



ACADEMIC COUNCIL MEETING MINUTES September 19, 2019

Members:

Council Chair:

Dr. Denise Nowicki

Council Vice-Chair:

President:

Mr. Don Gnatiuk | **Notice of Absence**

Vice-President Academics and Research:

Dr. Tim Heath

Deans:

Mr. Chris Laue

Dr. Brian Redmond

Ms. Darlene MacDonald

Academic Staff Association:

Ms. Lori Bombier

Mr. Delbert Lubeck

Dr. Denise Nowicki

Ms. Lorelle Warr

Mr. Misha Albert

Dr. Kieren Bailey

Ms. Theresa Evans

Ms. Deena Honan | **Notice of Absence**

Ms. Chantelle LaMotte

Dr. Christy Barlund

Alternates

Mr. Bruce Galenza

Ms. Cara Leaf

Ms. Murrielle Michaud

Ms. Susan Moodie (*For Ms. Honan*)

Mr. Geoff Whittall

Students' Association:

Ms. Lindsay Comeau

Ms. Jasbelle Leal

Ms. Devyn Charles | **Notice of Absence**

Ms. Emma Doris

Employees' Association:

Ms. Lana Bennett

Ms. Carla Dodd

Alternate

Mr. Chad Boone

Alberta Union of Provincial Employees:

Ms. Stacey Basnett

Ms. Alaina Archibald

Community Members:

Mr. Nick Radujko

Ms. Sandra Impey

4007 CALL TO ORDER
THE CHAIR CALLED THE MEETING TO ORDER AT 4:00 P.M.

4008 APPROVAL OF AGENDA
The agenda was approved by consensus as presented.

4009 APPROVAL OF ACADEMIC COUNCIL MINUTES
The minutes of April 11, 2019 were approved by consensus as presented.

4010 ONLINE MOTION: APPROVAL OF CURRICULUM MINUTES 26 APRIL 2019
Academic Council received the online motion results approving the Curriculum Committee Minutes of 26 April 2019 presented for information.

Academic Council approved the following recommendations contained with the Curriculum Minutes of 26 April 2019.

Human Services

Education Assistant Curriculum Overview – Program Curriculum Update

Approve changes as presented for TA2100 Exceptionalities in School Age Children (3), Recommendation: take two of: TA1232, TA1237 and TA1239.

Business and Office Administration

Application for Academic Changes – OA1155 – Modify Course

Approve changes to the Application for Academic Changes OA1155 – Modification of Course – Changes effective as of July 1, 2020.

Application for Academic Changes – OA1530 – Modify Course

Approve changes to the Application for Academic Changes OA1530 – Modification of Course – Changes effective as of July 1, 2020.

Application for Academic Changes – OA 1510 – Modify Course

Approve changes to the Application for Academic Changes OA1530 – Modification of Course – Changes to reflect as of July 1, 2020.

Change of Name Dental Office Certificate – Program Name Change

Approve changes to the Application for Academic Changes Dental Office Clerk Certificate – Program Name Change – Changes effective as of July 1, 2020.

Arts, Science and Upgrading**PY2750 Brain and Behavior**

Approve changes to the Application for Academic Changes PY2750 – Modification of Course Number – Changes effective as of July 1, 2020.

PY2580 Cognitive Psychology

Approve changes to the Application for Academic Changes PY2580 – Modification of Course Number – Changes effective as of July 1, 2020.

PY2120 Research Design and Methodology in Psychology I

Approve changes to the Application for Academic Changes PY2120 – Modification of Course Number – Changes effective as of July 1, 2020.

PY3390 Abnormal Psychology

Approve changes to the Application for Academic Changes PY3390 – Modification of Course Number – Changes effective as of July 1, 2020.

PY2810 Principles of Behaviour

Approve accept changes to the Application for Academic Changes PY2810 – Modification of Course Number – Changes effective as of July 1, 2020.

