



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:

- the William Hardy Alexander Award for Excellence in Undergraduate Teaching
- the Rutherford Award for Excellence in Undergraduate Teaching
- the Provost's Award for Early Achievement of Excellence in Undergraduate Teaching
- the Teaching Unit Award
- the Award for Excellence in Graduate Teaching

2. Areas of Responsibility

- a. Adjudicate GFC's annual teaching awards
- b. Review and recommend changes to the UAPPOL Awards for Teaching Excellence Policy and its procedures for these awards

3. Composition

Voting Members (12)

Elected by GFC (10)

- 5 academic staff (A1.1, A1.5, A1.6, A1.7), with no more than one from any Faculty. At least two of the academic staff members should be members of GFC. The committee will elect a Chair and a Vice-Chair, at least one of whom is a member of GFC
- 1 Academic Teaching Staff (ATS)
- 3 undergraduate students and 1 graduate student, at least one of whom is a member of GFC

Appointed (2)

- 2 alumni, appointed by the Alumni Association

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 Determine winners of these 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.
- 5.2 Review UAPPOL Awards for Teaching Excellence 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

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

10. Links

[Awards for Teaching Excellence Policy](#)

[Award for Excellence in Graduate Teaching Procedure](#)

[Provost's Award for Early Achievement of Excellence in Undergraduate Teaching Procedure](#)

[Rutherford Award for Excellence in Undergraduate Teaching Procedure](#)

[Teaching Unit Award Procedure](#)

[William Hardy Alexander Award for Excellence in Undergraduate Teaching Procedure](#)

[GFC UTAC Adjudication Guidelines](#)

Approved by General Faculties Council: November 26, 2018