

The following Motions and Documents were considered by the GFC Undergraduate Awards and Bursaries Committee at its Tuesday, October 08, 2019 meeting:

Agenda Title: **Rescission of the Awards and Bursaries for Students Policy Suite in UAPPOL and Approval of the Proposed Student Financial Support Policy Suite**

CARRIED MOTION:

THAT the GFC Undergraduate Awards and Bursaries Committee, with delegated authority from General Faculties Council, recommend the approval of the new Student Financial Support Policy Suite, as amended, and as set forth in Attachments 2, 3, 4 and 5, and the concurrent rescission of the existing Awards and Bursaries for Students Policy Suite, to take effect upon final approval.

FINAL Item: 6

Agenda Title: **New Annually Funded Financial Supports for Approval**

CARRIED MOTION:

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

- Gary Horlick Memorial Award in Chemistry
- Faculty of Science Excellence Award in Innovation
- Faculty of Science International Travel Award
- Chris Sargent Travel Award
- Western Canada Dental Society Student Fellowship Award
- MLS Class of 1986 Clinical Practicum Leadership Award
- Faye Watkins Award in Accounting
- Ethel Marliss Award for Excellence in Patient Communication
- Jana Lamacova Memorial Award
- International Francophone Entrance Scholarship
- William Muir Edwards Citizenship Award
- Allan and Carol Mah Bursary
- Leola Mae Runions Bursary in Food Science
- Medicine Class of 2018 Bursary

FINAL Item: 7

Agenda Title: **New Endowed Financial Supports for Approval**

CARRIED MOTION:

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

- Forestry Class of 1974 Award
 - Pharmacy Class of 1991 Scholarship
 - Dr Douglas MacDougall Leadership Award in Third Year Dentistry
 - Dr Douglas MacDougall Leadership Award in Fourth Year Dentistry
 - Dave Duncan Bursary in Electrical and Computer Engineering
 - Lena and Bob Watson Bursary in Nursing
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- Western Union Business Solutions Bursary for International Students
- Doug McIvor and Maxine Toth-McIvor Bursary in Education

FINAL Item: 8

Agenda Title: **Amended Financial Supports for Approval**

CARRIED MOTION:

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

- Brian and Elaine Russell Bursary in Science
- Dr Douglas MacDougall Bursary in Dentistry
- ThresholdImpact STEM Leadership Award

FINAL Item: 9

[Click here to enter text.](#)

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Governance Executive Summary
Action Item

Agenda Title	Rescission of the Awards and Bursaries for Students Policy Suite in UAPPOL and Approval of the Proposed Student Financial Support Policy Suite
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Motion

<p>THAT the GFC Undergraduate Awards and Bursaries Committee, with delegated authority from General Faculties Council, recommend the approval of the new Student Financial Support Policy Suite, as amended, and as set forth in Attachments 2, 3, 4 and 5, and the concurrent rescission of the existing Awards and Bursaries for Students Policy Suite, to take effect upon final approval.</p>

Item

Action Requested	<input type="checkbox"/> Approval <input checked="" type="checkbox"/> Recommendation
Proposed by	Melissa Padfield, Interim Vice-Provost and University Registrar
Presenter(s)	Melissa Padfield, Interim Vice-Provost and University Registrar

Details

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is <i>(please be specific)</i>	The proposal is before the committee to recommend approval of the new Student Financial Support Policy Suite, and the rescission of the existing Awards and Bursaries for Students Policy Suite in UAPPOL.
Executive Summary <i>(outline the specific item – and remember your audience)</i>	<p>The Office of the Registrar, in consultation with the several stakeholder groups, has developed a new Student Financial Support Policy Suite to replace the existing Awards and Bursaries for Students Policy and its procedures in UAPPOL.</p> <p>The purpose of the revisions to the policy and procedures is to:</p> <ul style="list-style-type: none"> • Create alignment between institutional commitment with administrative practice; • Reflect current practices, authorities, and roles; • Be inclusive of graduate student financial support; and • Allow the University to be agile and adaptive to changes in the post-secondary, provincial, and global environments.
Supplementary Notes and context	<This section is for use by University Governance only to outline governance process.>

Engagement and Routing (Include meeting dates)

<p>Consultation and Stakeholder Participation (parties who have seen the proposal and in what capacity)</p> <p><For information on the protocol see the Governance Resources section Student Participation Protocol></p>	<p><u>Those who are actively participating:</u></p> <ul style="list-style-type: none"> • The Office of the Provost and Vice-President (Academic) • Faculty of Graduate Studies and Research (FGSR) • The Office of the Registrar <p><u>Those who have been consulted:</u></p> <ul style="list-style-type: none"> • Office of the Provost and Vice-President (Academic) • Faculty of Graduate Studies and Research (FGSR) • University Governance • Office of Advancement • Students' Union (SU) • Graduate Students' Association (GSA)
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Item No. 6

	<ul style="list-style-type: none"> • Scholarship Network • GFC UASC Chair Dr. Frank Robinson • Dean of Students Dr. Andre Costopoulos • Advisory Committee on Undergraduate Financial Support (ACUS) • Vice-Provosts' Council (VPC) • Undergraduate Awards and Scholarship Committee (UABC) • Committee on Student Affairs (COSA) • Deans' Council • PEC-O <p><u>Those who have been informed:</u></p> <ul style="list-style-type: none"> •
Approval Route (Governance) (including meeting dates)	<p>Undergraduate Awards and Scholarship Committee (UABC) October 8, 2019 GFC Exec November 4, 2019 GFC November 25, 2019 Board Learning, Research and Student Experience Committee (BLRSEC) November 29, 2019 BoG December 13, 2019</p>

Strategic Alignment

Alignment with <i>For the Public Good</i>	Please note the Institutional Strategic Plan objective(s)/strategies the proposal supports.	
Alignment with Core Risk Area	Please note below the specific institutional risk(s) this proposal is addressing.	
Legislative Compliance and jurisdiction	PSLA GFC Terms of Reference GFC UABC Terms of Reference	
	<input checked="" type="checkbox"/> Enrolment Management <input type="checkbox"/> Faculty and Staff <input checked="" type="checkbox"/> Funding and Resource Management <input type="checkbox"/> IT Services, Software and Hardware <input type="checkbox"/> Leadership and Change <input type="checkbox"/> Physical Infrastructure	<input checked="" type="checkbox"/> Relationship with Stakeholders <input checked="" type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input checked="" type="checkbox"/> Student Success

Attachments

1. Attachment 1 Case for Action (pages 1 - 5)
2. Attachment 2 Proposed Student Financial Support Policy (pages 1 - 3)
3. Attachment 3 Proposed Creation of New Student Financial Support Procedure (pages 1 - 4)
4. Attachment 4 Proposed Undergraduate Student Financial Support Procedure (pages 1 - 6)
5. Attachment 5 Proposed Graduate Student Financial Supports Procedure (pages 1 - 6)

Prepared by: Fiona Halbert, Assistant Registrar Student Financial Support, Fiona.halbert@ualberta.ca

Case for Action: New Student Financial Support Policy Suite (and rescission of the Awards and Bursaries for Students Policy)

Context:

The current Awards and Bursaries for Students Policy Suite was established in 2011 when Section 21 of the GFC Policy Manual was rescinded and placed into UAPPOL. Aside from reorganization of information contained within Section 21 and minor updates to reflect the current practices at the time, the policy and four procedures were primarily direct extrapolations from Section 21.

The existing policy suite only promises that the University will "*marshal* awards and bursaries for students to support learning and alleviate financial need to the extent that financial resources permit" but stops short of meeting an important institutional goal outlined within *For the Public Good*, (Build, Strategy 4), to "Ensure that qualified undergraduate and graduate students can attend the university through the provision of robust student financial support."

The lack of a statement of specific institutional goals within the existing policy suite poses several challenges when questions around how allocation of new and existing funds should be managed. This foundation is also necessary in order to support the fundraising goals of the University of Alberta.

In addition, the existing policy suite is silent on the role of graduate student financial support and the role of the Faculty of Graduate Studies and Research in student financial support.

The existing policy suite is also out of alignment with the stated goals of the President of the University of Alberta, Dr. David Turpin, and his colleagues in the Council of Post-secondary Presidents of Alberta (COPPOA). In a recent and widely distributed position paper¹, COPPOA confirmed that student financial support has never been more both necessary and relevant than it is today in Alberta. The University of Alberta is fundamental to building Alberta's future, but access to post-secondary education for society's most vulnerable learners remains a real threat.

Over the past ten months, members of the Office of the Provost and Vice-President (Academic), the Office of the Registrar, the Faculty of Graduate Studies and Research (FGSR) and the Office of Advancement have conducted a thorough review of the policy and the four procedures, and drafted an updated UAPPOL Student Financial Support Policy Suite. The proposed suite aligns with the current financial support administrative priorities and processes, clarifies authorities and roles, and allows the university to be agile and adaptive to changes in the post-secondary, provincial and global environments (see Appendix A - Overview of Changes).

A recent report from an external consultant commissioned by the Office of the Vice-Provost and University Registrar identified policy development as a primary recommendation. The report identified the need for policy statements that would provide a foundation for decision-making, align with enrolment management and recruitment goals, and would update existing out-of-date UAPPOL policy and procedures. This proposed student financial support policy suite directly addresses the need for the alignment of policy to fundamental institutional goals and delineates the foundations for decision making.

¹ [Post-secondary Education Position Paper](#), The Council of Post-secondary Presidents of Alberta (COPPOA)

Key Changes:

- The proposed policy contains language reflective of the University's commitment to providing and optimizing robust student financial supports in order to ensure that academically qualified students can attend the University.
- The proposed policy suite includes usage of an industry-standard umbrella term "student financial support" intended to represent the whole range of student financial support normally available to post-secondary learners.
- The proposed policy suite now contains a procedure dedicated to graduate student financial support.
- The proposed policy suite has been streamlined into three areas intended to outline the process of the creation of student financial support, as well as the processes relevant to the administration and approval of separate undergraduate and graduate student financial support.
- The proposed procedures have been drafted retaining relevant and accurate pieces of the current suite of procedures, and have been adjusted to reflect current practices, authorities, and roles.

Desired Outcomes:

- Alignment between the University of Alberta's policies and procedures around student financial support and institutional goals.
- Mitigation of the current risks surrounding student success, as identified by the 2018-2019 Institutional Risk Summary, which include: reduced student success, harm to reputation, reduced ability to recruit, misalignment with Government expectations, and failure of the university mission.
- Establishment of an updated institutional policy and suite of procedures that are easy to understand, transparent, and outline clear authorities and roles.
- Establishment of an updated institutional policy and suite of procedures that reflect accepted administrative and academic processes.
- Revised institutional policy and procedures that allow the University to be agile and adaptive to changes in the post-secondary, provincial and global environments.
- Better alignment between the Board of Governors, General Faculties Council, the Office of the Vice-Provost and University Registrar, the Office of Advancement, individual Faculties, and the Faculty of Graduate Studies and Research to provide, support, and administer student financial supports at the University of Alberta.