NT1000 Research & Writing in the Context of Indigenous & Settler Relations

Approve changes to the Application for Academic Changes NT1000 – Modification of Course Number – Changes effective as of July 1, 2020.

PY2330 Personality

Approve changes to the Application for Academic Changes PY2330 – Modification of Course Number – Changes effective as of July 1, 2020.

PY2410 Social Psychology

Approve changes to the Application for Academic Changes PY2410 – Modification of Course Number – Changes effective as of July 1, 2020.

FR3000 French for Professionals

Approve changes to the Application for Academic Changes FR3000 – Modification of Course Pre-Requisites – Changes effective as of July 1, 2019.

BI0130 Biology

Approve accept changes to the Application for Academic Changes BI0130 – Modification of Course Time changes per week – Changes effective as of July 1, 2019.

CH0130

Approve changes to the Application for Academic Changes CH0130 – Modification of Course Time changes per week – Changes effective as of July 1, 2019.

PC0130 Physics

Approve changes to the Application for Academic Changes PC0130 – Modification of Course Time changes per week – Changes effective as of July 1, 2019.

POE 4, Fourth Year Power Engineering

Approve POE 4, Fourth Year Power Engineering

4011 ONLINE MOTION: APPROVAL OF ACADEMIC POLICY

Library Loans and Fines Policy

Academic Council received the online motion results of 21 May 2019 approving the Library Loans and Fines Policy presented for information.

Sexual Misconduct Policy

Academic Council received the online motion results of 21 May 2019 approving the Sexual Misconduct Policy presented for information.

4012 COMMITTEE REPORTS

NONE

4013 ACADEMIC COUNCIL SUB-COMMITTEE ELECTIONS

MOVED by Dr. Bailey and **SECONDED** by Ms. LaMotte, that Academic Council table items 6.5 Research Planning Committee and 6.6 Student Awards Committee recommended Academic Council Sub-Committee members for approval as submitted.

CARRIED

MOVED by Mr. Lubeck and **SECONDED** by Ms. Warr, that Academic Council approve the recommended Academic Council Sub-Committee members for approval as submitted.

In approving the Academic Council Sub-Committee memberships the following recommendations were approved.

Co-Curricular Committee

The nominees for the Co-Curricular Committee are: Ms. Darlene MacDonald, Mr. Jeff Whittall, Ms. Lorelle Warr, Ms. Jasbelle Leal, Ms. Megan Slifka and Ms. Tina Strasbourg.

Convocation Committee

The nominees for the Convocation Committee are: Dr. Tim Heath, Ms. Darlene MacDonald, Ms. Megan Slifka, Ms. Shawna Boyd, Mr. Chris Laue, Ms. Desiree Mearon, Ms. Emma Doris, Ms. Janelle MacRae, Ms. Teresa Evans, Mr. Mark Evans, Mr. Brian Parlee, Ms. Marina Prystupa, Mr. Thomas Slifka,

Curriculum Committee

The nominees for the Curriculum Committee are: Mr. Don Gnatiuk, Dr. Tim Heath, Ms. Darlene MacDonald, Dr. Brian Redmond, Dr. Shirley Pasioka, Ms. Chris Laue, Ms. Megan Slifka, Mr. Gordon Pellerin, Ms. Jennifer Robertson, Ms. Emma Doris, Ms. Tina Strasbourg/Mr. Craig Smith, Dr. Reddy Ganta/Ms. Nicoletta Harbor, Ms. Abby Head/Ms. Carolyn Vasileiou, Dr. Tom McLeister, Ms. Valerie Ostara/Ms. Tanya Ray, Ms. Louise Rawluk/Ms. Michelle Turick, Mr. Chris Nicol/Ms. Lorelle Warr/Mr. Fabio Minozzo/Ms. Julia Dutove, Mr. Robert Howey, Mr. Chad Boone, Mr. Peter Sellers, Mr. Clint Peterson, Mr. Jerry Chik, Mr. Tiffany Duncan/Dr. Christy Barlund, Mr. Miles Mintzler/Mr. Fredrick Norris and Mr. Richard McCoy.

