

Senate
Senate Chamber
Room 245 Engineering Building
WEDNESDAY, 7 July 1999
1:30 p.m.

AGENDA

I MATTERS TO BE CONSIDERED IN CLOSED SESSION

II MATTERS RECOMMENDED FOR CONCURRENCE WITHOUT DEBATE

1. Report of the Senate
Committee on Awards Page 17
2. Report of the Faculty
Council of Graduate Studies
re New Courses and Course Changes Page 35
3. Report of the Senate
Committee on Curriculum and Course Changes Page 40

III MATTERS FORWARDED FOR INFORMATION

1. Correspondence from the
Vice-President (Academic) and Provost
re Appointments
 - a) Dean of Agricultural and Food Sciences Page 45
 - b) Dean of Engineering Page 46
 - c) Acting Dean of Human Ecology Page 47
 - d) Dean of Management Page 48
2. Senate Membership 1999-2000 Page 49

IV REPORT OF THE PRESIDENT

V QUESTION PERIOD

Senators are reminded that questions shall normally be submitted in writing to the University Secretary not later than 10:00 a.m. of the day preceding the meeting.

VI CONSIDERATION OF THE MINUTES OF THE MEETING OF 2 JUNE 1999

VII BUSINESS ARISING FROM THE MINUTES

**VIII REPORTS OF THE EXECUTIVE COMMITTEE OF SENATE
AND THE SENATE PLANNING AND PRIORITIES COMMITTEE**

1. Report of the Executive
Committee of Senate **Page 54**
2. Report of the Senate
Planning and Priorities Committee

The Chair will make an oral report on the Committee's activities.

**IX REPORTS OF OTHER COMMITTEES OF SENATE,
FACULTY AND SCHOOL COUNCILS**

1. Report of the Faculty
Council of Graduate Studies
re Policy on Adjunct Professors **Page 56**
2. Report of the Senate
Committee on Nominations

This report will be available at the Senate meeting.

3. Report of the Senate
Committee on Approved Teaching Centres **Page 61**
4. Report of the University
Research Committee of Senate **Page 64**

X ADDITIONAL BUSINESS

1. Courses in High Schools Proposal **Page 67**

XI ADJOURNMENT

/sgp



THE UNIVERSITY OF MANITOBA

FINANCIAL AID & AWARDS

Winnipeg, Manitoba
Canada R3T 2N2

Tel: (204) 474-8197
Fax: (204) 474-7554

June 8, 1999

REPORT OF THE SENATE COMMITTEE ON AWARDS

PREAMBLE

1. The Senate Committee on Awards last reported to Senate on April 28, 1999. The Committee convened again on June 7, 1999.
2. The terms of reference for the Senate Committee on Awards are found in the Senate Handbook on pages 10.11 and 10.12.

OBSERVATION

1. Eighteen new offers of awards, 24 amendments to existing awards, and two withdrawals were reviewed by the Committee and they are now forwarded to the Senate for approval.

RECOMMENDATION

That the 18 new offers, 24 amendments, and two withdrawals be approved as submitted by the Senate Committee on Awards.

Respectfully submitted,

Ewa Morphy for

J. Butcher, Chair
Senate Committee on Awards

JB/em

Comments of the Executive Committee:

The Executive Committee endorses the report to Senate.



**REPORT FROM SENATE COMMITTEE ON AWARDS -
FOR SENATE MEETING -**

**JUNE 8, 1999
JULY 7, 1999**

OFFERS

MICHAEL McADAM AND WENDY SMITH AWARD

Michael McAdam and Wendy Smith have established a fund at The University of Manitoba to recognize and reward students who demonstrate a transfer of the entrepreneurial knowledge that they have gained at the University to a practical setting in the marketplace or workforce. The fund will provide support to students who demonstrate a potential for new business ventures and the generation of new employment opportunities. An annual award valued at \$1000 will be offered to a returning student (one who has completed at least one year as a full-time student at The University of Manitoba) who:

- (1) is enrolled full-time at The University of Manitoba, in any Faculty or School at the University;
- (2) has achieved a minimum cumulative grade point average of 3.0;
- (3) has demonstrated qualities of an entrepreneurial self-starter through applying entrepreneurial knowledge gained at the University by developing a business venture, a product, or a service outside the University;
- (4) has demonstrated financial need on the standard University of Manitoba bursary application form.

Applicants for this award will be required to submit a brief essay outlining the scope of their entrepreneurial experience. This essay will be submitted with the standard bursary application form on or before the designated deadline date as set by the Financial Aid and Awards Office. Preference in selection shall be given to students who utilise their own ideas and adaptation of knowledge to produce the product or service in question.

The selection committee shall be named by the Director of Enrolment Services and may include Michael McAdam or Wendy Smith (or their delegate).

BERTHA A. BLOOM BURSARY

From the bequest of Bertha A. Bloom, a fund has been established to provide bursary assistance to students in the Faculty of Education at The University of Manitoba. Each year, the available annual income from the fund will support a bursary or bursaries, the number and value of which will be determined from year to year, which will be offered to students who:

- (1) are enrolled full-time in the Faculty of Education;
- (2) have achieved a minimum cumulative grade point average of 3.0 or equivalent;
- (3) have demonstrated financial need on the standard University of Manitoba bursary application form.

The selection committee shall be named by the Dean of the Faculty of Education.

JANET FABRO McCOMB AWARD

A fund has been established at The University of Manitoba in memory of Janet Fabro McComb (B.H.Ec/76, M.Sc./79). Mrs. McComb received her undergraduate as well as her graduate degree in Foods and Nutrition through the Faculty of Human Ecology. The available annual income from this fund will support an award for a student who:

- (1) is registered full-time in the M.Sc. program in Foods in the Department of Foods and Nutrition or the Interdepartmental Ph.D. program in Food and Nutritional Sciences at The University of Manitoba;
- (2) has achieved high academic standing (minimum cumulative grade point average of 3.5);
- (3) is an excellent communicator and possesses leadership qualities.

Selection for this award is to be based on personal and professional qualities of the eligible candidates as well as on their high academic achievement.

The selection committee for this award will consist of members of the Department of Foods and Nutrition Graduate Studies Committee who will be named to the selection committee by the Head of the Department (who may serve as Chair).

STEWART G. WILCOX AWARD

The Manitoba Pharmaceutical Association has established a fund at The University of Manitoba to support students in the Faculty of Pharmacy. This award fund honours Mr. Stewart Wilcox, who served as the Registrar of the Association for 16 years. Mr. Wilcox was a sessional lecturer and taught jurisprudence in the Faculty of Pharmacy. Thus, the available annual income from this fund will provide an award to students who have excelled academically in this area. An annual award will be offered to a student who:

- (1) has completed the second year of the program in the Faculty of Pharmacy with high academic standing (minimum cumulative grade point average of 3.5);

- (2) has achieved the highest standing in the course Principles of Professional Practice (currently numbered 46.224);
- (3) enrolls full-time in the third year of the program in the Faculty of Pharmacy.

If the recipient of the award does not register as required, the award will be offered to the next eligible candidate.

The selection committee shall be named by the Dean of the Faculty of Pharmacy.

MARCUS AND EMILIE SUMI DENNEY SCHOLARSHIP

Through a testamentary gift from Mrs. Emilie Sumi Denney, a fund has been established at The University of Manitoba to encourage continued studies in French at both the undergraduate and graduate levels. The available annual income from the fund will support awards, the number and value of which will be determined each year by the selection committee, which will be offered to students who:

- (1) have completed at least one year of study in a program in French at The University of Manitoba, at a graduate, honours, major, or minor level;
- (2) have achieved a minimum cumulative grade point average of 3.5 on all French courses;
- (3) enrol full-time in the consecutive year in a graduate, honours, major, or minor program in French in the academic session in which this award is tenable.

A recipient cannot normally receive this award two years in a row, but may hold this award again in a non-consecutive year.

The selection committee shall be named by the Head of the Department of French, Spanish and Italian.

CANWEST GLOBAL FUND

The CanWest Global Communications Corp. offers to provide \$10,000 to The University of Manitoba to support students in the Faculty of Law. This gift will provide bursaries, the number and value of which are to be determined by the selection committee, to students who:

- (1) are enrolled full-time in any year of the LL.B. program;
- (2) have achieved a minimum cumulative grade point average of 2.0;
- (3) have demonstrated financial need on the standard University of Manitoba

bursary application form.

The selection committee shall be named by the Dean of the Faculty of Law.

MANITOBA SCHOLARSHIPS AND BURSARIES INITIATIVE BURSARY

The Manitoba Scholarships and Bursaries Initiative (MSBI) was established by the Government of Manitoba in 1997 to encourage the donation of private funds for scholarships and bursaries for the benefit of students attending Manitoba's public universities and community colleges. The desired outcomes of the MSBI are that the "best and brightest" students remain in Manitoba to study and that student debt be controlled, defrayed, prevented or reduced.

Through the MSBI, a fund has been created at The University of Manitoba to provide bursaries to University of Manitoba students. The number and value of bursaries will be determined each year, based on the amount of available income from this fund. Bursaries shall be offered to students who:

- (1) are enrolled part-time or full-time in any degree or diploma program at The University of Manitoba;
- (2) have a record of satisfactory academic achievement which is defined as:
 - (a) for first year students, a minimum entering average of 70 percent
 - (b) for continuing students, a minimum cumulative grade point average of 2.0;
- (3) have demonstrated financial need on the standard University of Manitoba bursary application form.

Priority in selection shall be given to students whose "assessed financial need" has not been met by other bursaries, such as the UMSU Bursaries or the University of Manitoba General Bursaries. Notwithstanding (2(a)) above, students entering their first year of study at The University of Manitoba on mature student status are also eligible for this bursary.

The selection committee shall be named by the Director of Enrolment Services.

MANITOBA SCHOLARSHIPS AND BURSARIES INITIATIVE SCHOLARSHIP

The Manitoba Scholarships and Bursaries Initiative (MSBI) was established by the Government of Manitoba in 1997 to encourage the donation of private funds for scholarships and bursaries for the benefit of students attending Manitoba's public universities and community colleges. The desired outcomes of the MSBI are that the "best and brightest" students remain in Manitoba to study and that student debt be

controlled, defrayed, prevented or reduced.

Through the MSBI, a fund has been created at The University of Manitoba to provide general scholarships to University of Manitoba Students. The number and value of scholarships will be determined each year, based on the amount of available income from this fund. Scholarships shall be offered to students who:

- (1) are enrolled full-time in any degree or diploma program at The University of Manitoba (except Medicine);
- (2) have completed at least the first full year of the program in which they are enrolled;
- (3) have achieved high academic standing (minimum 3.0 grade point average).

This scholarship shall not normally be offered to a student who holds an UMSU Scholarship or a University of Manitoba General Scholarship. Any student cannot hold this scholarship more than three times in total.

The selection committee shall be named by the Director of Enrolment Services.

JAMES GORDON FLETCHER GRADUATE RESEARCH AWARD IN ARTS

Through a testamentary gift from James Gordon Fletcher, a fund has been established to support awards for Faculty of Arts graduate students. These awards are offered in the form of research grants to defray receiptable direct costs of research related to the completion of a thesis or dissertation. (Indirect costs, such as stipends, equipment and conferences, are not covered by these awards.) At least three awards, initially valued at up to \$3,000 each, will be offered annually to graduate students who:

- (1) are enrolled full-time in the Faculty of Graduate Studies in a program in the Faculty of Arts;
- (2) have achieved satisfactory standing in their program;
- (3) are entering or are currently in the research stage toward completion of a thesis or dissertation.

Students enrolled in Interdepartmental / Interdisciplinary programs are also eligible for these awards if their thesis or dissertation supervisor is in the Faculty of Arts.

Applications for these awards, including a statement of proposed research (maximum two pages), research budget, travel plans if any, and a current transcript, must be returned to the Office of the Associate Dean of the Faculty of Arts responsible for Graduate Studies on or before the designated deadline date (initially April 15th) in the academic year preceding the summer or fall term in which the research will be

conducted. Applications will be available at the Office of the Associate Dean of the Faculty of Arts responsible for Graduate Studies.

The selection committee for these awards shall balance the awards from year to year between students in the humanities and the social sciences. The selection committee shall be named by the Dean of the Faculty of Arts and shall include Chairs of various graduate programs in the Faculty of Arts.

JAMES GORDON FLETCHER GRADUATE FELLOWSHIP
IN AGRICULTURAL AND FOOD SCIENCES

Through a testamentary gift from James Gordon Fletcher, a graduate in Agricultural and Food Sciences at The University of Manitoba (B.S.A. / 25), a fund has been established at the University to support a graduate fellowship in Agricultural and Food Sciences.

The available annual income on the fund will support a fellowship which will be offered for the first time in the 2000-2001 academic session to a student who:

- (1) is entering the Masters of Science program in the Faculty of Agricultural and Food Sciences and enrolls full-time in the program;
- (2) has an outstanding record of undergraduate academic achievement (minimum cumulative grade point average of 3.5 over the last 60 credit hours);
- (3) demonstrates an interest in and potential for research.

This fellowship cannot be held with another award valued at or higher than the current value of the University of Manitoba Graduate Fellowship at the Masters level. Applicants for the fellowship will be required to obtain application forms from the Office of the Dean in the Faculty of Agricultural and Food Sciences and will be required to submit the completed application forms on or before the designated application deadline date.

The fellowship recipient shall receive a renewal of the award upon achieving a minimum cumulative grade point average of 3.5 in the first year of the Masters program. This fellowship may only be renewed once by the same individual. In years when a renewal award is made, no new award will be offered to a student entering the Masters program.

If, in the judgement of the selection committee, no deserving applicants come forward in a given year, the award will not be made in that year.

The selection committee will be the Awards Committee of the Faculty of Agricultural and Food Sciences.

MANITOBA ELEMENTARY TEACHERS AWARD

The Manitoba Elementary Teachers' Association has established a fund at The University of Manitoba to support students in the Faculty of Education. The monies for this fund have been raised by elementary teachers in Manitoba through conferences and other educational support activities over a fifteen-year period. The intention of the Association is to foster high quality educators for the primary and early years classrooms.

Starting in 2000, the available annual income from the fund will be used to offer an annual award to a student who:

- (1) has completed the first year of the early years program in the Faculty of Education with high academic standing (a minimum grade point average of 3.0)*;
- (2) enrolls full-time in the next academic session in the second year of the program, with a continued concentration in early years education.

The selection committee shall be named by the Dean of the Faculty of Education.

*Note: This award is for students who are enrolled in the two-year After-Degree Bachelor of Education program.

DMETRO ANDRYCHUK BURSARY

Dr. Dmetro Andrychuk has established a fund at The University of Manitoba to provide bursary assistance to students with financial need. Dr. Andrychuk received an Honours Bachelor of Arts degree in the field of Physics from The University of Manitoba in 1941 and completed a Master of Arts in 1942 at The University of Manitoba. He went on to serve with the Canadian Army as a Lieutenant until his resignation in 1945. He completed a Ph.D. degree in the field of Physics at University of Toronto in 1949. Dr. Andrychuk pursued a professional career with Texas Instruments until his retirement in 1984. He and his wife Eloise have three children.

