

The following Motions and Documents were considered by the GFC Undergraduate Awards and Bursaries Committee at its Tuesday, April 06, 2021 meeting:

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Agenda Title: **Student Financial Support Policy and Procedure Updates**

CARRIED MOTION:

THAT the GFC Undergraduate Awards and Bursaries Committee recommend that General Faculties Council approve the edits to the Undergraduate Student Financial Support Procedure and Creation of New Student Financial Support Procedure, as set forth in Attachments 1 and 2 to take effect upon final approval.

FINAL Item 4

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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 and as set forth in Attachment 1, to be effective immediately:

- Weber Wilson Indigenous Bursary in Education
- University of Alberta Indigenous Award
- David Taylor Service Above Self Memorial Award
- Family Bar Diversity and Equality Award in Law
- The Naqvi-Rota Award in Business
- Dr Mary Patricia Massicotte Memorial Award in Medicine
- Jonathan Mohr Service Award in Science
- Peter Sebzda Memorial Scholarship in Business
- Sean Steels Memorial Award

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 and as set forth in Attachment 1, to be effective immediately:

- Jim Parsons Leadership Award in Faith-based Education

FINAL Item 5

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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:

- Ptarmigan Foundation Indigenous Award
- Poelzer Family Foundation Award in Business

FINAL Item 6

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

CARRIED MOTION:

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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:

- C Percy Cole Memorial Scholarship in Engineering

FINAL Item 7

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**Governance Executive Summary  
Action Item**

<b>Agenda Title</b>	<b>Student Financial Support Policy and Procedure Updates</b>
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**Motion**

THAT the GFC Undergraduate Awards and Bursaries Committee recommend that General Faculties Council approve the edits to the Undergraduate Student Financial Support Procedure and Creation of New Student Financial Support Procedure, as set forth in Attachments 1 and 2 to take effect upon final approval.

**Item**

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

**Details**

Office of Administrative Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is <i>(please be specific)</i>	To recommend approval of the edits to the Undergraduate Student Financial Support Procedure and Creation of New Student Financial Support Procedure.
Executive Summary <i>(outline the specific item – and remember your audience)</i>	<p>The Office of the Registrar, in consultation with the stakeholders, is recommending edits to the Undergraduate Student Financial Support Procedure and the Creation of New Student Financial Support Procedure. The edits reflect required changes in administrative responsibility to support the changes that have been implemented as part of the Service Excellence Transformation (SET) initiative mandating that selection for undergraduate awards and scholarships be centralized to the Office of the Registrar. This change was taken to improve overarching efficiency for administration and student experience.</p> <p>The purpose of the revisions to the procedures in response to the SET initiative is to:</p> <ul style="list-style-type: none"> <li>• Create clarity on roles and responsibilities; and</li> <li>• Reflect the changes that have been take to administrative practices, authorities, and roles.</li> </ul>
Supplementary Notes and context	<This section is for use by University Governance only to outline governance process.>

**Engagement and Routing** (Include meeting dates)

Consultation and Stakeholder Participation (parties who have seen the proposal and in what capacity)	<b><u>Those who are actively participating:</u></b>
	<ul style="list-style-type: none"> <li>• The Office of the Registrar</li> <li>• The Office of Advancement</li> <li>• Faculty of Graduate Studies and Research</li> </ul>
<For information on the protocol see the <a href="#">Governance</a>	<b><u>Those who have been consulted:</u></b>
	<ul style="list-style-type: none"> <li>• Office of the Provost and Vice-President (Academic)</li> <li>• Office of Advancement</li> <li>• Faculty of Graduate Studies and Research (FGSR)</li> </ul>

Item No. 4

<a href="#">Resources section Student Participation Protocol</a> >	<ul style="list-style-type: none"> <li>University Governance</li> </ul>
	<p><u>Those who have been informed:</u></p> <ul style="list-style-type: none"> <li></li> </ul>
Approval Route (Governance) (including meeting dates)	<ul style="list-style-type: none"> <li>Undergraduate Awards and Scholarship Committee (UABC) April 6, 2021</li> <li>GFC Exec April 12, 2021</li> <li>GFC April 26, 2021</li> </ul>