Nominating Committee

The nominees for the Nominating Committee are: Dr. Denise Nowicki, Dr. Anna Lapointe, Dr. Kieren Bailey, Mr. Chad Boone and Ms. Lenora Roy

Program Review Committee

The nominees for the Program Review Committee are: Dr. Tim Heath, Dr. Brian Redmond, Dr. Shirley Pasioka, Mr. Chris Laue, Ms. Darlene MacDonald, Ms. Lindsay Comeau, Ms. Lorelle Warr, Dr. Les Rawluk, Mr. Clint Peterson, Ms. Stacey Basnett/Ms. Lenora Roy, Ms. Charlene Eckstrom and Mr. Mark Evans.

4014 TENURE COMMITTEE

The following Grande Prairie Regional College employees were granted Tenure in the 2018-2019 academic year: Ms. Tina Alexander-Luna, Ms. Lesley Brazier, Mr. Jason Ebertz Ms. Doris Hoveland and Ms. Tracy King.

4015 PROFESSIONAL LEAVE COMMITTEE

The following Grande Prairie Regional College employee was approved for Professional Leave for the 2019-2020 academic year: Ms. Theresa Suderman.

4016 INSTRUCTOR EMERITUS APPLICATIONS

Academic Council received recommendations to approve eligible retired GPRC faculty to receive Instructor Emeritus status.

MOVED by Dr. Bailey and **SECONDED** by Ms. Doris, that Academic Council approve the recommended eligible retired GPRC faculty to receive Instructor Emeritus status starting September 20, 2019.

CARRIED

In approving the recommendations brought forward, Academic Council approved the following eligible retired faculty to receive GPRC Instructor Emeritus status starting September 20, 2019: Ms. Wendy McMillian, Mr. Bill Corcoran and Dr. Laurie Nock.

4017 CONFLICT INTEREST FORM

Academic Council members received the GPRC Academic Council Conflict of Interest form to fill out and sign.

4018 OPEN DISCUSSION

4019 ADJOURNMENT

The meeting was adjourned at 4:40 p.m.

Dr. Denise Nowicki, Chair

Ms. Laryssa Haycock, Records

4007 CALL TO ORDER 3109
4008 APPROVAL OF AGENDA 3109
4009 APPROVAL OF ACADEMIC COUNCIL MINUTES 3109
4010 ONLINE MOTION: APPROVAL OF CURRICULUM MINUTES..... 3111
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STUDENT AWARDS POLICY



| STUDENT AWARDS POLICY | | | |
|------------------------|------------------------|------------------------|--|
| Effective Date | September 1, 2018 | Policy Type | Academic |
| Responsibility | Manager, Financial Aid | Cross-Reference | Students with Disabilities Policy Student Awards Committee Terms of Reference |
| Approver | Academic Council | | |
| Review Schedule | 5 | | |

1. Policy Statement

- 1.1. The GPRC awards program exists to encourage and reward academic excellence in all areas of study and to provide financial assistance for students who may face financial challenges. The awards program also seeks to recognize achievement, reward good character, community involvement and leadership, and to encourage continued educational pursuits. The College offers awards described using the terminology below.

2. Background

In order to provide a fair, unbiased, consistent and equitable awards program, a policy must be in place to ensure continuity when awards are being granted to students

3. Policy Objective

- 3.1. This policy has been established to ensure the unbiased disbursement of awards at GPRC.

4. Scope

- 4.1. This policy applies to the entire awards program at GPRC.