Appendix A - Overview of Changes

UAPPOL Creation of New Student Financial Support Procedure

The Creation of New Student Financial Support Procedure now informs how both undergraduate and graduate new student financial supports are created (previously, this procedure only referenced undergraduate awards and bursaries).

The scope of this procedure has been refined to include only the creation of new supports and clarifies the authorities, roles and responsibilities of the Office of the Registrar, Faculty of Graduate Studies and Research, the Office of Advancement, the GFC Undergraduate Awards and Bursaries Committee (UABC) and the Graduate Scholarship Committee (GSC).

Section Name	Key Changes
1. ADMINISTRATION (new section)	The section now outlines how new undergraduate and graduate student financial supports are created and the roles of the Office of the Registrar, Faculty of Graduate Studies and Research, the Office of Advancement, the GFC Undergraduate Awards and Bursaries Committee (UABC) and the Graduate Scholarship Committee (GSC) in the creation of new financial supports.
2. RESTRICTIONS ON RECIPIENT SELECTION	Minor edits were made to clarify language, but overall content is unchanged.
3. INCLUSIVITY IN SELECTION CRITERIA	<ul style="list-style-type: none"> ● An inclusivity statement was added to support the creation of broad terms of reference that aid annual selection for the student financial support. ● The Office of Safe Disclosure & Human Rights was consulted to update language on section 3A. HUMAN RIGHTS. ● 3B. MEMBERSHIP: minor updates to sanctioned groups, but overall content is unchanged.
4. APPROVAL	<ul style="list-style-type: none"> ● 4A. TERMS OF REFERENCE: added a statement that terms of reference once approved may not be changed by the donor. This is to provide clarity for donors when frontline fundraisers are engaging with them. ● Detailed procedures related to existing terms of reference have been moved to the Undergraduate Student Financial Support Procedure. ● 4B. MINIMUM VALUES: amended to focus on the requirements for the minimum value of a new student financial support.
5. ANNUAL SPENDING (new section)	This section outlines the general spending practices for new student financial supports, providing a framework and reference point for frontline fundraisers and donors.

Appendix A - Overview of Changes Continued

UAPPOL Undergraduate Student Financial Support Procedure

The Undergraduate Student Financial Support Procedure amalgamates three existing procedures (Awards for Undergraduate Student Procedure, University Medal Requirements Procedure, and Bursaries for Students Procedure) into a single document that outlines the administrative processes for undergraduate student financial supports.

Section Name	Key Changes
1. ADMINISTRATION	<ul style="list-style-type: none"> ● The section outlines the roles of the Office of the Registrar, faculties / departments / units and the Office of Advancement in the administration of undergraduate student financial supports. ● The section speaks to a collaborative process for administration, specifically when dealing with restrictive terms of reference.
2. MAINTENANCE OF TERMS OF REFERENCE FOR STUDENT FINANCIAL SUPPORTS	<ul style="list-style-type: none"> ● The section refers to the process for amending existing student financial supports, including the roles of the Office of the Registrar and the Office of Advancement (moved from the former Creation of New Awards and Bursaries Procedure). ● 2C. ANNUAL VALUE SETTING: outlines the roles of the units in setting the annual value of undergraduate student financial supports, providing transparency of authority and demonstrating our commitment to being responsible stewards of donor and university resources.
3. MERIT-BASED STUDENT FINANCIAL SUPPORTS	<ul style="list-style-type: none"> ● 3B. ELIGIBILITY: increased flexibility in recipient selection by removing references to full normal course load that previously imposed restrictions on nominating units. ● 3E. ACADEMIC TRANSCRIPT: section has been changed to state that all merit-based student financial supports will appear on the academic transcript (need-based and hybrid awards will not).
4. NEED-BASED STUDENT FINANCIAL SUPPORTS	<ul style="list-style-type: none"> ● The details of the administrative processes for need-based student financial supports have been significantly expanded to create greater transparency. ● 4B. ELIGIBILITY: provides details about the common assessment practice and the guidelines used to determine the size of a financial shortfall.
5. HYBRID AWARDS	<ul style="list-style-type: none"> ● The concept of hybrid awards is new, replacing the previous procedures for support where demonstrated financial need was a secondary criteria for awards.

	<ul style="list-style-type: none"> ● The section addresses longstanding concerns about inconsistency in the assessment of financial need for awards with both merit and need components within different nominating units across the university. Financial need will now be evaluated through a common assessment practice. ● The section addresses need and merit components (and secondary requirements) to best fit the intent of the financial support. ● The addition of this section addresses a fundraising gap identified by the Office of Advancement as donors have shown high interest in funding this type of student financial support.
<p>6. ANNUAL REPORTING</p>	<ul style="list-style-type: none"> ● This section outlines the Office of the Registrar's commitment to annual reporting of undergraduate student financial supports.

Original Approval Date:
Most Recent Approval Date:
Most Recent Editorial Date:

Student Financial Supports Policy

Office of Accountability:	Provost and Vice-President (Academic)
Office of Administrative Responsibility:	Office of the Registrar Faculty of Graduate Studies and Research Office of Advancement
Approver:	Board of Governors
Scope:	<p>Compliance with this University policy extends to all academic, support and excluded staff, postdoctoral fellows, and academic colleagues as outlined and defined in the Recruitment Policy https://policiesonline.ualberta.ca/policiesprocedures/policies/recruitment-policy.pdf (Appendix A https://policiesonline.ualberta.ca/PoliciesProcedures/Procedures/Recruitment-Policy-Appendix-A-Definition-and-Categories-of-Academic-Staff-Administrators-and-Colleagues.pdf and Appendix B https://policiesonline.ualberta.ca/policiesprocedures/procedures/recruitment-policy-appendix-b-definition-and-categories-of-support-staff.pdf; Definitions and Categories); undergraduate, graduate and Faculty of Extension students; emeriti; members of the Board of Governors; visitors to campus, including visiting speakers and scholars; third party contractors; and volunteers.</p>

Overview

The *Post-Secondary Learning Act* of Alberta gives the Board of Governors authority to “manage and operate the public post-secondary institution in accordance with its mandate,” and to “develop, manage and operate, alone or in co-operation with any person or organization, programs, services and facilities for the economic prosperity of Alberta and for the educational or cultural advancement of the people of Alberta,” (section 60(1)(a) and (b)).

The *Post-Secondary Learning Act* of Alberta gives GFC responsibility, subject to the authority of the Board of Governors, over “rules and regulations respecting academic awards” (section 26(1)(m)).

GFC has delegated responsibility for graduate awards to the Faculty of Graduate Studies and Research Council (FGSR).

Purpose

To articulate the University’s position on **student financial supports** for the institution.

POLICY

The University of Alberta is committed to providing and optimizing robust student financial supports, in order to ensure that academically qualified **students** can attend the university. These **student financial supports** will align with institutional priorities and values, including those outlined in the institutional strategic plan. The University recognizes that access to affordable education is a shared responsibility between the University, the student, and government. The associated procedures outline how the University will ensure that its responsibilities to all stakeholders, including students, **government**, and **donors**, are met.

DEFINITIONS

Any definitions listed in the following table apply to this document only with no implied or intended institution-wide use. [\[▲Top\]](#)

Student Financial Supports	<p>Student financial supports are items of monetary and/or other value awarded to a student by the University of Alberta or by donors through the University on the basis of completion of requirements outlined in the selection criteria or terms of reference.</p> <p>Merit-based student financial supports include, but are not limited to, awards, scholarships, prizes, and University medals. Merit-based financial supports are competitive; successful completion of the requirements does not guarantee receipt of the funding.</p> <p>Need-based student financial supports include, but are not limited to, bursaries loans, and emergency funding.</p> <p>Hybrid awards require academic performance and demonstrated financial need, and will be titled as “Awards”.</p>
Student	<p>An individual currently enrolled (full-time or part-time) in undergraduate or graduate studies.</p>
Government	<p>The government representing a jurisdiction and associated governmental agencies tasked with administering student financial supports.</p>
Donor	<p>An individual or organization who makes a charitable donation to the University of Alberta. A charitable donation is a voluntary transfer of property with intent to donate and without benefit or advantage to the donor. Charitable donations can include gifts-in-kind.</p>

RELATED LINKS

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[Faculty of Graduate Studies and Research](#) (University of Alberta)

[University Governance](#) (University of Alberta)

[Financial Management and Practices Policy](#) (University of Alberta)

[Strategic Plan for Equity, Diversity, and Inclusivity](#) (University of Alberta)

PUBLISHED PROCEDURES OF THIS POLICY

Undergraduate Student Financial Supports Procedure

Graduate Student Financial Supports Procedure

Creation of New Student Financial Supports Procedure

Parent Policy: Student Financial Supports Policy

Creation of New Student Financial Supports Procedure

Office of Administrative Responsibility:	Office of the Registrar Faculty of Graduate Studies and Research Office of Advancement
Approver:	General Faculties Council
Scope:	Compliance with this University policy extends to all academic, support and excluded staff, postdoctoral fellows, and academic colleagues as outlined and defined in the Recruitment Policy < https://policiesonline.ualberta.ca/policiesprocedures/policies/recruitment-policy.pdf > (Appendix A < https://policiesonline.ualberta.ca/PoliciesProcedures/Procedures/Recruitment-Policy-Appendix-A-Definition-and-Categories-of-Academic-Staff-Administrators-and-Colleagues.pdf > and Appendix B < https://policiesonline.ualberta.ca/policiesprocedures/procedures/recruitment-policy-appendix-b-definition-and-categories-of-support-staff.pdf >: Definitions and Categories); undergraduate, graduate and Faculty of Extension students; emeriti; members of the Board of Governors; visitors to campus, including visiting speakers and scholars; third party contractors; and volunteers.

Purpose

To provide the procedure by which new **student financial supports** at the University of Alberta are created.

PROCEDURE

1. ADMINISTRATION

The Office of Advancement will work with donors to establish student financial supports for academically qualified students.

The Office of Advancement will engage with the Office of the Registrar (RO) and/or the Faculty of Graduate Studies and Research (FGSR), as appropriate, to draft terms of reference. The RO and/or the FGSR will provide recommendations and will consult with Faculties, departments and administrative units on campus as necessary when drafting terms of reference. The RO and FGSR seek to establish terms of reference for student financial supports that include selection criteria that support a diverse pool of eligible applicants. The selection criteria must be sufficiently broad to allow the university to award the funds every year.

Faculties, departments and other administrative units will be consulted to provide advice and to ensure proper application and selection supports are in place during the creation of a new student financial support.

The RO and FGSR will facilitate the approval process for new student financial supports with the appropriate governance committee. New undergraduate scholarships, awards, medals, bursaries and prizes are approved by the GFC Undergraduate Awards and Bursaries Committee (UABC). New graduate scholarships and fellowships, awards, prizes, medals, and bursaries are approved by the Graduate Scholarship Committee (GSC) in FGSR.

Terms of reference and selection criteria drafted and approved prior to this procedure are not precedent for new financial supports.

2. RESTRICTIONS ON RECIPIENT SELECTION

Donors to the University of Alberta or their agents cannot be the **nominator** or participate in the recipient selection process for student financial supports for which they are the donor.