**Strategic Alignment**

Alignment with <i>For the Public Good</i>	Build, Strategy 4: Ensure that qualified undergraduate and graduate students can attend the university through the provision of robust student financial support.	
Alignment with Core Risk Area	Please note below the specific institutional risk(s) this proposal is addressing.	
	<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
Legislative Compliance and jurisdiction	PSLA GFC Terms of Reference GFC UABC Terms of Reference	

Attachments (each to be numbered 1 - <>)

1. Creation of New Student Financial Support Procedure
2. Undergraduate Student Financial Support Procedure

Prepared by: Fiona Halbert, Assistant Registrar Student Financial Support, [fiona.halbert@ualberta.ca](mailto:fiona.halbert@ualberta.ca)

**Parent Policy: Student Financial Supports Policy**

## Creation of New Student Financial Supports Procedure

<b>Office of Administrative Responsibility:</b>	Office of the Registrar Faculty of Graduate Studies and Research Office of Advancement
<b>Approver:</b>	General Faculties Council
<b>Scope:</b>	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 < <a href="https://policiesonline.ualberta.ca/policiesprocedures/policies/recruitment-policy.pdf">https://policiesonline.ualberta.ca/policiesprocedures/policies/recruitment-policy.pdf</a> > (Appendix A < <a href="https://policiesonline.ualberta.ca/PoliciesProcedures/Procedures/Recruitment-Policy-Appendix-A-Definition-and-Categories-of-Academic-Staff-Administrators-and-Colleagues.pdf">https://policiesonline.ualberta.ca/PoliciesProcedures/Procedures/Recruitment-Policy-Appendix-A-Definition-and-Categories-of-Academic-Staff-Administrators-and-Colleagues.pdf</a> > and Appendix B < <a href="https://policiesonline.ualberta.ca/policiesprocedures/procedures/recruitment-policy-appendix-b-definition-and-categories-of-support-staff.pdf">https://policiesonline.ualberta.ca/policiesprocedures/procedures/recruitment-policy-appendix-b-definition-and-categories-of-support-staff.pdf</a> >: 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 relevant stakeholders ~~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 ~~do not~~ are not set precedent for new student 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 student 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 RO 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 RO and / or the Graduate Scholarship Committee.

### B. MEMBERSHIP

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

1. Athletic 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 conform with the University's mission, values and policies; have clear and transparent membership criteria; are without sanction and/or not facing disciplinary action at the time of creation and/or the 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. <a href="#">▲Top</a>	
<b>Student Financial Supports</b>	<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 student 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>
<b>Donor</b>	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.
<b>Nominator</b>	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.
<b>Selection and Eligibility Criteria</b>	Selection and eligibility criteria are the standards or conditions by which a student qualifies and is chosen to receive a student financial support. Criteria may be defined in such areas as academic performance, leadership, community service, athletics, or demonstrated financial need.
<b>Terms of Reference</b>	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.
<b>Scholarship</b>	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.

<b>Award</b>	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.
<b>Prize</b>	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.
<b>University Medal</b>	A University medal is a student financial support is given to a student on Registrarthe 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.
<b>Bursary</b>	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)

[Office of Safe Disclosure and Human Rights](#) (University of Alberta)

