



UNIVERSITY OF ALBERTA

UNIVERSITY GOVERNANCE

General Faculties Council
Undergraduate Awards & Scholarship Committee
Approved Open Session Minutes

Tuesday, December 11, 2012
2-15, South Academic Building
2:00 PM – 4:00 PM

ATTENDEES:

Voting Members:

William Street	Chair, GFC UASC, Cross-Representative from the GFC Academic Standards Committee
Katalin Bimbo	Vice-Chair, GFC UASC, Academic Staff
Nadir Erbilgin	Academic Staff
Derek Sellman	Academic Staff

Non-Voting Resource Members:

Perry Thorbourne	Assistant Registrar, Student Awards
Kelly Spencer	Senior Development Officer, Office of Development

Presenters:

Rachel de Leon	Bursary Program Coordinator, University Bursaries and Emergency Funding
Heather Dyck	Development Coordinator, Office of the Registrar
William Street	Chair, GFC Undergraduate Awards and Scholarship Committee

Staff:

Andrea Patrick	Coordinator, GFC Undergraduate Awards and Scholarship Committee
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OPENING SESSION

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Motion: Sellman/Bimbo

THAT the GFC Undergraduate Awards and Scholarship Committee approve the Agenda.

CARRIED

2. Approval of the Open Session Minutes of October 9, 2012

Materials before members are contained in the official meeting file.

Motion: Bimbo/Erbilgin

THAT the GFC Undergraduate Awards and Scholarship Committee approve the Minutes of October 9, 2012.

CARRIED

3. Comments from the Chair

Dr Street commented on a number of relevant items to members.

ACTION ITEMS

4. New Undergraduate Student Awards and Scholarships for Approval (December 11, 2012)

Materials before members are contained in the official meeting file.

Presenter: Heather Dyck, Development Coordinator, Office of the Registrar

Purpose of the Proposal: Approve new undergraduate student awards and scholarships.

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) Pandas 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 Pandas Hockey Award
16. Dan and Gina Bouwmeester Pandas 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

Discussion:

Members engaged in discussion with regard to Items 1, 3, 4, 14, 15 and 19.

Item 1: The Chair pointed out that the term “teacher” within the description might not apply to students, but several Committee members mentioned that undergraduate students are teachers in certain capacities, including employment as Fitness Instructors.

Item 3: Dr Sellman enquired as to why “academic standing” appears last in the list of conditions, and Ms Dyck clarified that conditions are listed in the order in which the donor specifies.

Item 4: Ms de Leon asked if this award was intended for any degree of part-time status, and Ms Dyck replied that the donor deliberately intended this award to be available to part-time students.

Item 14: The Chair enquired about the naming of the funders “NGX, a subsidiary of TMX Group” explaining that the company name as currently stated might not reflect adequate corporate recognition. Ms Dyck replied that she will clarify with the donor and relay any expanded names to Ms Patrick, if necessary.

Item 15: The Chair asked why this award is listed as “variable” in value, and Ms Dyck responded that this allows the Faculty to be flexible with the amount of funding offered.

Item 19: The Chair pointed out that the description “a social justice advocate” may not be the best way to describe the award, but the Committee decided to keep the wording as stated.

Motion: Bimbo/Erbilgin

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.

CARRIED

5. Amendments to Existing Undergraduate Student Awards and Scholarships (December 11, 2012)

Materials before members are contained in the official meeting file.

Presenter: Heather Dyck, Development Coordinator, Office of the Registrar

Purpose of the Proposal: To approve proposed amendments to existing undergraduate student awards and scholarships.

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

Discussion:

Members engaged in discussion in regards to Items 1 and 2.

Item 1: Dr Sellman noted that the wording of the scholarship had been amended to exclude the provision about the year, and Ms Dyck confirmed this.

Item 2: The Chair asked how it would be possible to measure “demonstrated commitment to the betterment of other peoples’ lives”. Dr Bimbo added that the use of the word “peoples” could be confusing. Members agreed to amend the sentence to “Selection based on demonstrated commitment to the betterment of the lives of people.”

Motion: Sellman/Erbilgin

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.

CARRIED

6. New Undergraduate Student University Bursaries and Emergency Funding (UBEF) Bursaries for Approval (December 11, 2012)

Materials before members are contained in the official meeting file.

Presenter: Rachel de Leon, Bursary Program Coordinator, University Bursaries and Emergency Funding

Purpose of the Proposal: To approve new undergraduate University bursaries and emergency funding bursaries.