Dr. Andrychuk's fund will provide bursaries, the number and value of which will be determined from year to year, which will be offered to students who:

- (1) are enrolled full-time in either the Faculty of Engineering or the Faculty of Science (if in Science, the students must have declared a major or honours specialization in Mathematics, Physics, Chemistry or Geological Science);
- (2) have achieved a minimum cumulative grade point average of 3.0;
- (3) have demonstrated financial need on the standard University of Manitoba

bursary application form.

The selection committee shall be named by the Director of Enrolment Services.

LILLIAN BELLAN MEMORIAL PRIZE

The four sons of Mrs. Lillian Bellan have established a fund at The University of Manitoba in her memory. Lillian Bellan was born in 1883 in a village in Lithuania. She left home at the age of fifteen, proceeding to London, where she met and married her husband. After living for several years in a Welsh coal mining town, the couple migrated to Winnipeg. Always living with very limited financial resources, she managed her household carefully, intelligently, and compassionately. Her four sons, raised in that household, all graduated from The University of Manitoba and pursued professional careers.

The purpose of this fund is to reward outstanding achievement in the study of women in history. A prize, valued at the available annual income from the fund, will be offered annually to the student who achieves the highest standing in the course Women in History (currently numbered 11.271).

In the event of a tie, the prize may be split.

The selection committee shall be named by the Head of the Department of History.

MINDEL RADY OLENICK FELLOWSHIP IN HUMAN GENETICS

Mindel Olenick and Tom Olenick, along with a match from the Manitoba Scholarship and Bursary Initiative, have established a fellowship at The University of Manitoba to support excellent graduate students in the field of Human Genetics. Mindel Olenick received her B.Sc. from the University in 1945. Her husband, Tom, received his B.Sc. from the University in 1943 and a B.A. in 1944. The Olenicks are proud that their three children are also graduates of The University of Manitoba. Each year, the available annual income from the fund will support one award which will be offered to a student who:

- (1) is enrolled full-time as a graduate student in the Department of Human Genetics at The University of Manitoba, either at the Masters or Doctoral level;
- (2) has achieved high academic standing (minimum cumulative grade point average of 3.5 or equivalent)
- (3) has proposed to conduct or is already conducting laboratory research in the area of Human Genetics, specifically in the fields of cytogenetics, immunogenetics, somatic cell genetics, biochemical genetics, or molecular genetics.

This fellowship is renewable over the course of one degree (i.e., cannot be carried upon completion of the Masters degree to the Ph.D. program). Award recipients will be considered for a renewal each year in competition with new eligible candidates.

The selection committee shall be the Department of Human Genetics Endowment Fund Committee.

ROSS McINTYRE SCHOLARSHIP

To mark Ross McIntyre's 30 years of service as the Executive Director of the Manitoba Dental Association, his friends and colleagues from the Association have established a fund at The University of Manitoba. The fund is to support a scholarship which will recognize exceptional students in the Faculty of Dentistry. The available annual income from the fund will support a scholarship which will be offered to a student who:

- (1) has completed the third year of studies in the Faculty of Dentistry at The University of Manitoba;
- (2) has achieved high academic standing (minimum cumulative grade point average of 3.0)
- (3) is enrolled in a full course load in the fourth year of studies in the Faculty of Dentistry;
- (4) has demonstrated: (i) a strong ability to communicate with academic and support staff, patients and fellow students, (ii) leadership qualities, and (iii) qualities of a positive role model to fellow students.

Each spring, the Dean of the Faculty of Dentistry will call for nominations from among the faculty and students in third year Dentistry. Nominators will be asked to outline briefly, in writing, the above qualities of the student whom the nominator is recommending for the award. The recommendations are to be submitted to the Dean's Office on or before the designated deadline date.

The selection committee shall be named by the Dean of the Faculty of Dentistry.

DONALD LEATHAM AIKEN BURSARY IN EDUCATION

In honour of his 85th birthday, the family and friends of Donald Leatham Aiken have established a fund at The University of Manitoba to assist students in the Faculty of Education complete their studies and share the benefit of their training with the children of the future. Don Aiken has worked in many capacities including seaman, teacher, navigator in the Second World War, newspaper reporter and editor, writer and historian. Through all his varied professions, he has shared his love of learning with those around him.

This fund will support an annual bursary, valued at the available annual income, which

will be offered to a student who:

- (1) is enrolled full-time in the After-Degree Bachelor of Education program;
- (2) has achieved a minimum cumulative grade point average of 2.5 on all undergraduate courses completed;
- (3) has demonstrated financial need on the standard University of Manitoba bursary application form.

Preference in selection shall be given to students who have indicated exceptional challenges in their lives on the standard University of Manitoba bursary application form. Some examples of such challenges are physical disabilities, being a single parent or suffering from a serious illness.

The selection committee shall have the discretion to split the available annual income from the fund between two or more students.

The selection committee shall be named by the Dean of the Faculty of Education.

T. GILLIS AWARD FOR EXCELLENCE IN BRASS

Professor Richard Gillis has established a fund to provide an award, valued at \$250 a year, to a student entering and continuing in the School of Music at The University of Manitoba. The recipient of this award will be offered the award upon acceptance to the School of Music and will receive a renewal of the award for each year of the four year program in the School. This award will be offered to a student who:

- (1) has been admitted to the School of Music at The University of Manitoba;
- (2) has achieved a minimum admission average of 75 percent in high school;
- (3) has declared a major in one of the brass instruments;
- (4) has shown great skill and promise in the playing of the chosen brass instrument, as evidenced in the School of Music entrance auditions.

The recipient of the award can renew this award for three years, if the following criteria are met each year:

- (1) The student enrolls full-time in the current academic session;
- (2) The student has achieved a minimum sessional grade point average of 2.5 on the previous regular academic session;
- (3) The student maintains a major in a brass instrument of choice.

This award will only be made to one student, for the academic session 1999-2000, and no new award recipients will be named during the time that this recipient renews the award. After four years, the donor of the award will consider additional gifts to the fund in order to extend the viability of this award. If the award is to continue after the 2002-2003 academic session, a new recipient will be named and the award will be available to that student for four years.

In the case that the first recipient of this award does not meet the renewal criteria for the award, the \$250 award will be offered to a new entering student each year.

The selection committee shall be named by the Director of the School of Music.

MAXWELL STARKMAN SCHOLARSHIP IN ARCHITECTURE

Through a gift from Mr. Maxwell Starkman to The University of Manitoba, a scholarship fund has been established to provide a student from any of the four graduate programs within the Faculty of Architecture with the freedom to explore contemporary design issues in a world context, anywhere in the world. This prestigious award will enable its recipients to gain experience and knowledge through scholarly research which may lead to a written paper for publication in a juried journal.

Mr. Maxwell Starkman began his University studies after World War II. During the war, he served with the Royal Canadian Engineers and was headquartered in Trafalgar Square in London. He later saw action in the D-Day Invasion, Belgium, Holland, and Germany where he served in the occupying army until 1946. After his service in the Canadian Military, Mr. Starkman enrolled in Architecture at The University of Manitoba and graduated as the gold medallist in 1950.

In 1950, Mr. Starkman and his wife, Gloria, moved to Los Angeles where he began work with the renowned architect Richard J. Neutra. In 1953, Mr. Starkman left the firm with Fritz Reichl to form their own firm, Reichl & Starkman, Architects. After Mr. Reichl's death in 1959, the firm became known as Maxwell Starkman A.I.A. and Associates. At the time of his retirement in 1987, Mr. Starkman's firm had grown to over 180 employees with projects throughout the United States, Hong Kong and China. The firm, which began designing homes for veterans returning from the war, had grown to include high-rise commercial and residential projects, hotels and super regional shopping malls. The firm received many design awards and was known for its superior designs which were both functional and economical. Active in civic and charitable work, Mr. Starkman is a past recipient of the Humanitarian Award from the National Conference of Christians & Jews.

The available annual income (initially approximately \$10,000) from this endowment fund will support an annual scholarship which will be offered to a student who:

- (1) is enrolled full-time in the pre-practicum year in any of the four graduate programs in the Faculty of Architecture (City Planning, Landscape Architecture, Interior Design, and Architecture);

- (2) has achieved a minimum cumulative grade point average of 3.5 (or equivalent);
- (3) has demonstrated a high level of writing skills and an ability to show the importance of the proposed research topic, as presented in the scholarship application.

In order to compete for this scholarship, eligible students will be required to submit a multi-part application. The application shall include a 1,000 word proposal stating the theme and the scope of the proposed research topic, a time-line of how the study will proceed and two letters of reference, one an academic reference and the second a character reference (cannot be submitted by a family member). This scholarship will provide support for, among other things, the travel and accommodation expenses involved in the research which the recipient undertakes. Travel must commence within 10 months of receipt of the award.

The selection committee shall be named by the Dean of the Faculty of Architecture, who shall serve as the Chair of the Committee. A representative from each of the four graduate programs must be present on the committee.

AMENDMENTS

MANLEY ISAACS PRIZE IN LEGAL METHODS

The name of this prize is to be amended to the Max and Manley Isaacs Prize in Legal Methods.

DON CRAIK MEMORIAL SCHOLARSHIP

The terms of reference for this award are to be amended to state that the award will now be valued at the available annual income, rather than at a set value of \$500.

MANITOBA HORTICULTURAL SOCIETIES AWARD

The value of this award is to increase from \$400 to \$500 annually, effective for the 1999-2000 academic session.

CSHP MANITOBA BRANCH PHARMACY STUDENT SCHOLARSHIP

The value of this award is to be decreased from \$500 to \$250, effective with the scholarship given for the 1999-2000 academic session.

**ALL AWARD FUNDS WHICH RECEIVED A CONTRIBUTION
FROM THE MANITOBA SCHOLARSHIPS AND BURSARIES INITIATIVE**

The Manitoba Scholarships and Bursaries Initiative (MSBI) was established by the Government of Manitoba in 1997 to encourage the donation of private funds for scholarships and bursaries for the benefit of students attending Manitoba's public universities and community colleges. The desired outcomes of the MSBI are that the "best and brightest" students remain in Manitoba to study and that student debt be controlled, defrayed, prevented or reduced.

In the fiscal year 1998-99, numerous award accounts which received a private donation also received a matching contribution from MSBI. In order to recognize this gift made by the Province of Manitoba, the terms of reference for all affected awards will now state that these award accounts have received contributions from MSBI.

NICHOLAS AND ANNIE DAWYDUK SCHOLARSHIP IN UKRAINIAN STUDIES

Upon request from the Centre for Ukrainian Canadian Studies and with the approval of the donor contact for this scholarship, the terms of reference are to be amended. In order to broaden the pool of students who may be considered for this award, an addition is to be made to the terms. The terms will now state that students who register in an interdisciplinary graduate program (M.A. or Ph.D.) in Ukrainian Canadian Heritage Studies are now also eligible for this award. The remainder of the terms remain unchanged.

HARRY BERGER SCHOLARSHIP

In order to update the terms of this scholarship, the terms of reference are to be amended. Firstly, reference made to the Department of Near Eastern and Judaic Studies shall be removed from the terms. Secondly, the scholarship shall now be offered to a student who achieves high standing in a course in Judaic studies offered by the Department of Religion, rather than second highest standing in any course offered by the Department of Near Eastern and Judaic Studies. Finally, the award shall now be valued at the available annual income, rather than at a set value of \$250.

CARSWELL COMPANY LIMITED BOOK PRIZES

Upon a request from the donors of this book prize, the name of the prizes is to be amended to Carswell Book Prizes.

EDWIN (TED) RAINES BURSARY

The value of this bursary is to increase from \$700 to \$750 annually on the occasion of Mr. Edwin Raines' 75th birthday and due to an additional gift made to the fund by his son.

SAM AND MARY SZACH BURSARY

The terms of this bursary are to be amended in several ways. Firstly, the terms will state that the award is offered in memory of the father and mother of Jerry and Eugene Szach. Secondly, the award will now be offered as a scholarship, not a bursary, thus it will be called the Sam and Mary Szach Scholarship. Thirdly, the selection criteria will be amended to state that the recipient of the award will be someone who has completed at least one year as a full-time student in a Slavic Studies program and is continuing in the program in the year in which the award is tenable. The recipient will have achieved a minimum cumulative grade point average of 3.0. Finally, the award will now be valued at the available annual income from the fund rather than at a set value of \$400.

MANITOBA ASSOCIATION OF THE CANADIAN INSTITUTE OF PLANNERS (MACIP) AWARD

The name of this award is to change to Manitoba Professional Planners Institute (MPPI) Award.

MANITOBA PORK PRIZE - AGRICULTURE

Upon request from the Faculty of Agricultural and Food Sciences and with the approval of the donors of this prize, the terms of reference are to be amended. Firstly, with respect to the prize in the Agriculture Diploma program, the course load requirement is to be lowered from 80 percent to 60 percent and a tie-breaking mechanism is to be introduced to allow a tie to be broken by selecting the student with the highest cumulative grade point average. Secondly, with respect to the prize in the Agricultural and Food Science Degree program, the credit hour requirement is to be lowered from 24 hours to 18 hours. In addition, due to changes in course numbers and curriculum, the group of courses for which this prize is offered is to be updated. The prize will now be offered to the student who achieves the highest standing in the following courses:

- (a) 35.251 Anatomy and Physiology II: Nutrient Utilization
- (b) 35.350 Principles of Animal Genetics
- (c) 35-454 Monogastric Production Systems
- (d) one of:
 - (i) 35.428 Applied Animal Genetics
 - (ii) 35.352 Animal Reproduction
 - (iii) 61.251 Introduction to Agricultural and Food Marketing

In addition, all three Manitoba Pork Prizes at the University of Manitoba (Agriculture Diploma, Agriculture Degree, and Human Ecology) will now be called Manitoba Pork Council Prizes.

ALBERT LUCAS PRIZE

The terms of reference of this prize are to be amended to allow students in the major and minor programs in French to be considered for this prize, in addition to students in the Honours program. Also, the award will now be valued at the available annual income rather than at a set value of \$100.

J.W. DAFOE GRADUATE FELLOWSHIP

The terms of reference for this fellowship are to be overhauled completely. The changes surround the fact that this award will now be administered in concert with the University of Manitoba Graduate Fellowships (UMGF). Firstly, the award will now be called the J.W. Dafoe Graduate Fellowship for Study in International Relations. Only one fellowship will be offered each year and it will be funded jointly by the Dafoe Foundation and The University of Manitoba. The award will be valued at \$15,000 and will be renewable for one year. It is to be offered to a student who is entering the Masters program (not a pre-Masters program) at The University of Manitoba in the Departments of History, Political Studies, or Economics. The area of study must focus on International Relations. Applicants must apply for and be successful in obtaining a UMGF. Application is to be made on the UMGF application form and the application process will follow that of the UMGF application process. This fellowship will be governed by the same regulations as those governing the UMGF.