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

[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

<b>Office of Administrative Responsibility:</b>	Office of the Registrar
<b>Approver:</b>	General Faculties Council
<b>Scope:</b>	<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  <a href="https://policiesonline.ualberta.ca/policiesprocedures/policies/recruitment-policy.pdf">https://policiesonline.ualberta.ca/policiesprocedures/policies/recruitment-policy.pdf</a> (Appendix A  <a href="https://policiesonline.ualberta.ca/PoliciesProcedures/Procedures/Recruitment-Policy-Appendix-A-Definition-and-Categories-of-Academic-Staff-Administrators-and-Colleagues.pdf">https://policiesonline.ualberta.ca/PoliciesProcedures/Procedures/Recruitment-Policy-Appendix-A-Definition-and-Categories-of-Academic-Staff-Administrators-and-Colleagues.pdf</a>                      and Appendix B  <a href="https://policiesonline.ualberta.ca/policiesprocedures/procedures/recruitment-policy-appendix-b-definition-and-categories-of-support-staff.pdf">https://policiesonline.ualberta.ca/policiesprocedures/procedures/recruitment-policy-appendix-b-definition-and-categories-of-support-staff.pdf</a>;                      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 student financial support practices and procedures across the institution, while allowing academic units sufficient flexibility to administer their student financial supports in a manner appropriate to their individual needs and objectives and in alignment with institutional objectives.

### PROCEDURE

#### 1. ADMINISTRATION

Merit-based, need-based and hybrid undergraduate student financial supports are normally administered by the Office of the Registrar (RO) as specified in the **terms of reference** of the student 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.

When necessary, the RO will solicit administrative support from Faculties, departments, or units on campus. Where faculties, departments and other administrative units are responsible for nominating recipients to the RO, the nominating unit will administer selection practices that meet the eligibility and selection criteria outlined in the terms of reference of the student financial support.

~~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 regularly communicate with faculties and the Office of Advancement on recipients selected for 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 student financial support. The RO will work with the Office of Advancement to explore options for amending the selection criteria to address limitations as necessary.

~~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 student 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 RO is responsible for monitoring student 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 RO, the RO 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 RO.

## 3. MERIT-BASED STUDENT FINANCIAL SUPPORTS

### A. SELECTION CRITERIA

Primary selection criteria for undergraduate 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 student 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 student 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 student 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 RO 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 RO administers need-based student financial supports including bursaries and **emergency funding** for students. The RO 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 student financial support.

#### B. ELIGIBILITY

Need-based student financial supports established by the University, unless otherwise specified by the terms of reference of the student 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 RO 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 student 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 student financial support.

#### B. ELIGIBILITY

Hybrid awards established by the University, unless otherwise specified by the terms of reference of the student 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 RO. 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 student financial supports and services administered by Student Financial Support (SFS) within the 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. <a href="#">▲ Top</a>
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<b>Terms of Reference</b>	<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>
<b>Hybrid Awards</b>	<p>Hybrid awards are student financial supports whose primary selection criteria is a combination of both undergraduate academic performance and indicated financial need.</p>
<b>Undergraduate Academic Performance</b>	<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"> <li>i. GPA of 3.5 or higher in the University or;</li> <li>ii. standing in the upper 10% of comparable students in a Faculty, School, Department or other subdivision of a Faculty.</li> </ol> <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>
<b>Demonstrated Financial Need</b>	<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>
<b>Indicated Financial Need</b>	<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.
<b>Student Tuition Account</b>	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.
<b>Full-Time Attendance</b>	Full-time attendance as defined within the <i>University Calendar</i> .
<b>Major Award</b>	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.
<b>Emergency Funding</b>	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.

## **FORMS**

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No forms for this procedure.

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

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

**Governance Executive Summary  
Action Item**

<b>Agenda Title</b>	<b>New Annually Funded Financial Supports for Approval</b>
---------------------	--

**Motion**

<p>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 and as set forth in Attachment 1, to be effective immediately:</p> <ul style="list-style-type: none"> <li>• Weber Wilson Indigenous Bursary in Education</li> <li>• University of Alberta Indigenous Award</li> <li>• David Taylor Service Above Self Memorial Award</li> <li>• Family Bar Diversity and Equality Award in Law</li> <li>• The Naqvi-Rota Award in Business</li> <li>• Dr Mary Patricia Massicotte Memorial Award in Medicine</li> <li>• Jonathan Mohr Service Award in Science</li> <li>• Peter Sebzda Memorial Scholarship in Business</li> <li>• Sean Steels Memorial Award</li> </ul>
---

