

The following Motions and Documents were considered by the GFC Undergraduate Awards & Scholarship Committee at its December 11, 2012 meeting:

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Agenda Title: **New Undergraduate Student Awards and Scholarships for Approval (December 11, 2012)**

APPROVED MOTION: THAT the GFC Undergraduate Awards and Scholarship Committee approve, under delegated authority from General Faculties Council, new undergraduate student awards and scholarships, as submitted by the Student Awards Office and as set forth in Attachment 2 (as amended), to be effective immediately.

Final Amended Item: 4

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Agenda Title: **Amendments to Existing Undergraduate Student Awards and Scholarships (December 11, 2012)**

APPROVED MOTION: THAT the GFC Undergraduate Awards and Scholarship Committee approve, under delegated authority from General Faculties Council, proposed amendments to existing undergraduate student awards and scholarships, as submitted by the Student Awards Office and as set forth in Attachment 2 (as amended), to be effective immediately.

Final Amended Item: 5

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Agenda Title: **New Undergraduate Student University Bursaries and Emergency Funding (UBEF) Bursaries for Approval (December 11, 2012)**

APPROVED MOTION: THAT the GFC Undergraduate Awards and Scholarship Committee approve, under delegated authority from General Faculties Council, new undergraduate student University Bursaries and Emergency Funding (UBEF) Bursaries, as submitted by University Bursaries and Emergency Funding (UBEF) and as set forth in Attachment 2 (as amended), to be effective immediately.

Final Amended Item: 6

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Agenda Title: **Proposed Changes to the University of Alberta Policies and Procedures Online (UAPPOL)- Creation of New Awards and Bursaries for Students Procedure (December 11, 2012)**

APPROVED MOTION: THAT the GFC Undergraduate Awards and Scholarship Committee endorse proposed changes to the University of Alberta Policies and Procedures Online (UAPPOL) – Creation of New Awards and Bursaries for Students Procedure, as submitted by University Bursaries and Emergency Funding (UBEF) and as set forth in Attachment 1 entitled *Analysis of Financial Need as a Criterion in Bursaries, Awards, and Scholarships*.

Final Item: 7

**OUTLINE OF ISSUE**

Agenda Title: **New Undergraduate Student Awards and Scholarships for Approval (December 11, 2012)**

**Motion:** THAT the GFC Undergraduate Awards and Scholarship Committee approve, under delegated authority from General Faculties Council, new undergraduate student awards and scholarships, as submitted by the Student Awards Office and as set forth in Attachment 2 (as amended), to be effective immediately.

**Item**

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation <input type="checkbox"/> Discussion/Advice <input type="checkbox"/> Information
Proposed by	Student Awards Office
Presenter	Heather Dyck, Development Coordinator, Office of the Registrar
Subject	New Undergraduate Student Awards and Scholarships for Approval (December 11, 2012)

**Details**

Responsibility	Office of the Registrar
The Purpose of the Proposal is (please be specific)	To approve new undergraduate student awards and scholarships.
The Impact of the Proposal is	N/A
Replaces/Revises (e.g., policies, resolutions)	N/A
Timeline/Implementation Date	Upon final approval.
Estimated Cost	N/A
Sources of Funding	Donors, Faculties, Departments, and the Office of the Registrar.
Notes	The GFC Executive Committee requested that GFC UASC provide for information a copy of the undergraduate awards approved by GFC UASC (EXEC April 8, 2002, Minute 97).

**Alignment/Compliance**

Alignment with Guiding Documents	<b><i>Dare to Discover- Talented People:</i></b> “1. Attract outstanding students from Alberta, Canada, and the world[.]” [...] “4. Improve access for rural, Aboriginal, and non-traditional students through partnerships with colleges and by linkages with high schools across the province and improve affordability by enhancing bursaries and scholarships.”
Compliance with Legislation, Policy and/or Procedure relevant to the proposal (please quote legislation and include identifying section numbers)	1. <b><i>Post-Secondary Learning Act (PSLA):</i></b> The <i>PSLA</i> (Section 26(1)(m)) indicates that General Faculties Council (GFC) has the authority to “make rules and regulations respecting academic awards.”  2. <b><i>GFC Undergraduate Awards and Scholarship Committee (UASC) Terms of Reference (3. Mandate):</i></b> “GFC UASC has delegated authority from GFC to: 1. approve new undergraduate awards[.] [...]”