ENGLISH SPEAKING UNION PRIZE

The terms of reference for this prize are to be amended. Firstly, the terms will now reflect the fact that this prize is funded by an endowment, rather than through an annual gift. The value of the award is to remain at \$100, however, and will not be amended to the available annual income. Secondly, as the course 4.200 is not offered every year in the Department of English, the prize will now be offered to a student who submits an excellent piece of writing in any course that is offered by the Department of English. Finally, the terms will underline that the prize is not necessarily to go to the student with the best written submission and that students who have not received other awards or prizes in the given academic session are to receive preference in selection.

MANITOBA EGG PRODUCERS SCHOLARSHIPS - AGRICULTURE

The terms of reference for these awards in the Faculty of Agricultural and Food Sciences are to be amended. Firstly, the Diploma award is to be amended to state that the recipient is to be enrolled in 60 percent of a full course load, not 80 percent. Secondly, the name of the Degree in Animal Science award is to be amended to the Degree in Animal Systems award, as this is the current name of the program. The required course listed in the terms for the Animal Systems award will be Avian Production (currently numbered 35.455), rather than the previous Poultry Production Management (35.435).

EXPERIMENTAL LAKES AREA UNDERGRADUATE AWARD

Upon request from the donor contact for this award, the terms of reference are to be amended. Firstly, the grade point average requirement that a recipient is to achieve will be lowered from 3.5 to 3.0 to allow for a larger pool of eligible candidates. Secondly, a preference clause will be added to the terms which will state that preference in selection will be given to students who demonstrate financial need on the standard University of Manitoba bursary application form. This clause will encourage various potential funding agencies to support an award that primarily aids those students with financial need.

MANITOBA PORK PRIZE — HUMAN ECOLOGY

Due to changes in the curriculum in the Faculty of Human Ecology, the package of courses for which this prize is offered is to be updated. This prize will be offered to a student who has achieved the highest combined grade point average in the following courses:

Nutrition Through the Lifecycle
Composition, Functional and Nutritional Perspectives of Food
Food Preparation and Preservation

In addition, the name of this prize will now be Manitoba Pork Council Prize - Human Ecology, to reflect the new name of the donor organization.

ROMA COLLINS MEMORIAL SCHOLARSHIP

This award will now be funded by an annual gift of \$200 from the family of Roma Collins, rather than through an endowment. The terms will also be updated to state that the recipient of the award will have completed at least 84 credit hours toward a Bachelor degree in Human Ecology. Finally, the requirement for a representative of the Financial Aid and Awards office to sit on the selection committee shall be removed from the terms.

MANITOBA ASSOCIATION OF HOME ECONOMISTS - WINNIPEG BURSARY

Upon request of the Manitoba Association of Home Economists (Winnipeg Branch), the terms of reference for this bursary are to be amended. Firstly, the terms will now state that the membership that the recipient receives along with the bursary will be at the Branch, Provincial, and National levels. Secondly, the bursary will now be awarded to a student who has completed 54 credit hours leading to the degree Bachelor of Human Ecology.

BERNICE McLAREN MEMORIAL AWARD

The terms of reference for this award are to be amended. Firstly, reference to fourth year Human Ecology shall be replaced with the requirement that the recipient of the award has to have completed 84 credit hours, due to the recent changes in definitions of years in Human Ecology. Secondly, the requirement for enrolment in the course Applied Nutrition shall be replaced with a requirement for the completion of the course Community Nutrition Interventions.

"PROSVITA" READING ASSOCIATION MEMORIAL PRIZE

The name of this prize is to be amended to Ukrainian Reading Association "Prosvita" Memorial Prize.

FRENCH GOVERNMENT PRIZE

One of the French Government Prizes, currently offered to a student with outstanding achievement in the final year of the French Honours program in the Faculty of Arts, will now be offered to a student with outstanding achievement in the final year of the French Honours, Major, or Minor program. This change is due to the fact that fewer students now enrol in the Honours program and thus the award is often not offered in years when there are no Honours French graduates.

JACK WOODHOUSE MEMORIAL BURSARY

The terms of reference for this bursary are to be amended. Firstly, the value of the award will now be the available annual income rather than a set value of \$200. In addition, rather than stating that the bursary will go to a student who has a major in Animal Science, the terms will be brought up to date with the current curriculum in the Faculty of Agricultural and Food Sciences and will state that the bursary will be awarded to a student in the Animal Systems program.

WITHDRAWALS

CARM / NRI SCHOLARSHIP

This scholarship is to be formally withdrawn. The Canadian Association of Natural Resource Managers has not been active for a number of years and former members of the Association have agreed to transfer all remaining monies from this fund to the newly established Karen Palidwor Memorial Fellowship in Forest and Wildlife Management.

NOVARTIS PRIZE IN PHARMACY

This prize is to be withdrawn, upon instruction from the donor company.

The Faculty Council of Graduate Studies recommends the following new courses and course changes for the approval of the University Senate. May 28, 1999

FACULTY OF ARTS

Department of Economics

Program to be modified: Ph.D. program in Agricultural Economics (absorption of the Ph.D. program in Agricultural Economics into the Department of Economics)

Reason for the change: The planned merger is motivated by the following observations:

- 1) The relatively small number of professors available in the Department of Agricultural Economics to administer a Ph.D. program (currently twelve line positions); and
- 2) There already exists a close similarity between the Ph.D. programs in Agricultural Economics and Economics

Benefits of the planned merger are:

- 1) Lower administrative costs for Agricultural Economics Ph.D. students (due to a more efficient sharing of academic resources between the two Departments), and
- 2) No reduction in quality of program

Net Change: 0 Credit Hours

FACULTY OF EDUCATION

Course to be introduced: 129.7XX Qualitative Research Methods in Education (3) An introduction to qualitative research methods. While the theoretical underpinnings of qualitative research will be discussed, emphasis is placed on learning to conduct a study including design, collecting and analyzing data, and research ethics.

Reason for new course:

- 1) There is no comparable course for students in the Faculty of Education. Although there are courses in other faculties, Education students may register only after students in these respective faculties.
- 2) This course focuses on research issues in education.
- 3) This is one of a very small number of qualitative research courses that always has students complete a small research study.

Net Change: +3 Credit Hours

FACULTY OF EDUCATION**Department of Educational Administration, Foundations and Psychology**

Course to be modified: 43.705 (Change in title)

Existing: 43.705 Seminar in Special Education (6)

Modified: 43.705 Seminar in Inclusive Special Education (6)

Reason for the change: To fit in with other title and calendar changes already undertaken in related courses.

Course to be modified: 43.707 (Change in title)

Existing: 43.707 Seminar in Education of the Behaviour Disordered (3)

Modified: 43.707 Behavioural Issues in Educational Settings (3)

Reason for the change: To fit in with other title and calendar changes already undertaken in related courses.

Course to be modified: 43.721 (Change in title)

Existing: 43.721 Seminar in Mental Retardation (3)

Modified: 43.721 Seminar in Disability Studies (3)

Reason for the change: Title and calendar changes will fit in with other proposed changes.

Course to be modified: 43.722 (Change in title)

Existing: 43.722 Advanced Diagnosis and Programming of Special Education (3)

Modified: 43.722 Advanced Assessment and Instruction in Inclusive Special Education (3)

Reason for the change: To fit in with other title and calendar changes already undertaken.

Net Change: 0 Credit Hours

FACULTY OF ENGINEERING**Department of Mechanical and Industrial Engineering**

Course to be introduced: 25.7XX Advanced Nonlinear Systems Analysis (3) Topics may include: (i) Modelling of Constrained Dynamic Systems, including derivation of dynamic equations for constrained systems using Lagrangian equations and/or Newton-Euler equations; (ii) Advanced Stability Theories, including construction of Lyapunov functions and Lyapunov's stability control; and (iii) Introduction to Analysis of Non-Smooth Systems, including Filippov's solution analysis and extended Lyapunov's stability theory to non-smooth systems. Applications to computer modelling of bipedal locomotion, analysis of robotic contact tasks and stability analysis of power systems will be addressed. *Prerequisite: 24.770 Nonlinear systems analysis or some background on non-linear analysis with consent of the instructor.*

Reason for new course: This course will extend and complement the existing graduate course "Non-linear Systems Analysis" offered by the Department of Electrical & Computer Engineering (24.770). The course is intended for graduate students from both Departments of Mechanical and Industrial Engineering and Electrical and Computer Engineering who intend to do research on biomechanics (specified in modelling human locomotion), rigid body dynamics, robotics and control, power systems and spacecraft dynamics and control. The objective is to provide graduate students with advanced background in nonlinear analysis by presenting the fundamental results in this area.

Net Change: +3 Credit Hours

Department of Civil and Geological Engineering

Course to be introduced: 23.7XA Watershed Processes (3) Runoff generation and runoff modelling; scale effects in hydrology; ramifications of distributed and lumped approaches; computer models of watershed modelling; optimization schemes and minimization functions; special concerns dealing with digital elevation models.

Reasons for new course: To provide instruction in an area not currently addressed at an advanced level within this department. This will benefit the instructor's graduate students who will be conducting research in this area.

Course to be introduced: 23.7XB GIS Applications in Civil Engineering (3) ARC/INFO, ArcView and other GIS tools; intermediate and advanced applications in Transportation, Water Resources, Environmental, Structural and Geotechnical Engineering. Directions and solutions to current limitations of GIS for addressing engineering problems are discussed.

Reason for new course: This course will provide the skills and expertise in an emerging and developing subject that is allowing researchers in many disciplines of Civil Engineering to conduct applications and apply solutions that were previously impractical or too time consuming.

Course to be modified: 23.736 (Change in title)

Existing: 23.736 Landslides and Slope Failures: Identification, Causes and Control (3)

Modified: 23.836 Soil and Rock Slope Instability (3)

Reason for the change: Term "landslides" is not a well defined term. Locally, it appears to mean "natural rock slides". This narrow understanding is a disincentive to register in the course, which is intended to incorporate natural and constructed slopes in rock and soil and to be of interest of civil and geological engineers, geographers and geomorphologists.

Course to be introduced: 23.7XX Pavement Evaluation and Performance (3) Pavement classification, pavement management, performance measures, condition surveys, sensor technology, material sampling, test methods on asphalt binders and unbound layers, non-destructive testing, sources of variability, pavement maintenance, rehabilitation, long-term performance.

Reason for new course: This course complements the graduate course offerings in transportation. There is a growing need for highly trained engineers to manage complicated and aging pavement networks. Pavement evaluation and performance is an integral part of infrastructure renewal and impacts on our regional economy and trade. The course instructor has recently joined the University of Manitoba and his research interests are in the pavement engineering area. The course is intended for a wide audience including graduate students in the transportation, geotechnical, engineering mechanics and structural streams as well as practitioners in the fields of pavement engineering and management.

Net Change: +9 Credit Hours

FACULTY OF SCIENCE

Department of Physics

Courses to be deleted: 16.731 Introduction to Accelerators (3)
16.732 Applications of Accelerators (3)
16.734 Electronics and Computer Control of Accelerators (6)
16.735 Laboratory Course in Accelerator Physics (6)

Reason for the change: This option has not been offered for a number of years.

Consequently the paragraph which refers to the Accelerator Physics option in the Master of Science program (page 286 in the 1998-99 General Calendar) is to be deleted.

Net Change: -18 Credit Hours

Comments of the Executive Committee:

The Executive Committee endorses the report to Senate.

8 June 1999

Report of the Senate Committee on Curriculum and Course Changes: Part A - Submitted to Senate for Concurrence Without Debate

Preamble

Since last reporting to Senate, the Senate Committee on Curriculum and Course Changes met on 7 June 1999 to consider minor course changes from a number of units.

Observations

1. **Faculty of Arts**

Interdisciplinary - Women's Studies

In December of 1998, Senate approved a number of course changes in Women's Studies, including the introduction of course **099.3XX Feminist Approaches to Research**. It was incorrectly identified as a 3 credit hour course, whereas it should have been listed as 6 credit hours. The Committee on Curriculum and Course Changes approved this modification.

2. **Faculty of Nursing**

Currently, students in the Four Year Baccalaureate Nursing Programme are required to take six credits of Chemistry, Mathematics or Physics at the 100 level. In order to allow for increased flexibility in programming while maintaining a Science requirement, the Faculty is proposing that the six credit science requirement remain, but that the options for students be broadened by allowing them to select other courses offered by the Faculty of Science. Additional programme requirements of Microbiology (060.122), Anatomy (022.132) and Physiology (022.133), and Statistics (005.100M) will remain.

3. **Faculty of Pharmacy**

In June of 1997, Senate approved a proposal from the Continuing Education Division to offer a First Nations Community Wellness (FNCW) Diploma Programme. The Diploma was constructed of 60 credit hours of existing University courses from the Faculties of Social Work, Arts, Nursing and Pharmacy, or courses which were to be developed and approved in the usual way.

The Faculty of Pharmacy is now proposing the introduction of course **046.1XX Medicines in Aboriginal Health** as a required course for the FNCW programme.

4. **Faculty of Social Work**

Senators will recall that at the last meeting, approval was given to the Social Work Co-operative Internship Programme. It was noted that the two field courses would have different contact hours depending upon whether students were in the co-operative or regular programme, and it was suggested that the co-operative courses be given separate course numbers. Accordingly, courses **047.315 (C1) Field Instruction 1: Co-op Internship** and **047.412 (C2) Field Instruction 2: Co-op Internship** are being introduced.

5. **Task Force Recommendation #60**

The Committee received a report on this recommendation from Deans O'Kell and Robinson. It was discussed briefly and will be forwarded to the Vice-Provost (Programs).

6. **Continuing Education Division**

On 13 December 1989, Senate approved the following recommendation: "That the terms of reference of the Senate Committee on Curriculum and Course Changes be amended by adding the following: *To recommend to Senate on the introduction, modification or abolition of Advanced Certificate Programmes and to approve, on behalf of Senate, similar actions with regard to Certificate Programmes.*

Flexible Study Elective

The Continuing Education Division is proposing a Flexible Study Elective in order to provide learners enrolled in certificate programmes with flexibility in course content and/or delivery format in fulfilling elective requirements.

This proposal will apply only to those certificate programmes which have elective requirements, which are as follows:

- ◆ Certificate Programme in Adult and Continuing Education
- ◆ Applied Counselling Certificate Programme
- ◆ Certificate in General Case Management
- ◆ Certificate in Rehabilitation Case Management
- ◆ Prairie Horticulture Certificate Programme
- ◆ Certificate in Applied Management
- ◆ Human Resource Management Certificate Programme
- ◆ Certificate in Teaching English as a Second Language
- ◆ Counselling Skills Certificate Programme
- ◆ Child Sexual Abuse Intervention and Treatment Certificate Programme

It is intended that the contact hour equivalency for the Flexible Study Elective will be determined by the Programme Director consistent with the elective requirements of the programme and will not normally exceed the maximum hours assigned to an elective in that programme.