5. Definitions

- 5.1. **SCHOLARSHIPS:** A monetary award given on the basis of academic achievement. Additional secondary selection criteria may also be applied.
- 5.2. **BURSARIES:** A monetary award given on the basis of demonstrated financial need and satisfactory academic achievement. Additional secondary selection criteria may also be applied.
- 5.3. **AWARD:** Is a general term used to indicate an item of financial or other value presented to a student. The term "Award" does not carry any implication of criteria used in the selection decision.
- 5.4. **ENTRANCE AWARDS:** Available to students who are entering any program for the first time at GPRC on a full-time basis.
- 5.5. **RENEWABLE AWARDS:** An award that may be disbursed to the student recipient again in subsequent years, as long as he/she continues to meet the all conditions for renewal specified in the terms of reference for the award.
- 5.6. **NOMINATED AWARD:** These awards are designated to a specific department and their students are automatically considered. Students are selected by department nominating committees and vetted by Financial Aid to ensure eligibility has been observed.

6. Guiding Principles

- 6.1. The criteria and conditions of all awards established at GPRC effective April 2009 must comply with the Alberta and Canadian Human Rights Act and must be free of criteria based on personal characteristics such as race, ancestry, colour, ethnic origin, sex, creed, age, marital status, family status, sexual orientation or handicap.
- 6.2. Eligibility: Unless otherwise stated by the donor, the following are the eligibility guidelines applicable to GPRC administered awards:
 - 6.2.1 Students must be enrolled full-time at GPRC
 - 6.2.2 Scholarships and bursaries are available for Canadian citizens, and permanent residents. International students who have attended at least one year of full-time studies at GPRC are also eligible to apply.
 - 6.2.3 Students must submit all required documentation and provide full and complete information on their application. Should the required documentation not be provided with the initial application the application may be disqualified.
 - 6.2.4 Students with disabilities enrolled at 40% of a normal full-time course load will be eligible for full-time awards, provided that the Accessibility Services and Disability Supports Team has approved a reduced courseload.
 - 6.2.5 The term "Alberta Resident", when used as a condition of eligibility for an award, shall be defined as a student who has lived in Alberta for twelve full months without being a full-time student.
 - 6.2.6 An Indigenous person in Canada is defined by the Constitution of Canada and regulated by the Indian Act.
 - 6.2.7 A full course load is unique to each program. Full time is defined as a minimum of 9 credits per semester.
- 6.3. Scholarship/Award Selection

In many cases the conditions for scholarships and awards are such that winners are automatically identified. Scholarships will be awarded by applying the following guidelines:

 - 6.3.1 Minimum GPA;
 - 6.3.2 Where students submit high school records for Entrance Awards based on academic achievement, eligibility will be determined by calculating the average mark on a minimum of five high school core courses. A core course has a credit value of 5.
 - 6.3.3 In the event of a tie for awards using high school records, the recipient will be determined through the use of grades from courses in the same discipline from the preceding year. (i.e. If English 30 is used in first round use English 20 to break the tie.)
- 6.4 Bursary Selection

The Student Awards Committee will select recipients in accordance with the award criteria. The Manager, Financial Aid will prepare the necessary data required for the selection process.

 - 6.4.1 Bursary recipients will be selected using the following guidelines:

STUDENT AWARDS POLICY



- 6.4.2 Unless otherwise stated, students must have a GPA of 1.7 and be registered full-time to be eligible for bursaries. In the event of a tie in financial need, GPA will be considered.
- 6.4.3 Applications will be assessed by financial need.
- 6.4.4 Every attempt will be made for fair and equitable distribution.

6.5. Administration of Awards

- 6.5.1 Disbursement: In general, every effort is made to make payment to the recipient at the earliest possible date, pending confirmation of enrolment if required. Any outstanding debts payable to GPRC are the first charges against the award. Unless otherwise stated in the terms of any award, awards administered by the Awards and Financial Aid Office are tenable only at GPRC.
- 6.5.2 Withdrawal from Studies. In the event that an award winner withdraws from study within the academic year in which the award was paid, no attempt shall be made to recover the amount of the award from the student. However, should there be a second instalment it will be cancelled.
- 6.5.3 Un-awarded Monies. In the event that an eligible recipient cannot be found, the donor may be contacted by the Community Relations Office. The donor may be asked to consider additional information, or indicate that the award is to remain un-awarded for that academic year.
- 6.5.4 Cancelling of Awards. Any awards may be withheld or cancelled for any of the following reasons: lack of eligible candidates, failure to meet terms and conditions of award, withdrawal from the College, withdrawal of the award by the donor
- 6.5.5 Liability. GPRC assumes liability for payment of awards only to the extent that gifts from donors or finances permit. GPRC, therefore, reserves the right to make the necessary changes that circumstances may require, including the cancellation of particular awards.
- 6.5.6 Protection of Awards Information: Personal information collected about students and donors for the purpose of administering GPRC financial assistance and awards program will be treated and protected in accordance with the Freedom of Information and Protection of Privacy Act.
- 6.5.7 Other: Any conditions, criteria or guidelines outlined by the donor which are described in the specific awards information supersede the general guidelines and definitions outlined in this document.

