



# UNIVERSITY OF ALBERTA

## UNIVERSITY GOVERNANCE

General Faculties Council  
University Teaching Awards Committee  
Approved Open Session Minutes

Thursday, October 03, 2019  
3-07 South Academic Building (SAB)  
12:30 PM - 1:30 PM

**ATTENDEES:**

Pierre Lemelin, Chair  
Jen Beverly  
Ramesh Bhambhani  
Aaron LaForest  
Alesha Reed  
Ken Shields

Tristan Sinnatamby

**REGRETS:**

Alison Cheung  
Cheryl Poth

Staff:

Meg Brolley, GFC Secretary  
Marion Haggarty-France,  
University Secretary  
Laura Riley, Coordinator

Observer:

Curtis Champagne, CTL

**OPENING SESSION**

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Motion: Reed / Beverly

THAT the GFC University Teaching Awards Committee approve the Agenda

**CARRIED**

2. Approval of the Open Session Minutes of April 30, 2019

Materials before members are contained in the official meeting file.

Motion: Bhambhani / Beverly

THAT the GFC University Teaching Awards Committee approve the Minutes of April 30, 2019

**CARRIED**

3. Comments from the Chair (no documents)

*Presenter(s):* Pierre Lemelin, Chair UTAC

The Chair welcomed members noting there is a good diversity of new and experienced members and asked everyone to introduce themselves. He highlighted the work the committee completed last year and introduced the work the committee will carry out this year which includes a thorough review of the procedures associated with the awards policy.

4. Welcome and Committee Member Development and Orientation

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

Ms Haggarty-France and Ms Brolley gave a presentation on the structure of academic governance at the University of Alberta. They spoke about recent changes to processes stemming from the recommendations of

the ad hoc Committee on Academic Governance Including Delegated Authority. They provided information about resources for members including GFC foundational documents and reviewed the committee's mandate and role.

### **ACTION ITEMS**

5. Election of Vice-Chair (no documents)

*Presenter(s)*: Pierre Lemelin, Chair UTAC

*Purpose of the Proposal*: To elect a Vice-Chair of the GFC University Teaching Awards Committee.

*Discussion*:

The Chair outlined the duties of the Vice-Chair noting that GFC membership may be a future consideration to keep in mind for a Vice-Chair. In response to a question, it was confirmed that the Vice-Chair votes during adjudication.

Motion: Lemelin / Bhambhani

THAT the GFC University Teaching Awards Committee elect Jen Beverly as Vice-Chair of the committee
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**CARRIED**

### **DISCUSSION ITEMS**

6. Review of Awards for Teaching Excellence Procedures (UAPPOL) (no documents)

*Presenter(s)*: Pierre Lemelin, Chair UTAC

*Discussion*:

The Chair discussed the review of procedures, noting that additional meetings may be required to carry out the task. The Chair also reviewed the Adjudication Guidelines approved by the committee in April. It was noted through the GFC Secretary that the university was considering how to incorporate its Equity, Diversity, and Inclusivity Plan into policies and procedures. During UTAC's upcoming review of awards procedures, members will be encouraged to consider EDI in relation to these awards. Members discussed vetting of nominees and adjudication criteria contained in the procedures.

7. Question Period

There were no questions.

### **INFORMATION REPORTS**

8. Items Approved by the Committee by E-Mail Ballots (non-debatable)

There were no items.

9. Information Items Forwarded to Committee Members Between Meetings

There were no items.

### **CLOSING SESSION**

10. Adjournment

The Chair adjourned the meeting at 12:35 pm.