



General Faculties Council
University Teaching Awards Committee
Approved Open Session Minutes

Friday, March 02, 2018
2-31 South Academic Building (SAB)
1:00 PM - 3:00 PM

ATTENDEES:

Voting Members:

Pierre Lemelin,
Chair
Jen Beverly
Destanee Charrois
Ryan Dunch

Cheryl Poth
Heather Raymond
Zizhao (Finn) Wang

Regrets:

Jesse Burgess

Robin Everall
Marianne Morris

Staff:

Meg Brolley, GFC Secretary

OPENING SESSION

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Motion: Dunch/Raymond

THAT the GFC University Teaching Awards Committee approve the Agenda

CARRIED

2. Approval of the Open Session Minutes of May 5, 2017

Materials before members are contained in the official meeting file.

Motion: Dunch/Raymond

THAT the GFC University Teaching Awards Committee approve the Open Session Minutes of May 5, 2017

CARRIED

3. Comments from the Chair (no documents)

The Chair noted that the coordinator for the committee would change for this year and thanked Andrea Patrick for her contributions as committee coordinator. He reported that award recipients would be recognized at the Celebrate! Teaching.Learning.Research ceremony in September and that the specific award ceremony for UTAC awards would be discontinued. He encouraged members to contact him with ideas on how award winners could be further recognized.

The Chair indicated that there would be a working session on the terms of reference following the meeting.

DISCUSSION ITEMS

4. Review of GFC University Teaching Awards Committee (UTAC) Adjudication Guidelines

Materials before members are contained in the official meeting file.

Presenter(s): Pierre Lemelin

Purpose of the Proposal: To discuss strategies for GFC UTAC members' assessment of teaching award nominations and to determine standardized Committee procedures towards a fair and efficient adjudication process.

Discussion:

The Chair reviewed the process followed by committee in its decision making including the adjudication guidelines and UAPPOL policies. He noted that the committee's task was to recognize teaching excellence across campus and emphasized the need to ensure that the process was equitable and fair.

Discussion:

Members expressed support for the adjudication guidelines. Members then discussed conflict of interest and the requirement to disclose this at the beginning of the meeting. It was noted that conflict could be real or perceived and that the committee could provide guidance to its members on this.

The Chair reminded members that the nomination packages are confidential and should be returned at the next committee meeting for shredding.

5. Question Period

There were no questions.

INFORMATION REPORTS

6. Items Approved by the Committee by E-Mail Ballots (non-debatable) (no items to date)

There were no items.

7. Information Items Forwarded to Committee Members Between Meetings (no items to date)

There were no items.

CLOSING SESSION

8. Next Meeting of the GFC University Teaching Awards Committee: Friday, April 6, 2018 (Adjudication meeting - lunch will be served at the onset of the meeting)

9. Next Meeting of General Faculties Council (GFC): Monday, March 19, 2018