7. Roles and Responsibilities

| Stakeholder | Responsibilities |
|--|--|
| Academic Council | <ul style="list-style-type: none">• Approve and formally support this policy. |
| Vice-President, Academics and Research | <ul style="list-style-type: none">• Review and formally support this policy. |
| Director, Student Experience | <ul style="list-style-type: none">• Monitor successful implementation of this policy |

STUDENT AWARDS POLICY



| | |
|---------------------------|--|
| Manager, Financial Aid | <ul style="list-style-type: none">• Implement the policy |
|---------------------------|--|

8. Exceptions to the Policy

8.1. Any exceptions to this policy shall be directed to the VP, External Relations and the VP, Academics & Research

9. Inquiries

9.1. Director, Student Experience

10. Amendments (Revision History)

Approved by Academic Council: November 8, 2001
Revised and Approved by Academic Council: November 13, 2003
Revised and Approved by Academic Council: December 7, 2006
Revised and Approved by Academic Council: April 12, 2007
Revised and Approved by Academic Council: September 10, 2009

DRAFT

STUDENT AWARDS POLICY



Appendix 1 – Name of Appendix

Can include any schedules and detailed guidelines that enable members of the College community to follow the required course of action. For some policies this may include information that changes on a regular basis such as college travel reimbursement costs.

DRAFT

FIT TO WORK FIT TO LEARN POLICY



| FIT TO WORK FIT TO LEARN POLICY | | | |
|---------------------------------|--|------------------------|---|
| Effective Date | October 17, 2018 | Policy Type | Administrative and Academic |
| Responsibility | Director, Human Resources/ Director, Student Experience | Cross-Reference | 1. Cannabis Use Smoke Free Policy 2. Liquor Policy 3. Clean Air Policy 4. Occupational Health and Safety Policy |
| Approver | Executive Council | Appendices | |
| Review Schedule | Every 5 years | | |

1. Policy Statement

1.1. Grande Prairie Regional College (“GPRC” or “the College”) is committed to providing a safe and healthy environment for students, staff, contractors, volunteers, and visitors. We are also committed to student and staff success and well-being. Impairment, however caused, has the potential to compromise and impact safety, a healthy environment, and one’s success. GPRC is committed to monitoring and addressing potentially unsafe conditions and providing support to employees and students, ensuring they are fit to work and fit to learn.

2. Policy Background

2.1. GPRC recognizes that the inappropriate use of alcohol, illicit drugs, cannabis, and over the counter medications may have adverse effects on the safety and well-being of the **Members of the** College Community. This policy will:

2.1.1. minimize the risk of impaired performance and the costs of accidental injury and property damage associated with substance use and,

2.1.2. comply with regulatory requirements and develop health and safety standards that are in the best interest of **Members of the** College Community that attend the college.

3. Policy Objective

3.1. To ensure a safe and healthy environment at GPRC.

4. Scope

4.1. This policy applies to all individuals entering GPRC premises, as well as anyone operating mobile equipment, stationery equipment, or personal vehicles, as well as drivers and passengers of College fleet vehicles on College premises or during College related endeavours.

