



UNIVERSITY OF ALBERTA
UNIVERSITY GOVERNANCE

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

Tuesday, April 12, 2016
2-15 South Academic Building (SAB)
2:00 PM - 4:00 PM

ATTENDEES:

Voting Members:

Amy Tse	Chair, Academic Staff
Rebekah Adams	Member, Undergraduate Student at-large
Marc de Montigny	Member, Academic Staff
Clive Hickson	Member, Academic Staff (Cross-rep from ASC)

Non-Voting Members:

Fiona Halbert	Member, Team Lead, Student Financial Services, Resource
Mien Jou (Delegate)	Member, Senior Development Officer, Office of Development, Resource

Presenter(s):

Amy Tse	Professor, Faculty of Medicine and Dentistry and Chair, GFC UASC
Rachel de Leon	Development Specialist (Acting), Student Financial Support
Fiona Halbert	Assistant Registrar, Student Financial Support

Staff:

Meg Brolley, GFC Secretary and Manager of GFC Services
Andrea Patrick, Coordinator, GFC UASC

OPENING SESSION

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Presenter: Amy Tse, Professor, Faculty of Medicine and Dentistry and Chair, GFC UASC

Motion: de Montigny/Hickson

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

CARRIED

2. Approval of the Open Session Minutes of March 8, 2016

Materials before members are contained in the official meeting file.

Presenter: Amy Tse, Professor, Faculty of Medicine and Dentistry and Chair, GFC UASC

Discussion:

It was noted that a member present at the meeting of March 8, 2016 was not included in the Attendees section of the Minutes.

Motion: de Montigny/Adams

THAT the GFC Undergraduate Awards and Scholarship Committee approve the Minutes of March 8, 2016, as amended.

CARRIED

3. Comments from the Chair

The Chair thanked departing undergraduate student members for their service to the Committee.

ACTION ITEMS

4. New Undergraduate Awards and Bursaries for Approval (April 12, 2016)

Materials before members are contained in the official meeting file.

Presenter: Rachel de Leon, Development Specialist (Acting), Student Financial Support

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

Discussion:

Ms de Leon presented new undergraduate awards, scholarships and bursaries for members to consider. She also pointed out the addition of an extra item for consideration at the meeting, and it was distributed to members in hard copy for review. During the discussion in regards to these items, members expressed numerous comments, questions and suggestions.

Item 3: Members discussed the name of the program listed in the award.

Item 4: Members sought clarification regarding the year of study requirement of this item, as well as the funding source.

Item 8: Members discussed the language used in this item surrounding the term "leadership", as well as the full course load requirement.

Item 10: Members suggested changes to grammar and punctuation within this item.

Motion: de Montigny/Hickson

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

CARRIED

5. Amendments to Existing Undergraduate Awards and Bursaries for Approval (April 12, 2016)

Materials before members are contained in the official meeting file.

Presenter: Rachel de Leon, Development Specialist (Acting), Student Financial Support

Purpose of the Proposal: To approve changes to existing undergraduate awards, scholarships and bursaries.

Discussion:

Ms de Leon presented proposed changes to several existing awards, bursaries and scholarships to members. During the discussion in regards to each item, members provided several suggestions and comments.

Item 1: Members suggested additional clarification surrounding the course's location, whether within the Faculty of Science or at Augustana Faculty.

Item 3: Members discussed the definition of full normal course load, and the specific manner in which the funds would be divided by year.

Item 5: Members sought clarification regarding the essay within this award, and requested that the Conditions be clarified in terms of the course requirement.

Item 6: Members discussed how the funds would be divided in the event of a tie, and suggested edits to grammar and punctuation.

Item 7: Members discussed the dollar value of this medal, as the worth of certain metals fluctuate throughout time.

Item 8: Members made changes to the wording of this award and suggested minor changes to punctuation.

Motion: Adams/Hickson

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

CARRIED

DISCUSSION ITEMS

6. Review of Terms of Reference and Delegated Authority - GFC Undergraduate Awards and Scholarship Committee (UASC)

Materials before members are contained in the official meeting file.

Presenter(s): Amy Tse, Professor, Faculty of Medicine and Dentistry and Chair, GFC UASC; Meg Brolley, GFC Secretary and Manager of GFC Services; Andrea Patrick, Coordinator, GFC UASC

Purpose of the Proposal: To review the GFC Undergraduate Awards and Scholarship Committee (UASC) current delegated authority from General Faculties Council to ensure that it remains current and appropriate and to provide recommendations to General Faculties Council by way of the GFC Executive Committee on the renewal of, or revisions to, the delegated authority and any other changes to the terms of reference.

Discussion:

The Chair reported that at the January 25, 2016 meeting of General Faculties Council (GFC), members approved a motion to review the delegation of its authorities to all of its current Standing Committees, and by June 30, 2016 to vote on whether to renew or revise these delegated authorities. In addition, that GFC approved a motion to be guided in the review of the governance and operations of GFC by the June 2013 report "A Reflection on the State of Academic Governance at the University of Alberta".

Ms Brolley added that principles of good governance include the regular review of governance processes and that current GFC delegations to standing committees have undergone incremental changes over time and have not been reviewed as a package in many years.

The Chair led members through a thorough review of the Committee mandate and Terms of Reference.

During the lengthy ensuing discussion, Committee members made several important observations, including the identification a number of significant items within the Terms of Reference requiring additional review, clarification, and discussion. Overall, however, members felt comfortable with current delegated authorities, recognizing that this work should be completed in a smaller forum of individuals possessing a specialized skill set rather than by full GFC.

Members also expressed that this process should be afforded more time and deliberation to ensure that changes are appropriate.

Ms Patrick noted that a report reflecting this discussion would be prepared for review by the Provost and Vice-President (Academic) by May 1, 2016, and that a draft copy of the report would be distributed to members for review and feedback.

The Chair thanked members for their commentary.

7. Question Period

There were no questions.

INFORMATION REPORTS

8. Items Approved by the GFC Undergraduate Awards and Scholarship 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 4:10 p.m.