffrey/Myers

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

**CARRIED**

7. Proposed Revisions to the GFC Undergraduate Awards and Scholarship Committee (UASC) Terms of Reference

Materials before members are contained in the official meeting file.

*Presenter(s):* Frank Robinson, Chair, GFC UASC

*Purpose of the Proposal:* To recommend for approval the proposed terms of reference for the GFC UASC.

*Discussion:*

Members discussed the recommendations from the *ad hoc* Committee on Academic Governance including the Terms of Reference template and how this process could be used to clarify the authority and purpose of the committee.

Members discussed: the importance for diversity on the committee and the mandate of the GFC Nominating Committee to ensure a diverse membership; the composition of the committee as it aligned with the GFC Principles of Committee Composition; and quorum in the summer months.

Members agreed that more work was needed regarding delegations of authority to ensure that the committee was operating effectively and under the direction of *For the Public Good*. The committee therefore planned to continue to look into the history and purpose behind the delegations regarding the minimum value of a major award, and the minimum value of an award administered by Student Financial Support.

Motion: Jeffrey/Rao

THAT the GFC Undergraduate Awards and Scholarship Committee recommend that General Faculties Council approve the proposed changes to the GFC Undergraduate Awards and Scholarship Committee Terms of Reference as set forth in Attachment 1, to take effect July 1, 2019.

**CARRIED**

**DISCUSSION ITEMS**

8. Question Period (no documents)

There were no questions.

**INFORMATION REPORTS**

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

There were no items.

10. Information Items Forwarded to Committee Members Between Meetings

There were no items.

**CLOSING SESSION**

11. Adjournment

The Chair adjourned the meeting at 3:15 p.m.