5. Definitions

5.1. “Fit to Work” means that an individual is in a physical, mental and emotional state which enables the individual to perform the essential tasks of their work successfully or in a manner which does not threaten the safety or health of oneself, co-workers, property, or the public at large. This also includes practicum, clinical, and lab/shop learning environments where the safety of others is emphasized and that impairment in these settings is not just about being fit to work but also fit to practice.

FIT TO WORK FIT TO LEARN POLICY



- 5.2. “Fit to Learn” means that an learner is in a physical, mental and emotional state which enables them to perform the essential tasks of their studies successfully or in a manner which does not threaten the safety or health of oneself or others. This also includes practicum, clinical, and lab/shop learning environments where the safety of others is emphasized and that impairment in these settings is not just about being fit to work but also fit to practice. ~~means that an individual is not under the influence of any legal or illegal drug, alcohol, medication or other impairing substance or condition that will disrupt the learning experience or compromise the safety of the individual or others. This also includes practicum, clinical, and lab/shop learning environments where the safety of others is emphasized and that impairment in these settings is not just about being fit to learn but also fit to practice.~~
- 5.3. “College Members of the College Community” means all employees, students, volunteers, contractors, visitors and other individuals who work, study, conduct research or otherwise carry on the business of the College.
- 5.4. “Impairment” a physical, mental and emotional state which diminishes the capacity to function and negatively impacts their ability to perform the necessary tasks successfully or in a manner which does not threaten the safety or health of oneself or others. could be caused by a variety of factors, for example, substance use (both legal and illegal), fatigue or illness and may potentially result in diminished attention, decision-making or reflexes. For the purposes of this policy and any related policies and procedures, means in the case of impairment is the result of resulting from substance use, an individual may be considered to be impaired within the meaning of this policy if the individual is a diminished capacity to function, perform, behave or react in a reasonable matter as a result of and individual being under the influence of alcohol, cannabis, or another substance, irrespective of whether the level of such influence would constitute impairment under the Criminal Code of Canada or any other legal doctrine.
- 5.5. “Premises” means College campus, grounds, and buildings that are owned, leased, or operated by the College.

6. Guiding Principles

- 6.1. Fit to Work and Fit to Learn:
 - 6.1.1. Individuals are required to be Fit to Work at all times during the work day and any other occasion while representing the College in a work capacity.
 - 6.1.2. Students shall be Fit to Learn when in a College learning environment, whether at the College or at another offsite location as a student of the College.
 - 6.1.3. Disruptive, unsafe and dangerous behaviour will not be tolerated.
- 6.2. Students and staff have the right to a safe and healthy learning and working environment, free from hazards related to the impairment of members of the community. In alignment with Alberta Occupational Health and Safety expectation, GPRC is committed to maintaining a high standard of health and safety.
- 6.3. ~~All members of the GPRC~~ Members of the College Community ~~(staff and students)~~ are encouraged to be active participants and stewards of health, safety and well-being at GPRC. They have a responsibility to ensure their own and their peers’ experiences at GPRC are not subject to inappropriate interference or undue risk resulting from impairment.

FIT TO WORK FIT TO LEARN POLICY



- 6.4. ~~All members of the GPRC~~ Members of the College Community (staff and students) are encouraged to disclose any situation of impairment that may compromise their safety or the safety of others.
- 6.5. Awareness raising efforts regarding impairment prevention resulting from substance use are most effective when emphasizing harm reduction and empathetic treatment.
- 6.6. GPRC will:
 - 6.6.1. Take appropriate action when impairment is suspected.
 - 6.6.2. Educate staff to recognize the signs of impairment and appropriate response, as well as the potential health and safety risks and GPRC's expectations.
 - 6.6.3. Educate students about potential health and safety risks, GPRC's expectations, and industry expectations regarding work safety.
- 6.7. Where impairment arises from a diagnosed medical condition or disability, duty to accommodate must be attempted without discrimination. This includes accommodating those who disclose a substance dependence disability.