**Motion**

<p>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 and as set forth in Attachment 1, to be effective immediately:</p> <ul style="list-style-type: none"> <li>• Jim Parsons Leadership Award in Faith-based Education</li> </ul>
---

**Item**

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation
Proposed by	Melissa Padfield, 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)

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



Item No. 5

<a href="#">Resources section Student Participation Protocol</a> >	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"> <li>• Donors are informed of U of A policy for Award establishment</li> <li>• Office of Advancement is informed of new Awards in process</li> </ul>
Approval Route (Governance) (including meeting dates)	GFC Undergraduate Awards and Bursaries Committee, April 6 2021

**Strategic Alignment**

Alignment with <i>For the Public Good</i>	<p>To begin, we will attract outstanding students</p> <p><b>1. OBJECTIVE:</b> Build a diverse, inclusive community of exceptional undergraduate and graduate students from Edmonton, Alberta, Canada, and the world.</p> <p>i. <b>Strategy:</b> 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. <b>Strategy:</b> Develop and implement an undergraduate and graduate recruitment and retention strategy to attract top Indigenous students.</p> <p>iii. <b>Strategy:</b> 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. <b>Strategy:</b> Ensure that qualified undergraduate and graduate students can attend the university through the provision of robust student financial support.</p>													
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Legislative Compliance and jurisdiction	<p>1.Post-Secondary Learning Act (PSLA)</p> <p>2.GFC Undergraduate Awards and Bursaries Committee (UABC) Terms of Reference</p>													

Attachments:

1. UABC - New Annually Funded Financial Supports - April 2021 (page(s) 1 - 10)

Prepared by: Fiona Halbert, Assistant Registrar, fhalbert@ualberta.ca



## **NEW ANNUALLY FUNDED FINANCIAL SUPPORTS: April 6 2021**

### **TERMS FOR UABC APPROVAL:**

Awarded to a student who is a First Nation, Inuit, or Métis person of Canada in accordance with the Constitution Act, 1982, Part 2, Section 35(2) 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 a student enrolled in the Aboriginal Teacher Education Program (ATEP).

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### **INFORMATION FOR CONSIDERATION:**

<b>NAME:</b>	<b>Weber Wilson Indigenous Bursary in Education</b>
<b>FIELD OF STUDY:</b>	Education
<b>NUMBER/VALUE:</b>	1 @ \$2,000 CAD/USD*
<b>FUNDED BY:</b>	Annually funded by Craig Wilson
<b>APPLICATION TYPE:</b>	By application to the Supplementary Bursary program
<b>FACULTY SIGN-OFF:</b>	N/A
<b>ADDITIONAL CONTEXT:</b>	* Donation will be partially in CAD (\$1000) with a \$1000 USD matching donation, and therefore the annual spending value will be based on the exchange rate at the time of donation

**NEW ANNUALLY FUNDED FINANCIAL SUPPORTS: April 6 2021**

**TERMS FOR UABC APPROVAL:**

Awarded to students who are First Nation, Inuit, or Métis people of Canada in accordance with the Constitution Act, 1982, Part 2, Section 35(2) with satisfactory academic standing enrolled in any year of an undergraduate degree at the University of Alberta. Selection based on academic standing.

---

**INFORMATION FOR CONSIDERATION:**

<b>NAME:</b>	<b>University of Alberta Indigenous Award</b>
<b>FIELD OF STUDY:</b>	Open
<b>NUMBER/VALUE:</b>	Variable/Variable
<b>FUNDED BY:</b>	Annually funded by the University of Alberta
<b>APPLICATION TYPE:</b>	By application to the Office of the Registrar
<b>FACULTY SIGN-OFF:</b>	N/A
<b>ADDITIONAL CONTEXT:</b>	N/A

**NEW ANNUALLY FUNDED FINANCIAL SUPPORTS: April 6 2021**

**TERMS FOR UABC APPROVAL:**

Awarded to a student with satisfactory academic standing enrolled in any year of an undergraduate degree at Augustana Faculty. Selection based on academic standing and demonstrated leadership in school or community.