The Committee on Curriculum and Course Changes approved the proposal for the Flexible Study Elective, together with the introduction of the following courses:

043.XXX Flexible Study (35 contact hours)

To provide flexibility in content, this option could be a topics course, a practicum option, or approved seminars. To provide flexibility in delivery format, this option could be an independent, guided study for an individual learner or an independent, guided study for a group of learners who share the same general learning objectives. *Pre-requisite: written approval of the Director.*

038.XXX Flexible Study (30 contact hours)

To provide flexibility in content, this option could be a topics course, a practicum option, or approved seminars. To provide flexibility in delivery format, this option could be an independent, guided study for an individual learner or an independent, guided study for a group of learners who share the same general learning objectives. *Pre-requisite: written approval of the Director.*

042.XXX Flexible Study (39 contact hours)

To provide flexibility in content, this option could be a topics course, a practicum option, or approved seminars. To provide flexibility in delivery format, this option could be an independent, guided study for an individual learner or an independent, guided study for a group of learners who share the same general learning objectives. *Pre-requisite: written approval of the Director.*

042.XXY Flexible Study (39 contact hours)

To provide flexibility in content, this option could be a topics course, a practicum option, or approved seminars. To provide flexibility in delivery format, this option could be an independent, guided study for an individual learner or an independent, guided study for a group of learners who share the same general learning objectives. *Pre-requisite: written approval of the Director.*

047.XXX Flexible Study (60 contact hours)

To provide flexibility in content, this option could be a topics course, a practicum option, or approved seminars. To provide flexibility in delivery format, this option could be an independent, guided study for an individual learner or an independent, guided study for a group of learners who share the same general learning objectives. *Pre-requisite: written approval of the Director.*

023.XXX Flexible Study (36 contact hours)

To provide flexibility in content, this option could be a topics course, a practicum option, or approved seminars. To provide flexibility in delivery format, this option could be an independent, guided study for an individual learner or an independent, guided study for a group of learners who share the same general learning objectives. *Pre-requisite: written approval of the Director.*

024.XXX Flexible Study (36 contact hours)

To provide flexibility in content, this option could be a topics course, a practicum option, or approved seminars. To provide flexibility in delivery format, this option could be an independent, guided study for an individual learner or an independent, guided study for a group of learners who share the same general learning objectives. *Pre-requisite: written approval of the Director.*

039.XXX Flexible Study (40 contact hours)

To provide flexibility in content, this option could be a topics course, a practicum option, or approved seminars. To provide flexibility in delivery format, this option could be an independent, guided study for an individual learner or an independent, guided study for a group of learners who share the same general learning objectives. *Pre-requisite: written approval of the Director.*

037.XXX Flexible Study (30 contact hours)

To provide flexibility in content, this option could be a topics course, a practicum option, or approved seminars. To provide flexibility in delivery format, this option could be an independent, guided study for an individual learner or an independent, guided study for a group of learners who share the same general learning objectives. *Pre-requisite: written approval of the Director.*

037.XXY Flexible Study (20 contact hours)

To provide flexibility in content, this option could be a topics course, a practicum option, or approved seminars. To provide flexibility in delivery format, this option could be an independent, guided study for an individual learner or an independent, guided study for a group of learners who share the same general learning objectives. *Pre-requisite: written approval of the Director.*

The Senate Committee on Curriculum and Course Changes requests that the Continuing Education Division inform the Committee by May of 2001 of the Certificate Programmes that have decided to use the Flexible Study Elective. In addition, the Committee requests information at the same time

on the number of students registered in this elective, along with examples of course outlines of the flexible options that have been implemented.

Recommendations

The Senate Committee on Curriculum and Course Changes recommends that the following course and programme changes be approved by Senate:

1. **Faculty of Arts**

Interdisciplinary - Women's Studies

Change credit hours for course **099.3XX Feminist Approaches to Research** from 3 to 6.

2. **Faculty of Nursing**

Four Year Baccalaureate Nursing Programme

That the Faculty alter current Science requirements by opening programme requirements to six (6) credits of Science. Students will be required to take six (6) credits of course work from the Faculty of Science, in addition to Microbiology, Anatomy & Physiology, and Statistics.

3. **Faculty of Pharmacy**

Course to be introduced:

046.1XX Medicines in Aboriginal Health +3

This course will provide an introduction to the use of medicines as it relates to the maintenance of aboriginal health. At a basic level, students will learn general principles of drug therapy including drug mechanisms and actions, common drug side effects, and regulations controlling access to medicines. The treatment of diabetes, asthma, selected infectious diseases and depression will be discussed as will issues in drug abuse and dependence, drugs in pregnancy and poisoning. Traditional healing and Western herbal medicines will also be reviewed.

4. **Faculty of Social Work**

Courses to be introduced:

047.315(C1) Field Instruction 1: Co-op Internship +12

A first educationally directed field experience in which the student will have the opportunity to assume responsibility for social work engagement, assessment, planning, implementation and evaluation, integrating theory from class. A co-op internship requires extended hours in the field/ work placement throughout the year. The required hours are calculated as 48 weeks x 2 days per week x 7.5 hours per day or 720 hours. This time commitment includes involvement with the agency in planning for, and engaging in, practice activity and evaluation of practice. It also includes educational contact time with the field instructor in individual and/or group situations. *Pre-requisites: 047.131, 047.208, 047.209 and 047.314. Co-requisite: 6 credit hours of 047.420.*

047.412(C2) Field Instruction 2: Co-op Internship +12

A second educationally directed practice experience building on 047.315 in which the student will have the opportunity to carry a sustained professional role in situations which require the integration

of values, knowledge, and skill at the level of a beginning professional practitioner. A co-op internship requires extended hours in the field/work placement throughout the year. The required hours are calculated as 48 weeks x 2 days per week x 7.5 hours per day or 720 hours. This time commitment includes involvement with the agency in planning for, and engaging in, practice activity and evaluation of practice. It also includes educational contact time with the field instructor in individual and/or group situations. *Pre-requisites: 6 credit hours of 047.420 and 047.315. Co-requisite: 6 credit hours of 074.420.*

Respectfully submitted,

Dean B. L. Dronzek, Chair
Senate Committee on Curriculum and Course Changes

Terms of Reference: *Senate Handbook* (Revised 1992), pages 10.12 and 10.13.

/sgp



THE UNIVERSITY OF MANITOBA

OFFICE OF THE PRESIDENT

202 Administration Building
Winnipeg, Manitoba
Canada R3T 2N2

Fax: (204) 261-1318

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June 16, 1999

To: Deans of Faculties and Directors of Schools

From: Dr. James S. Gardner
Vice-President (Academic) and Provost *JSG*

Subject: **APPOINTMENT: DR. HAROLD BJARNASON
DEAN, FACULTY OF AGRICULTURAL AND FOOD
SCIENCES**

I am very pleased to advise you that at its meeting on June 15th, 1999 the Board of Governors Executive Committee approved the appointment of Dr. Harold Bjarnason as Dean of the Faculty of Agricultural and Food Sciences for a term of five years commencing July 1, 1999.

Harold Bjarnason, B. A., University of Manitoba, M. Sc. S. Dakota State University, M.A., Ph.D (Agricultural Economics) University of Wisconsin, began his career with the Canadian Wheat Board in 1967 and held several positions there including General Director, Market Analysis and Development while in Winnipeg, and Executive Director and Manager of the Canadian Wheat Board office in Brussels, Belgium which he established. From 1985 to 1997 Dr. Bjarnason held the position of Associate Deputy Minister, Agriculture and Agri-Food Canada, Government of Canada. He has been involved with domestic and international policy and program development and management.

Dr. Bjarnason also has served as an Adjunct Professor, Department of Agricultural Economics, University of Manitoba and as Executive-in-Residence, Department of Commerce and Business Administration, University of British Columbia. Dr. Bjarnason served as Senior Counsel, Government Policy Consultants in 1998 prior to becoming a partner with BMCI Consulting.

We look forward to working with Dr. Bjarnason and I am sure he can count on the support of his colleagues at the University of Manitoba.

/gp

c.c. Presidential Advisory Committee to Appoint Dean,
Faculty of Agricultural and Food Sciences
Dr. H. Bjarnason



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THE UNIVERSITY OF MANITOBA

OFFICE OF THE PRESIDENT

208 Administration Building
Winnipeg, Manitoba
Canada R3T 2N2

Fax: (204) 275-1160

May 21, 1999

To: Deans of Faculties and Directors of Schools

From: Professor K. C. Ogden for Dr. James S. Gardner *KCO*
Vice-President (Academic) and Provost

Subject: **APPOINTMENT: DR. DOUG RUTH**
DEAN, FACULTY OF ENGINEERING

I am very pleased to advise you that at its meeting on May 20, 1999 the Board of Governors approved the appointment of Dr. Doug Ruth as Dean of the Faculty of Engineering. Dean Ruth's term will be from July 1, 1999 to June 30, 2005.

Dr. Ruth has been a member of the Department of Mechanical and Industrial Engineering, Faculty of Engineering since 1987. He has served as Head from 1990 - 1995 and was then appointed Associate Dean in 1996. Dr. Ruth is internationally known in his area of expertise - core analysis. Dr. Ruth has served on many Departmental, Faculty and University committees including Senate, Senate Committee on Academic Freedom and University I Council. Dr. Ruth has a long standing commitment to students, the profession and community outreach.

We look forward to working with Dr. Ruth in the future. I am sure he can count on the support of his colleagues at the University of Manitoba.

/gp

c.c. Presidential Advisory Committee to Appoint Dean,
Faculty of Engineering
Dr. Ruth





THE UNIVERSITY OF MANITOBA

OFFICE OF THE PRESIDENT

202 Administration Building
Winnipeg, Manitoba
Canada R3T 2N2

Fax: (204) 261-1318

June 16, 1999

To: Deans of Faculties and Directors of Schools

From: Dr. James S. Gardner
Vice-President (Academic) and ProvostSubject: **APPOINTMENT: DR. NELMA FETTERMAN**
ACTING DEAN, FACULTY OF HUMAN ECOLOGY

I am very pleased to advise you that at its meeting on May 15, 1999 the Executive Committee of the Board of Governors approved the appointment of Dr. Nelma Fetterman as Acting Dean of the Faculty of Human Ecology for a one-year term, commencing July 1, 1999.

Dr. Fetterman will retain her administrative appointment as Head of the Department of Clothing and Textiles

We look forward to working with Dr. Fetterman over the next year and I am sure she can count on the support of her colleagues at the University of Manitoba.

JSG/gp

c.c. Presidential Advisory Committee to Appoint Dean,
Faculty of Human Ecology
Dr. N. Fetterman



THE UNIVERSITY OF MANITOBA


OFFICE OF THE PRESIDENT

202 Administration Building
Winnipeg, Manitoba
Canada R3T 2N2

Fax: (204) 261-1318

June 16, 1999

To: Deans of Faculties and Directors of Schools

From: Dr. James S. Gardner
Vice-President (Academic) and Provost 

Subject: **APPOINTMENT: DR. JERRY GRAY**
DEAN, FACULTY OF MANAGEMENT

I am very pleased to advise you that at its meeting on June 15th, 1999 the Board of Governors Executive Committee approved the appointment of Dr. Jerry Gray as Dean of the Faculty of Management. Dean Gray's term will be from July 1, 1999 to June 30, 2004.

As many of you know, Dr. Gray has been a member of the Department of Business Administration, Faculty of Management since 1970. In addition, he has served in a number of academic administrative positions including Department Head, Associate Dean and, most recently, Dean ad interim. Dr. Gray's areas of expertise include organizational behaviors management development, organizational design, and motivation theory among others.

Dr. Gray's experience and expertise will serve the Faculty and University well as he assumes the Decanal responsibilities for the next five years. I look forward to working with him and I know that sentiment is shared by many in the Faculty and the University.

/gp

c.c. Presidential Advisory Committee to Appoint Dean,
Faculty of Management
Dr. Jerry Gray

/gp



SENATE MEMBERSHIP 1999-2000

(a)	President	Emőke Szathmáry	01.07.96
(b)	Chancellor	Arthur Mauro	01.06.92
(c)	Vice-Presidents	Jim Gardner	01.07.91
		Michael McAdam	01.10.98
		Joanne Keselman	01.09.97
(d)	Deans of Faculties		
	Agricultural & Food Sciences	Harold Bjarnason	01.07.99
	Architecture	Michael Cox	01.01.89
	Arts	Robert O'Kell	01.07.99
	Dentistry	Johann DeVries	01.10.98
	Education	Romulo Magsino	01.07.96
	Engineering	Doug Ruth	01.07.99
	Graduate Studies	Fernando deToro	01.07.98
	Human Ecology	Nelma Fetterman	01.07.99-30.06.00
	Law	Harvey Sector	01.07.99
	Management	Jerry Gray	01.01.96
	Medicine	Brian Hennen	01.07.99
	Nursing	David Gregory	01.09.98
	Pharmacy	David Collins	01.07.99
	Phys Ed & Rec Studies	Dennis Hrycaiko	01.04.97
	Science	Jim Jamieson	01.08.94
	Social Work	Don Fuchs	01.07.92
(e)	Directors of Schools		
	Art	Dale Amundson	01.07.93
	Music	Richard Wedgewood	01.07.89
(f)	Dean, Continuing Education	Benjamin Levin	01.09.96
(g)	Director, Libraries	Carolynne Presser	01.10.90
(h)	Vice-Provost (Student Affairs)	Dave Morphy	01.10.82
(i)	Heads of Constituent or Member Colleges		
	St. John's College	Janet Hoskins	01.07.97
	St. Paul's College	John Stapleton	01.07.95
	University College	Eugene Walz	01.09.97
(j)	Vice-Deans of Arts and Science		
(k)	Appointed by the Board of Governors	Claudia Weselake	01.07.97-30.06.99
		Linda Archer	01.07.98-30.06.00
(l)	President of UMSU	Steven Fletcher	01.05.99-30.04.00

