



UNIVERSITY OF ALBERTA

UNIVERSITY GOVERNANCE

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

Tuesday, September 12, 2017
2-15 South Academic Building (SAB)
2:00 PM - 4:00 PM

ATTENDEES:

Amy Tse, Chair
Clive Hickson, Vice-Chair
Marc de Montigny
Isha Godara

Rachel Goud
Paul Myers
Fiona Halbert
Mien Jou

REGRETS:
Sathya Rao
STAFF:
Andrea Patrick, Coordinator

OPENING SESSION

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Motion: Hickson/de Montigny

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

CARRIED

2. Approval of the Open Session Minutes of June 13, 2017

Materials before members are contained in the official meeting file.

Motion: de Montigny/Goud

THAT the GFC Undergraduate Awards and Scholarship Committee approve the Minutes of June 13, 2017.

CARRIED

3. Comments from the Chair

The Chair welcomed all to the first meeting of the 2017-2018 academic year and invited members to introduce themselves.

4. Committee Kick-Off and Orientation 2017-2018

Materials before members are contained in the official meeting file.

Presenter(s): Marion Haggarty-France, University Secretary; Meg Brolley, GFC Secretary

Purpose of the Proposal: To provide committee members with an overview of the principles under which GFC operates and how these inform the work and functioning of the committee. To orient members to the committee's mandate, terms of reference, procedures and to committee member roles and responsibilities.

Discussion:

Ms Haggarty-France and Ms Brolley provided members with a high level overview of the university's governance structure. Members were provided with an orientation to GFC's approved principles of delegated authority and committee composition, and the significance of these documents to the structure and functioning of UASC. In addition, the roles and responsibilities of members and procedural rules were reviewed. Finally, the mandate and responsibilities of UASC were discussed and the recommendation of the ad hoc committee to revise the terms of reference of the committee was introduced.

During the discussion, questions arose regarding conflict of interest in approving items, as well as the process surrounding approval of graduate student awards and scholarships.

5. The Registrar's Office and Undergraduate Student Financial Support: An Overview

There were no documents.

Presenter(s): Fiona Halbert, Assistant Registrar, Student Financial Support

Purpose of the Proposal: To provide committee members with an overview of the Registrar's Office and its role in undergraduate student financial support.

Discussion:

Ms Halbert delivered a presentation on the role of Student Financial Support in creating and administering awards and recent activities in support of the Financial Five (F5) and *For the Public Good*.

She reported on several goals and initiatives for the 2017-2018 academic year including establishing various GFC UASC resource materials, reporting on funding gaps and priorities, and consulting with the committee on the F4 Working Group recommendations.

During the discussion, members asked questions about the role of the Office of Advancement in raising emergency funds; the manner in which Faculty items are created, approved and administered; clarification about minimum values of items; the impact of bundling awards and scholarships, and the timing of the approval of awards. Members also discussed the need for specific values and quantities listed on items.

ACTION ITEMS

6. New Undergraduate Awards and Bursaries for Approval

Materials before members are contained in the official meeting file.

Presenter(s): Fiona Halbert

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

Items: Dr Patrick and Nancy Leung Scholarship in Medicine
Dr Vincent Choi Memorial Scholarship in Rheumatology
ThresholdImpact STEM Award (Science)
ThresholdImpact STEM Award (Engineering)
ThresholdImpact STEM Award

Ernesto Rizzi Memorial Award
Robinson Koilpillai Award in Medicine
Katherine Swampy Bursary for University Parents

During the discussion, members expressed a number of questions and comments including clarification around official definitions used throughout the items; whether students should receive awards after graduation; concern that some items exclude eligibility to students at all campuses; the timeline of application deadlines; clarification about the exact value and number of available awards.

The ThresholdImpact STEM Award (Science) and the ThresholdImpact STEM Award were removed from consideration pending further clarification about eligibility.

An update regarding The Dr Patrick and Nancy Leung Scholarship in Medicine will be brought back to the committee once requested details are obtained regarding the definition of "Asian community" and confirmation of student involvement in these communities for the purposes of nomination. The Katherine Swampy Bursary for Students with Dependents will return to the committee following confirmation of the definition of "dependent".

Motion: de Montigny/Hickson

THAT the GFC Undergraduate Awards and Scholarship Committee approve, under delegated authority from General Faculties Council, new 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

7. Amendments to Existing Undergraduate Awards and Bursaries for Approval

Materials before members are contained in the official meeting file.

Presenter(s): Fiona Halbert

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

Items: Chartered Professionals in Human Resources Scholarship in Business
The Music of the Spheres 2000 Scholarship
The Faculty of Education Youth Choirs Prize
The Centennial Undergraduate Award in Geology for Fourth Year Students
The Centennial Undergraduate Award in Geology for Third Year Students
The John Alvin Tupper Memorial Bursary
The Ukrainian Women's Association of Canada (Alberta Branch) Prize

Members provided several questions and comments in relation to the proposed items, including the nomination process for items; clarification about program requirements; clarification on how awards are determined when there appears to be equally qualified nominees.

For The Ukrainian Women's Association of Canada (Alberta Branch) Prize, Ms Halbert noted that she will seek clarification with the Department of Modern Languages and Cultural Studies to confirm if this is indeed selected by application.

Motion: Myers/Godara

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

8. Question Period

A member enquired about pre-meeting consultations.

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 4:30 p.m.