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**INFORMATION FOR CONSIDERATION:**

<b>NAME:</b>	<b>David Taylor Service Above Self Memorial Award</b>
<b>FIELD OF STUDY:</b>	Open
<b>NUMBER/VALUE:</b>	1@\$1,000
<b>FUNDED BY:</b>	Annually funded by the Rotary Club of Camrose
<b>APPLICATION TYPE:</b>	By application to the Office of the Registrar
<b>FACULTY SIGN-OFF:</b>	N/A
<b>ADDITIONAL CONTEXT:</b>	N/A

**NEW ANNUALLY FUNDED FINANCIAL SUPPORTS: April 6 2021**

**TERMS FOR UABC APPROVAL:**

Awarded to a student who identifies as a member of a Visible Minority with satisfactory academic standing enrolled in any year of a Juris Doctor degree. Selection based on academic standing, indicated financial need and demonstrated leadership, community engagement, volunteerism, engagement in social justice initiatives and/or involvement in extracurricular activities. Preference given to a student with a demonstrated interest in family law.

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**INFORMATION FOR CONSIDERATION:**

**NAME:** Family Bar Diversity and Equality Award in Law

**FIELD OF STUDY:** Law

**NUMBER/VALUE:** 1@\$9,000

**FUNDED BY:** Annually funded by Latitude Family Law LLP, Tina Huizinga Professional Corporation and Michelle C. Di Toppa Professional Corporation, Frohlich Rollins Schwab, Lawrence & Tkachuk, Merak Law and Bruyer & MacKay LLP.

**APPLICATION TYPE:** By application to the Office of the Registrar

**FACULTY SIGN-OFF:** N/A

**ADDITIONAL CONTEXT:** N/A

**NEW ANNUALLY FUNDED FINANCIAL SUPPORTS: April 6 2021**

**TERMS FOR UABC APPROVAL:**

Awarded to a student with satisfactory academic standing enrolled in any year of an undergraduate degree at the Alberta School of Business. Selection based on academic standing and indicated financial need.

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**INFORMATION FOR CONSIDERATION:**

<b>NAME:</b>	<b>The Naqvi-Rota Award in Business</b>
<b>FIELD OF STUDY:</b>	Business
<b>NUMBER/VALUE:</b>	1@\$10,500
<b>FUNDED BY:</b>	Annually funded by Tina Naqvi-Rota and Tony Rota
<b>APPLICATION TYPE:</b>	By application to the Office of the Registrar
<b>FACULTY SIGN-OFF:</b>	N/A
<b>ADDITIONAL CONTEXT:</b>	N/A

**NEW ANNUALLY FUNDED FINANCIAL SUPPORTS: April 6 2021**

**TERMS FOR UABC APPROVAL:**

Awarded to students who identify as female with satisfactory academic standing in any year of a Doctor of Medicine degree. Selection based on academic standing and indicated financial need. Preference given to students with dependents.

---

**INFORMATION FOR CONSIDERATION:**

**NAME:** Dr Mary Patricia Massicotte Memorial Award in Medicine

**FIELD OF STUDY:** Medicine

**NUMBER/VALUE:** Variable, max allocation \$10,000

**FUNDED BY:** Annually funded by Patti's children Kyle Nolan, Lauren Nolan, Michaela Nolan, Liam Nolan, along with Patti's family and friends.

**APPLICATION TYPE:** By application to the Office of the Registrar

**FACULTY SIGN-OFF:** N/A

**ADDITIONAL CONTEXT:** N/A

**NEW ANNUALLY FUNDED FINANCIAL SUPPORTS: April 6 2021**

**TERMS FOR UABC APPROVAL:**

Awarded to a student with satisfactory academic standing enrolled in any year of an undergraduate degree in the Faculty of Education who has received the Certificate of Catholic Education from St. Joseph's College. Selection based on academic standing, indicated financial need, and active participation and dedication to faith-based education as expressed in the essay portion of the application.