(m)	Appointed by Alumni Association	Ian Smith	01.06.98-31.05.99
		Delcy-Ann Selymes	01.06.98-31.05.99
(n)	Members-at-large		
(o)	Elected by Faculty and School Councils (R=Re-elected)		
	Agricultural & Food Sciences	Neil Holliday (R)	01.07.98-31.05.01
		Bernie Dronzek (R)	01.06.97-31.05.00
		Kevin Vessey (R)	01.06.99-31.05.02
	Architecture	Ian Macdonald	01.06.97-31.05.00
	Art	Ted Howorth (R)	01.06.99-31.05.02
	Arts	Robert Chernomas	01.06.99-31.05.00
		Elizabeth Comack	01.06.98-31.05.01
		Michael Feld	01.06.97-31.05.00
		Mark Gabbert	01.06.97-31.05.00
		Rod Kueneman	01.06.98-31.05.01
		Julia Kwong	01.06.99-31.05.01
		Barbara Payne	01.01.00-31.05.00
		Gaddehosur Ramu	01.06.97-31.05.00
		Moshe Stern (R)	01.06.97-31.05.00
		Michael Thomas	01.06.99-31.05.02
	Continuing Education Division, Counselling Services & Natural Resources Institute	Fikret Berkes	01.06.98-31.05.01
		Anne Percival	01.06.97-31.05.00
	Dentistry	Rajinder Bhullar	01.06.98-31.05.01
		William Christie	01.06.99-31.05.02
	Education	Rosa Bruno-Jofre (R)	01.06.99-31.05.02
		John Long (R)	01.06.98-31.05.01
	Engineering	Aniruddha Gole (R)	01.06.99-31.05.02
		Brian Stimpson (R)	01.06.99-31.05.02
		Douglas Strong	01.06.98-31.05.01
	Human Ecology	Lena Horne	01.06.98-31.05.01
	Law	Art Braid	01.07.99-31.05.01
	Libraries	Nicole Michaud-Oystryk	01.06.97-31.05.00
		Georgina Lewis	01.06.98-31.05.00
	Management	Sarath Abeysekera	01.06.98-31.05.01
		Charles Mossman	01.06.99-31.05.02

Medicine	Ian Adamson	01.06.98-31.05.01
	Judy Anderson (R)	01.06.97-31.05.00
	Brian Blakley	01.06.99-31.05.02
	Ratna Bose (R)	01.06.98-31.05.01
	Jamie Boyd	01.06.99-31.05.02
	Donna Chow (R)	01.06.99-31.05.02
	Juliette Cooper (R)	01.06.97-31.05.00
	Mary Lynn Duckworth	01.06.97-31.05.00
	John Gartner (R)	01.06.99-31.05.02
	Patricia Kaufert (R)	01.06.98-31.05.01
	Edwin Kroeger	01.06.99-31.05.02
	Sharon Macdonald (R)	01.06.99-31.05.00
	Grant McClarty (R)	01.06.98-31.05.01
	Norman Pettigrew (R)	01.06.98-31.05.01
	William Rennie	01.06.97-31.05.00
	Robert Ross (R)	01.06.97-31.05.00
	Donald Smyth (R)	01.06.98-31.05.01
	Klaus Wrogemann (R)	01.06.98-31.05.01
	Peter Zahradka	01.06.99-31.05.02
Music	Richard Burleson (R)	01.06.98-31.05.01
Nursing	Marion McKay	01.12.98-31.05.01
	Lorna Guse (R)	01.06.99-31.05.02
Pharmacy	Keith Simons (R)	01.06.99-31.05.02
Phys Ed & Rec Studies	Gordon Giesbrecht (R)	01.06.99-31.05.02
Science	Ken Barker	01.06.99-31.05.02
	Lynn Batten	01.06.97-31.05.00
	Tom Booth	01.06.97-31.05.00
	Harry Duckworth (R)	01.06.97-31.05.00
	John Page	01.06.99-31.05.00
	Tony Secco (R)	01.06.99-31.05.02
	George Tabisz	01.06.98-31.05.01
Social Work	Len Kaminski	01.06.98-31.05.01
	Brad McKenzie (R)	01.06.99-31.05.02
(p)	Heads of Affiliated Colleges	
	St. Andrew's College	Roman Bozyk 16.09.98
	St. Boniface College	Paul Ruest 10.08.81
(q)	Deputy Minister of Education	
	Hugh Eliasson	

ELECTED BY THE STUDENTS (1 April 1999 to 31 March 2000)

Agricultural & Food Sciences	Chad Koscielny
Architecture	Njeri Karanja
Art	Vacant
Arts	Colin Kazina Heather McKeen Patrick Saydak Kevin Toyne
Dentistry	Rakesh Mehta
Education	Jeffrey Leclerc (re-elected) Derek Wahl
Engineering	Scott Stanley (re-elected)
Graduate Studies	William Ewanchuk Ehsan Latif Mabel Magsino
Human Ecology	Lisa Grabowecky
Law	Jas Basra
Management	Seth Foucault Kelly Rutledge
Medical Rehabilitation	Andrew Neufeld
Medicine	Jordan Hochman
Music	Catherine Wood (re-elected)
Nursing	Vacant
Pharmacy	Jerrold Cox
Phys Ed & Rec Studies	John Edwards (re-elected)
Science	Michelle Jay Neal Singh Roberta Wover
Social Work	Vacant

ASSESSORS

Vice-Provost (Academic Affairs)	Karen Ogden
Vice-Provost (Programs)	Richard Lobdell
Associate Vice-President (Research)	Gary Glavin
Associate Dean of Grad Studies	Ranjana Bird
Associate Dean of Continuing Education	Lori Wallace
Chair of SPPC	Archie Cooper
UMFA Representative	Peter Blunden
St. Boniface College	R. Legal
Director of Admissions	Peter Dueck
Director of Student Records	Richard Levin
Natural Resources Institute	Slobodan Simonovic
President, Canadian Mennonite Bible College	G. Gerbrandt
President, William & Catherine Booth College	Jonathan Raymond
Vice-President of UMSU	Gordon Fletcher (01.05.99-30.04.00)
President of Grad Students Association	Ed Janzen (01.05.99-30.04.00)
University I	Bev Cameron

/sgp

23 June 1999

Report of the Executive Committee of Senate**Preamble**

The Executive Committee of Senate held its regular monthly meeting on the above date.

Observations**1. Speaker for the Executive Committee of Senate**

Professor D. Chow will be the Speaker for the Executive Committee for the July meeting of Senate.

2. Nominations to the Senate Committee on Nominations

The report of the Secretary on the Committee on Nominations is attached. Members of this Committee are nominated by the Executive Committee and elected by Senate.

3. Appointment of Chair and Vice-Chair of the Senate Committee on Admission Appeals

Professor P. Osborne's (Faculty of Law) term as Chair ended on 31 May 1999, as did Professor A. Gerhard's (Faculty of Science) term as Vice-Chair. The composition of the Committee on Admission Appeals calls for *one member appointed by Senate Executive as Chairperson, and one member appointed by Senate Executive as Vice-Chairperson*. The Chair and Vice-Chair shall not be members of a Faculty/School Selection Committee, and they shall not be drawn from the same Faculty or School. The appointees need not be members of Senate.

The Executive Committee approved the reappointment of Professors Osborne and Gerhard as Chair and Vice-Chair respectively (subject to their agreement to serve), for three-year terms ending on 31 May 2002.

4. Comments of the Executive Committee

Other comments of the Executive Committee accompany the report on which they are made.

Recommendation**Nominations to the Senate Committee on Nominations**

The Executive Committee recommends that the following nominations to the Senate Committee on Nominations be approved by Senate (all are three-year terms ending on 31 May 2002):

1. Arts: Professor Robert Chernomas
2. Medicine & Dentistry: Professor Donna Chow
3. Management & Continuing Education Division: Professor Bill Kops

Respectfully submitted,
Dr. E. J. E. Szathmáry, Chair
Executive Committee of Senate

Terms of Reference: *Senate Handbook* (Revised 1992), Section 9.

Report of the Secretary on the Committee on Nominations

At the July 1977 meeting of Senate, Senate approved without debate the following area representations for the Committee on Nominations. The representation was amended in July 1991 to include the Libraries. The membership at 1 June 1999 is as follows:

1.	Agriculture & Human Ecology	B. L. Dronzek *	to	2000
2.	Architecture & Engineering	A. Gole *		2001
3.	Arts	M. Stern *		1999
4.	Science	N. Hunter		2001
5.	Law & Pharmacy	A. McGillivray		2001
6.	Medicine & Dentistry	D. Chow *		1999
7.	Education & Physical Education	R. Bruno-Jofre *		2000
8.	Management & Continuing Education	E. Rosenbloom		1999
9.	Music, Fine Arts, Natural Resources Institute & Libraries	D. Breyfogle		2000
10.	Nursing, Social Work & Counselling Service	L. Guse *		2001
11.	Students (2)	J. Koh		1999
		A. Pratt		1999

* denotes member of Senate

The terms for Professors Stern, Chow and Rosenbloom ended on 31 May 1999. Replacements are required for the following areas (all are three-year terms):

1. Arts
2. Medicine & Dentistry
3. Management & Continuing Education Division

The composition of the Committee on Nominations calls for ten members of the academic staff, the majority of whom are to be members of Senate. Since four of the academic members currently on the Committee are Senators, two of the replacements will have to be members of Senate.

/sgp

*DRAFT (approved by the Board of Graduate Studies May 7, 1999)
 (Approved by the Faculty Council of Grad. Studies, May 28, 1999)
 (Approved by Senate Ex. June 23, 1999)*

POLICY ON ADJUNCT PROFESSORS AT THE UNIVERSITY OF MANITOBA

Introduction:

At the graduate level important areas of research and teaching often transcend the boundaries of a single department/unit and it is therefore in the best interest of the University to provide an opportunity for scholars and researchers to participate in the graduate work of more than one department/unit. This type of interdepartmental co-operation is of special importance to small departments/units where the addition of one or more scholars may well provide the strength needed to carry forward its graduate program.

Co-operative research currently takes place in several research units at the University through formal or informal arrangements made by individuals to facilitate the sharing of research efforts between departments/units. To facilitate such interdisciplinary research and also to enable the contributions of scholars and researchers who are not faculty members at the University of Manitoba, the category of Adjunct Professor was created.

The following sections outline the regulations for the appointment or reappointment of Adjunct Professors to be engaged in graduate supervision and teaching at the University of Manitoba.

Type of Appointment

The category of Adjunct Professor shall be an academic appointment. Appointments to Adjunct Professor may be made in those departments/units offering graduate programs in the Faculty of Graduate Studies at the University of Manitoba.

Method of Appointment

a) Appointment of Internal Adjunct Professors:

Within the University of Manitoba, appointment to Adjunct Professor shall be ~~recommended~~ **approved** by the Head of the department/unit ~~in which the appointment is to be made and shall be subject to the approval of the~~ **seeking the appointment**, Head of the appointee's own department/unit, **and** the appropriate Budget Deans ~~and the Dean of the Faculty of Graduate Studies~~. **Notification of appointment, including all appropriate documentation (see Guidelines for Appointment of Internal Adjunct Professors), will be forwarded to the Dean of Graduate Studies who will report the appointment to the Board of Graduate Studies for information.**

Appointments will be made on President's Form No.1, a copy of which will be forwarded to the

b) Recommendation for Appointment of External Adjunct Professors:

Appointment to Adjunct Professor will also be made available to scholars and researchers who are not faculty members at the University of Manitoba, ***following the Guidelines for Recommendation for Appointment of External Adjunct Professors. Recommendation*** for an appointment in such instances will be made with the approval of the Head of the appropriate department/unit at the University of Manitoba with the approval of the Head of the organization, university or other institution normally employing the prospective appointee, the appropriate Budget Dean and the ~~Board-Dean~~ of Graduate Studies. ***The recommendation for appointment will be reported to the Board of Graduate Studies for information.***

All appointments will be made on President's Form No. 1. ***Original forms will be forwarded to the Faculty of Graduate Studies for administrative approval.***

Terms of Appointment

Appointment to Adjunct Professor shall be for a term of up to three years. The appointment may be renewed at the expiration of the term. ***The length of the term must reflect the time required to perform the duties specified (See Item 6 of Guidelines for Appointment/ Recommendation of Adjunct Professors).*** This is not an appointment under the Tenure By-Law of the University of Manitoba. In the case of a regular staff member of the University who holds an Adjunct Professorship it is the duty of the regular department/unit Head to make recommendation regarding status, salary and promotion of staff members, but the department/ unit Head of the department/unit in which the Adjunct Professor appointment is made has the responsibility of reporting to the regular department/unit Head on the contribution made by the Adjunct Professor.

Rights and Responsibilities

The rights and responsibilities of an Adjunct Professor shall include:

- a) The Adjunct Professor may be the ~~thesis advisor~~ ***thesis/practicum supervisor or co-supervisor*** of, or serve on the thesis/practicum committee for, graduate students registered in the Faculty of Graduate Studies. In the event that the appointment of an Adjunct Professor expires before the graduate students have completed their programs, the Head of the department/unit shall be responsible for recommending reappointment or naming a replacement.
- b) An Adjunct Professor who is on the staff of an organization, university or other institution which is not a part of the University of Manitoba may not supervise the thesis of a student who is an employee or an employee on leave if the employee and Adjunct Professor are directly involved in a supervisor/supervisee (supervisee/supervisor) relationship from the same organization, university or other

- institution.
- c) The Adjunct Professor will normally participate in the formulation and execution of graduate studies policy in the department/unit.
 - d) The Adjunct Professor shall be a member of the Faculty of Graduate Studies.
 - e) An Adjunct Professor is responsible for maintaining a high level of scholarship and research during his/her appointment. The Adjunct Professor's advice on the choice of thesis/practicum topics for graduate students should be of a standard consistent with the philosophy and practice of the department/unit.
 - f) If the Adjunct Professor finds that he/she is unable to continue to perform the duties associated with the appointment he/she should then relinquish the appointment.
 - g) Adjunct Professors are ~~expected~~ *encouraged* to apply, *where applicable*, for external research grants to appropriate agencies (e.g. Social Sciences and Humanities Research Council, Canada Council, Natural Sciences and Engineering Research Council, Medical Research Council etc.) to support their graduate research programs and students. They may also apply to the ~~Research Board~~ Research Grants Committee of the University of Manitoba for such support.
 - h) *Adjunct Professors are expected to acknowledge their affiliation with their sponsoring department/unit at the University of Manitoba in all publications and scholarly works resulting from the Adjunct appointment.*

It is the responsibility of the Head of the department/unit in which the adjunct appointment has been made, or the Chair of the department/unit Graduate Committee as his/her designate to supervise and monitor the work of an Adjunct Professor. Any inadequacies in the duties and/or performance of an Adjunct Professor will be addressed by the Head or the Chair of the Graduate Committee of the department/unit in which the adjunct appointment has been made and the Dean of Graduate Studies and may result in the termination of the Adjunct appointment. Where appropriate, the Head or Chair of the Graduate Committee may consult the members of the department/unit's Graduate Committee to ensure that students are being treated fairly and professionally.

Financial

Adjunct Professors who are employees of the University of Manitoba will receive no additional stipend because of their appointment as an Adjunct Professor. Generally, the same will be true of Adjunct Professors from the staff or organizations, universities or other institutions which are not part of the University of Manitoba. However, this does not preclude the Head of a University of Manitoba department/unit, from recommending payment, budgets and other circumstances permitting, for the teaching of a particular course requested by the head and provided by an Adjunct Professor from such an outside organization, university or other institution.

Guidelines for the Appointment of Internal Adjunct Professors

The following information and documentation is to be submitted to the Dean of Graduate Studies in support of the appointment or reappointment of internal Adjunct Professors.

