



UNIVERSITY OF ALBERTA

UNIVERSITY GOVERNANCE

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

Tuesday, September 10, 2013
3-07 South Academic Building (SAB)
2:00 PM - 4:00 PM

ATTENDEES:

Voting Members:

Katalin Bimbo	Elected Chair, Academic Staff
Amy Tse	Elected Member, Academic Staff
Clive Hickson	Elected Member, Academic Staff, Cross-rep from ASC (UASC ToFR)
Kerstie Schreyer	Elected Member, Undergraduate Student at-Large
Lucie Moussu	Elected Member, Academic Staff
Nadir Erbilgin	Elected Member, Academic Staff
Paul Newton	Elected Member, Academic Staff

Non-Voting Members:

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

Presenter(s):

Katalin Bimbo	Chair, GFC UASC, Associate Professor, Philosophy, Arts
Heather Dyck	Development Coordinator, Office of the Registrar
Rachel de Leon	
Perry Thorbourne	Assistant Registrar (Student Awards), Office of the Registrar, University of Alberta
Kelly Spencer	Associate Vice-President (Advancement), Office of Advancement, University of Alberta
Marion Haggarty-France	University Secretary, University Governance, University of Alberta

Staff:

Marion Haggarty-France, University Secretary
Andrea Patrick, Coordinator, GFC UASC

OPENING SESSION

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Discussion:

The Chair reordered the Agenda to place Item 7: Awards, Bursaries, and Advancement - an Overview at the beginning of the meeting.

Motion: Moussu/Hickson

THAT the GFC Undergraduate Awards and Scholarship Committee approve the Agenda, as amended. CARRIED

2. Approval of the Open Session Minutes of June 11, 2013

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 June 11, 2013. CARRIED

3. Comments from the Chair

The Chair commented on a number of relevant items to members and welcomed new members to the meeting. Members were asked to introduce themselves.

4. Kick-Off (no documents)

There were no documents.

Presenter: Marion Haggarty-France

Discussion:

Ms Haggarty-France thanked members for their service on the Committee, and noted that the work completed by GFC UASC is of vital importance to the academy. She reminded members to reference the University Governance website for orientation material, specific to GFC UASC, as well as Committee terms of reference and meeting material. She noted that the venue for General Faculties Council (GFC) meetings has recently changed to Room 1-140 Centennial Centre for Interdisciplinary Science (CCIS). Ms Haggarty-France invited members to register for the several "Governance 101" sessions planned throughout the year, and thanked the Resource members of the Committee for their valuable contribution towards the mandate of the Committee.

ACTION ITEMS

5. New Undergraduate Student Awards and Scholarships for Approval (September 10, 2013)

Materials before members are contained in the official meeting file.

Presenter: Heather Dyck

Purpose of the Proposal: To approve new undergraduate awards and scholarships.

Discussion:

Members engaged in discussion relating to Items 1, 4, 5, 6, 7, 10, 11, 12.

Item 1: Members discussed student eligibility for this award, English language proficiency, and the definition of the word “transfer”.

Item 4: Members discussed the details of the Conditions of the award, including the definition of “rural” and “from”.

Item 5: A member enquired whether courses related to health and safety are offered within the first year curriculum and another member asked if the student would need to have taken the courses to meet the eligibility requirements.

Item 6: Members discussed the Value of the award and an amendment was made to the word “students” to make it singular within the Conditions of the award.

Item 7: Members discussed the spelling of the donor name, the definition of “satisfactory academic standing”, whether many students would qualify for this award, and the size of Augustana’s music program.

Item 10: Members discussed the definition of “significant” and amended the word “contribution(s)” within the Conditions of the award. Ms Dyck notified members of an additional spelling amendment to the title of the award.

Item 11: A member enquired about the word “exchange” within the Conditions of the award.

Item 12: Members discussed the total number of student awards offered at the University of Alberta, and the contents and purpose of the Conditions section within award descriptions.

Motion: Erbilgin/Tse

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

6. Amendments to Existing Undergraduate Student Awards and Scholarships for Approval (September 10, 2013)

Materials before members are contained in the official meeting file.

Presenter: Heather Dyck

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

Discussion:

Members engaged in discussion in relation to Items 1, 2, 3, 4.

Items 1 and 2: A member pointed out that one of the programs listed within the Conditions of the scholarship does not exist in the University Calendar. A member enquired about the definition of “superior academic achievement”. Ms Dyck will notify Ms Patrick of changes to the program in question, following the meeting.

Item 3: A member discussed the meaning of the term “full-time” within the Conditions of the scholarship.

Item 4: A member sought clarity regarding the title of the award.

Motion: Newton/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

DISCUSSION ITEMS

7. Awards, Bursaries, and Advancement - an Overview

There were no documents.

Presenters: Perry Thorbourne; Kelly Spencer; Heather Dyck; Rachel de Leon

Purpose of the Proposal: For discussion/information.

Discussion:

Presenters, aided by a PowerPoint presentation, provided members with a high-level overview of the Student Awards Office, University Bursaries and Emergency Funding, need-based versus merit-based funds, donor relationships, and the role of the Office of Advancement.

Following the presentation, members expressed a number of questions and comments, including, but not limited to: the communication process with Faculties regarding awards and scholarships; whether the donors get creative in drafting their respective awards and scholarships; whether donors ever re-negotiate terms; clarification of the minimum amount of an endowment; whether the University of Alberta Policies and Procedures On-Line (UAPPOL) procedure regarding minimum endowments will be amended to reflect the new minimum amount.

8. Question Period

There were no questions.

INFORMATION REPORTS

9. Items Approved by the GFC Undergraduate Awards and Scholarship Committee by E-mail Ballots (non-debatable)

- Agenda Title: New Undergraduate Student University Bursary and Emergency Funding (UBEF) Bursary for Approval

APPROVED MOTION: THAT the GFC Undergraduate Awards and Scholarship Committee approve, under delegated authority from General Faculties Council, a new undergraduate student University Bursary and Emergency Funding (UBEF) Bursary, as submitted by the Office of the Annual Fund,

and as set forth in Attachment 2, as amended, to be effective immediately.

10. Information Items Forwarded to Committee Members Between Meetings

- GFC Undergraduate Awards and Scholarship Committee (UASC): Chair Announcement
- GFC Undergraduate Awards and Scholarship Committee (UASC): Message from Dr William Street

CLOSING SESSION

11. Adjournment

The Chair adjourned the meeting at 3:35 p.m.