3. INCLUSIVITY IN SELECTION CRITERIA

The University of Alberta seeks to demonstrate the values of equity, diversity, and inclusivity in the creation and administration of its student financial supports. This is achieved through establishing new student financial supports that include selection criteria that support a diverse pool of eligible applicants. The selection criteria must be sufficiently broad to allow the university to award the funds every year.

A. HUMAN RIGHTS

Selection or eligibility criteria will not include any criterion defined as discriminatory under the Alberta Human Rights Act or the University of Alberta Discrimination and Harassment and Duty to Accommodate Policy unless the financial supports or the condition at the time of establishment could reasonably be viewed as justifiable discrimination intended to create equity for any equity seeking group (as identified in the protected grounds definition of the Discrimination, Harassment and Duty to Accommodate policy).

If the student financial support is accepted under this provision, it will be reviewed at intervals not greater than 15 years by the Office of the Registrar and / or the Graduate Scholarship Committee and brought to the appropriate authority for consideration. The restriction will be dropped if the group is no longer reasonably perceived as disadvantaged. A specific student financial support can be reviewed at any time by a Faculty or the Office of the Registrar and / or the Graduate Scholarship Committee.

B. MEMBERSHIP

Membership in a particular association cannot be a selection criteria requirement with the exception of:

1. Teams at the University of Alberta sanctioned by the University Sports (U Sports) and/or the Canadian Colleges Athletic Association (CCAA) and the Alberta Colleges Athletic Conference (ACAC).
2. Student groups registered at the University of Alberta overseen by the Dean of Students that
 - a. conform with University of Alberta mission, values and policies;
 - b. have clear and transparent membership criteria;
 - c. are without sanction or are not facing disciplinary action by the University at the time of creation of the student financial support; and
 - d. are without sanction or are not facing disciplinary action by the University at the time of administration of the student financial support.

4. APPROVAL

A. TERMS OF REFERENCE

The **terms of reference** established for student financial supports represent a formal agreement between the donor and the University of Alberta.

Descriptions for new student financial supports submitted for approval must include general selection and eligibility criteria.

Each new student financial support will be considered on its own merits. Terms of reference for all new undergraduate **scholarships, awards, prizes, University medals, and bursaries** are referred to the GFC UABC for approval.

Terms of reference for new graduate scholarships and fellowships, awards, prizes, medals, and bursaries are referred to the Graduate Scholarship Committee (GSC) in FGSR for approval.

If in the future it becomes necessary, advisable, or preferable for changes to be made to the approved terms, in doing so, the University will remain governed by the original intent as expressed at the time of the creation of this award.

B. MINIMUM VALUES

Minimum values for new annually funded undergraduate student financial supports are approved by GFC UABC.

Minimum values for new annually funded graduate student financial supports are approved by the GSC.

5. ANNUAL SPENDING

In any given year, if invested funds do not provide sufficient income to disburse an endowed student financial support, payment of the student financial support may be reduced or withheld until sufficient funds accrue.

The University reserves the right to withhold student financial supports donated by individuals or organizations where the required funds have not yet been received by the University.

DEFINITIONS

Any definitions listed in the following table apply to this document only with no implied or intended institution-wide use. [▲Top]	
Student Financial Supports	<p>Student financial supports are items of monetary and/or other value awarded to a student by the University of Alberta or by donors through the University on the basis of completion of requirements outlined in the selection criteria or terms of reference.</p> <p>Merit-based student financial supports include, but are not limited to, awards, scholarships, prizes, and University medals. Merit-based financial supports are competitive; successful completion of the requirements does not guarantee receipt of the funding.</p> <p>Need-based student financial supports include, but are not limited to, bursaries, loans, and emergency funding.</p> <p>Hybrid awards require academic performance and demonstrated financial need, and will be titled as "Awards".</p>
Donor	An individual or organization who makes a charitable donation to the University of Alberta. A charitable donation is a voluntary transfer of property with intent to donate and without benefit or advantage to the donor. Charitable donations can include gifts-in-kind.
Nominator	A nominator is the individual or group (i.e., committee) responsible for selecting the recipient(s) of an award or bursary and must not be a person or group external to the University of Alberta.
Selection and Eligibility Criteria	Selection and eligibility criteria are the standards or conditions by which a student qualifies and is chosen to receive a financial support. Criteria may be defined in such areas as academic performance, leadership, community service, athletics, or demonstrated financial need.
Terms of Reference	The terms of reference of a student financial support provide all relevant information regarding how the student financial support will be dispersed, including the financial terms, the selection and eligibility criteria, and any other information pertinent to the administration.
Scholarship	A scholarship is a student financial support given to a student on the basis of overall superior academic achievement in a Faculty, Department, or degree program. Secondary selection criteria may also be used. A degree program may be defined as a full multi-year degree program within a Faculty or Department, or as one or more specific years within a full multi-year degree program.

Award	An award is a student financial support that does not meet the definitions for scholarships, prizes or University medals and has as its primary criterion satisfactory academic performance.
Prize	A prize is a student financial support given to a student on the basis of superior academic achievement in a course or specific set of courses in a Faculty, Department, or in some other subdivision of a Faculty. Additional non-academic secondary selection criteria may also be used.
University Medal	A University medal is a student financial support is given to a student on the basis of overall superior academic achievement in a Faculty, Department or some other subdivision of a Faculty, or in the University overall. Additional selection criteria will not normally be used.
Bursary	A bursary is a student financial support given to a student primarily on the basis of demonstrated financial need.

FORMS

There are no forms for this Procedure. [[▲Top](#)]

RELATED LINKS

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[Discrimination, Harassment and Duty to Accommodate Policy](#) (UAPPOL)

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[Office of the Registrar](#) (University of Alberta)

[Faculty of Graduate Studies and Research](#) (University of Alberta)

Original Approval Date: **Most Recent Approval Date:**
Most Recent Editorial Date:
Parent Policy: Student Financial Supports Policy

Undergraduate Student Financial Supports Procedure

Office of Administrative Responsibility:	Office of the Registrar
Approver:	General Faculties Council
Scope:	<p>Compliance with this University policy extends to all academic, support and excluded staff, postdoctoral fellows, and academic colleagues as outlined and defined in the Recruitment Policy https://policiesonline.ualberta.ca/policiesprocedures/policies/recruitment-policy.pdf (Appendix A https://policiesonline.ualberta.ca/PoliciesProcedures/Procedures/Recruitment-Policy-Appendix-A-Definition-and-Categories-of-Academic-Staff-Administrators-and-Colleagues.pdf) and Appendix B https://policiesonline.ualberta.ca/policiesprocedures/procedures/recruitment-policy-appendix-b-definition-and-categories-of-support-staff.pdf: Definitions and Categories); undergraduate, graduate and Faculty of Extension students; emeriti; members of the Board of Governors; visitors to campus, including visiting speakers and scholars; third party contractors; and volunteers.</p>

Purpose

To provide information about undergraduate **student financial supports** at the University of Alberta.

The purpose of this procedure is to ensure consistency in fundamental financial support practices and procedures across the institution, while allowing academic units sufficient flexibility to administer their financial supports in a manner appropriate to their individual needs and objectives and in alignment with institutional objectives.

PROCEDURE

1. ADMINISTRATION

Merit-based student financial supports are normally administered by the Office of the Registrar (RO) as specified in the **terms of reference** of the financial supports. Some recipients for merit-based student financial supports are nominated to the Office of the Registrar by Faculties, departments or groups on campus as specified in the terms of reference.

Need-based student financial supports are normally administered by the RO as specified in the terms of reference of the need-based financial support.

Hybrid awards are normally administered by the RO as specified in the **terms of reference** of the hybrid awards. Some recipients for hybrid awards are nominated to the Office of the Registrar by Faculties, departments or groups on campus as specified in the terms of reference.

The RO will communicate with the Office of Advancement on recipient selection for donor funded student financial supports. The RO and Office of Advancement will work collaboratively to ensure administrative procedures align with the original purpose of the financial support.

Faculties, Departments and other administrative units who are responsible for nominating recipients to the RO will administer selection practices that meet the eligibility and selection criteria outlined in the terms of reference of the financial support. Nominating units will inform the RO when they have identified that selection criteria no longer support a diverse pool of eligible applicants or become too restrictive to allow the university to award the funds every year. The RO will work with the nominating unit and the Office of Advancement to explore options for changing the selection criteria to address the limitations.

The RO will coordinate with Financial Services as necessary to ensure proper financial management and disbursement of student financial supports.

2. MAINTENANCE OF TERMS OF REFERENCE FOR STUDENT FINANCIAL SUPPORTS

A. GENERAL ELIGIBILITY

Student financial supports are tenable only at the University of Alberta unless otherwise stated in terms of reference. Student financial supports specific to a particular Faculty are generally tenable only in that Faculty.

B. AMENDING TERMS OF REFERENCE

When terms of reference can no longer be satisfied, the University may amend the terms to best meet the original purpose of the financial support, while still ensuring that the benefit of such financial supports continues. For example, amendments to existing terms of reference may be necessary when there are no longer eligible students due to changes in University programming. Amendments to the general selection and eligibility criteria in terms of reference previously approved by GFC Undergraduate Awards and Bursaries Committee (UABC) must be forwarded to GFC UABC for approval. The Office of the Registrar is responsible for monitoring financial supports requiring amendment and will consult with the appropriate stakeholder(s) before forwarding to GFC UABC.

C. ANNUAL VALUE SETTING

For donor funded student financial supports held by the Office of the Registrar, the Office of the Registrar will determine the annual value to be expended in consultation with the Office of Advancement.

For donor funded student financial supports held by Faculties, the Faculty will determine the annual value to be expended by the Office of the Registrar.

3. MERIT-BASED STUDENT FINANCIAL SUPPORTS

A. SELECTION CRITERIA

Primary selection criteria for merit-based student financial supports will be based on **undergraduate academic performance**. Secondary selection criteria may include, but are not limited to, community service, leadership, and experiential learning.

If selection cannot be made by applying both primary and secondary selection criteria, selection will be based on a combination of primary criteria and criteria that most closely fulfills the original purpose of the financial support.

B. ELIGIBILITY

Merit-based student financial supports established by the University will normally be available to meritorious students who have completed a minimum 24 credits over the most recent September to April period, unless otherwise specified in the terms of reference of the financial support or the merit-based competition program.

C. DISBURSEMENT

Merit-based student financial supports are normally disbursed to the **student tuition account**. The first charge against any financial support is to pay outstanding University fees including tuition, incidental fees and other university-related fees.

Merit-based student financial supports are normally payable only when students are in **full-time attendance** at the University in the term during which funds are disbursed. Merit-based student financial supports that are awarded prior to the commencement of or within the Fall Term will be divided evenly between the Fall Term and the Winter Term. The student financial support value will normally be prorated if the attendance of the student changes.

Merit-based student financial supports awarded to a convocating student at the time of convocation will normally be disbursed to the student's account following convocation.

D. MAJOR AWARD

In order that funds may be broadly distributed, a student may hold only one University of Alberta **major award** per category (leadership, academics, athletics) in any one year. The total value of merit-based student financial supports already received by students may be taken into consideration in selections for open award competitions.