1. *The appointee has a Ph.D. or equivalent relevant degree or experience and demonstrated commitment to research and scholarship. Academic and scholarly qualification and expertise must be relevant to the sponsoring department/unit's activities. The department/unit will determine if the qualifications of the Adjunct appointee are suitable. Any specific exceptions unique to the department/unit should be addressed in the department/unit's Graduate Studies Supplemental Regulations.*
2. *A copy of President's Form No.1 signed by the department/unit Head and the appropriate Budget Dean, in which the appointment is being made.*
3. *For internal University appointments written approval of the appointee's own department/unit Head must be submitted.*
4. *A curriculum vitae.*
5. *A complete list of publications.*
6. *It is essential that the specific duties to be performed by the prospective Adjunct Professor be clearly outlined. For example, will the nominee be ~~advising~~ supervising **or co-supervising** graduate students, serving on Master's thesis committees, Ph.D. advisory committees, teaching a graduate course, conducting seminars, etc? The names of the graduate student(s) and specific course number(s) are to be indicated.*
- ~~7. Appointments which are being recommended from outside metropolitan Winnipeg must include a statement as to the specific arrangements which have been made to enable the appointee to participate in graduate programs or supervision of students in the nominating department.~~

Guidelines for the Recommendation for Appointment of External Adjunct Professors

The following information and documentation is to be submitted to the Dean of Graduate Studies in support of the recommendation for appointment of external Adjunct Professors.

1. *The appointee has a Ph.D. or equivalent relevant degree or experience and demonstrated commitment to research and scholarship. Academic and scholarly qualification and expertise must be relevant to the sponsoring department/unit's*

activities. The department/unit will determine if the qualifications of the Adjunct appointee are suitable. Any specific exceptions unique to the department/unit should be addressed in the department/unit's Graduate Studies Supplemental Regulations.

2. *The original* President's Form No.1 signed by the department/unit Head and the appropriate Budget Dean, in which the appointment is being made.
3. For appointments from the staff of organizations, universities, or other institutions which are not part of the University of Manitoba a letter of approval from the Head of the organization, university or other institution must be submitted.
4. A curriculum vitae.
5. A complete list of publications.
6. It is essential that the specific duties to be performed by the prospective Adjunct Professor be clearly outlined. *It is incumbent on those recommending the appointment/reappointment to show how student(s) will benefit from this appointment.* For example, will the nominee be ~~advising~~ supervising *or co-supervising* graduate students, serving on Master's thesis committees, Ph.D. advisory committees, teaching a graduate course, conducting seminars, etc? The names of the graduate student(s) and specific course number(s) are to be indicated.
- ~~7. Appointments which are being recommended from outside metropolitan Winnipeg must include a statement as to the specific arrangements which have been made to enable the appointee to participate in graduate programs or supervision of students in the nominating department.~~

This policy supersedes the previous policy on Adjunct professorships and all previous statements on Adjunct professorships.

Approved at Senate 92.07.08

Revised & Approved by Board of Grad. Studies 99.06.07

Approved by Faculty Council of Graduate Studies 99.06.28

Approved by Senate Executive 99.06.23

Comments of the Executive Committee:

The Executive Committee endorses the report to Senate.

Report of the Senate Committee on Approved Teaching Centres with Respect to Cross-Registered Courses and Instructors for 1999-00

Preamble

1. The terms of reference for the Senate Committee on Approved Teaching Centres are found on pages 10.10 and 10.11 of the *Senate Handbook* (1992).
2. Since last reporting to Senate, the Senate Committee on Approved Teaching Centres (SCATC) considered the lists of proposed courses and instructors as submitted by the Canadian Mennonite Bible College (CMBC), William and Catherine Booth College (WCBC) and the Prairie Theatre Exchange (PTE) for cross-registration with The University of Manitoba in 1999-00. Further, the Committee considered a request from CMBC for a postponement of their academic review scheduled for 1998-99. Lastly, Committee members reviewed the self-study completed by William and Catherine Booth College.

Observations

1. Canadian Mennonite Bible College

Appended is a list of University of Manitoba courses, together with proposed instructors, as submitted by CMBC for 1999-00. Approval of individual instructors has been received from appropriate departments in the Faculties of Arts and Science as well as the School of Music. Approval has also been granted for this Approved Teaching Centre (ATC) to offer 99.111, Introduction to the University.

This College was scheduled to complete an academic review in 1998-99, however, a request was received to have the review delayed for two years to 2000-01. This request was made because CMBC are currently in the midst of negotiations with Concord College and Menno Simons College with respect to the formation of a Mennonite College Federation. This process will reshape CMBC's program and their relationship with the University of Manitoba will also likely be redefined. It is the academic dean's feeling that it would be prudent to conduct the self-study after more of the changes have been processed. The SCATC concurs.

2. William and Catherine Booth College

Under the ATC policy which requires that new ATC's schedule their first academic review after five years as an ATC and every seven years thereafter, this institution received a one-year extension from Senate last year. Their academic review was completed, with the resulting document received by the SCATC in early May. Members expressed their satisfaction with the review conducted by that institution. Particular attention was paid to the fact that two of the College's faculty members taught for the Department of Religion in 1998-99 with excellent results. It was noted also that, while their library holdings are adequate for introductory level courses, particular attention should be paid to library holdings when WCBC request permission to offer more senior level courses.

The appended document lists all cross-registered courses and proposed instructors as submitted by WCBC for the 1999-00 Session. Appropriate departments in the Faculties of Arts, Education and Management have approved courses and instructors. Permission has also been granted for this institution to offer inter-disciplinary course 99.111.

3. Prairie Theatre Exchange

Appended is a list of the courses and instructors submitted by the Prairie Theatre Exchange for cross-registration at The University of Manitoba for 1998-99. Approval has been received from the Department of English.

Recommendations

The Senate Committee on Approved Teaching Centres recommends to Senate that

1. WCBC have their status as an ATC renewed for a seven year period. Thus this institution would conduct the next review in the 2005-06 session;
2. CMBC be granted permission to delay their academic review until the 2000-01 session; and
3. all instructors and courses listed in the appended tables having received department/school/faculty sanction be approved for the three teaching centres.

Respectfully submitted

Professor J. Whiteley, Chair *pro tem*
Senate Committee on Approved Teaching Centres

Comments of the Executive Committee:

The Executive Committee endorses the report to Senate.

Cross-Registered Courses to be Offered at ATC's for 1999-00, with Proposed Instructors

UM Dept., School, or Faculty	Course No.	CMBC		WCBC		PTE	
Faculty of Arts English	4.120	✓	Douglas Reimer, Ph.D.				
German	8.091	✓	Helmo Bachmeyer, M.A.				
History	11.120 ¹	✓	J. Mayer, Ph.D.				
	11.135	✓	J. Mayer, Ph.D.				
	11.136	✓	J. Mayer, Ph.D.				
Philosophy	15.120	✓	David Ferris, M.A.	✓	James Read, Ph.D./Cornelius Buller, Ph.D.		
Psychology	17.120	✓	Dieter Schonwetter, Ph.D.	✓	J. Campbell, Ph.D.		
Economics	18.120	✓	Dominica Wranik Lahrenz, M.A.				
Political Studies	19.120	✓	Daniel Wessner, M.Div.				
Religion	20.134	✓	Harry Huebner, Ph.D./Titus Guenther, Ph.D.				
	20.240	✓	Daniel Epp-Thiessen, Ph.D./Gordon Zerbe, Ph.D.	✓	Donald Burke, Ph.D./Roy Jeal, Ph.D.		
	20.245	✓	Harry Huebner, Ph.D.				
	20.251	✓	John J. Friesen, Ph.D.				
	20.378	✓	G. Zerbe, Ph.D.	✓	Roy Jeal, Ph.D.		
	20.379	✓	Daniel Epp-Thiessen, Ph.D.				
	20.380	✓	G. Gerbrandt, Ph.D./Waldemar Janzen, Ph.D.	✓	Donald Burke, Ph.D.		
French	44.120	✓	Paula Fernandes-Wardhaugh, Ph.D.				
Geography	53.120 ²						
Sociology	77.120	✓	Cheryl Albas, Ph.D.	✓	Cheryl Albas, Ph.D.		
Interdisciplinary	99.111	✓	Adelia Neufeld Wiens, M.A.	✓	Eleanor Loewen, Ed.D.		
	99.217					✓	Robert Slade/Larry Swanson/Joanne Bennett/Chris Johnson
	99.218					✓	Terri Cherniak/Ardith Boxall/Brian Drader/Donna Fletcher
	99.249						³
Faculty of Management	27.208			✓	Eleanor Loewen, Ed.D.		
School of Music	33.107	✓	Dietrich Bartel, Ph.D.				
	33.108	✓	Dietrich Bartel, Ph.D.				
	33.111	✓	Cheryl Pauls, DMA.				
	33.112	✓	Cheryl Pauls, DMA				
	33.128	✓	Rudy Schellenberg, M.M.				
	33.129	✓	Rudy Schellenberg, M.M.				
	33.138	✓	Cheryl Pauls, DMA				

¹Students have a choice to register either for the 6 credit hour course or one of the 3 credit hour courses.²Although permission in principle was granted by the Department of Geography for CMBC to offer this course, the request was subsequently withdrawn and CMBC opted to offer 15.120 instead.³Courses 99.217 and 218 are each made up of four segments of which students must complete two in order to obtain credit. By completing one further segment listed in 99.217 and one further segment from 99.218, students may obtain credit for 99.249.

	33.140	✓				
	33.207	✓	Dietrich Bartel, Ph.D.			
	33.208	✓	Dietrich Bartel, Ph.D.			
	33.211	✓	Cheryl Pauls, DMA			
	33.212	✓	Cheryl Pauls, DMA			
	33.240	✓				
	33.246	✓	Bernie Neufeld, M.A.			
	33.303	✓	Rudy Schellenberg, M.M.			
	33.360	✓	Rudy Schellenberg, M.M.			
Faculty of Science Computer Science	74.101	✓	Rodrigo Vivanco, B.Sc. ⁵			
	74.102	✓	Rodrigo Vivanco, B.Sc.			
	74.126	✓	C. Sousa, B.Sc. ⁷			
	74.127	✓	C. Sousa, B.Sc.			
Mathematics	136.130	✓	Tim Rogalsky, M.Sc.			
	136.150	✓	Tim Rogalsky, M.Sc.			
Faculty of Education	129.180			✓	Eleanor Loewen, Ed.D.	

⁴This is a practical study course; individual instructors must be approved at time of registration. Only students who have completed a School of Music audition and have been accepted to the School will be permitted to register.

⁵This is a practical study course; individual instructors must be approved at time of registration. Only students who have completed a School of Music audition and have been accepted to the School will be permitted to register.

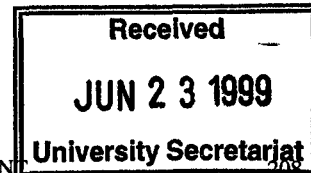
⁶This instructor has been accepted by the department because of his computer experience, some teacher training, industrial experience and teaching for the University of Winnipeg, Continuing Education Division.

⁷This instructor has been accepted by the department because of his experience in computer training at the University of Winnipeg for some years.



THE UNIVERSITY OF MANITOBA

OFFICE OF THE PRESIDENT



Administration Building
Winnipeg, Manitoba
Canada R3T 2N2

Fax: (204) 275-1160

June 17, 1999

TO: Ms. Bev Sawicki, University Secretary

FROM: Gary B. Glavin, Acting Vice-President (Research) and
Acting Chair, University Research Committee of Senate

SUBJECT: **Recommendation to Senate**

At the University Research Committee of Senate meeting of June 9, 1999 a motion was passed to establish a Designated Chair in Cell Biology.

Preamble

The Manitoba Cancer Treatment and Research Foundation has received a donation under an agreement wherein the donor will provide \$1 million payable at \$200,000 per year for five years for the establishment of a Chair for the Executive Director of the Manitoba Institute for Cell Biology.

Observations

The President and CEO of the Manitoba Cancer Treatment and Research Foundation has requested that the University of Manitoba consider establishing a Designated Chair for the individual who will be the Executive Director of the Institute of Cell Biology.

The Dean of the Faculty of Medicine has indicated the Faculty of Medicine's support for the establishment of this Designated Chair and noted that it is of great importance to the research efforts of both the Faculty and the Manitoba Cancer Treatment and Research Foundation.

Both the letter from Dr. Brent Schacter, President & CEO of the Manitoba Cancer Treatment and Research Foundation, and the memo from Dr. N.R. Anthonisen, Dean of the Faculty of Medicine, are attached for information.

Recommendation

On behalf of the University Research Committee of Senate, I am recommending that the University establish a Designated Chair in Cell Biology. I would appreciate it if you would forward this recommendation to Senate for consideration.

Please feel free to contact me should you require further information.

Comments of the Executive Committee:

The Executive Committee endorses the report to Senate.

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THE MANITOBA CANCER TREATMENT AND RESEARCH FOUNDATION
LA FONDATION MANITOBAINE DE TRAITEMENT DU CANCER ET
DE RECHERCHE EN CANCÉROLOGIE

11 M.R. MacCHARLES UNIT
100 Olivia Street • Winnipeg, MB R3E 0V9

11 ST. BONIFACE UNIT
409 Taché Ave. • Winnipeg, MB R2H 2A6

June 7, 1999

Dr. Gary Glavin
Acting Vice President, Research
Office of the President
202 Administration Bldg.
University of Manitoba
Central Administration
Fort Garry Campus
Winnipeg, Manitoba

Via Fax: 275-1160

Room ON206
PH: (204) 787-2241
FAX: (204) 787-1184

THE UNIVERSITY OF MANITOBA

JUN 7 1999

OFFICE OF THE PRESIDENT

Dear Dr. Glavin:

I would like to draw to your attention that the Manitoba Cancer Treatment and Research Foundation has received a donation under an agreement where *in the donor* will provide \$1 million payable at \$200,000 per year for five years for the establishment of a Chair for the Executive Director of the Manitoba Institute of Cell Biology. The Manitoba Institute of Cell Biology was established in 1969 as an Institute shared between the University of Manitoba and the Manitoba Cancer Treatment and Research Foundation.

In order to accomplish this we would like the University of Manitoba to consider establishing this as a designated Chair for the individual who will be the Executive Director of the Manitoba Institute of Cell Biology. The Manitoba Cancer Treatment and Research Foundation would appreciate early consideration of this request. More detailed information about the intent of the donation was provided in my letter to Dr. Jim Gardner, Vice President, Academic of the University on May 25th, 1999.