**Routing (Include meeting dates)**

Consultative Route (parties who have seen the proposal and in what capacity)	Perry Thorbourne, Assistant Registrar, Student Awards Office; Heather Dyck, Development Coordinator, Student Awards Office; GFC Executive Committee (for information)
Approval Route (Governance)	GFC Undergraduate Awards and Scholarship Committee, December 11,



**FINAL Item No. 4**

(including meeting dates)	2012 (for final approval)
Final Approver	GFC Undergraduate Awards and Scholarship Committee

Attachments:

1. Attachment 1 (page 1) – List of Proposed New Undergraduate Student Awards and Scholarships for Approval
2. Attachment 2 (pages 1 – 19) – Proposed New Undergraduate Student Awards and Scholarships for Approval

*Prepared by:* Heather Dyck, Development Coordinator, Student Awards Office, [heather.dyck@ualberta.ca](mailto:heather.dyck@ualberta.ca)

**New Undergraduate Awards and Scholarships for Approval (December 11, 2012)**

1. Moncrieff Ford Sr and Moncrieff Ford Jr Memorial Award for Dedicated Service to Athletics
2. Douglas MacFarlane Scholarship in Geology
3. MTE Logistix (Dennis and Constance Nolan) Pandal Hockey Award
4. Dr Henry Hodysh Scholarship in Education
5. APEGA Education Foundation/Acuren Scholarship in Materials Engineering
6. Taylor Merritt Award in Engineering
7. Allan Markin Scholarship in Chemical Engineering
8. Allan Markin Scholarship in Civil Engineering
9. Allan Markin Scholarship in Petroleum Engineering
10. Allan Markin Scholarship in Mining Engineering
11. Staples Advantage Leadership Award
12. Stratton Entrance Bursary in Law
13. Alan A Covey Bursary in Law
14. Peter and Gail Krenkel - NGX Scholarship in Chemical Engineering
15. Dan and Gina Bouwmeester Pandal Hockey Award
16. Dan and Gina Bouwmeester Pandal Hockey Scholarship
17. Dan and Gina Bouwmeester Golden Bears Hockey Award
18. Dan and Gina Bouwmeester Golden Bears Hockey Scholarship
19. Jean McBean QC Award in Law

**Moncrieff Ford Sr and Moncrieff Ford Jr Memorial Award for Dedicated Service to Athletics**

**Field of Study:** Augustana Faculty

**Value:** \$500

**Number:** 1

**Conditions:** Awarded to a student with satisfactory academic standing entering any year of an undergraduate degree at Augustana Faculty. Selection based on academic standing and demonstrated contributions to campus athletics through service to others as a teacher, coach, trainer, or mentor.

**Application:** Apply to the Augustana Awards and Financial Aid Office by submitting the online application for Awards and Financial Aid

**Funded by:** Endowed by Rob Ford

**Douglas MacFarlane Scholarship in Geology**

**Field of Study:** Geology

**Value:** \$1,500

**Number:** 1

**Conditions:** Awarded to a student with superior academic achievement entering the third or fourth year of a Bachelor of Science with Honors or Specialization in Geology. Selection based on academic standing.

**Application:** By nomination from the Department of Earth and Atmospheric Sciences

**Funded by:** Douglas MacFarlane

**MTE Logistix (Dennis and Constance Nolan) Pandas Hockey Award**

**Field of Study:** Open

**Value:** Variable

**Number:** Variable

**Conditions:** Awarded to student(s) with satisfactory academic standing enrolled in an undergraduate or graduate degree at the University of Alberta who are member(s) of the Pandas Hockey program. Selection based on the level of excellence shown in the sport, the potential to develop as significant contributor(s) to the Pandas Hockey program, contributions made to the hockey team on and off the ice, and academic standing.

**Application:** By nomination from Athletics

**Funded by:** Endowed by MTE Logistix

**Dr Henry Hodysh Scholarship in Education**

**Field of Study:** Education

**Value:** \$500

**Number:** 1

**Conditions:** Awarded to a student with superior academic achievement entering any year of an undergraduate degree in the Faculty of Education. Selection based on academic standing. Part-time students are eligible for this award.

**Application:** By nomination from the Faculty of Education

**Funded by:** Endowed by the Estate of Dr Henry Hodysh



**APEGA Education Foundation / Acuren Scholarship in Materials Engineering**

**Field of Study:** Materials Engineering

**Value:** \$3,000

**Number:** 1

**Conditions:** Awarded to a student with superior academic achievement entering the second, third, or fourth year of a Bachelor of Science in Materials Engineering. Selection based on academic standing.

**Application:** By nomination from the Department of Chemical and Materials Engineering

**Funded by:** APEGA Education Foundation / Acuren

**Taylor Merritt Award in Engineering**

**Field of Study:** Engineering

**Value:** \$1,000

**Number:** 1

**Conditions:** Awarded to a student with satisfactory academic standing entering the second, third, or fourth year of a Bachelor of Science in Engineering. Selection based on demonstrated pursuits in entrepreneurship and leadership in extracurricular activities. Preference given to a student who has demonstrated initiative in promoting financial literacy or in establishing and operating any charitable cause.

**Application:** By application to the Faculty of Engineering

**Funded by:** Taylor Merritt

**Allan Markin Scholarship in Chemical Engineering**

**Field of Study:** Chemical Engineering

**Value:** \$2,500

**Number:** 2

**Conditions:** Awarded to students with superior academic achievement entering the third or fourth year of a Bachelor of Science in Chemical Engineering. Selection based on academic standing.

**Application:** By nomination from the Faculty of Engineering

**Funded by:** Canadian Natural Resources Ltd

**Allan Markin Scholarship in Civil Engineering**

**Field of Study:** Civil Engineering

**Value:** \$2,500

**Number:** 1

**Conditions:** Awarded to a student with superior academic achievement entering the third or fourth year of a Bachelor of Science in Civil Engineering. Selection based on academic standing.