E. ACADEMIC TRANSCRIPT

Merit-based student financial supports approved by GFC UABC and administered by the Office of the Registrar will be listed on the academic transcript. Need-based and hybrid awards will not appear on the academic transcript.

4. NEED-BASED STUDENT FINANCIAL SUPPORTS

The Office of the Registrar administers need-based financial supports including bursaries and **emergency funding** for students. The Office of the Registrar also provides advising and program support for government financial support programs. The procedures outlined in this section do not refer to how government financial support programs are supported.

A. SELECTION CRITERIA

Primary selection criteria for need-based student financial supports will be based on **demonstrated financial need**. Secondary selection criteria may include, but are not limited to, community service, leadership, experiential learning, and undergraduate academic performance as long as the undergraduate academic performance requirement stated in the terms of reference does not exceed a 3.0 GPA.

If selection cannot be made by applying both primary and secondary selection criteria, selection will be based on a combination of primary criteria and criteria that most closely fulfills the original purpose of the financial support.

B. ELIGIBILITY

Need-based student financial supports established by the University, unless otherwise specified by the terms of reference of the financial support, will normally be available to students with full-time attendance and have demonstrated financial need for the current academic year.

Demonstrated financial need will normally be assessed through a common assessment practice as defined by the Office of the Registrar using a student's expenses and resources. The Common Assessment Practice is derived from provincial and federal loan guidelines. The Common Assessment Practice will also allow for exceptional student situations where the Common Assessment Practice does not reflect the true need of eligible students or does not address the institutional, diversity, or equity priorities of the University.

Domestic students are normally expected to access the maximum government student loan available to them in the current academic year. Assessed need that cannot be met by this loan may be met through University need-based student financial supports up to an annual maximum as determined by the University.

International students are required by the federal government of Canada to demonstrate sufficient resources to meet their cost of attendance at University in order to qualify for a study permit. International students

experiencing an emergency or exceptional circumstances may be considered for need-based student financial supports if their planned financial resources have changed by completing a financial need assessment.

C. DISBURSEMENT

Need-based student financial supports are normally disbursed to the student tuition account. The first charge against any financial support is to pay outstanding University fees including tuition, incidental fees and other university-related fees.

Need-based student financial supports are normally payable only when students are in full-time attendance at the University in the term during which funds are disbursed. Need-based student financial supports will normally be applied to a single term of enrolment in the academic year in which the financial need assessment was evaluated. The student financial support value will normally be re-evaluated if the attendance or enrollment of the student changes.

5. HYBRID AWARDS

A. SELECTION CRITERIA

Primary selection criteria for hybrid awards will be based on a combination of undergraduate academic performance and **indicated financial need** as long as the undergraduate academic performance requirement stated in the terms of reference does not exceed a 3.0 GPA.

Secondary selection criteria may include, but are not limited to, community service, leadership and experiential learning.

If selection cannot be made by applying both primary and secondary selection criteria, selection will be based on a combination of primary criteria and criteria that most closely fulfills the original purpose of the financial support.

B. ELIGIBILITY

Hybrid awards established by the University, unless otherwise specified by the terms of reference of the financial support, will normally be available to students with full-time attendance and have indicated financial need in either the current or previous academic year.

Indicated financial need will normally be assessed through defined indicators of financial need as established by the Office of the Registrar. Defined indicators of financial need are derived from elements of the Common Assessment Practice.

C. DISBURSEMENT

Hybrid awards are normally disbursed in accordance with disbursements outlined in section 3C of this procedure.

6. ANNUAL REPORTING

Each academic year, the Vice-Provost and University Registrar will present an annual report on Undergraduate Student Financial Support to GFC and the Board of Governors. The report serves as an overview of undergraduate financial supports and services administered by Student Financial Support (SFS) within the Office of the Registrar (RO).

DEFINITIONS

Definitions should be listed in the sequence they occur in the document (i.e. not alphabetical).

Any definitions listed in the following table apply to this document only with no implied or intended institution-wide use. [▲ Top]

Student Financial Supports	<p>Student financial supports are items of monetary and/or other value awarded to a student by the University of Alberta or by donors through the University on the basis of completion of requirements outlined in the selection criteria or terms of reference.</p> <p>Merit-based student financial supports include, but are not limited to, awards, scholarships, prizes, and University medals. Merit-based financial supports are competitive; successful completion of the requirements does not guarantee receipt of the funding.</p> <p>Need-based student financial supports include, but are not limited to, bursaries, loans, and emergency funding.</p> <p>Hybrid awards require undergraduate academic performance and indicated financial need, and will be titled as “Awards”.</p>
Terms of Reference	<p>The terms of reference of a student financial support provide all relevant information regarding how the student financial support will be disbursed, including the financial terms, the selection and eligibility criteria, and any other information pertinent to the administration.</p>
Hybrid Awards	<p>Hybrid awards are financial supports whose primary selection criteria is a combination of both undergraduate academic performance and indicated financial need.</p>
Undergraduate Academic Performance	<p>Undergraduate academic performance refers to the academic requirements for student financial supports and is categorized as superior academic achievement or satisfactory academic standing.</p> <p>Superior academic achievement in the context of student financial supports will normally mean either of the following:</p> <ol style="list-style-type: none"> i. GPA of 3.5 or higher in the University or; ii. standing in the upper 10% of comparable students in a Faculty, School, Department or other subdivision of a Faculty. <p>Superior academic achievement in the context of student financial supports for entrance scholarships will normally mean a minimum average of 80% on marks used at the time of assessment.</p> <p>Satisfactory academic standing in a Faculty means satisfactory as defined within the <i>University Calendar</i> by the Faculty in question. If no such definition has been made by the Faculty, satisfactory academic standing means being eligible to continue in or graduate from the program in which the student is registered exclusive of those students allowed to continue on a probationary basis.</p> <p>For entrance awards, a student will be deemed to have achieved satisfactory academic standing provided they have been granted admission to a program of study at the University of Alberta.</p>
Demonstrated Financial Need	<p>Demonstrated financial need is a calculation of overall financial shortfall available for a student's academic and basic living costs for the current academic year. The calculation will normally be based on the Common Assessment Practice.</p>
Indicated Financial Need	<p>Indicated financial need is used in instances where a determination of full financial shortfall is unnecessary, as in Hybrid awards. Indicated</p>

	financial need is determined through review of a student's financial situation based on a subset of criteria taken from indicators based on the Common Assessment Practice and does not require a full financial shortfall assessment.
Student Tuition Account	The student tuition account is the receivable account by which charges (including tuition and fees), and payments are processed. Students access their account details through Bear Tracks.
Full-Time Attendance	Full-time attendance as defined within the <i>University Calendar</i> .
Major Award	A major award, as defined by the GFC UABC, is any financial support with a value equal or greater to the full course load tuition and any related differential fees charged to a student within a given academic year.
Emergency Funding	Emergency funding is a financial support given to a student primarily on the basis of demonstrated financial need and who have demonstrated emergent financial challenge. Emergency funding can either be repayable or non-repayable.

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RELATED LINKS

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Original Approval Date: **Most Recent Approval Date:**
Most Recent Editorial Date:
Parent Policy: Student Financial Supports Policy

Graduate Student Financial Supports Procedure

Office of Administrative Responsibility:	Faculty of Graduate Studies and Research
Approver:	Graduate Scholarship Advisory Committee
Scope:	<p>Compliance with this University policy extends to all academic, support and excluded staff, postdoctoral fellows, and academic colleagues as outlined and defined in the Recruitment Policy https://policiesonline.ualberta.ca/policiesprocedures/policies/recruitment-policy.pdf (Appendix A https://policiesonline.ualberta.ca/PoliciesProcedures/Procedures/Recruitment-Policy-Appendix-A-Definition-and-Categories-of-Academic-Staff-Administrators-and-Colleagues.pdf) and Appendix B https://policiesonline.ualberta.ca/policiesprocedures/procedures/recruitment-policy-appendix-b-definition-and-categories-of-support-staff.pdf: Definitions and Categories); undergraduate, graduate and Faculty of Extension students; emeriti; members of the Board of Governors; visitors to campus, including visiting speakers and scholars; third party contractors; and volunteers.</p>

Purpose

To provide information about graduate **student financial supports** at the University of Alberta.

The purpose of this procedure is to ensure consistency in fundamental financial support practices and procedures across the institution, while allowing academic units sufficient flexibility to administer their financial supports in a manner appropriate to their individual needs and objectives and in alignment with institutional objectives.

PROCEDURE

1. ADMINISTRATION

Merit-based student financial supports are normally administered by the Faculty of Graduate Studies and Research (FGSR) as specified in the terms of reference. Recipients of merit-based student financial supports are nominated to the Faculty of Graduate Studies and Research by Faculties, departments or units on campus as specified in the terms of reference.

Need-based student financial supports are normally administered by the Office of the Registrar as specified in the terms of reference.

The FGSR will communicate with the Office of Advancement on recipient selection for donor funded student financial supports. The FGSR and Office of Advancement will work collaboratively to ensure administrative procedures align with donor intent.

Faculties, Departments and other administrative units who are responsible for nominating recipients to the FGSR will administer selection practices that meet the eligibility and selection criteria outlined in the terms of reference. Nominating units will inform the FGSR when they have identified that selection criteria no longer support a diverse pool of eligible applicants or become too restrictive to allow the university to award the funds every year. The FGSR will work with the nominating unit and Office of Advancement to explore options for changing the selection criteria to address the limitations.

The FGSR will coordinate with Financial Services as necessary to ensure proper financial management and disbursement of student financial supports.

2. MAINTENANCE OF TERMS OF REFERENCE

A. GENERAL ELIGIBILITY

Student financial supports are tenable only at the University of Alberta unless otherwise stated in the **terms of reference**. Student financial supports specific to a particular Faculty are generally tenable only in that Faculty.

B. AMENDING TERMS OF REFERENCE

When the terms of reference become prohibitive to fulfill through obsolescence, then the University may amend the terms to carry out the nearest possible original intent of the donor, while still ensuring that the benefit of such financial supports continues. For example, amendments to existing terms of reference may be necessary when there are no longer eligible students due to changes in University programming. Amendments to the general selection and eligibility criteria in the terms of reference previously approved by the Graduate Scholarship Committee (GSC) must be forwarded to GSC for approval. The Faculty of Graduate Studies and Research is responsible for monitoring these financial supports requiring amendment and will consult with the appropriate stakeholder(s) before forwarding to GSC.

C. ANNUAL VALUE SETTING

For donor funded student financial supports for which the FGSR holds administrative responsibility, the FGSR will determine the annual value to be expended unless indicated in the terms of reference.

3. MERIT-BASED FINANCIAL SUPPORT

A. SELECTION CRITERIA

Primary selection criteria for merit-based student financial supports will be based on **graduate academic performance**. Secondary selection criteria may include, but are not limited to, community service, leadership, and experiential learning.

If selection cannot be made by applying both primary and secondary selection criteria, selection will be based on a combination of primary criteria and criteria that most closely fulfills the original purpose of the financial support.