---

**INFORMATION FOR CONSIDERATION:**

<b>NAME:</b>	<b>Jim Parsons Leadership Award in Faith-based Education</b>
<b>FIELD OF STUDY:</b>	Education
<b>NUMBER/VALUE:</b>	1@\$2,000
<b>FUNDED BY:</b>	Annually funded by Dr. Jim Parsons
<b>APPLICATION TYPE:</b>	By application to the Office of the Registrar
<b>FACULTY SIGN-OFF:</b>	N/A
<b>ADDITIONAL CONTEXT:</b>	N/A

**NEW ANNUALLY FUNDED FINANCIAL SUPPORTS: April 6 2021**

**TERMS FOR UABC APPROVAL:**

Awarded to a student with satisfactory academic standing enrolled in the second or subsequent years of a Bachelor of Science at Augustana Faculty. Selection based on academic standing and demonstrated leadership, community engagement, volunteerism and/or involvement in extracurricular activities at the Augustana Campus and within Augustana's broader community.

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**INFORMATION FOR CONSIDERATION:**

<b>NAME:</b>	<b>Jonathan Mohr Service Award in Science</b>
<b>FIELD OF STUDY:</b>	Science
<b>NUMBER/VALUE:</b>	1@\$1,000
<b>FUNDED BY:</b>	Annually funded by Augustana Science Faculty in Memory of Dr Jonathan Mohr
<b>APPLICATION TYPE:</b>	By application to the Office of the Registrar
<b>FACULTY SIGN-OFF:</b>	N/A
<b>ADDITIONAL CONTEXT:</b>	Funds may be endowed if minimum fundraising goal is reached.



**NEW ANNUALLY FUNDED FINANCIAL SUPPORTS: April 6 2021**

**TERMS FOR UABC APPROVAL:**

Awarded to a student with superior academic achievement enrolled in any year of an undergraduate degree at the Alberta School of Business. Selection based on academic standing and demonstrated leadership, community engagement, volunteerism and/or involvement in extracurricular activities. Preference given to a student with indicated financial need.

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**INFORMATION FOR CONSIDERATION:**

<b>NAME:</b>	<b>Peter Sebzda Memorial Scholarship in Business</b>
<b>FIELD OF STUDY:</b>	Business
<b>NUMBER/VALUE:</b>	1@\$4,000
<b>FUNDED BY:</b>	Annually funded by Rob and Paige Campbell
<b>APPLICATION TYPE:</b>	By application to the Office of the Registrar
<b>FACULTY SIGN-OFF:</b>	N/A
<b>ADDITIONAL CONTEXT:</b>	N/A

**NEW ANNUALLY FUNDED FINANCIAL SUPPORTS: April 6 2021**

**TERMS FOR UABC APPROVAL:**

Awarded to a student with satisfactory academic standing enrolled in any year of a Bachelor of Arts majoring in English. Selection based on academic standing and indicated financial need.

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**INFORMATION FOR CONSIDERATION:**

<b>NAME:</b>	<b>Sean Steels Memorial Award</b>
<b>FIELD OF STUDY:</b>	English
<b>NUMBER/VALUE:</b>	1@\$1,000
<b>FUNDED BY:</b>	Annually funded by Marie Nicole and Ron Steels
<b>APPLICATION TYPE:</b>	By application to the Office of the Registrar
<b>FACULTY SIGN-OFF:</b>	N/A
<b>ADDITIONAL CONTEXT:</b>	N/A

FINAL Item No. 6

**Governance Executive Summary  
Action Item**

<b>Agenda Title</b>	<b>New Endowed Financial Supports for Approval</b>
---------------------	--

**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"> <li>• Ptarmigan Foundation Indigenous Award</li> <li>• Poelzer Family Foundation Award in Business</li> </ul>
--