**Application:** By nomination from the Faculty of Engineering

**Funded by:** Canadian Natural Resources Ltd

**Allan Markin Scholarship in Petroleum Engineering**

**Field of Study:** Petroleum Engineering

**Value:** \$2,500

**Number:** 1

**Conditions:** Awarded to a student with superior academic achievement entering the third or fourth year of a Bachelor of Science in Petroleum Engineering. Selection based on academic standing.

**Application:** By nomination from the Faculty of Engineering

**Funded by:** Canadian Natural Resources Ltd

**Allan Markin Scholarship in Mining Engineering**

**Field of Study:** Mining Engineering

**Value:** \$2,500

**Number:** 1

**Conditions:** Awarded to a student with superior academic achievement entering the third or fourth year of a Bachelor of Science in Mining Engineering. Selection based on academic standing.

**Application:** By nomination from the Faculty of Engineering

**Funded by:** Canadian Natural Resources Ltd

**Staples Advantage Leadership Award**

**Field of Study:** Open

**Value:** \$5,000

**Number:** 1

**Conditions:** Awarded to a student with satisfactory academic standing continuing in any year of an undergraduate degree. Selection based on demonstrated leadership through extracurricular involvement in university and/or community activities, and academic standing.

**Application:** By October 30 using the Undergraduate Leadership Application available online at <https://www.beartracks.ualberta.ca>

**Funded by:** Staples Advantage

**Stratton Entrance Bursary in Law**

**Field of Study:** Law

**Value:** \$1,000

**Number:** 1

**Conditions:** Awarded to a student with satisfactory academic standing entering the first year of a Degree of Juris Doctor from a Bachelor of Arts program at the University of Alberta. Selection based on demonstrated financial need. Preference given to a student who graduated from a high school in Alberta.

**Application:** By application to the Faculty of Law

**Funded by:** Endowed by Marlene Hobart Stratton and David Stratton, QC



**Alan A Covey Bursary in Law**

**Field of Study:** Law

**Value:** \$1,000

**Number:** 1

**Conditions:** Awarded to a student with satisfactory academic standing entering the third year of a Degree of Juris Doctor. Selection based on demonstrated financial need, and outstanding contribution to and involvement with Student Legal Services of Edmonton.

**Application:** By application to the Faculty of Law

**Funded by:** Endowed by family and friends of Alan A Covey

**Peter and Gail Krenkel - NGX Scholarship in Chemical Engineering**

**Field of Study:** Chemical Engineering

**Value:** Variable

**Number:** 1

**Conditions:** Awarded to a student with superior academic achievement entering the second year of a Bachelor of Science in Chemical Engineering. Selection based on academic standing.

**Application:** By nomination from the Faculty of Engineering

**Funded by:** Endowed by NGX (Natural Gas Exchange), a subsidiary of TMX Group (owner and operator of Toronto Stock Exchange and TSX Venture Exchange) in recognition of service by Peter Krenkel, a 1971 Chemical Engineering graduate of the University of Alberta.

**Dan and Gina Bouwmeester Pandas Hockey Award**

**Field of Study:** Open

**Value:** Variable

**Number:** Variable

**Conditions:** Awarded to student(s) with satisfactory academic standing enrolled in an undergraduate or graduate degree at the University of Alberta who are member(s) of the Pandas Hockey program. Selection based on the level of excellence shown in the sport, the potential to develop as significant contributor(s) to the Pandas Hockey program, contributions made to the hockey team on and off the ice, and academic standing.

**Application:** By nomination from Athletics

**Funded by:** Endowed by Jay Bouwmeester

**Dan and Gina Bouwmeester Pandas Hockey Scholarship**

**Field of Study:** Open

**Value:** Variable

**Number:** Variable

**Conditions:** Awarded to student(s) with superior academic achievement enrolled in an undergraduate or graduate degree at the University of Alberta who are member(s) of the Pandas Hockey program. Selection based on the level of excellence shown in the sport, the potential to develop as significant contributor(s) to the Pandas Hockey program, contributions made to the hockey team on and off the ice, and academic standing.

**Application:** By nomination from Athletics

**Funded by:** Endowed by Jay Bouwmeester

**Dan and Gina Bouwmeester Golden Bears Hockey Award**

**Field of Study:** Open

**Value:** Variable

**Number:** Variable

**Conditions:** Awarded to student(s) with satisfactory academic standing enrolled in an undergraduate or graduate degree at the University of Alberta who are member(s) of the Golden Bears Hockey program. Selection based on the level of excellence shown in the sport, the potential to develop as significant contributor(s) to the Golden Bears Hockey program, contributions made to the hockey team on and off the ice, and academic standing.