B. ELIGIBILITY

Students registered in master's programs are eligible to hold awards during the first four years of their program unless stated otherwise in the terms of reference for the award. Consideration for funding for the fifth year of a master's program may be considered if a compelling explanation (ie. illness, parental leave, personal catastrophe) outlined in a letter of support from the department is provided.

Students registered in doctoral programs are eligible to hold awards during the first six years of their program unless stated otherwise in the terms of reference for the award. Consideration for funding for the seventh year of a doctoral program may be considered if a compelling explanation (ie. illness, parental leave, personal catastrophe) outlined in a letter of support from the department is provided.

Full-time Registration

Full-time thesis-based students are required to be registered full-time in each term for the duration of the award.

Ineligible Student Categories

Part-time students are not typically eligible, unless specified in the terms of reference for the award. If a student is selected as the recipient of one of the limited number of awards for which part-time students are eligible, the student is required to register in each term for the duration of the award.

Students registered in Graduate Certificate and Diploma programs are not typically eligible, unless specified in the terms of reference for the award. If a student is selected as the recipient of one of the limited number of awards for which Graduate Certificate and Diploma students are eligible, the student is required to register in each term for the duration of the award.

Qualifying students, students on academic probation, visiting students and students in cost-recovery programs are not eligible to hold FGSR-administered awards, unless specified in the terms of reference for the award.

C. DISBURSEMENT

Graduate student financial supports are normally processed through direct deposit payroll, unless otherwise specified in the terms of reference. Recipients are responsible for setting up their direct deposit information in order to receive payment.

Merit-based student financial supports are normally payable only when students are registered full time at the University in the term during which funds are disbursed, unless otherwise specified in the award terms of reference.

Merit-based student financial supports up to and including the value of \$6,000 are paid in one payment during the timeframe outlined in the award letter of offer.

Merit-based student financial supports whose values are between \$6,000 and \$11,999.99 are either paid in two equal sums in consecutive terms (ie Fall and Winter) or disbursed as per the semi-monthly payroll schedule over the duration of twelve months. Students receiving term-based funding who no longer meet the eligibility criteria in the second term may have their payment terminated, and students receiving semi-monthly funding may have their payment terminated the month in which they complete their degree requirements.

Merit-based student financial supports whose values are greater than \$12,000 will be disbursed as per the semi-monthly payroll schedule over the duration of twelve months. If a student no longer meets the eligibility requirements of the financial support remaining payments may be terminated.

Changes to a student's status which render the recipient ineligible to hold all or some specific portion of an award, may result in the requirement to repay all or a portion of the award. These changes include but are not limited to: being placed on academic probation, withdrawal from the program, change in registration status, change in program, accepting another award which precludes holding concurrent awards.

D. ACADEMIC TRANSCRIPT

Scholarship and Prize student financial supports approved by GSC and administered by the Faculty of Graduate Studies and Research will be listed on the academic transcript. Need-based student financial supports will not appear on the academic transcript.

4. NEED-BASED FINANCIAL SUPPORT

The Office of the Registrar administers need-based financial supports including bursaries and **emergency funding** for students. Additional bursaries are administered through the Graduate Student's Association and University of Alberta International. The Office of the Registrar, also provide advising and program support for government financial

support programs. The procedures outlined in this section do not refer to how government financial support programs are supported.

A. SELECTION CRITERIA

Primary selection criteria for need-based student financial supports will be based on **demonstrated financial need**. Secondary selection criteria may include, but are not limited to, community service, leadership, experiential learning, and graduate academic performance, as long as the graduate academic performance requirement does not exceed a 3.0 GPA.

If selection cannot be made by applying both primary and secondary selection criteria, selection will be based on a combination of primary criteria and criteria that most closely fulfills the original purpose of the financial support.

B. ELIGIBILITY

Need-based student financial supports established by the University, unless otherwise specified by the terms of reference of the financial support, will normally be available to students with full-time enrollment and have demonstrated financial need for the current academic year.

Demonstrated financial need will normally be assessed through a common assessment practice as defined by the Office of the Registrar using a student's expenses and resources. The common assessment practice is derived from provincial and federal loan guidelines. The common assessment practice will also allow for exceptional student situations where the common assessment does not reflect the true need of eligible students or does not address the institutional, diversity, or equity priorities of the University.

Domestic students are expected to access the maximum government student loan available to them in the current academic year. Assessed need that cannot be met by this loan may be met through University need-based student financial supports up to an annual maximum as determined by the University.

International students are required by the federal government of Canada to demonstrate sufficient resources to meet their cost of attendance at University in order to qualify for a study permit. International students experiencing an emergency or exceptional circumstances may be considered for need-based student financial supports if their planned financial resources have changed by completing a financial need assessment.

C. DISBURSEMENT

Need-based student financial supports are normally disbursed to the **student tuition account**. The first charge against any financial support is to pay outstanding University fees including tuition, incidental fees and other university-related fees.

Need-based student financial supports are normally payable only when students are in full-time attendance at the University in the term during which funds are disbursed. Need-based student financial supports will normally be applied to a single term of enrolment in the academic year in which the financial need assessment was evaluated. The student financial support value will normally be re-evaluated if the attendance or enrollment of the student changes.

5. ANNUAL REPORTING

Each academic year, the Vice-Provost and Dean of FGSR will present an annual report on Graduate Student Financial Support to FGSR council and then to the GFC. The report serves as an overview of graduate financial supports and services administered by the Faculty of Graduate Studies (FGSR).

DEFINITIONS

Definitions should be listed in the sequence they occur in the document (i.e. not alphabetical).

Any definitions listed in the following table apply to this document only with no implied or intended institution-wide use. ▲ Top

Student Financial Supports	<p>Student financial supports are items of monetary and/or other value awarded to a student by the University of Alberta or by donors through the University on the basis of completion of requirements outlined in the selection criteria or terms of reference.</p> <p>Merit-based student financial supports include, but are not limited to, awards, scholarships, prizes, and University medals. Merit-based financial supports are competitive; successful completion of the requirements does not guarantee receipt of the funding.</p> <p>Need-based student financial supports include, but are not limited to, bursaries, loans, and emergency funding.</p>
Terms of Reference	<p>The terms of reference of a student financial support provide all relevant information regarding how the student financial support will be disbursed, including the financial terms, the selection and eligibility criteria, and any other information pertinent to the administration.</p>
Graduate Academic Performance	<p>Graduate academic performance refers to the academic grading requirements for student financial supports and are categorized as superior academic achievement or satisfactory academic standing.</p> <p>Superior academic achievement will normally mean the following:</p> <ul style="list-style-type: none"> i. GPA of 3.5 or higher in the University <p>Superior academic achievement for entrance scholarships will normally mean a minimum GPA of 3.5 based on marks used at the time of assessment.</p> <p>Satisfactory academic standing is defined as:</p> <ul style="list-style-type: none"> i. GPA of 3.0 for newly admitted graduate students ii. GPA of 2.7 or greater for continuing students <p>Satisfactory academic achievement for entrance scholarships will normally mean a minimum GPA of 3.0 based on the marks used at the time of assessment.</p>
Demonstrated Financial Need	<p>Demonstrated financial need is a calculation of overall financial shortfall available for a student's academic and basic living costs for the current academic year. The calculation will normally be based on the common assessment practice.</p>
Full-Time Attendance	<p>Full-time attendance as defined within the <i>University Calendar</i>.</p>
Emergency Funding	<p>Emergency funding is a financial support given to a student primarily on the basis of demonstrated financial need and who have demonstrated emergent financial challenge. Emergency funding can either be repayable or non-repayable.</p>
Student Tuition Account	<p>The student tuition account is the receivable account by which charges (including tuition and fees), and payments are processed. Students access their account details through Bear Tracks.</p>

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[Faculty of Graduate Studies and Research](#) (University of Alberta)

Governance Executive Summary
Action Item

Agenda Title	New Annually Funded Financial Supports for Approval
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Motion

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

- Gary Horlick Memorial Award in Chemistry
- Faculty of Science Excellence Award in Innovation
- Faculty of Science International Travel Award
- Chris Sargent Travel Award
- Western Canada Dental Society Student Fellowship Award
- MLS Class of 1986 Clinical Practicum Leadership Award
- Faye Watkins Award in Accounting
- Ethel Marliiss Award for Excellence in Patient Communication
- Jana Lamacova Memorial Award
- International Francophone Entrance Scholarship
- William Muir Edwards Citizenship Award
- Allan and Carol Mah Bursary
- Leola Mae Runions Bursary in Food Science
- Medicine Class of 2018 Bursary

Item

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation
Proposed by	Melissa Padfield, Acting Vice-Provost & University Registrar
Presenter(s)	Fiona Halbert, Assistant Registrar, Student Financial Support Shari Klassen, Specialist, Student Financial Support Allen Wolfe, Specialist, Student Financial Support

Details

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is <i>(please be specific)</i>	To approve new annually funded undergraduate awards and bursaries.
Executive Summary <i>(outline the specific item – and remember your audience)</i>	To provide robust financial support to students at the University of Alberta by the creation of new awards, scholarships and bursaries.
Supplementary Notes and context	

Engagement and Routing (Include meeting dates)

Consultation and Stakeholder Participation (parties who have seen the proposal and in what capacity)	<u>Those who are actively participating:</u>
	<ul style="list-style-type: none"> • Undergraduate students, Graduate students, Faculty, Departments, Office of Advancement • GFC UASC
<For information on the protocol see the Governance	<u>Those who have been consulted:</u>
	<ul style="list-style-type: none"> • Donors, the Office of the Registrar, Office of Advancement have been consulted in the establishment of new Award conditions • Faculty or Departments have been consulted with new Award

Item No. 7

Resources section Student Participation Protocol >	conditions, setup and awarding process of new and amended Awards
	<p><u><i>Those who have been informed:</i></u></p> <ul style="list-style-type: none"> • Donors are informed of U of A policy for Award establishment • Office of Advancement is informed of new Awards in process
Approval Route (Governance) (including meeting dates)	GFC Undergraduate Awards and Bursaries Committee, October 8, 2019

