



MEMORANDUM

To: Executive Committee of Faculty Council (January 18, 2016)
Faculty Council (February 29, 2016)

From: Professor Brenda McCabe
Chair, Scholarships and Awards Committee

Date: January 11, 2016

Re: Plans for the 2015-2016 Academic Year

REPORT CLASSIFICATION

This is a routine or minor policy matter that will be considered by the Executive Committee for approving and forwarding to Faculty Council for information.

BACKGROUND

Each year, the Scholarships and Awards Committee allocates over \$570,000 through 170 scholarships to undergraduate students across the Faculty during an intense two-day meeting. The basis for scholarships and awards is often excellence in grades and/or extracurricular activities. While the grades are easy to assess, extracurricular activities are not, so several years ago the e-Portfolio system was developed.

Over the past year, the committee requested modifications to the e-Portfolio to make the data more useful during committee meetings. Under the guidance of the former committee chair, Raymond Kwong, great strides were made in making the data more accessible.

CONSULTATION AND PLANS

Meetings with the committee and undergraduate counsellors, who are often deeply involved in assessing candidates for the scholarships, confirmed that there is consensus to continue with the modifications to further improve the system and the way it can be used.

As such, the committee plans for 2015-2016 academic year include:

- continuing to make the system more user-friendly to facilitate the award process
- continuing to review our procedures to ensure we meet FIPPA requirements
- investigating the possibility of merging co-curricular records with e-Portfolio
- developing additional reporting functionality within e-Portfolio
- investigating the possibility of having a searchable system for managing the numerous scholarships and awards