**Application:** By nomination from Athletics

**Funded by:** Endowed by Jay Bouwmeester

**Dan and Gina Bouwmeester Golden Bears Hockey Scholarship**

**Field of Study:** Open

**Value:** Variable

**Number:** Variable

**Conditions:** Awarded to student(s) with superior academic achievement enrolled in an undergraduate or graduate degree at the University of Alberta who are member(s) of the Golden Bears Hockey program. Selection based on the level of excellence shown in the sport, the potential to develop as significant contributor(s) to the Golden Bears Hockey program, contributions made to the hockey team on and off the ice, and academic standing.

**Application:** By nomination from Athletics

**Funded by:** Endowed by Jay Bouwmeester

**Jean McBean QC Award in Law**

**Field of Study:** Law

**Value:** \$1,000

**Number:** 1

**Conditions:** Awarded to a student with satisfactory academic standing entering any year of a Degree of Juris Doctor. Selection based on demonstrated leadership in social justice initiatives, women's issues, or community contributions. Preference given to a student who has completed a course in Family Law.

**Application:** By application to the Faculty of Law

**Funded by:** Endowed by family, friends, and colleagues of Jean McBean, QC, a leader in Family Law and a social justice advocate.

**OUTLINE OF ISSUE**

Agenda Title: **Amendments to Existing Undergraduate Student Awards and Scholarships (December 11, 2012)**

**Motion:** THAT the GFC Undergraduate Awards and Scholarship Committee approve, under delegated authority from General Faculties Council, proposed amendments to existing undergraduate student awards and scholarships, as submitted by the Student Awards Office and as set forth in Attachment 2 (as amended), to be effective immediately.

**Item**

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation <input type="checkbox"/> Discussion/Advice <input type="checkbox"/> Information
Proposed by	Student Awards Office
Presenter	Heather Dyck, Development Coordinator, Office of the Registrar
Subject	Approval of Amendments to Existing Undergraduate Student Awards and Scholarships (December 11, 2012)

**Details**

Responsibility	Office of the Registrar
The Purpose of the Proposal is (please be specific)	To approve proposed amendments to existing undergraduate student awards and scholarships.
The Impact of the Proposal is	N/A
Replaces/Revises (e.g., policies, resolutions)	N/A
Timeline/Implementation Date	Upon final approval.
Estimated Cost	N/A
Sources of Funding	Donors, Faculties, Departments, and the Office of the Registrar.
Notes	The GFC Executive Committee requested that GFC UASC provide for information a copy of the undergraduate awards approved by GFC UASC (EXEC April 8, 2002, Minute 97).

**Alignment/Compliance**

Alignment with Guiding Documents	<b><i>Dare to Discover- Talented People:</i></b> “1. Attract outstanding students from Alberta, Canada, and the world[.]” [...] “4. Improve access for rural, Aboriginal, and non-traditional students through partnerships with colleges and by linkages with high schools across the province and improve affordability by enhancing bursaries and scholarships.”
Compliance with Legislation, Policy and/or Procedure relevant to the proposal (please quote legislation and include identifying section numbers)	1. <b><i>Post-Secondary Learning Act (PSLA):</i></b> The <i>PSLA</i> (Section 26(1)(m)) indicates that General Faculties Council (GFC) has the authority to “make rules and regulations respecting academic awards.”  2. <b><i>GFC Undergraduate Awards and Scholarship Committee (UASC) Terms of Reference (3. Mandate):</i></b> “GFC UASC has delegated authority from GFC to: 1. approve new undergraduate awards[.] [...]”

**Routing** (Include meeting dates)

Consultative Route (parties who have seen the proposal and in what capacity)	Perry Thorbourne, Assistant Registrar, Student Awards Office; Heather Dyck, Development Coordinator, Student Awards Office; GFC Executive Committee (for information)
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**FINAL Item No. 5**

Approval Route (Governance) (including meeting dates)	GFC Undergraduate Awards and Scholarship Committee, December 11, 2012 (for final approval)
Final Approver	GFC Undergraduate Awards and Scholarship Committee

Attachments:

1. Attachment 1 (page 1) – List of Proposed Amendments to Existing Undergraduate Student Awards and Scholarships for Approval
2. Attachment 2 (pages 1 – 2) – Proposed Amendments to Existing Undergraduate Student Awards and Scholarships for Approval

*Prepared by:* Heather Dyck, Development Coordinator, Student Awards Office, [heather.dyck@ualberta.ca](mailto:heather.dyck@ualberta.ca)

**Amendments to Existing Undergraduate Awards and Scholarships for Approval  
(December 11, 2012)**

1. Class of 1958 Science Entrance Scholarship
2. Gary J Bigg Memorial Award in Law

**Class of 1958 Science Entrance Scholarship**

**Field of Study:** Science

**Value:** \$500

**Number:** 1

**Conditions:** Awarded to an Alberta resident with superior academic achievement entering an undergraduate degree in the Faculty of Science ~~who has graduated from high school within a year of attending the University of Alberta.~~ Selection based on final admission average academic standing and financial need.

**Application:** Automatic consideration upon final admission to the University of Alberta. Please refer to the website:  
<http://www.registrarsoffice.ualberta.ca/Scholarships-and-Awards/Entrance-Awards/Academic-Excellence-Scholarship-Competition.aspx> for details.