Yours sincerely,

Brent A. Schacter, MD, FRCPC
President and Chief Executive Officer

cc: Mr. R. Hester
Mr. L. Campbell

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THE UNIVERSITY OF MANITOBA



THE UNIVERSITY OF MANITOBA

FACULTY OF MEDICINE
Office of the Dean

OFFICE OF THE PRESIDENT

753 McDermot Avenue
Winnipeg, Manitoba
Canada R3E 0W3

Tel: (204) 789-3557
Fax: (204) 789-3928

June 4, 1999

TO: Dr. Gary Glavin, Acting Vice-President (Research)

FROM: Dr. N.R. Anthonisen, Dean, Faculty of Medicine

This is to indicate the Faculty of Medicine's support for the establishment of a designated chair for the Director of the Manitoba Institute of Cell Biology. This is a post of great importance to the research efforts of both the Faculty and the Manitoba Cancer Treatment and Research Foundation, which by its nature cannot be tenured in the usual way. A designated chair for its support would be an excellent solution, and would make the task of recruiting a new Director considerably easier.

cc: Dr. Brent Schacter

/av



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THE UNIVERSITY OF MANITOBA

OFFICE OF THE SECRETARY OF SENATE

244 Engineering Building
15 Gillson Street
Winnipeg, Manitoba
Canada R3T 5V6

Tel: (204) 474-9593
Fax: (204) 474-7511

Wednesday, 23 June 1999

To: Members of Senate

From: Ms. B. Sawicki, University Secretary

Re: Courses in High Schools Proposal

Senators will recall that, at the June 1999 Senate meeting, a number of concerns were raised with regard to this proposal. In response to those concerns, Dean Levin provided additional information.

The Executive Committee, at its meeting of 23 June 1999, heard representations from the Dean of the Continuing Education Division and the Director of General Studies of the Continuing Education Division. At that same meeting, Executive Committee members were told that the report of the Senate Committee on Admissions (which was originally considered by Senate on 2 June) was not being revised in any way, and that the Chair of the Committee on Admissions had requested that the matter be submitted directly to Senate Executive.

The Executive Committee of Senate recommends to Senate that admissions criteria for this "courses in high school" proposal be established, requiring eligible students:

1. to have completed a minimum of 20 high school credits, including English 30S, Mathematics 30S, and Social Studies 30S, with an overall average of at least 80 percent;
or
to have completed a minimum of 22 high school credits, including two 40-level courses with an overall average of at least 70 percent; and
2. to have received a written recommendation of academic ability from their high school principal (or designate); and
3. to be currently registered in high school on a full-time or part-time basis.

/sgp

Attached is the following material:

1. Additional information from Dean Levin (page 62)
2. Courses in High Schools Proposal (page 71)
3. Report of the Senate Committee on Admissions (page 75).



CONTINUING EDUCATION DIVISION MEMO

June 10, 1999

To: Senate Executive Committee

From: Ben Levin, Dean, Continuing Education (8009)



Additional information re: Courses in High Schools Proposal

It was evident from the discussion in Senate that additional information on the proposal is required. However we are not proposing to alter the actual recommendations in the proposal relating to admissions. These have been reviewed twice and approved by the Senate Admissions Committee, and most of the discussion in Senate was not around the actual admissions requirements. It seemed, after consultation with Mr Dueck and Ms Sawicki, more appropriate to send the proposal back to Senate Executive with the additional commentary that follows, which I believe addresses most of the concerns that were raised.

The additional information is in 5 sections:

1. Reminders of general parameters of the proposal
2. Information on other similar programs
3. The program as a partnership with high schools
4. Impacts on enrolment and finance
5. Evaluation of the initiative
6. A comment on the central issue of invitation vs exclusion.

1. Reminders of general parameters

- The proposal calls for a small program. In the first year we anticipate running, if enrolment is adequate, up to 6 course sections in four school divisions (Assiniboine South, St Boniface, St James, Winnipeg).
- The program is designed for students with a serious interest in university studies, and to attract them to The University of Manitoba. The students in this program would all be admissible to University 1 a few months later unless their academic performance dropped precipitously.
- All courses will be taught by instructors approved by the relevant department(s)
- Participation by any faculty or department is entirely voluntary
- All students would meet normal prerequisites for any course being offered
- Students would be admitted conditionally to University 1. Any of these students who continued at the University would still be in University 1, attend orientation, etc. At the same time, the program would provide some initial orientation to students, including a visit to campus

organized in conjunction with University 1, thus strengthening their understanding of the university.

- Although we all recognize the value of the campus experience, it is already quite possible for students to earn our degrees (BA, BSW, BN) without ever being physically on our campus.

2. Information on Other Programs

This type of program is not uncommon in major universities across North America such as UCLA, University of California, University of Colorado, Brown University, University of Pennsylvania, University of Texas, University of Hawaii, University of Alaska, and Boston University. The State of Minnesota supports a "Post-Secondary Options Program" that allows many high school junior and seniors (grades 11 and 12) to do college and university courses that count both for high school and college credit.

Closer to home, the University of Winnipeg and Brandon University have similar programs. The Accelerated High School Program at the University of Winnipeg has been in place for about 20 years. U of W program is designed to provide challenge for high achieving students, allow students to preview university studies, and serve as a recruitment tool for the university. Students must have earned at least 24 credits in 3 calendar years or less (grades 9-12) and have completed 1 (one) 40S, 40G, 41G level course, although grade 11 students have been admitted to some courses. Students are not required to submit letters of recommendation or have a pre-set grade average to be admissible to the program. Courses are offered in several Winnipeg and Manitoba high schools, including Vincent Massey, Springfield, Maples, Sisler, and Steinbach. The courses offered include English, calculus, chemistry, psychology, sociology, conflict resolution, and international development studies. In the last 10 years over 600 students have participated in the program. Overall, students have done well and find the experience rewarding with only a "handful" of students not succeeding (primarily these students entering the program with grade averages of less than 60%).

The program at Brandon University requires students to submit their most recent grade transcript, letter of recommendation from their principal or designate and a personal statement of goals. The application and supporting documentation are reviewed by the university curriculum and academic standards committee, and students are admitted in a non-credit status. Brandon has in the past has admitted both S3 and S4 students. Students are allowed to take a maximum of nine credit hours per term up to a maximum of 24 credit hours. When students complete S4 successfully, the courses are credited towards their degree program at Brandon University.

3. The Partnership with High Schools

The Courses in High Schools will be offered in partnership with school divisions and high schools. To date meetings have been held with over 30 high school principals (or designate) and superintendents from all Winnipeg area school divisions. Their response to the initiative is very positive to say the least. High school principals and representatives see the program as increasing the breadth of academic options available to students. In their view, the program will help improve the transition of high school students to university. In addition to the opportunity this

provides for their students, they feel it will develop closer links between high schools and the University. The high schools will be involved directly in promoting the program to their students, recommending students to the program, offering teaching space in schools, and, for some courses, providing qualified instructors (subject to approval by the teaching department at the U of M).

4. Impacts on enrolment and finance

The impact of this proposal on University enrolment and finance needs to be assessed. However our estimate is that if one of 10 students in the program consequently decides to attend the U of M, the net financial impact will be positive even taking into account the discount on fees proposed for the program.

Faculties participating will receive full faculty fees.

From the point of view of Continuing Education, this program is not intended as a revenue generator. We are hoping to break even. It is, however, a chance for us to extend the University's academic outreach and community partnerships.

5. Evaluation

We propose to evaluate this initiative after each year. We will be assessing numbers of students participating, success rates in courses, and numbers continuing their studies at our University.

6. Invitation and exclusion.

Our University has an outstanding record of providing opportunities for people who were previously not permitted entry to university studies. The Canadian Forces Program enables military personnel to earn degrees even though they do not fit all our standard rules and regulations. The Access Programs have a long record of producing outstanding graduates who did not at first meet our admission requirements. Our work with First Nations such as Sagkeeng, Norway House and St Theresa Point also provides examples of programs that have been highly successful with students who were initially seen as poor prospects for admission and success.

All universities face the dilemma of admissions cut-offs. These decisions can be very difficult ones. In this case, however, we are looking at admitting students who will be admissible in any case a few months later. In fact, there is a question whether we are not setting the standards for this initiative too high, and sending a negative, exclusive message to many students who appear highly likely to meet our requirements only a few months later. Our proposed admissions criteria for this initiative is more restrictive than that of The University of Winnipeg. Will students want to come to our University when we have already excluded them from a first opportunity to study with us?

This proposal is a very modest move towards a stronger relationship with some of our primary constituents – high schools and future students. It is a chance for us to send a message of welcome without sacrificing rigour. I hope it will now be approved.

Courses in High Schools Proposal

Introduction

This project links Winnipeg high schools with The University of Manitoba in a program aimed at increasing the number of students successfully pursuing university studies. The program primarily will focus on offering university credit courses in high schools, along with select support services that could increase students' opportunity for success. The project is intended to be sustainable on the basis of tuition fees once put in place.

Objectives

- 1) to increase rates of university attendance and success for students from high schools .
- 2) to improve students' sense of academic competence.
- 3) to increase the academic expectations of students in high schools.

Student Target Market

The student target market includes two groups of students:

- high achieving students whose goal is to attend university.
- capable students who are undecided about their plans to attend university.

The program will provide high achieving students the chance to get a head start on university studies (at the University of Manitoba). Students who are uncertain about attending university (specifically the University of Manitoba) will have the opportunity to preview university studies before making a full commitment.

Program Description

The proposal is to offer selected first-year University of Manitoba courses in high schools. The select courses will be offered in their entirety, which is different from earlier efforts that allowed high school students to challenge U of M examinations. Courses will be chosen that do not conflict with subjects currently taught in schools, and typically these courses will not require prerequisites. Our plan is to offer courses regionally and/or by school division. In other words, courses will not be available in each high school but in select schools within a division/region. Instruction will be by U of M faculty or high school teachers approved by the University. In the first year, we expect to offer the equivalent of 4 or 5 full courses throughout all school divisions.

In addition, we will provide an orientation program to university studies and will work with the high schools to provide academic support to students. Specifically, this could include:

- an orientation to the University - its structure, rules and regulations, nature of teaching and learning, services to students, and physical layout (including at least one visit to campus);
- an opportunity to meet with one or more full-time faculty members and academic administrators;

- access to study skills workshops or advice, including reading, note-taking, writing, test-taking;
- access to tutorial assistance where required.

Admission

Students should be admitted to University 1 directly or by a process that will be transparent to students. In other words, students will be required to complete the Undergraduate Admission Form and pay the application fee once.

In order to be eligible for the program, students must meet the following criteria:

- complete a minimum of 20 high school credits, including English 30S, Mathematics 30S, and Social Studies 30S with an overall average of 80%; or
- complete a minimum of 22 high school credits, including two 40-level courses with an overall average of 70%; and
- receive a written recommendation of academic ability from their high school principal (or designate); and
- currently be registered in high school on a full or part-time basis.

A student may complete a maximum of 12 credit hours in the Courses in High Schools Program. A student normally may register for 6 credit hours per session.

Tuition

Students will pay tuition and related fees appropriate for off-campus courses. Ideally, we would like to offer these courses at a lower tuition fee in order to attract students to the program and to the University. The long-term sustainability of this program rests on courses being supported by tuition fees. We will work with the Central Administration, Financial Aid and Awards, and the school divisions in an effort to determine a fee arrangement that is most attractive to students. It may also be possible to find alternative funding sources to support student tuition.

Implementation

Development of partnerships with high schools and school divisions. Although a number of meetings already have been held with high school principals, meetings are continuing with superintendents from the Winnipeg school divisions in order to gain formal commitment to the program.

Arrangements with U of M faculties/schools/departments. The courses offered will be chosen from select courses available to University 1 students. Based on the courses identified by high schools, discussions will take place with U of M departments to offer the identified course(s). In addition to instructor selection, departments could be involved in the development of academic supports to students. As well, the Director and staff of University 1 will be involved in the development and implementation of the orientation features, and Student Resource Services will be asked to assist in providing academic supports for the program. Departments will participate on a voluntary basis, i.e., if for some reason a department chooses not to participate in the program, there is no

requirement that they do so. As necessary, CED will develop a partnership arrangement with the faculties/schools/departments involved.

Detailed planning of project activities. CED staff will work with participating high schools to organize a program of studies including:

- determining which courses will be of most interest to students (courses will be selected from the list of courses open to University 1 students);
- working out the best way to provide the appropriate course delivery (e.g. time of year, time of day, number of meetings, location of courses);
- working out what support services are most needed and how best to provide them (e.g. tutorial assistance, orientation to university studies, study skills);
- determining which school staff might want to take part in the program (some schools may have staff members who would be qualified instructors).

Admission to the University, registration for courses and some initial orientation may take place before the end of the 1998-99 school year. Course delivery and related orientation activities are expected to begin in the fall of 1999.

To date there has been a positive response to this initiative from a variety of stakeholders, including Winnipeg high school principals and school superintendents from the following school divisions: Winnipeg #1, St. Boniface, Assiniboine South, St. James-Assiniboia, Fort Garry, River East; Jim Gardner, Vice-President Academic; Bev Cameron, Director of University 1; Raymond Currie, Dean of Arts; and Peter Dueck, Director of Enrolment Services.

Personnel

All instructors will be hired by the Continuing Education Division under the appropriate collective agreements and policies of the University, and only after approval by the appropriate academic department.

The project will be directed by Dr. William Kops, Director of Extended Studies for the Continuing Education Division, working with Alisa Claman, Program Administrator. Other staff, both within the Division and from the broader University community, will be consulted in order to draw on their knowledge and expertise.

Marketing and Parent Involvement

It will be important to provide information to parents as well as to students, and to give parents sufficient opportunity to ask questions about the program. Since students will be expected to pay tuition for courses, support from parents will be especially vital.

Evaluation

The main evaluation criteria for the project will include:

- number of students taking courses;

- number of students completing courses successfully;
- number and performance of students continuing studies at the U of M in subsequent years.

Other criteria could include:

- views of participating students as to the value of the experience and its impact on their academic plans;
- views of high school staff as to the impact on students and the school;
- views of parents regarding the impact on their children's academic plans.

Action by Senate Committee on Admission

The matter for consideration by the Senate Committee on Admissions is the ability of the University to admit students prior to completion of Senior 4 (S4) on the condition that they subsequently complete high school with a standing that meets the general entrance requirements of The University of Manitoba.

Report of the Senate Committee on Admissions concerning a proposal by the Continuing Education Division to offer selected first-year university credit courses in high schools

Preamble:

This proposal by the Continuing Education Division to offer selected first-year university credit courses in Winnipeg-area high schools was discussed at two meetings of the Senate Committee on admissions, first on April 5, 1999, and again on April 26, 1999. The proposal, including the revisions made in response to the discussion at these meetings, is attached. In brief, the proposal is to offer university credit courses to senior students at a number of high schools. The proposal would have high school students admitted to University 1 on a provisional basis and then taking University of Manitoba courses taught in the high schools by instructors approved by the relevant University of Manitoba departments.

Observations:

In general, this venture was seen by the committee as a benefit for the University of Manitoba in our effort to recruit some of the high school students in Manitoba who might otherwise choose to go elsewhere for their undergraduate degrees. It was also seen as a benefit to some high school students since it would allow them to sample university-level work before enrolling as full-time students. A number of issues were addressed by the committee, with the following clarifications:

1. The admission criteria for this program include academic standards set high enough to select for those students who would have a high probability of success in the program (see proposal for details).
2. Students admitted to this program would be subject to the same regulations concerning "voluntary withdrawals" as students in University 1 (i.e., the "clock would start ticking" as they entered this program, and both VWs and grades would count as if they were enrolled in University 1).
3. No more than 12 credit hours could be attempted or transferred from this program into a student's academic record.
4. The academic departments of the University of Manitoba would be involved in assigning instructors for courses in this program, and they would participate only on a voluntary basis.
5. Students admitted to this program would automatically be considered for admission to University 1 (or any of our other "direct-entry" programs) without being charged an additional fee.

