

**1. Mandate and Role of the Committee**

The University Teaching Awards Committee (UTAC) is a standing committee of General Faculties Council (GFC) charged with adjudicating teaching awards according to the Recognition of Teaching Policy

**2. Areas of Responsibility**

- a. Adjudicate teaching awards
- b. Review and recommend changes to the UAPPOL Recognition of Teaching Policy suite

**3. Composition****Voting Members (16)****Elected by GFC (10)**

- 6 academic staff, at least 2 should be Academic Teaching Staff (A2.1) and at least two should be members of GFC. To ensure diverse representation, additional academic staff members can be appointed as set out below. The committee will elect a Chair and a Vice-Chair, at least one of whom is a member of GFC.
- 3 undergraduate students
- 1 graduate student

**Appointed (6)**

- 2 alumni, appointed by the Alumni Association
- Executive Director, Centre for Teaching and Learning
- Vice-Provost (Learning Initiatives)
- Vice-Provost (Equity, Diversity, and Inclusion)
- Vice-Provost (Indigenous Research and Programming)

**Additional Appointed (as needed)**

- The Chair of UTAC, after consultation with the committee and the Chair of the GFC Nominating Committee, may appoint additional members to ensure a balance of knowledges, pedagogical approaches and lived experiences that are representative of our values as defined in Braiding Past, Present and Future: University of Alberta Indigenous Strategic Plan, the Strategic Plan for Equity, Diversity, and Inclusivity, and the Framework for Effective Teaching.

**Non-Voting Members**

- University Secretary
- GFC Secretary

**4. Delegated Authority from General Faculties Council**

*Should be reviewed at least every three years and reported to GFC.*

- 4.1 Adjudicate teaching awards according to approved UAPPOL policies and procedures

**5. Responsibilities Additional to Delegated Authority**

- 5.1 Review and approve, on an annual basis, the GFC UTAC Adjudication Guidelines that speak to conflicts of interest and adjudication procedures and reflect transformed and transformative

processes that embrace the knowledges and experiences of the committee's membership in practice and outcome.

5.2 Review UAPPOL Recognition of Teaching Policy and its procedures and recommend changes to GFC or the Provost and Vice President (Academic) for approval as appropriate.

**6. Sub-delegations from University Teaching Awards Committee**

*Should be reviewed at least every three years and reported to GFC.*

None.

**7. Limitations to Authority**

7.1 The committee will use criteria outlined in UAPPOL policies and procedures and conduct activities in accordance with UTAC adjudication guidelines.

**8. Reporting to GFC**

The Committee should regularly report to GFC with respect to its activities and decisions.

**9. Definitions**

Academic staff – as defined by the [Recruitment Policy \(Appendix A\) Definition and Categories of Academic Staff, Administrators and Colleagues](#) in UAPPOL

**10. Links**

[Recognition of Teaching Policy](#)  
[Teaching Awards Procedure](#)

Approved by General Faculties Council:

November 26, 2018

April 17, 2023