**Funded by:** Endowed by the Science Class of 1958

**Gary J Bigg Memorial Award in Law**

**Field of Study:** Law

**Value:** \$1,000

**Number:** 1

**Conditions:** Awarded to a student with satisfactory academic standing continuing in or convocating with a Degree of Juris Doctor who has successfully completed one course in Advocacy. Selection based on demonstrated commitment to the betterment of the lives of people. ~~by advocating for them or demonstrated passion and commitment to social justice issues in the community.~~

**Application:** By nomination from the Faculty of Law

**Funded by:** Endowed by Alberta Civil Trial Lawyers Association

**OUTLINE OF ISSUE**

Agenda Title: **New Undergraduate Student University Bursaries and Emergency Funding (UBEF) Bursaries for Approval (December 11, 2012)**

**Motion:** THAT the GFC Undergraduate Awards and Scholarship Committee approve, under delegated authority from General Faculties Council, new undergraduate student University Bursaries and Emergency Funding (UBEF) Bursaries, as submitted by University Bursaries and Emergency Funding (UBEF) and as set forth in Attachment 2 (as amended), to be effective immediately.

**Item**

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation <input type="checkbox"/> Discussion/Advice <input type="checkbox"/> Information
Proposed by	University Bursaries and Emergency Funding
Presenter	Rachel de Leon, Bursary Program Coordinator, University Bursaries and Emergency Funding
Subject	New Undergraduate Student University Bursaries and Emergency Funding (UBEF) Bursaries for Approval (December 11, 2012)

**Details**

Responsibility	Office of the Dean of Students and University Student Services
The Purpose of the Proposal is (please be specific)	To approve new undergraduate University bursaries and emergency funding bursaries.
The Impact of the Proposal is	N/A
Replaces/Revises (eg, policies, resolutions)	N/A
Timeline/Implementation Date	Upon final approval.
Estimated Cost	N/A
Sources of Funding	Donors, Faculties, Departments, Office of the Registrar, Student Awards Office, and University Student Services.
Notes	The GFC Executive Committee requested that the GFC UASC provide for information a copy of the undergraduate awards approved by GFC UASC (EXEC April 8, 2002, Minute 97).

**Alignment/Compliance**

Alignment with Guiding Documents	<p><b><i>Dare to Discover- Talented People:</i></b>  “1. Attract outstanding students from Alberta, Canada, and the world[.]”  [...]  “4. Improve access for rural, Aboriginal, and non-traditional students through partnerships with colleges and by linkages with high schools across the province and improve affordability by enhancing bursaries and scholarships.”</p>
Compliance with Legislation, Policy and/or Procedure Relevant to the Proposal (please quote legislation and include identifying section numbers)	<ol style="list-style-type: none"> <li><b>Post-Secondary Learning Act (PSLA):</b> The PSLA (Section 26(1)(m)) indicates that General Faculties Council (GFC) has the authority to “make rules and regulations respecting academic awards.”</li> <li><b>GFC Undergraduate Awards and Scholarship Committee (UASC) Terms of Reference (3. Mandate):</b> “GFC UASC has delegated authority from GFC to: <ol style="list-style-type: none"> <li>approve new undergraduate awards[.] [...]</li> </ol> </li> </ol>



FINAL Item No. 6

**Routing** (Include meeting dates)

Consultative Route (parties who have seen the proposal and in what capacity)	Consultation with Donors, Faculties, Departments, Office of the Registrar, Student Awards Office, and Office of the Dean of Students to develop new undergraduate student bursaries; GFC Executive Committee (for information)
Approval Route (Governance) (including meeting dates)	GFC Undergraduate Awards and Scholarship Committee, December 11, 2012 (for final approval)
Final Approver	GFC Undergraduate Awards and Scholarship Committee

Attachments:

1. Attachment 1 (page 1) – List of the (Proposed) New Undergraduate Student University Bursaries and Emergency Funding (UBEF) Bursaries for Approval
2. Attachment 2 (pages 1 – 5) – Proposed New Undergraduate Student University Bursaries and Emergency Funding Bursaries

*Prepared by:* Rachel de Leon, Bursary Program Coordinator, University Bursaries and Emergency Funding,  
[rachel.deleon@alberta.ca](mailto:rachel.deleon@alberta.ca)

**New University Bursaries and Emergency Funding (UBEF) Bursaries for Approval  
(December 11, 2012)**

- 1. Walter and Mary Babowal Bursary**
- 2. Chemistry Students' Association Bursary**
- 3. Tom Rhatigan Bursary**
- 4. Doug Mclvor and Maxine Toth-Mclvor Nursing Bursary**
- 5. Colin Wylie Bursary in Science (Microbiology)**

**Walter and Mary Babowal Bursary**

Field of Study: Education

Value: Variable

Number: Variable

Conditions: Awarded to student(s) with satisfactory academic standing enrolled in any year of an undergraduate or graduate degree in Education. Selection based on demonstrated financial need. Preference given to student(s) who are deaf or hard of hearing.

Donor: Endowed by the estate of Walter Babowal (BSc CivE 1958, MSc 1960) and Mary Babowal (BEd 1967).