7. Roles and Responsibilities

| Stakeholder | Responsibilities |
|--|--|
| Academic Council/Executive Council | <ul style="list-style-type: none">• Approve and formally support this policy. |
| Director, Human Resources/Director, Student Experience | <ul style="list-style-type: none">• Review and formally support this policy.• Follow up on disclosures of impairment through internal processes, agreements, and policies |
| Members of the College Community | <ul style="list-style-type: none">• Be active participants and stewards of health, safety and well-being• Disclose any situation that may compromise their safety or the safety of others |

8. Exceptions to the Policy

- 8.1. There are no exceptions to this policy.

9. Inquiries

- 9.1. Inquiries regarding this policy can be directed to the Director, Human Resources or the Director, Student Experience.

10. Amendments (Revision History)

- 10.1. Amendments to this policy will be published from time to time and circulated to the College community.

- REPORTS TO:** Financial Aid ~~Liaison~~ Coordinator
- COMPOSITION:** Financial Aid ~~Liaison~~ Coordinator, as chairperson
~~Two Financial Aid Liaisons, as record keepers~~
Two student representatives appointed by SA Executive (one year term)
~~One ASA representative from School of Business (two year term)~~
One **ASA** representative from ~~Division~~ The School of Health & Wellness and Career Studies (two year term)
One **ASA** representative from the ~~Faculty~~ School of Arts, and Science and Upgrading (two year term)
~~One ASA representative from the School of Trades, Agriculture, and Environment~~
One public member ~~representative~~ from the Foundation (1 year term)
One representative from ~~the Student~~ Records Experience ~~representative~~ (1 year term)
One representative from Community Relations (two year term)

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MEMBERSHIP NOMINATED BY: Academic Council Nominating Committee, Student appointed by the Student's Association

MEMBERSHIP ELECTED BY: Academic Council

COMMITTEE CLASSIFICATION: Standing Committee of Academic Council

TERMS OF REFERENCE APPROVED BY: Academic Council

REVIEW: Terms of Reference for this committee will be reviewed annually.

TERMS OF REFERENCE

The mandate of the Student Awards Committee is to oversee the fair and equitable distribution of ~~awards across program areas~~ the GPRC Awards Program. Following are the specified areas of responsibility of the Students Awards Committee:

- ~~To review annually, or as required the needs and priorities concerning student awards.~~
- ~~To assist in the development and review of criteria and selection process for new and existing awards.~~

- To review and update the Terms of Reference of the Student Awards Program as necessary ~~annual~~.
- To act as the Student Awards Committee in accordance with the established criteria set for each award.
- ~~To provide a Student Awards Committee Report to Academic Council in August of each academic year.~~

All decisions made by the Student Awards Committee are final. There will be no appeal process for applicants.

REPORTS TO: Manager, Financial Aid

COMPOSITION: Manager, Financial Aid as chairperson
Two Financial Aid Advisors, as record keepers
Two student representatives appointed by SA Executive (one year term)
One **ASA** representative from The School of Health and Wellness and Career Studies (two year term)
One **ASA** representative from the School of Arts, Science and Upgrading (two year term)
One **ASA** representative from the School of Trades, Agriculture, and Environment (two year term)
One public member from the Foundation (1 year term)
One representative from Student Experience (1 year term)
One representative from Community Relations (two year term)

MEMBERSHIP NOMINATED BY: Academic Council Nominating Committee, Student appointed by the Student's Association

MEMBERSHIP ELECTED BY: Academic Council

COMMITTEE CLASSIFICATION: Standing Committee of Academic Council

TERMS OF REFERENCE APPROVED BY: Academic Council

TERMS OF REFERENCE

The mandate of the Student Awards Committee is to oversee the fair and equitable distribution of the GPRC Awards Program. Following are the specified areas of responsibility of the Students Awards Committee:

- To review the Terms of Reference and Student Awards Policy annually, and propose updates as necessary.
- To act as the Student Awards Committee in accordance with the established criteria set for each award.
- To provide a Student Awards Committee Report to Academic Council of each academic year.
- All decisions made by the Student Awards Committee are final. There will be no appeal process for applicants.