**Item**

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation
Proposed by	Melissa Padfield, 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>&lt;For information on the protocol see the <a href="#">Governance Resources section Student Participation Protocol</a>&gt;</p>	<p><b><u>Those who are actively participating:</u></b></p> <ul style="list-style-type: none"> <li>• Undergraduate students, Graduate students, Faculty, Departments, Office of Advancement</li> <li>• GFC UASC</li> </ul>
	<p><b><u>Those who have been consulted:</u></b></p> <ul style="list-style-type: none"> <li>• Donors, the Office of the Registrar, Office of Advancement have been consulted in the establishment of new Award conditions</li> <li>• Faculty or Departments have been consulted with new Award conditions, setup and awarding process of new and amended Awards</li> </ul>
	<p><b><u>Those who have been informed:</u></b></p> <ul style="list-style-type: none"> <li>• Donors are informed of U of A policy for Award establishment</li> <li>• Office of Advancement is informed of new Awards in process</li> </ul>
Approval Route (Governance) (including meeting dates)	GFC Undergraduate Awards and Bursaries Committee, April 6 2021

**Strategic Alignment**

Alignment with <i>For the Public Good</i>	To begin, we will attract outstanding students <b>1. OBJECTIVE:</b> Build a diverse, inclusive community of exceptional undergraduate and graduate students from Edmonton, Alberta, Canada, and the world.
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Item No. 6

	<p>i. <b>Strategy:</b> 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. <b>Strategy:</b> Develop and implement an undergraduate and graduate recruitment and retention strategy to attract top Indigenous students.</p> <p>iii. <b>Strategy:</b> 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. <b>Strategy:</b> 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="1" data-bbox="553 863 1528 1073"> <tr> <td data-bbox="553 863 1073 1073"> <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 863 1528 1073"> <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	<p>1. Post-Secondary Learning Act (PSLA)                  2. GFC Undergraduate Awards and Bursaries Committee (UABC) Terms of Reference</p>			

Attachments:

1. UABC - New Endowed Financial Supports - April 2021 (page(s) 1 – 2)

Prepared by: Fiona Halbert, Assistant Registrar, fhalbert@ualberta.ca

## **NEW ENDOWED FINANCIAL SUPPORTS: April 6 2021**

### **TERMS FOR UABC APPROVAL:**

Awarded to a student who is a First Nation, Inuit, or Métis person of Canada in accordance with the Constitution Act, 1982, Part 2, Section 35(2) with satisfactory academic standing enrolled in any year of an undergraduate degree at Augustana Faculty. Selection based on academic standing and indicated financial need. Preference given to a student enrolled in the Indigenous Student Access Program (ISAP). Renewal of funding for subsequent years is contingent upon achieving satisfactory academic standing on full-time enrollment over the most recent September to April period in the current faculty and maintaining indicated financial need. Renewals will normally be provided for the standard duration of the student's program.

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### **INFORMATION FOR CONSIDERATION:**

<b>NAME:</b>	<b>Ptarmigan Foundation Indigenous Award</b>
<b>FIELD OF STUDY:</b>	Open
<b>ANTICIPATED SPENDING:</b>	1 @ \$6,000
<b>NUMBER/VALUE:</b>	1*/Variable
<b>FUNDED BY:</b>	Endowed by the Ptarmigan Charitable Foundation
<b>APPLICATION TYPE:</b>	By application to the Office of the Registrar
<b>FACULTY SIGN-OFF:</b>	N/A
<b>ADDITIONAL CONTEXT:</b>	* These terms (endowment earnings to 1 student, renewable hybrid award) have been approved on a one-time basis by SFS

## **NEW ENDOWED FINANCIAL SUPPORTS: April 6 2021**

### **TERMS FOR UABC APPROVAL:**

Awarded to students with satisfactory academic standing entering the first year of an undergraduate degree in the Alberta School of Business. Selection based on admission average and indicated financial need.

