



1. Mandate and Role of the Committee

The Undergraduate Awards and Scholarship Committee (UASC) is a standing committee of General Faculties Council (GFC) charged with approving new awards and bursaries and amendments to existing awards and bursaries for undergraduate students in accordance with the UAPPOL Awards and Bursaries for Students Policy and its procedures. ~~that meet published UAPPOL guidelines for students who are not graduate students.~~

2. Areas of Responsibility

- a. New Approval of new undergraduate awards and bursaries and amendments to existing undergraduate awards and bursaries
- b. New policy or revisions to existing policy governing awards for undergraduate students

3. Composition

Voting Members (11)

Ex-officio (0)

~~- Vice Provost and Dean of Students~~

Elected by GFC (10)

- 5 academic staff (A1.1, A1.5, A1.6, A1.7) who are members of GFC (with no more than one representative from any Faculty) – *one of whom will be elected by the committee to Serve as Chair and one elected to serve as Vice-Chair.*
- ~~Two~~ 4 undergraduate students, at least two of whom are members of GFC
- 1 Assistant/Associate/Vice Dean from a Faculty who is responsible for the administration of undergraduate awards

Cross Appointed (1)

- 1 academic staff member cross-appointed from the GFC Academic Standards Committee (ASC) appointed by the Chair of ASC

Non-voting Members

- Assistant Registrar, Student Financial Support
- Senior Development Officer, Office of Advancement
- GFC Secretary
- University Secretary

4. Delegated Authority from General Faculties Council

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

- 4.1 Approve new undergraduate awards and bursaries
- 4.2 Approve proposed changes to any undergraduate student award or bursary already previously approved by GFC UASC
- 4.3 Approve the minimum value of a major award for undergraduate students, and to review that value regularly
- 4.4 Approve the minimum value of an undergraduate award administered by the Student Awards Financial Support Office, and to review that value regularly

4.5 Approve the definition of a full normal course load for purposes of awards where more than one Faculty is involved

5. Responsibilities Additional to Delegated Authority

None.

6. Sub-delegations from the GFC Undergraduate Awards and Scholarship Committee

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

None.

7. Limitations to Authority

The following further refines or places limitations on authorities held by or delegated to UASC:

7.1 The Committee may be called upon to consider awards to which both undergraduate and graduate students are eligible; however, graduate student awards and bursaries are approved by the Faculty of Graduate Studies and Research under delegated authority from General Faculties Council.

8. Reporting to GFC

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

The Committee shall report annually to General Faculties Council to highlight any identified trends in regards to undergraduate financial support available to students at the University of Alberta.

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

[Awards and Bursaries for Students Policy](#)

[Awards for Undergraduate Students Procedure](#)

[Bursaries for Students Procedure](#)

[Creation of New Awards and Bursaries for Undergraduate Students Procedure](#)

[University Medal Requirements Procedure](#)

Approved by General Faculties Council: [date]