Apply: By January 15 through University Bursaries and Emergency Funding,  
1-80 Students' Union Building



**Chemistry Students' Association Bursary**

Field of Study: Chemistry

Value: \$1,000 (minimum)

Number: 1

Conditions: Awarded to an undergraduate student with satisfactory academic standing enrolled in any year of an undergraduate degree majoring or specializing in chemistry. Selection based on demonstrated financial need.

Donor: Annually funded by the Chemistry Students' Association

Apply: By January 15 through University Bursaries and Emergency Funding,  
1-80 Students' Union Building

**Tom Rhatigan Bursary**

Field of Study: Faculty of Agricultural, Life and Environmental Sciences

Value: Variable

Number: Variable

Conditions: Awarded to student(s) with satisfactory academic standing enrolled in the first year of an undergraduate degree in the Faculty of Agricultural, Life and Environmental Sciences. Selection based on demonstrated financial need.

Donor: Endowed by Tom Rhatigan

Apply: By January 15 through University Bursaries and Emergency Funding,  
1-80 Students' Union Building

**Doug Mclvor and Maxine Toth-Mclvor Nursing Bursary**

Field of Study: Nursing

Value: Variable

Number: Variable

Conditions: Awarded to student(s) with satisfactory academic standing enrolled in any year of an undergraduate degree in the Faculty of Nursing. Selection based on demonstrated financial need. Preference given to student(s) enrolled in the third or fourth year of study.

Donor: Endowed by Maxine Toth-Mclvor

Apply: By January 15 through University Bursaries and Emergency Funding,  
1-80 Students' Union Building

**Colin Wylie Bursary in Science (Microbiology)**

Field of Study: Science

Value: Variable

Number: Variable

Conditions: Awarded to undergraduate student(s) who are Alberta residents with a minimum 2.5 grade point average enrolled in the third or fourth year in a Bachelor of Science. Selection based on demonstrated financial need. Preference given to a student majoring in microbiology.

Donor: Endowed by a testamentary gift from Colin Wylie (1975 BSc)

Apply: By January 15 through University Bursaries and Emergency Funding,  
1-80 Students' Union Building

**OUTLINE OF ISSUE**

Agenda Title: **Proposed Changes to the University of Alberta Policies and Procedures Online (UAPPOL) - Creation of New Awards and Bursaries for Students Procedure (December 11, 2012)**

**Final Motion:** THAT the GFC Undergraduate Awards and Scholarship Committee endorse proposed changes to the University of Alberta Policies and Procedures Online (UAPPOL) – Creation of New Awards and Bursaries for Students Procedure, as submitted by University Bursaries and Emergency Funding (UBEF) and as set forth in Attachment 1 entitled *Analysis of Financial Need as a Criterion in Bursaries, Awards, and Scholarships*.

**Item**

Action Requested	<input type="checkbox"/> Approval <input type="checkbox"/> Recommendation <input checked="" type="checkbox"/> Discussion/Advice <input type="checkbox"/> Information
Proposed by	University Bursaries and Emergency Funding
Presenter	Cheryl Luchkow, Assistant Dean of Students, Office of the Dean of Students; Rachel de Leon, Bursary Program Coordinator, University Bursaries and Emergency Funding
Subject	Discussion of Possible Revision of the UAPPOL Creation of New Awards and Bursaries for Students Procedure

**Details**

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is (please be specific)	To adjust the language of the UAPPOL Creation of New Awards and Bursaries for Students Procedure such that secondary selection criteria for Scholarships and Awards does not include financial need criteria and that financial need is exclusive to criteria in Bursaries and is the primary selection criteria.
The Impact of the Proposal is	To adjust the allowable criteria for Scholarships, Awards and Bursaries.
Replaces/Revises (eg, policies, resolutions)	Existing UAPPOL Creation of New Awards and Bursaries for Students Procedure.
Timeline/Implementation Date	Upon final approval.
Estimated Cost	N/A
Sources of Funding	N/A
Notes	N/A

**Alignment/Compliance**

Alignment with Guiding Documents	<b><i>Dare to Discover- Talented People:</i></b> “1. Attract outstanding students from Alberta, Canada, and the world[.]” [...] “4. Improve access for rural, Aboriginal, and non-traditional students through partnerships with colleges and by linkages with high schools across the province and improve affordability by enhancing bursaries and scholarships.”
Compliance with Legislation, Policy and/or Procedure Relevant to the Proposal (please quote legislation and include identifying section numbers)	1. <b><i>Post-Secondary Learning Act (PSLA):</i></b> The <i>PSLA</i> (Section 26(1)(m)) indicates that General Faculties Council (GFC) has the authority to “make rules and regulations respecting academic awards.”  2. <b><i>GFC Undergraduate Awards and Scholarship Committee (UASC) Terms of Reference (3. Mandate):</i></b> “GFC UASC has delegated authority from GFC to: 1. approve new undergraduate awards[.] [...]”