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### **INFORMATION FOR CONSIDERATION:**

<b>NAME:</b>	<b>Poelzer Family Foundation Award in Business</b>
<b>FIELD OF STUDY:</b>	Business
<b>ANTICIPATED SPENDING:</b>	4@\$1,000
<b>NUMBER/VALUE:</b>	Variable/Variable
<b>FUNDED BY:</b>	Endowed by the Poelzer Family Foundation
<b>APPLICATION TYPE:</b>	By application to the Office of the Registrar
<b>FACULTY SIGN-OFF:</b>	N/A
<b>ADDITIONAL CONTEXT:</b>	Donor's intent is to align spending with the minimum annual award amount

FINAL Item No. 7

**Governance Executive Summary**  
**Action Item**

<b>Agenda Title</b>	<b>Amended Financial Supports for Approval</b>
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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"> <li>• C Percy Cole Memorial Scholarship in Engineering</li> </ul>
--

**Item**

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation
Proposed by	Melissa Padfield, 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>&lt;For information on the protocol see the <a href="#">Governance Resources section Student Participation Protocol</a>&gt;</p>	<p><b><u>Those who are actively participating:</u></b></p> <ul style="list-style-type: none"> <li>• Undergraduate students, Graduate students, Faculty, Departments, Office of Advancement</li> <li>• GFC UASC</li> </ul>
	<p><b><u>Those who have been consulted:</u></b></p> <ul style="list-style-type: none"> <li>• Donors, the Office of the Registrar, Office of Advancement have been consulted in the establishment of new Award conditions</li> <li>• Faculty or Departments have been consulted with new Award conditions, setup and awarding process of new and amended Awards</li> </ul>
	<p><b><u>Those who have been informed:</u></b></p> <ul style="list-style-type: none"> <li>• Donors are informed of U of A policy for Award establishment</li> <li>• Office of Advancement is informed of new Awards in process</li> </ul>
Approval Route (Governance) (including meeting dates)	GFC Undergraduate Awards and Bursaries Committee, April 6 2021

**Strategic Alignment**

Alignment with <i>For the Public Good</i>	<p>To begin, we will attract outstanding students</p> <p><b>1. OBJECTIVE:</b> Build a diverse, inclusive community of exceptional undergraduate and graduate students from Edmonton, Alberta, Canada, and the world.</p> <p>i. <b>Strategy:</b> Develop and implement an undergraduate and</p>
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Item No. 7

	<p>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. <b>Strategy:</b> Develop and implement an undergraduate and graduate recruitment and retention strategy to attract top Indigenous students.</p> <p>iii. <b>Strategy:</b> 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. <b>Strategy:</b> 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="1" data-bbox="553 829 1528 1039"> <tr> <td data-bbox="553 829 1073 1039"> <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 829 1528 1039"> <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:

1. UABC - Amended Financial Supports - April 2021 (page(s) 1 - 1)

Prepared by: Fiona Halbert, Assistant Registrar, fhalbert@ualberta.ca



## AMENDED FINANCIAL SUPPORTS: April 6 2021

### TERMS FOR UABC APPROVAL:

Awarded to a student who is a Canadian Citizen or Permanent Resident with superior academic achievement ~~entering or continuing~~ enrolled in ~~the third~~ any year of ~~an undergraduate degree~~ a Bachelor of Science in Mining or Petroleum Engineering. Selection based on academic standing. Preference given to a student in Mining Engineering.

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### INFORMATION FOR CONSIDERATION:

<b>NAME:</b>	<b>C Percy Cole Memorial Scholarship in Engineering</b>
<b>FIELD OF STUDY:</b>	Mining or Petroleum Engineering
<b>NUMBER/VALUE:</b>	1@\$4,000
<b>FUNDED BY:</b>	Annually funded by the C Percy Cole Memorial Scholarship Fund at the Calgary Foundation, in memory of C Percy Cole, Bachelor of Science in Mining Engineering 1952
<b>APPLICATION TYPE:</b>	By application to the Office of the Registrar
<b>FACULTY SIGN-OFF:</b>	N/A
<b>ADDITIONAL CONTEXT:</b>	Terms amended to align with pledge renewal.