

General Faculties Council
University Teaching Awards Committee (UTAC)
Approved Open Session Minutes

Thursday, February 15, 2024
South Academic Building (SAB) 2-31
1:00 PM - 2:30 PM

ATTENDEES:

Trish Manns, Chair
Minn N Yoon, Vice-Chair
Angelina Botros
Florence Glanfield
Karsten Mündel
Joanne Rodger

Victoria Ruetalo
Carrie Smith
Megan Tipler
non-voting:
Kate Peters

REGRETS:

Nakita Valerio
John Lemieux
Cayden Ransom
Aamir Mohamed

OPENING SESSION

Before calling the meeting to order, the Chair acknowledged the territory and led a round of introductions.

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Presenter(s): Trish Manns, Professor and Chair of UTAC

Discussion: The Chair confirmed that members were comfortable with the agenda as presented.

2. Comments from the Chair (no documents)

Presenter(s): Trish Manns, Professor and Chair of UTAC; Karsten Mündel, Vice-Provost (Learning Initiatives)

T Manns welcomed members and noted that a new member, K Cor, had been added to the Committee and that A Assi had left the committee.

She made comments regarding:

- Faculty Excellence Awards; and
- Black History Month

ACTION ITEMS

3. Approval of the Minutes from the October 5, 2023 meeting

Materials before members are contained in the official meeting file.

Presenter(s): Trish Manns, Professor and Chair of UTAC;

Discussion:

The Chair asked for feedback on the minutes from October 5, 2023 and, hearing none, the minutes were considered approved.

4. Establishing Committee Practices

Presenter(s): Evelyn Hamdon, Senior Advisor, Human Rights and Equity

Discussion: E Hamdon presented an overview of the process and provided a set of questions to the committee to guide the conversation. Members discussed:

- the need to be intentional about adjudication and make explicit how the committee will manage conversations;
- how to manage different modalities of nominations and the possibility that a bias could be created against some types of applications;
- whether a rubric was appropriate and if there could be a guide produced to support committee members;
- how to make sure that the process was thoughtful and fair; and
- whether there were ways that the committee could access information for applications that didn't include it because of format.

The committee discussed in particular the use of social location statements, including:

- how to engage with the information within the social location statement;
- that these location statements are one mechanism to tell the story of who we are;
- that some members of the University Community may not be familiar with the practice of articulating social location and why it is important for the committee and for their teaching;
- that institutional strategic documents can help applicants to conceive their statements; and
- how a relational approach to assessing applicants requires a fuller picture of who they are.

5 University Teaching Awards Committee Procedures 1:25 - 1:40 PM

Presenter(s): Kate Peters, Secretary to General Faculties Council

Discussion: K Peters reminded members that the approved procedures make transparent the committee's approach to adjudication and provided an opportunity to make changes if the committee felt they needed revision.

The committee reviewed the procedures and concluded that the document approved in September continues to make transparent the approach that members will be taking as they adjudicate applications. They determined no changes were needed.

4. In Camera Session

Members agreed to move in camera to consider phase 1 applications.

INFORMATION ITEMS

Materials before members are contained in the official meeting file.

5. Information Sent Between Meetings

Information Forwarded to Members Between Meetings

- [UTAC | 2024 Awards for Teaching Excellence Adjudication Materials and Process](#)

CLOSING SESSION

6. Adjournment

- Next meeting of GFC: October 16, 2023
- Next meeting of UTAC: February 15, 2024