**Routing** (Include meeting dates)



**FINAL Item No. 7**

Consultative Route (parties who have seen the proposal and in what capacity)	Office of the Registrar and Student Awards and Office of the Dean of Students; GFC Undergraduate Awards and Scholarship Committee (December 11, 2012) – for discussion and endorsement
Approval Route (Governance) (including meeting dates)	N/A
Final Approver	Provost and Vice-President (Academic)

Attachments

1. Attachment 1 (pages 1 - 2) - Change to UAPPOL Creation of New Awards and Bursaries for Students Procedure – Analysis of Financial Need as a Criterion in Bursaries, Awards and Scholarships.
2. Attachment 2 (pages 1 – 4) - UAPPOL Creation of New Awards and Bursaries for Students Procedure

*Prepared by:* Rachel de Leon, Bursary Program Coordinator, University Bursaries and Emergency Funding,  
[rachel.deleon@alberta.ca](mailto:rachel.deleon@alberta.ca)

## **Analysis of Financial Need as a Criterion in Bursaries, Awards, and Scholarships for Discussion with the Undergraduate Awards and Scholarship Committee (UASC)**

Prepared Winter 2010 by Rachel de Leon, University Bursaries and Emergency Funding (UBEF), Christy Prowse, Student Awards Office (SAO), and Angela Martincevic, Office of Development (OD)

### **Key Issue:**

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Should *financial need* be considered a primary or secondary criterion or both primary and secondary criteria for new bursaries, awards, and scholarships established at the University of Alberta?

### **Current Situation:**

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- GFC Policy: 21.3.3e. *Appropriate secondary selection criteria may include community service, community leadership, and financial need*
- *Financial need* is used as a primary criterion for new bursaries and as a secondary criterion for new awards and scholarships
- Bursaries are primarily administered by UBEF; Awards and scholarships are administered by SAO
- Criterion is open to interpretation of meaning and purpose in administration of bursaries, awards, and scholarships
- UBEF offers support to all faculties and departments requesting assistance with assessing financial need by sharing its own financial need assessment processes and practices; Goal is to ensure fair and consistent practices across campus for distributing bursaries, awards, and scholarships to undergraduate students

### **Analysis:**

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- Of the approximately 2500 unique bursaries, awards, and scholarships given out to student recipients each year, close to 650 have a *financial need* criterion
- Number of mixed needs and merit based bursaries, awards, and scholarships given out each year continues to grow:
  - 2008-2009 \$1.62M given to ~890 students
  - 2007-2008 \$1.49M given
  - 2006-2007 \$1.38M given to ~780 students
  - 2005-2006 \$1.29M given
- Many University of Alberta donors specifically request to include academic and financial need criteria in their award terms

- Comparative information showing five Canadian universities' practices is attached

### **Recommendations for Next Steps:**

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- UASC determine whether *financial need* should be considered a primary or secondary criterion or both primary and secondary criteria for new bursaries, awards, and scholarships established at the University of Alberta
  - If it is decided that it is a primary criterion, then the “hybrid” awards and scholarships that currently exist will need to be examined to see which office should administer them
  - If it is decided that it is a secondary criterion, then the primary criterion of a bursary will need to be determined
- UASC decide if *demonstrated* needs to be added to *financial need* in the wording of all terms of reference going forward
- UASC consider whether or not the term *bursary* has negative connotations and should be changed to another term (for example *award* or *grant*)
- UBEF, SAO, and OD revise UAPPOL documents to reflect decision in University policy
- UBEF and SAO clarify whether or not an application process to determine (*demonstrated*) *financial need* is mandatory; Develop best practices for assessing (*demonstrated*) *financial need* criterion and share with faculties and departments to ensure consistency across campus
- UBEF, SAO, OD, and Information Privacy Office (IPO) determine implications of FOIPP and develop standard practice for releasing information about bursaries, awards, and scholarships with (*demonstrated*) *financial need* in publications and on transcripts
- UBEF, SAO, and OD communicate changes to all stakeholders



Approval Date: February 7, 2011

Parent Policy: [Awards and Bursaries for Students Policy](#)

## Creation of New Awards and Bursaries for Undergraduate Students Procedure

<b>Office of Administrative Responsibility:</b>	Dean of Students Office of the Registrar
<b>Approver:</b>	Provost and Vice-President (Academic)
<b>Scope:</b>	Compliance with University policy extends to all members of the University community.

### Purpose

To provide the procedure by which new undergraduate student **awards** and **bursaries** at the University of Alberta are created.

### PROCEDURE

#### 1. SELECTION CRITERIA

Primary selection criteria for awards will be based on academic standing. Appropriate secondary selection criteria for awards may include, but are not limited to, community service, financial need, leadership, and athletics. A secondary selection criterion must not be a requirement of membership in a particular association, with the exception of:

- a. Teams at the University of Alberta sanctioned by the Canadian Interuniversity Sport (CIS) and/or the Canadian Colleges Athletic Association (CCAA) and the Alberta Colleges Athletic Conference (ACAC).
- b. Student groups registered at the University of Alberta overseen by the Dean of Students that
  - i. conform with University of Alberta mission, values and policies;
  - ii. have clear and transparent membership criteria;
  - iii. are without sanction or facing disciplinary action by the University at the time of creation of the award; and
  - iv. are without sanction or facing disciplinary action by the University at the time of administration of the award.

