



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

Tuesday, September 11, 2018
2-31 South Academic Building (SAB)
2:00 PM - 4:00 PM

ATTENDEES:

Voting:

Paul Myers, Acting Chair
Rachel Goud
Scott Jeffrey
Mpoe Mogale
Sathya Rao
Amy Tse

Non-voting:

Fiona Halbert
Jennifer Jennax

Regrets:

Frank Robinson
Jane Samson
Wendy Doughty

Staff:

Marion Haggarty-France, University Secretary
Meg Brolley, GFC Secretary
Heather Richholt, Coordinator

OPENING SESSION

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Motion: Tse/Jeffrey

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

CARRIED

2. Approval of the Open Session Minutes of June 19, 2018

Materials before members are contained in the official meeting file.

Motion: Rao/Tse

THAT the GFC Undergraduate Awards and Scholarship Committee approve the Minutes of June 19, 2018.

CARRIED

3. Comments from the Acting Chair (no documents)

The acting Chair welcomed new and returning members. He informed the committee that the Chair was unable to make it to the meeting because of an injury.

He noted that, in response to the recommendations of GFC's *ad hoc* Committee, all GFC Committee meetings in September would start with an Orientation kick off.

4. Committee Kick-Off and Orientation 2018-2019

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

Ms Haggarty-France and Ms Brolley gave a presentation on the structure of academic governance at the University of Alberta and the recommendations of the GFC *ad hoc* Committee on Academic Governance Including Delegated Authority. They highlighted the recommendations that had been completed to date and gave an overview of GFC Principles for Delegation of Authority, GFC Principles for Standing Committee Composition, GFC Roles and Responsibilities of Members, GFC Meeting Procedural Rules, and the GFC Undergraduate Awards and Scholarship Committee Terms of Reference including mandate, responsibilities and delegated authority.

Members asked about when an Executive Summary was required, when committees would go into closed session, and how students get elected to GFC.

5. Student Financial Support: an Overview

Materials before members are contained in the official meeting file.

Presenter(s): Fiona Halbert, Assistant Registrar, Student Financial Support (SFS), Office of the Registrar

Discussion:

Ms Halbert gave an overview of the role of Student Financial Support (SFS) in the Office of the Registrar and the work involved to bring proposals forward to UASC.

Members asked if there were more funds available to students in bursaries or scholarships. Ms Halbert noted that there were more funds available for UofA students in scholarships and that the SFS 2017-2018 Annual Report would be presented to the committee at the next meeting.

ACTION ITEMS

6. New Annually Funded Financial Supports for Approval

Materials before members are contained in the official meeting file.

Presenter(s): Fiona Halbert, Assistant Registrar, SFS, Office of the Registrar; Allen Wolfe, Specialist, SFS, Office of the Registrar

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

Discussion:

Mr Wolfe noted that many of the awards in this category had been created to allow for the more efficient administration and stewardship of existing funds for athletics awards.

During the discussion members expressed several comments and questions, including but not limited to: how Faculty decisions are determined if the students have identical GPAs; the criteria that Faculties use for making nominations for a particular award; why the creation of both an award and scholarship for a single funding source is sometimes required; and the maximum funding allowed for student athletes.

Motion: Jeffrey/Tse

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

7. New Endowed Financial Supports for Approval

Materials before members are contained in the official meeting file.

Presenter(s): Fiona Halbert, Assistant Registrar, SFS, Office of the Registrar; Allen Wolfe, Specialist, SFS, Office of the Registrar

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

Discussion:

Members referred to the early consultation from the June 2018 committee meeting and discussed the importance of ensuring appropriate language in awards terms to be as inclusive as possible. Members discussed UAPPOL policy and procedure regarding Awards Criteria and Human Rights.

Motion: Goud/Jeffrey

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

8. New Endowed Financial Supports for Approval - Resubmission

Materials before members are contained in the official meeting file.

Presenter(s): Fiona Halbert, Assistant Registrar, SFS, Office of the Registrar; Allen Wolfe, Specialist, SFS, Office of the Registrar

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

Discussion:

Members discussed the travel requirements for the award.

Motion: Rao/Tse

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

9. Amendments to Existing Financial Supports for Approval

Materials before members are contained in the official meeting file.

Presenter(s): Fiona Halbert, Assistant Registrar, SFS, Office of the Registrar; Allen Wolfe, Specialist, SFS, Office of the Registrar

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

Discussion:

Members discussed the selection criteria for awards and the minimum amounts for existing awards.

Motion: Tse/Goud

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

DISCUSSION ITEMS

10. Question Period (no documents)

There were no questions.

INFORMATION REPORTS

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

There were no items.

12. Information Items Forwarded to Committee Members Between Meetings: Email to UASC Members July 18, 2018

Materials before members are contained in the official meeting file.

CLOSING SESSION

13. Adjournment

The Acting Chair adjourned the meeting at 3:44 p.m.