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

1. Walter and Mary Babowal Bursary
2. Chemistry Student Association Bursary
3. Tom Rhatigan Bursary
4. Doug McIvor & Maxine Toth-McIvor Nursing Bursary
5. Colin Wylie Bursary in Science (Microbiology)

Discussion:

Members engaged in discussion in regards to Items 1, 2, 4 and 5.

Item 1: Dr Sellman pointed out that including the room number for application could be problematic if the office location ever changes. The Chair enquired about the conditions “deaf or hard of hearing” asking how the condition would be verified. Ms de Leon clarified that documentation would be required.

Item 2: Dr Bimbo asked if the word “minimum” should be deleted in the value field, as it seems redundant. Ms Dyck replied that sometimes the word is used to remind the donor and Ms de Leon added that as the donor is a student association, she would like to retain the word within the bursary description.

Item 4: Dr Sellman pointed out the use an ampersand in the title of the bursary and Ms de Leon agreed to replace it with the word “and”.

Item 5: The Chair pointed out that “Residents” does not need to be capitalized, and Ms Spencer noted that the word “need” was missing as the last word in the second sentence of the conditions. Ms de Leon clarified that the “m” in “microbiology” would not be capitalized.

Motion: Sellman/Bimbo

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.

CARRIED

DISCUSSION ITEMS

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

Materials before members are contained in the official meeting file.

Presenters: Rachel de Leon, Bursary Program Coordinator, University Bursaries and Emergency Funding

Purpose of the Proposal: 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.

Discussion:

Ms de Leon informed members that the clarification of financial need as a primary condition in bursaries was omitted from changes to the UAPPOL Creation of New Awards and Bursaries for Students Procedure in February, 2011 due to time constraints. She is therefore proposing to remove financial need as secondary criteria from scholarships and awards and to specify that it should be listed as the primary selection criteria for bursaries, with an aim to clearly identify the intent of the awards and clear up any confusion between the two categories of funding.

Members expressed several comments and questions relating to this item, including but not limited to: that the proposed changes would provide clarity; that the changes would not apply to past awards; the difficulty in assessing financial need; that the changes may impact the way the word “bursary” is interpreted; that donors often intend to reward merit or provide funds based on financial need before they approach the University to donate; that it will not impact the numbers of scholarships *versus* bursaries being donated; challenges in educating donors about the differences but parallel value of scholarships and bursaries; the idea of consolidating Student Financial Aid and Financial Assistance; that bursaries do not appear on transcripts; whether or not the word “demonstrated” should be deleted from the procedure; the governance route of these changes through the approver, the Provost and Vice-President (Academic); that the UAPPOL procedure does not appear to reflect the new \$1000 threshold; that the UAPPOL procedure mandates that GFC UASC must review these matters every 15 years; that GFC UASC did not approve the new \$1000 threshold; a suggestion that the \$1000 threshold was changed within the University’s Naming Policy; and clarity around some of the language in the Outline of Issue.

Members agreed that the current terminology “awards and scholarships” and “bursaries” should remain as is but that there could be more information provided to donors to clarify that bursaries are just as important as awards and scholarships and are intended for students who are in good academic standing, as well.

Ms Patrick stated that amendments to the affected procedure must go through the Office of the Provost and Vice-President (Academic) and, although GFC UASC would not need to recommend this proposal to the GFC Executive Committee as per the Committee’s Terms of Reference, it could officially endorse the proposed changes and Ms de Leon could note that within her proposal. The Chair elected to place a Motion on the floor, formally endorsing the proposal.

The issue of the Committee’s participation in relation to the UAPPOL Creation of New Awards and Bursaries for Students Procedure was discussed at length. The Chair recommended that any relevant policy and procedure updates, as well as a brief presentation about the Committee’s mandate by the University Secretary, Ms Marion Haggarty-France, be presented at the next GFC UASC meeting.

The Chair pointed out that there should be clearly identified “next steps” within the Outline of Issue, and stated further that certain terms such as “stakeholder” have a negative connotation and should not be used within the academy. He proposed that other words could be used instead, such as “communicate changes to all donors, sponsors, benefactors, supporters”.

Motion: Sellman/Erbilgin

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, Analysis of Financial Need as a Criterion in Bursaries, Awards, and Scholarships.

CARRIED

8. Question Period

There were no questions.

INFORMATION REPORTS

9. Items Approved by the GFC Undergraduate Awards and Scholarship Committee by E-Mail Ballots

There were no items.

10. Information Items Forwarded to Committee Members Between Meetings

There were no items.

CLOSING SESSION

11. Adjournment

The Chair adjourned the meeting at 3:35 pm.