In the event no selection can be made by applying secondary criteria, selection for an award will be based on academic standing and best fitting the intent of the donor(s).

Primary selection criteria for bursaries will be demonstrated financial need. Appropriate secondary selection criteria for bursaries may include, but are not limited to, community service, leadership, and academic standing, as long as the minimum academic standing requirement does not exceed a 3.0 GPA.

#### 2. MINIMUM VALUES

Minimum values for awards and bursaries are determined by the GFC Undergraduate Awards and Scholarship Committee (GFC UASC).

The minimum annual value for undergraduate awards administered by the Student Awards Office will be \$500. For awards which meet the minimum value of \$500, the account holder will be the Assistant Registrar, Student Awards Office. Awards of lesser value may be administered directly by Faculties, Departments, or other administrative units.

The minimum annual value for an undergraduate bursary administered by the University Bursaries and Emergency Funding office will be \$500.

### 3. APPROVAL OF NEW AWARDS AND BURSARIES

Each new undergraduate award or bursary will be considered on its own merits. The terms of reference for all new awards and bursaries are referred to the GFC UASC for approval. Awards or bursaries already approved can be reconsidered by GFC UASC.

### 4. REQUIREMENTS FOR NEW AWARDS AND BURSARIES

Descriptions for all new awards and bursaries submitted for review/approval must include general **selection and eligibility criteria**. Changes in the general selection and eligibility criteria in the **terms of reference** of approved awards and bursaries must be forwarded to GFC UASC for approval. Changes to the number or values of approved awards or bursaries must be filed with the appropriate administrative office.

### 5. RESTRICTIONS ON RECIPIENT SELECTION

Donors to the University of Alberta or their agents cannot be the nominator or part of any selection committee or process responsible for choosing recipients of awards or bursaries for which they are the donor.

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.

### 6. 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 Policy except if the award or bursary or the condition at the time of establishment could reasonably be viewed as intended for the benefit of a **disadvantaged group**. If the award or bursary is accepted under this provision, it will be reviewed at intervals not greater than 15 years by the Student Awards Office or University Bursaries and Emergency Funding and brought to GFC UASC for consideration. The restriction will be dropped if the group is no longer reasonably perceived as disadvantaged. A specific award or bursary can be reviewed at any time by a Faculty or by the Provost and Vice-President (Academic).

## **DEFINITIONS**

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

<b>Awards</b>	Awards are items of monetary and/or other value given to a student or students by the University of Alberta primarily on the basis of academic standing and completion of requirements outlined in the award description or terms of reference. Specific kinds of awards include <b>scholarships, prizes, University medals, and general awards</b> .  As many awards are competitive, successful completion of the requirements does not guarantee receipt of the award.
<b>Bursaries</b>	Bursaries are items of monetary value given to a student primarily on the basis of demonstrated financial need.
<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 an award or a bursary. Criteria may be in such areas as academic standing, leadership, community service, athletics, or demonstrated financial need.
<b>Terms of Reference</b>	The Terms of Reference of an award or bursary provide all relevant information regarding how the award or bursary will be dispersed, including the financial terms, the selection and eligibility criteria, and any other information pertinent to the administration of the award or bursary.

<b>Disadvantaged Group</b>	A disadvantaged group's members have traditionally been denied or limited in their accessibility to resources and tools typically accessible by students at the University of Alberta.
<b>Scholarships</b>	A scholarship is an award given to a student on the basis of overall <b>superior academic achievement</b> in a Faculty, Department, or degree program. Secondary selection criteria may also be used. A degree program may mean a full multi-year degree program within a Faculty or Department, or may mean one or more specific years within a full multi-year degree program.
<b>Prizes</b>	A prize is an award 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 Medals</b>	A University medal, as described in the University Medal Requirements Procedure, 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 be normally be used.
<b>General Awards</b>	Those awards that do not meet the definitions for scholarships, prizes or University medals and have as their primary criterion <b>satisfactory academic standing</b> .
<b>Superior Academic Achievement</b>	<p>Superior Academic Achievement will normally mean either of the following:</p> <ul style="list-style-type: none"> <li>i. overall GPA of 3.5 (first class standing) 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> </ul> <p>Superior Academic Achievement for entrance scholarships will normally mean a minimum average of 80% on marks used at the time of assessment.</p>
<b>Satisfactory Academic Standing</b>	<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 he or she has been granted admission to a program of study at the University of Alberta.</p>

## **FORMS**

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

**RELATED LINKS**

Should a link fail, please contact [uappol@ualberta.ca](mailto:uappol@ualberta.ca). [[▲Top](#)]

[Discrimination and Harassment Policy and Procedures and the University of Alberta Reasonable Accommodation Policy](#) (University of Alberta, GFC Policy Manual Section 44)

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

[Student Awards Office](#) (University of Alberta)

[University Bursaries and Emergency Funding](#) (University of Alberta)