UNIVERSITY OF TORONTO
FACULTY OF APPLIED SCIENCE & ENGINEERING

Report No. 3647

MEMORANDUM

To: Executive Committee of Faculty Council (February 4, 2020)
Faculty Council (February 28, 2020)

From: Dr. Jennifer Farmer
Chair, Scholarships and Awards Committee (SAC)

Date: January 21, 2020

Re: **Scholarships and Awards Committee Goals for 2019-2020**

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

The Scholarships and Awards Committee (SAC) is responsible for administering the undergraduate academic awards and grants under the jurisdiction of the Faculty of Applied Science & Engineering (FASE). Each year, this committee allocates over $500,000 through almost 200 undergraduate scholarships during intense two-day meetings in July. The basis for awarding these scholarships can include:

- **Academic Excellence:** Assessed through grades using Annual Grade Point Average, standing in individual courses, or trends of improvement.
- **Financial Need:** Assessed either by student participating in financially related programs or on financial information submitted by the students for consideration.
- **Extracurricular Involvement:** Assessed on information submitted by students to the in-house developed e-portfolio system.
- **Other Unique Factors:** Rare, but when needed assessed by the committee on a case-by-case basis. It includes factors such as scholarships only for students from a specific geographic region or membership in an under-represented group.

The committee is also involved in specific scholarships such as the 5T3, 3T5, Leaders of Tomorrow, etc. that are decided outside of the normal July meetings.

COMMITTEE GOALS

In addition to the annual responsibilities listed above, the SAC plans to implement the following tasks in the 2019-2020 academic year.

- **Committee Manual Renewal:** The manual was last updated in 1999. The committee will update the manual to better communicate current practices of the committee.

- **E-Portfolio Participation:** The committee uses the e-portfolio to assess students' non-academic activities (sports, clubs, community and governance involvement, professional development, etc.). Over the past few years, there have been major improvements to the system in order to increase its user friendliness to both the students and the committee members. Despite these upgrades, the committee has found that many students still do not complete the e-portfolio, and/or do not continue to update it throughout their studies. These students are then excluded from selection for awards that include extra-curricular/leadership qualities in the terms. Thus, the committee is in the process of reviewing participation rates from previous years and will continue to investigate methods on improving the response rate in their programs. Additionally, there seems to be areas of improvement for how students can complete their portfolios. Thus, the committee will work with the Engineering Society executives and/or student representatives and academic advisors on how to increase and improve e-portfolio representation.

- **Promotion of External Awards:** Although external awards fall outside the jurisdiction of the SAC, the committee feels it is important to raise awareness of these prestigious awards (e.g., Order of the White Rose, Rhodes Scholarships, etc.) and will continue to promote external awards to our students and faculty. The committee will strive to measure the effectiveness of promoting these awards by monitoring award recipients.

- **Mental Health Scholarship Terms:** Development of a more formalized process (e.g., nomination-based, letter of support, etc.) for awards looking at students overcoming hardships. Currently these are assessed on a case-by-case basis with no formal process.

- **Proposed Changes to First Year Assessment and CGPA Calculation:** Continue conversations about changes happening in first year with respect to grades and the impact this has on scholarships and the current awards process (need access to grades).

RECOMMENDATION FOR FACULTY COUNCIL

For information.