Strategic Alignment

Alignment with <i>For the Public Good</i>	<p>To begin, we will attract outstanding students</p> <p>1. OBJECTIVE: Build a diverse, inclusive community of exceptional undergraduate and graduate students from Edmonton, Alberta, Canada, and the world.</p> <p>i. Strategy: Develop and implement an undergraduate and graduate recruitment strategy to attract top students from across the diverse communities in Alberta and Canada, leveraging our strengths as a comprehensive research-intensive, multi-campus university with options for francophone and rural liberal arts education.</p> <p>ii. Strategy: Develop and implement an undergraduate and graduate recruitment and retention strategy to attract top Indigenous students.</p> <p>iii. Strategy: Optimize our international recruiting strategies to attract well-qualified international students from regions of strategic importance, and enhance services and programs to ensure their academic success and integration into the activities of the university.</p> <p>iv. Strategy: Ensure that qualified undergraduate and graduate students can attend the university through the provision of robust student financial support.</p>													
Alignment with Institutional Risk Indicator	<p>Please note below the specific institutional risk(s) this proposal is addressing.</p> <table border="0"> <tr> <td><input checked="" type="checkbox"/> Enrolment Management</td> <td><input checked="" type="checkbox"/> Relationship with Stakeholders</td> </tr> <tr> <td><input type="checkbox"/> Faculty and Staff</td> <td><input type="checkbox"/> Reputation</td> </tr> <tr> <td><input type="checkbox"/> Funding and Resource Management</td> <td><input type="checkbox"/> Research Enterprise</td> </tr> <tr> <td><input type="checkbox"/> IT Services, Software and Hardware</td> <td><input type="checkbox"/> Safety</td> </tr> <tr> <td><input type="checkbox"/> Leadership and Change</td> <td><input checked="" type="checkbox"/> Student Success</td> </tr> <tr> <td><input type="checkbox"/> Physical Infrastructure</td> <td></td> </tr> </table>		<input checked="" type="checkbox"/> Enrolment Management	<input checked="" type="checkbox"/> Relationship with Stakeholders	<input type="checkbox"/> Faculty and Staff	<input type="checkbox"/> Reputation	<input type="checkbox"/> Funding and Resource Management	<input type="checkbox"/> Research Enterprise	<input type="checkbox"/> IT Services, Software and Hardware	<input type="checkbox"/> Safety	<input type="checkbox"/> Leadership and Change	<input checked="" type="checkbox"/> Student Success	<input type="checkbox"/> Physical Infrastructure	
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<input type="checkbox"/> Funding and Resource Management	<input type="checkbox"/> Research Enterprise													
<input type="checkbox"/> IT Services, Software and Hardware	<input type="checkbox"/> Safety													
<input type="checkbox"/> Leadership and Change	<input checked="" type="checkbox"/> Student Success													
<input type="checkbox"/> Physical Infrastructure														
Legislative Compliance and jurisdiction	<p>1.Post-Secondary Learning Act (PSLA) 2.GFC Undergraduate Awards and Bursaries Committee (UABC) Terms of Reference</p>													

Attachments:

1. Attachment 1 (page(s) 1 - 11): UABC - New Annually Funded Financial Supports (Amended)- Oct 2019

Prepared by: Fiona Halbert, Assistant Registrar Student Financial Support, fiona.halbert@ualberta.ca

NEW ANNUALLY FUNDED FINANCIAL SUPPORTS: 10/08/2019

TERMS FOR UABC APPROVAL:

Awarded to a student with satisfactory academic standing enrolled in the third year of a Bachelor of Science with Honors or Specialization in Chemistry. Selection based on academic standing and demonstrated excellence in analytical chemistry.

INFORMATION FOR CONSIDERATION:

NAME:	Gary Horlick Memorial Award in Chemistry
FIELD OF STUDY:	Chemistry
NUMBER/VALUE:	1 @ \$1,000
FUNDED BY:	Annually funded by the family and friends of Gary Horlick
APPLICATION TYPE:	By nomination from the Department of Chemistry
FACULTY SIGN-OFF:	N/A
ADDITIONAL CONTEXT:	N/A

NEW ANNUALLY FUNDED FINANCIAL SUPPORTS: 10/08/2019

TERMS FOR UABC APPROVAL:

Awarded to students with satisfactory academic standing enrolled in any year of an undergraduate degree in the Faculty of Science. Selection based on academic standing and demonstrated excellence in innovation.

INFORMATION FOR CONSIDERATION:

NAME:	Faculty of Science Excellence Award in Innovation
FIELD OF STUDY:	Science
NUMBER/VALUE:	Variable/Variable
FUNDED BY:	Annually funded by the Faculty of Science
APPLICATION TYPE:	By nomination from the Faculty of Science
FACULTY SIGN-OFF:	06/25/2019
ADDITIONAL CONTEXT:	Demonstrated excellence in innovation will be aligned to the mission of the new Student Innovation Centre to <i>inspire, grow, and sustain a culture of student innovators by:</i> <ul style="list-style-type: none">• <i>Supporting extracurricular projects and competitions in science and technology</i>• <i>Cultivating idea discovery and exploration</i>• <i>Connecting students to emerging technologies and expertise</i>• <i>Building a playful, creative, and welcoming community</i>

NEW ANNUALLY FUNDED FINANCIAL SUPPORTS: 10/08/2019

TERMS FOR UABC APPROVAL:

Awarded to students with satisfactory academic standing enrolled in any year of an undergraduate or graduate degree at the University of Alberta. Selection based on academic standing and participation in a University-approved exchange, research, study abroad, internship, practicum or workshop outside of Canada.

INFORMATION FOR CONSIDERATION:

NAME:	Faculty of Science International Travel Award
FIELD OF STUDY:	Open
NUMBER/VALUE:	Variable/Variable
FUNDED BY:	Annually funded by the Faculty of Science
APPLICATION TYPE:	By nomination from the Faculty of Science
FACULTY SIGN-OFF:	N/A
ADDITIONAL CONTEXT:	N/A

NEW ANNUALLY FUNDED FINANCIAL SUPPORTS: 10/08/2019

TERMS FOR UABC APPROVAL:

Awarded to a student with satisfactory academic standing enrolled in any year of an undergraduate degree. Selection based on academic standing and demonstrated involvement with Students' International Health Association. Preference given to a student traveling to Tanzania to participate in an internship with Students Invested in Health Association.

INFORMATION FOR CONSIDERATION:

NAME:	Chris Sargent Travel Award
FIELD OF STUDY:	Open
NUMBER/VALUE:	1 @ \$1,000
FUNDED BY:	Annually funded by the friends of Chris Sargent and Students Invested in Health Association (SIHA)
APPLICATION TYPE:	By nomination from the Office of the Dean of Students
FACULTY SIGN-OFF:	N/A
ADDITIONAL CONTEXT:	N/A

NEW ANNUALLY FUNDED FINANCIAL SUPPORTS: 10/08/2019

TERMS FOR UABC APPROVAL:

Awarded to a student with satisfactory academic standing enrolled in the third year of a Doctor of Dental Surgery. Selection based on academic standing and demonstrated leadership in the dental profession or community.

INFORMATION FOR CONSIDERATION:

NAME:	Western Canada Dental Society Student Fellowship Award
FIELD OF STUDY:	Dentistry
NUMBER/VALUE:	1 @ \$1,500
FUNDED BY:	Annually funded by Western Canada Dental Society
APPLICATION TYPE:	By nomination from the School of Dentistry
FACULTY SIGN-OFF:	N/A
ADDITIONAL CONTEXT:	N/A

NEW ANNUALLY FUNDED FINANCIAL SUPPORTS: 10/08/2019

TERMS FOR UABC APPROVAL:

Awarded to a student with satisfactory academic standing in any year of an undergraduate degree in Medical Laboratory Science. Selection based on academic standing, demonstrated leadership, cooperation and/or professionalism during clinical practicum training.

INFORMATION FOR CONSIDERATION:

NAME:	MLS Class of 1986 Clinical Practicum Leadership Award
FIELD OF STUDY:	Medical Laboratory Science
NUMBER/VALUE:	1 @ \$1,000
FUNDED BY:	Annually funded by Ms. Shelley K Chamaschuk, Class of 1986
APPLICATION TYPE:	By nomination from the Division of Medical Laboratory Science
FACULTY SIGN-OFF:	N/A
ADDITIONAL CONTEXT:	N/A

NEW ANNUALLY FUNDED FINANCIAL SUPPORTS: 10/08/2019

TERMS FOR UABC APPROVAL:

Awarded to a student who identifies as female with satisfactory academic standing enrolled in any year of a Bachelor of Commerce in Honors Accounting. Selection based on academic standing. Preference given to students with one or more dependents and who are single parents or to students who have expressed interest in completing the CPA professional education program.

INFORMATION FOR CONSIDERATION:

NAME:	Faye Watkins Award in Accounting
FIELD OF STUDY:	Accounting
NUMBER/VALUE:	1 @ \$1,500
FUNDED BY:	Annually funded by Bud Tupper
APPLICATION TYPE:	By application to the Alberta School of Business
FACULTY SIGN-OFF:	N/A
ADDITIONAL CONTEXT:	N/A

NEW ANNUALLY FUNDED FINANCIAL SUPPORTS: 10/08/2019

TERMS FOR UABC APPROVAL:

Awarded to a resident physician in any year of a postgraduate medical program in Internal Medicine. Selection based on academic standing and demonstrated excellence in patient communication.

INFORMATION FOR CONSIDERATION:

NAME:	Ethel Marliiss Award for Excellence in Patient Communication
FIELD OF STUDY:	Medicine
NUMBER/VALUE:	1 @ \$1,000
FUNDED BY:	Annually funded by Errol Marliiss
APPLICATION TYPE:	By nomination from the Faculty of Medicine and Dentistry
FACULTY SIGN-OFF:	N/A
ADDITIONAL CONTEXT:	N/A

NEW ANNUALLY FUNDED FINANCIAL SUPPORTS: 10/08/2019

TERMS FOR UABC APPROVAL:

Awarded to a student with satisfactory academic standing enrolled in any year of a Bachelor of Fine Arts, Bachelor of Design, Bachelor of Music, Bachelor of Arts or a Bachelor of Arts Honors in the departments of Art & Design, Drama or Music. Selection based on academic standing and demonstrated excellence in Fine Arts.

INFORMATION FOR CONSIDERATION:

NAME:	Jana Lamacova Memorial Award
FIELD OF STUDY:	Fine Arts
NUMBER/VALUE:	1 @ \$1,000
FUNDED BY:	Annually funded by family and friends in memory of Jana Lamacova
APPLICATION TYPE:	By application to the Faculty of Arts
FACULTY SIGN-OFF:	N/A
ADDITIONAL CONTEXT:	N/A

NEW ANNUALLY FUNDED FINANCIAL SUPPORTS: 10/08/2019

TERMS FOR UABC APPROVAL:

Awarded to a student on a study permit with superior academic achievement entering the first year of an undergraduate degree at Faculté Saint-Jean. Selection based on admission average. Receipt of renewable funding for the second, third, and fourth years is contingent upon achieving a minimum GPA of 2.0 on a minimum of 24 credits at Faculté Saint-Jean each year.

INFORMATION FOR CONSIDERATION:

NAME:	International Francophone Entrance Scholarship
FIELD OF STUDY:	Open
NUMBER/VALUE:	5 @ \$10,000
FUNDED BY:	Annually funded by the University of Alberta
APPLICATION TYPE:	By nomination from Faculté Saint-Jean
FACULTY SIGN-OFF:	N/A
ADDITIONAL CONTEXT:	N/A

NEW ANNUALLY FUNDED FINANCIAL SUPPORTS: 10/08/2019

TERMS FOR UABC APPROVAL:

Awarded to students who are Canadian citizens or permanent residents with satisfactory academic standing enrolled in the second or subsequent years of an undergraduate degree in the Faculty of Engineering. Selection based on academic standing and demonstrated leadership, community engagement, volunteerism and/or involvement in extracurricular activities.

INFORMATION FOR CONSIDERATION:

NAME:	William Muir Edwards Citizenship Award
FIELD OF STUDY:	Engineering
NUMBER/VALUE:	5 @ \$10,000
FUNDED BY:	Annually funded by David Morris Family Foundation
APPLICATION TYPE:	By nomination from the Faculty of Engineering
FACULTY SIGN-OFF:	N/A
ADDITIONAL CONTEXT:	N/A

NEW ANNUALLY FUNDED FINANCIAL SUPPORTS: 10/08/2019

TERMS FOR UABC APPROVAL:

Awarded to a student with satisfactory academic standing enrolled in the second or subsequent year of an undergraduate degree in the Faculty of Engineering or the Alberta School of Business. Selection based on demonstrated financial need.

INFORMATION FOR CONSIDERATION:

NAME:	Allan and Carol Mah Bursary
FIELD OF STUDY:	Engineering or Business
NUMBER/VALUE:	1 @ \$2,000
FUNDED BY:	Annually funded by Allan and Carol Mah
APPLICATION TYPE:	By application to the Supplementary Bursary program
FACULTY SIGN-OFF:	N/A
ADDITIONAL CONTEXT:	N/A

NEW ANNUALLY FUNDED FINANCIAL SUPPORTS: 10/08/2019

TERMS FOR UABC APPROVAL:

Awarded to a student with satisfactory academic standing enrolled in any year of a Bachelor of Science in Nutrition and Food Science. Selection based on demonstrated financial need. Preference given to a student enrolled in the third or fourth year.

INFORMATION FOR CONSIDERATION:

NAME:	Leola Mae Runions Bursary in Food Science
FIELD OF STUDY:	Nutrition and Food Science
NUMBER/VALUE:	1 @ \$1,000
FUNDED BY:	Annually funded by Leola Mae Runions, BSc Home Economics 1962
APPLICATION TYPE:	By application to the Supplementary Bursary program
FACULTY SIGN-OFF:	N/A
ADDITIONAL CONTEXT:	N/A

NEW ANNUALLY FUNDED FINANCIAL SUPPORTS: 10/08/2019

TERMS FOR UABC APPROVAL:

Awarded to a student with satisfactory academic standing enrolled in any year of a Doctor of Medicine. Selection based on demonstrated financial need and demonstrated leadership, community engagement, volunteerism and/or involvement in extracurricular activities. Preference given to a student enrolled in the third or fourth year.

INFORMATION FOR CONSIDERATION:

NAME:	Medicine Class of 2018 Bursary
FIELD OF STUDY:	Medicine
NUMBER/VALUE:	1 @ \$1,000
FUNDED BY:	Annually funded by the Medicine Class of 2018
APPLICATION TYPE:	By application to the Supplementary Bursary program
FACULTY SIGN-OFF:	N/A
ADDITIONAL CONTEXT:	N/A

Governance Executive Summary
Action Item

Agenda Title	New Endowed Financial Supports for Approval
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Motion

<p>THAT the GFC Undergraduate Awards and Bursaries Committee approve, with delegated authority from General Faculties Council, the following new endowed Undergraduate Awards and Bursaries, as submitted by Student Financial Support and as set forth in Attachment 1, to be effective immediately:</p> <ul style="list-style-type: none"> • Forestry Class of 1974 Award • Pharmacy Class of 1991 Scholarship • Dr Douglas MacDougall Leadership Award in Third Year Dentistry • Dr Douglas MacDougall Leadership Award in Fourth Year Dentistry • Dave Duncan Bursary in Electrical and Computer Engineering • Lena and Bob Watson Bursary in Nursing • Western Union Business Solutions Bursary for International Students • Doug Mclvor and Maxine Toth-Mclvor Bursary in Education

Item

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation
Proposed by	Melissa Padfield, Acting Vice-Provost & University Registrar
Presenter(s)	Fiona Halbert, Assistant Registrar, Student Financial Support Shari Klassen, Specialist, Student Financial Support Allen Wolfe, Specialist, Student Financial Support

Details

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is <i>(please be specific)</i>	To approve new endowed undergraduate awards and bursaries.
Executive Summary <i>(outline the specific item – and remember your audience)</i>	To provide robust financial support to students at the University of Alberta by the creation of new awards, scholarships and bursaries.
Supplementary Notes and context	

Engagement and Routing (Include meeting dates)

<p>Consultation and Stakeholder Participation (parties who have seen the proposal and in what capacity)</p> <p><For information on the protocol see the Governance Resources section Student Participation Protocol></p>	<p><u>Those who are actively participating:</u></p> <ul style="list-style-type: none"> • Undergraduate students, Graduate students, Faculty, Departments, Office of Advancement • GFC UASC
	<p><u>Those who have been consulted:</u></p> <ul style="list-style-type: none"> • Donors, the Office of the Registrar, Office of Advancement have been consulted in the establishment of new Award conditions • Faculty or Departments have been consulted with new Award conditions, setup and awarding process of new and amended Awards
	<p><u>Those who have been informed:</u></p> <ul style="list-style-type: none"> • Donors are informed of U of A policy for Award establishment • Office of Advancement is informed of new Awards in process
Approval Route (Governance)	GFC Undergraduate Awards and Bursaries Committee, October 8, 2019

(including meeting dates)	
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Strategic Alignment

Alignment with <i>For the Public Good</i>	To begin, we will attract outstanding students 1. OBJECTIVE: Build a diverse, inclusive community of exceptional undergraduate and graduate students from Edmonton, Alberta, Canada, and the world. i. Strategy: Develop and implement an undergraduate and graduate recruitment strategy to attract top students from across the diverse communities in Alberta and Canada, leveraging our strengths as a comprehensive research-intensive, multi-campus university with options for francophone and rural liberal arts education. ii. Strategy: Develop and implement an undergraduate and graduate recruitment and retention strategy to attract top Indigenous students. iii. Strategy: Optimize our international recruiting strategies to attract well-qualified international students from regions of strategic importance, and enhance services and programs to ensure their academic success and integration into the activities of the university. iv. Strategy: Ensure that qualified undergraduate and graduate students can attend the university through the provision of robust student financial support.		
Alignment with Institutional Risk Indicator	Please note below the specific institutional risk(s) this proposal is addressing. <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr> <td style="width: 50%; padding: 2px;"> <input checked="" type="checkbox"/> Enrolment Management <input type="checkbox"/> Faculty and Staff <input type="checkbox"/> Funding and Resource Management <input type="checkbox"/> IT Services, Software and Hardware <input type="checkbox"/> Leadership and Change <input type="checkbox"/> Physical Infrastructure </td> <td style="width: 50%; padding: 2px;"> <input checked="" type="checkbox"/> Relationship with Stakeholders <input type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input checked="" type="checkbox"/> Student Success </td> </tr> </table>	<input checked="" type="checkbox"/> Enrolment Management <input type="checkbox"/> Faculty and Staff <input type="checkbox"/> Funding and Resource Management <input type="checkbox"/> IT Services, Software and Hardware <input type="checkbox"/> Leadership and Change <input type="checkbox"/> Physical Infrastructure	<input checked="" type="checkbox"/> Relationship with Stakeholders <input type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input checked="" type="checkbox"/> Student Success
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Legislative Compliance and jurisdiction	1. Post-Secondary Learning Act (PSLA) 2. GFC Undergraduate Awards and Bursaries Committee (UABC) Terms of Reference		

Attachments:

1. Attachment 1 (page(s) 1 – 7): UABC - New Endowed Financial Supports - Oct 2019

Prepared by: Fiona Halbert, Assistant Registrar Student Financial Support, fiona.halbert@ualberta.ca

NEW ENDOWED FINANCIAL SUPPORTS: 10/08/2019

TERMS FOR UABC APPROVAL:

Awarded to students with satisfactory academic standing entering the first year of a Bachelor of Science in Forestry. Selection based on academic standing.

INFORMATION FOR CONSIDERATION:

NAME:	Forestry Class of 1974 Award
FIELD OF STUDY:	Forestry
ANTICIPATED SPENDING:	1 @ \$1,000
NUMBER/VALUE:	Variable/Variable
FUNDED BY:	Endowed by the Forestry Class of 1974
APPLICATION TYPE:	By nomination from the Faculty of Agricultural, Life and Environmental Sciences
FACULTY SIGN-OFF:	N/A
ADDITIONAL CONTEXT:	N/A

NEW ENDOWED FINANCIAL SUPPORTS: 10/08/2019

TERMS FOR UABC APPROVAL:

Awarded to students with superior academic achievement enrolled in any year of a Doctor of Pharmacy Selection based on academic standing.

INFORMATION FOR CONSIDERATION:

NAME:	Pharmacy Class of 1991 Scholarship
FIELD OF STUDY:	Pharmacy
ANTICIPATED SPENDING:	1 @ \$1,400
NUMBER/VALUE:	Variable/Variable
FUNDED BY:	Endowed by multiple donors
APPLICATION TYPE:	By nomination from the Faculty of Pharmacy and Pharmaceutical Sciences
FACULTY SIGN-OFF:	N/A
ADDITIONAL CONTEXT:	N/A

NEW ENDOWED FINANCIAL SUPPORTS: 10/08/2019

TERMS FOR UABC APPROVAL:

Awarded to students with satisfactory academic standing enrolled in the third year of a Doctor of Dental Surgery. Selection based on academic standing and demonstrated leadership, community engagement, volunteerism and/or involvement in extracurricular activities.

INFORMATION FOR CONSIDERATION:

NAME:	Dr Douglas MacDougall Leadership Award in Third Year Dentistry
FIELD OF STUDY:	Dentistry
ANTICIPATED SPENDING:	1 @ \$1,000
NUMBER/VALUE:	Variable/Variable
FUNDED BY:	Endowed by the Dr Douglas MacDougall Leadership Award Fund, a Project of the Dentistry Class of 1968
APPLICATION TYPE:	By application to the School of Dentistry
FACULTY SIGN-OFF:	N/A
ADDITIONAL CONTEXT:	N/A

NEW ENDOWED FINANCIAL SUPPORTS: 10/08/2019

TERMS FOR UABC APPROVAL:

Awarded to students with satisfactory academic standing enrolled in the fourth year of a Doctor of Dental Surgery. Selection based on academic standing and demonstrated leadership, community engagement, volunteerism and/or involvement in extracurricular activities.

INFORMATION FOR CONSIDERATION:

NAME:	Dr Douglas MacDougall Leadership Award in Fourth Year Dentistry
FIELD OF STUDY:	Dentistry
ANTICIPATED SPENDING:	1 @ \$1,000
NUMBER/VALUE:	Variable/Variable
FUNDED BY:	Endowed by the Dr Douglas MacDougall Leadership Award Fund, a Project of the Dentistry Class of 1968
APPLICATION TYPE:	By application to the School of Dentistry
FACULTY SIGN-OFF:	N/A
ADDITIONAL CONTEXT:	N/A

NEW ENDOWED FINANCIAL SUPPORTS: 10/08/2019

TERMS FOR UABC APPROVAL:

Awarded to students with satisfactory academic standing enrolled in the second or subsequent year of a Bachelor of Science in Electrical Engineering or a Bachelor of Science in Computer Engineering. Selection based on demonstrated financial need.

INFORMATION FOR CONSIDERATION:

NAME:	Dave Duncan Bursary in Electrical and Computer Engineering
FIELD OF STUDY:	Electrical and Computer Engineering
ANTICIPATED SPENDING:	1 @ \$900
NUMBER/VALUE:	Variable/Variable
FUNDED BY:	Endowed by Dave Duncan
APPLICATION TYPE:	By application to the Supplementary Bursary program
FACULTY SIGN-OFF:	N/A
ADDITIONAL CONTEXT:	N/A

NEW ENDOWED FINANCIAL SUPPORTS: 10/08/2019

TERMS FOR UABC APPROVAL:

Awarded to students with satisfactory academic standing enrolled in the third or fourth year of an undergraduate degree in the Faculty of Nursing. Selection based on demonstrated financial need.

INFORMATION FOR CONSIDERATION:

NAME:	Lena and Bob Watson Bursary in Nursing
FIELD OF STUDY:	Nursing
ANTICIPATED SPENDING:	1 @ \$1,800
NUMBER/VALUE:	Variable/Variable
FUNDED BY:	Endowed by Susan Hazelwood
APPLICATION TYPE:	By application to the Supplementary Bursary program
FACULTY SIGN-OFF:	N/A
ADDITIONAL CONTEXT:	N/A

NEW ENDOWED FINANCIAL SUPPORTS: 10/08/2019

TERMS FOR UABC APPROVAL:

Awarded to students who are on a study permit with satisfactory academic standing enrolled in the second or subsequent year of an undergraduate or graduate degree. Selection based on demonstrated financial need.

INFORMATION FOR CONSIDERATION:

NAME:	Western Union Business Solutions Bursary for International Students
FIELD OF STUDY:	Open
ANTICIPATED SPENDING:	1 @ \$1,800
NUMBER/VALUE:	Variable/Variable
FUNDED BY:	Endowed by Western Union Business Solutions
APPLICATION TYPE:	By application to the Supplementary Bursary program
FACULTY SIGN-OFF:	N/A
ADDITIONAL CONTEXT:	N/A

NEW ENDOWED FINANCIAL SUPPORTS: 10/08/2019

TERMS FOR UABC APPROVAL:

Awarded to students with satisfactory academic standing enrolled in any year of an undergraduate degree in the Faculty of Education. Selection based on demonstrated financial need. Preference given to students enrolled in the third or fourth year.

INFORMATION FOR CONSIDERATION:

NAME:	Doug Mclvor and Maxine Toth-Mclvor Bursary in Education
FIELD OF STUDY:	Education
ANTICIPATED SPENDING:	1 @ \$1,400
NUMBER/VALUE:	Variable/Variable
FUNDED BY:	Endowed by Maxine Toth-Mclvor
APPLICATION TYPE:	By application to the Supplementary Bursary program
FACULTY SIGN-OFF:	N/A
ADDITIONAL CONTEXT:	N/A

Governance Executive Summary
Action Item

Agenda Title	Amended Financial Supports for Approval
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Motion

<p>THAT the GFC Undergraduate Awards and Bursaries Committee approve, with delegated authority from General Faculties Council, the following amended Undergraduate Awards and Bursaries, as submitted by Student Financial Support and as set forth in Attachment 1, to be effective immediately:</p> <ul style="list-style-type: none"> • Brian and Elaine Russell Bursary in Science • Dr Douglas MacDougall Bursary in Dentistry • ThresholdImpact STEM Leadership Award
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Item

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation
Proposed by	Melissa Padfield, Acting Vice-Provost & University Registrar
Presenter(s)	Fiona Halbert, Assistant Registrar, Student Financial Support Shari Klassen, Specialist, Student Financial Support Allen Wolfe, Specialist, Student Financial Support

Details

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is <i>(please be specific)</i>	To approve amended undergraduate awards and bursaries.
Executive Summary <i>(outline the specific item – and remember your audience)</i>	To provide robust financial support to students at the University of Alberta by the creation of new awards, scholarships and bursaries.
Supplementary Notes and context	

Engagement and Routing (Include meeting dates)

<p>Consultation and Stakeholder Participation (parties who have seen the proposal and in what capacity)</p> <p><For information on the protocol see the Governance Resources section Student Participation Protocol></p>	<p><u>Those who are actively participating:</u></p> <ul style="list-style-type: none"> • Undergraduate students, Graduate students, Faculty, Departments, Office of Advancement • GFC UASC
	<p><u>Those who have been consulted:</u></p> <ul style="list-style-type: none"> • Donors, the Office of the Registrar, Office of Advancement have been consulted in the establishment of new Award conditions • Faculty or Departments have been consulted with new Award conditions, setup and awarding process of new and amended Awards
	<p><u>Those who have been informed:</u></p> <ul style="list-style-type: none"> • Donors are informed of U of A policy for Award establishment • Office of Advancement is informed of new Awards in process
Approval Route (Governance) (including meeting dates)	GFC Undergraduate Awards and Bursaries Committee, October 8, 2019

Strategic Alignment

<p>Alignment with <i>For the Public Good</i></p>	<p>To begin, we will attract outstanding students 1. OBJECTIVE: Build a diverse, inclusive community of exceptional undergraduate and graduate students from Edmonton, Alberta, Canada, and the world. i. Strategy: Develop and implement an undergraduate and graduate recruitment strategy to attract top students from across the diverse communities in Alberta and Canada, leveraging our strengths as a comprehensive research-intensive, multi-campus university with options for francophone and rural liberal arts education. ii. Strategy: Develop and implement an undergraduate and graduate recruitment and retention strategy to attract top Indigenous students. iii. Strategy: Optimize our international recruiting strategies to attract well-qualified international students from regions of strategic importance, and enhance services and programs to ensure their academic success and integration into the activities of the university. iv. Strategy: Ensure that qualified undergraduate and graduate students can attend the university through the provision of robust student financial support.</p>			
<p>Alignment with Institutional Risk Indicator</p>	<p>Please note below the specific institutional risk(s) this proposal is addressing.</p> <table border="0" data-bbox="553 1031 1531 1241"> <tr> <td data-bbox="553 1031 1073 1241"> <input checked="" type="checkbox"/> Enrolment Management <input type="checkbox"/> Faculty and Staff <input type="checkbox"/> Funding and Resource Management <input type="checkbox"/> IT Services, Software and Hardware <input type="checkbox"/> Leadership and Change <input type="checkbox"/> Physical Infrastructure </td> <td data-bbox="1073 1031 1531 1241"> <input checked="" type="checkbox"/> Relationship with Stakeholders <input type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input checked="" type="checkbox"/> Student Success </td> </tr> </table>		<input checked="" type="checkbox"/> Enrolment Management <input type="checkbox"/> Faculty and Staff <input type="checkbox"/> Funding and Resource Management <input type="checkbox"/> IT Services, Software and Hardware <input type="checkbox"/> Leadership and Change <input type="checkbox"/> Physical Infrastructure	<input checked="" type="checkbox"/> Relationship with Stakeholders <input type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input checked="" type="checkbox"/> Student Success
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<p>Legislative Compliance and jurisdiction</p>	<p>1. Post-Secondary Learning Act (PSLA) 2. GFC Undergraduate Awards and Bursaries Committee (UABC) Terms of Reference</p>			

Attachments:

- Attachment 1 (page(s) 1 – 3): UABC – Amended Financial Supports – Oct 2019

Prepared by: Fiona Halbert, Assistant Registrar Student Financial Support, fiona.halbert@ualberta.ca

AMENDED FINANCIAL SUPPORTS: 10/08/2019

TERMS FOR UASC APPROVAL:

Awarded to students with satisfactory academic standing enrolled in [any year of an undergraduate or graduate degree in the Faculty of Science](#) ~~a Master of Science in Integrated Petroleum Geosciences~~. Selection based on demonstrated financial need.

INFORMATION FOR CONSIDERATION:

NAME: Brian [and Elaine](#) Russell ~~Graduate~~ Bursary in ~~Integrated Petroleum Geosciences~~ [Science](#)

FIELD OF STUDY: ~~Integrated Petroleum Geosciences~~ [Science](#)

NUMBER/VALUE: 2 @ \$2,500

FUNDED BY: Annually funded by Brian Russell

APPLICATION TYPE: By application to the Supplementary Bursary program

FACULTY SIGN-OFF: N/A

ADDITIONAL CONTEXT: There were not enough bursary applicants in the original intended field so the donor requested that the terms be broadened.

AMENDED FINANCIAL SUPPORTS: 10/08/2019

TERMS FOR UASC APPROVAL:

Awarded to students with satisfactory academic standing enrolled in the ~~first or~~ second year of a Doctor of Dental Surgery ~~degree in the Faculty of Medicine and Dentistry~~. Selection based on demonstrated financial need. Preference given to students with demonstrated involvement in community service.

INFORMATION FOR CONSIDERATION:

NAME: Dr Douglas MacDougall Bursary in Dentistry

FIELD OF STUDY: Dentistry

NUMBER/VALUE: ~~Variable/Variable~~ [4 @ \\$1,000](#)

FUNDED BY: ~~Endowed by the Dr Douglas MacDougall Leadership Award Fund, a Project of~~ [Annually funded by](#) the Dentistry Class of 1968

APPLICATION TYPE: By application to the Supplementary Bursary program

FACULTY SIGN-OFF: N/A

ADDITIONAL CONTEXT: The endowment supported by this class will be used to support the newly established leadership awards, as was their original intent with the funding. The Class will annually fund this bursary until the endowment can support all three financial supports.

AMENDED FINANCIAL SUPPORTS: 10/08/2019

TERMS FOR UASC APPROVAL:

Awarded to students who identify ~~identifying~~ as female or who are First Nation, Inuit, or Métis people of Canada in accordance with the Constitution Act, 1982, Part 2, Section 35(2) of ~~Aboriginal descent as defined by the Constitution Act, 1982, Section 35(2) or persons accepted by one of the Aboriginal peoples of Canada as a member of their community~~ with satisfactory academic standing enrolled in the second, third, or fourth year of an undergraduate degree with a major in Physics, Mathematics, Statistical Sciences, Engineering, or Computing Science. Selection based on academic standing and demonstrated leadership, community engagement, volunteerism and/or involvement in extracurricular activities ~~demonstrated financial need~~. Preference given to students from a rural community (less than 25,000 people).

INFORMATION FOR CONSIDERATION:

NAME:	ThresholdImpact STEM Bursary <u>Leadership Award</u>
FIELD OF STUDY:	Physics, Mathematics, Statistical Sciences, Engineering, or Computing Science
NUMBER/VALUE:	3 @ Variable (\$10,000 total spending per year)
FUNDED BY:	Annually funded by ThresholdImpact
APPLICATION TYPE:	By application to the Supplementary Bursary program <u>Undergraduate Leadership competition</u>
FACULTY SIGN-OFF:	N/A
ADDITIONAL CONTEXT:	The original intent of the donors was for this to be a leadership award. Funding was disbursed as a bursary due to administrative constraints within SFS. The funding type has now been modified to align more closely with the original donor intent and with what is possible with our central SFS awards competitions.