Recommendations:

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The Senate Committee on Admissions recommends to Senate that admissions criteria for this "courses in high school" program be established, requiring eligible students:

1. to have completed a minimum of 20 high school credits, including English 30S, Mathematics 30S, and Social Studies 30S, with an overall overage of at least 80 percent; **or**

to have completed a minimum of 22 high school credits, including two 40-level courses with an overall average of at least 70 percent; and
2. to have received a written recommendation of academic ability from their high school principal (or designate); and
3. to be currently registered in high school on a full-time or part-time basis.

Respectfully submitted,



Dr. J.S. Gardner, Chair,
Senate Committee on Admissions

Terms of reference: Senate Handbook (revised 1992), pp. 10.6-10.8

**BI-ANNUAL REPORT
ON THE STATUS OF RECOMMENDATIONS
MADE IN THE TASK FORCE REPORT
BUILDING ON STRENGTHS
(as of July 1999)**

Emőke J.E. Szathmáry
President and Vice-Chancellor
University of Manitoba

Executive Summary

The Task Force on Strategic Planning published its final report, *Building on Strengths*, in February of 1998. The Board of Governors approved the Values and Principles and the Vision in May of 1998 and work began to address the recommendations.

Recommendation 95, the final recommendation of the Report, requires the President to make a report to Senate and the Board of Governors, every six months, on the progress made toward implementing the recommendations. This is the second of these reports, the first having been made in January 1999.

This report contains two parts. Part 1, Statistical Summary, contains an explanation of the terms used to define the status of each recommendation, a statistical summary of progress made as of July 1, 1999, and a list of recommendations sorted by status code. Part 2 contains a sequential listing of the recommendations with an accounting of activities taken for each and an assigned status code.

As of July 1, 1999, 50.1 (52.7%) of the recommendations have been fulfilled either through one-time actions (implemented recommendations) or through the development of ongoing processes (continuing implementations). Of the remaining recommendations, 14 (15.0%) could be implemented if additional resources were available. Action on another 29.9 recommendations (32.0%) is in progress, and only one (1.1%) has been discarded.

PART 1
STATISTICAL SUMMARY OF PROGRESS
AS OF JULY 1, 1999

The Task Force on Strategic Planning published its final report, *Building on Strengths*, in February of 1998, and while many members of the University community began considering the merits of the recommendations, it was not until after the Board of Governors approved the Values and Principles (pp. 14-15) and the Vision (p. 16) in May of 1998 that work began in earnest to address the recommendations.

This is the second of two progress reports, the first having been made by the President in January of 1999.

A status on the progress of each of the Task Force recommendations has been provided. For the purposes of this report, the following status categories have been used.

1. **Implemented.** This refers to the completion of a one time only action that results from a recommendation; e.g., following the creation of a recommended program development fund.
2. **Continuing.** This refers to a situation where implementation of the recommendation requires ongoing action; e.g., "Encourage the Deans to. . .," or "Make regular reports to. . .," and where appropriate action for the current period of time has been taken.
3. **Full implementation requires additional resources.** This refers to action taken on a recommendation which has been halted solely for reasons of finance or other key resource concern; e.g., when a plan for training academic administrators has been developed as requested, but when the resources for implementation are not available.
4. **In progress.** This refers to a situation where actions are being taken to accomplishment a recommendation, but final implementation has yet to occur.
5. **Not to be implemented.** This refers to a recommendation which after study has proven to be unfeasible. One such recommendation (No. 20) exists at this time.

Using the above status categories applied to the 95 recommendations in the *Task Force Report*, as of July 1, 1999, the statistics shown in Table 1 arise.

TABLE 1
NO. AND PERCENTAGE OF EACH TASK FORCE RECOMMENDATION
IN EACH OF THE FIVE STATUS CATEGORIES

Implemented		Continuing		Needing Additional Resources		In Progress		Not to be Implemented		Total Recommen- dations*	
No.	%	No.	%	No.	%	No.	%	No.	%	No.	%
34.1	35.9	16	17.0	14	15.0	29.9	31.5	1	1.1	95	100

*A number of the 95 recommendations contain sub-recommendations. These sub-recommendations have been included as fractions of the whole.

Those recommendations which have been implemented and those continuing total 50.1. Therefore, 52.7% of the recommendations have been fulfilled as of July 1, 1999. The total of fulfilled recommendations could/would be 64.9 or 67.4% if additional funds could be found for implementation. All recommendations have received serious consideration and work is progressing toward the fulfillment of 29.9 recommendations. Only one, Recommendation 20, has been discarded as unfeasible.

Table 2 comprises a numeric listing of the recommendations in each of the status categories listed above.

TABLE 2
RECOMMENDATIONS IN EACH OF THE STATUS CATEGORIES

Implemented	Continuing	Needs additional resources	In Progress	Not to be Implemented
2	4	1	5	20
9	7	3	8	
11	19	6	10	
12	22	24	13	
25	23	27	14	
29	30	34	15	
39	33	61	16	
41	35	63	17	
44	36	64	18	
47	45	81	21	
49(a)	46	82	26	
49(b)	57	83	28	
52	77	84	31	
53	79	92	32	
54(b)	91		37	
54(d)	95		38	
55			40	
56			42	
58(b)			43	
58(c)			48	
62(a)			49(c)	
65			49(d)	
66			49(e)	
67(b)			49(f)	
68			49(g)	
69			50	
71			51	
72			54(a)	
74			54(c)	
75			58(a)	
76			58(d)	
78			58(e)	
80			58(f)	
86			59	
87			60	
88			62(b)	
89			67(a)	
90			70	
93			73	
94			85	

TABLE 3
PROGRESS ON RECOMMENDATIONS
BY TASK FORCE THEME

Task Force Theme	Total	Implemented		Continuing		Additional Resources		In Progress		Not to be Implemented	
		No.	%	No.	%	No.	%	No.	%	No.	%
People	33	6	18	7	21	5	15	14	42	1	3
Product	13	3	23	4	31	1	8	5	38		
Partnerships	25	12.1	48	1	42	3	12	8.9	36		
Process	24	13	54	4	17	5	21	2	8		

Table 3 shows progress made according to the Task Force themes of People, Product, Partnerships, and Process. The four themes identify the "ingredients for success" to which attention must be paid to attain our vision of The University of Manitoba:

"To be one of Canada's outstanding universities, respected for our knowledge of the world, for our understanding of the complexities of our province in its cultural, socioeconomic and scientific dimensions, and for advancing and disseminating knowledge in all domains, but especially in those that contribute to the social and economic development of Manitoba."

Table 3 shows that a higher percentage (71%) of those recommendations pertaining to Process have been fulfilled. (Calculations represent the sum of the percentage "Implemented" and that "Continuing). Next, to date, we have been most successful (54%) in fulfilling those recommendations in the Product theme, followed by 52% in Partnerships, and 39% in the People themes.

The highest percentage of recommendations requiring additional funding before implementation occurs in the Process theme (21%), followed by the People theme with 15%, the Partnership theme with 12%, and Product with 8%.

PART 2

SEQUENTIAL LIST OF RECOMMENDATIONS WITH ACTIONS TAKEN TO DATE

PEOPLE

The success of any institution of higher education rests upon the qualifications, skills, productivity and problem solving abilities of its many categories of staff. The recommendations in the Task Force Report about employees of the University stress the importance of recruiting and retaining academic staff in an environment that allows their teaching and scholarly pursuits to flourish, as well as the importance of recruiting and retaining the best support staff and providing opportunities for these employees to improve and develop their skills.

Recommendation 1
Develop a plan for training of academic administrators
(Action by Provost, Deans, Directors)

Status: Full implementation requires additional resources.

Advice was solicited from Deans and Directors and from Centre of Higher Education, Research and Development (CHERD) and a proposal has been developed. Implementation would require .25 FTE technical staff. We will continue to run the existing program for academic administrators with supplemental sessions and retreats for new Deans. New financial resources are required to implement full program.

Recommendation 2
Continue bridge funding for new academic staff
(Action by President's Office)

Status: Implemented.

A fund was established in the amount of \$350,000 in the 1998-99 budget year. This should continue at least at the same level and preferably at a higher level of \$500,000.

Recommendation 3
Fostering teaching excellence
(Action by Provost, Deans, Directors, Heads)

Status: Full implementation requires additional resources.

Information was solicited from Deans and Directors and UTS. A report with recommendations has been completed. Implementation of the recommendations through UTS would require .5 FTE academic staff and .5 FTE support staff in addition to the current UTS complement. No new finances are available for staff members necessary to implement the full program as proposed.

Recommendation 4
Support linkages and support for research
(Action by President)

Status: Continuing.

A review of the programs and services of UTS has been undertaken, along with discussions with the former director of UTS, in order to assess the usefulness of this model in the establishment of a University Research Services (URS) unit.

A review of research development services offered by Research Services Offices in other Canadian research-intensive universities has been undertaken.

Based on the findings of these reviews, a funding proposal for the establishment of a University Research Services has been prepared and submitted to the President, as part of the three-year budget plan of the Office of the Vice-President (Research). It should be noted that this proposal was prepared bearing in mind Recommendation 5 b) of the Task Force report, namely that participation in research development programs offered by the proposed URS would normally be part of a new professor's assigned duties.

There are already strong linkages between the Office of the Vice-President (Research) and its counterparts in faculties and schools. These individuals act as a two-way communication link and also act in an advisory capacity to the Vice-President (Research). Meetings of research liaison officers (RLO) are also convened to discuss research related matters of mutual interest and concern.

Recommendation 5
Develop support for new academic staff
(Action by Deans, Directors, Heads)

Status: In progress.

Information and advice was solicited from Deans and Directors and the University Teaching Service (UTS). A report with recommendations has been completed. While there is general support for a systematic program to assist in the development and new academic staff, some costs will be incurred to

cover teaching duties from which faculty will be released. Nonetheless, there is general agreement that academic staff in their first such appointment will be required to participate in a "development" program. This recommendation requires further discussion at Deans and Directors Council.

Recommendation 6
Develop teacher training for part-time and
sessional academic staff
(Action by Provost)

Status: Implementation requires additional resources.

A report has been produced and recommendations are proposed which would require part-time and sessional faculty to participate in UTS programs as part of assigned duties. Finances are required to implement full program as proposed.

Recommendation 7
Develop advising of graduate students
(Action by Provost)

Status: Continuing.

Office of the Dean of Graduate Studies has prepared a report with recommendations to review the Academic Guide so as to ensure that a clear "contract" exists between students and their Departments/Programs. The "contract" will clarify the expectations placed on graduate student supervisors with respect to such supervision. Associate Dean Bird, Faculty of Graduate Studies, is working on the development of an advising program and on improving contact between advisors, students and departments.

Recommendation 8
Review systems of annual performance
review of academic staff
(Action by Provost)

Status: In progress.

A comprehensive survey of Faculty and Schools performance review systems has been completed. It is clear that some unevenness of annual performance evaluations persists from unit to unit. This needs to be corrected. Also, it is clear that the relative weightings of research, teaching and service requires further review before a standard template for weightings is established. To some degree the issue was overtaken by University of Manitoba Faculty Association (UMFA) Collective Bargaining and further clarification as to who is to do what, when and how is required. A report has been completed which requires further discussion and follow-up with the Deans and Directors Council. UMFA Collective Agreement, Article 35, on evaluations has been followed up with Deans for implementation.

Recommendation 9
Develop salary structure and retain merit pay
(Action by Vice-President Administration)

Status: Implemented.

(a) Under the new UM/UMFA Collective Agreement an annual merit pool of \$90,000 has been re-established.

(b) As per UM-UMFA Collective Agreement of November 1998, the University and UMFA have agreed to review and report on alternative salary structures.

Recommendation 10
Review group merit approaches
(Action by Provost)

Status: In progress.

While this matter can be reviewed as part of the UM/UMFA joint committee on salary structures, further research and analysis is required before further practical action can be taken on group merit arrangements. Further research and discussion with Deans and Department Heads are required.

Recommendation 11
Continue resources for workshops
and courses for support staff
(Action by Vice-President Administration)

Status: Implemented.

A 1998-99 Training and Development Program and Development Program Calendar were published in October 1998 and provide a comprehensive program of workshops and courses. Copies were mailed to each staff member. A similar program will be offered in 1999-2000.

Recommendation 12
Review Human Resources courses for support staff
(Action by Vice-President Administration)

Status: Implemented.

The 1998-99 Training and Development Program Calendar (October 1998) responds to the development of specific skill sets, such as effective project management at different levels of responsibility. In addition, the UM-AESES agreement (1998-2001) stipulates that the University and AESES will jointly fund and offer "Job Search Skills" Workshops for employees in the AESES bargaining unit.

Recommendation 13
Develop orientation for support staff
(Action by Vice-President Administration and Provost)

Status: In progress.

This issue, while first discussed by the Vice-President Academic (VPAC) group which sought advice from UTS, was referred to Dr. Lynn Taylor of UTS and Human Resources to handle. Human Resources has prepared a Proposal for a New Support Staff Orientation Program.

Recommendation 14
Develop policies for notice period and
recruitment of Professional and Confidential
group members
(Action by Vice-President Administration)

Status: In progress.

Ten draft policies have been developed which are to be discussed with and reviewed by the Professional and Confidential Employee Group (PC) Policy Panel early in 1999. A focus group session on the revised policies was held in May 1999 with a cross section of 12 University managers and two persons from outside the University who facilitated the session. A report was due from the focus group this summer. Should further clarification be necessary, an additional meeting will be held. Following any necessary revisions to the policies, they will be forwarded to the Vice-President (Administration) and to the Board of Governors for approval. It is the intent that the new policies be in place by the year 2000.

Recommendation 15
Review performance appraisal mechanism
for Managerial and PC
(Action by Vice-President Administration)

Status: In progress.

New policies were developed. A focus group session on the revised policies was held in May 1999 with a cross section of 12 University managers and two persons from outside the University who facilitated the session. A report was due from the focus group this summer. Should further clarification be necessary, an additional meeting will be held. Following any necessary revisions to the policies, they will be forwarded to the Vice-President (Administration) and to the Board of Governors for approval. It is the intent that the new policies be in place in the year 2000.

Recommendation 16
Develop annual performance review for all
full-time support staff
(Action by Vice-President Administration)

Status: In progress.

New policies were developed. A focus group session on the revised policies was held in May 1999 with a cross section of 12 University managers and two persons from outside the University who facilitated the session. A report was due from the focus group this summer. Should further clarification be necessary, an additional meeting will be held. Following any necessary revisions to the policies, they will be forwarded to the Vice-President (Administration) and to the Board of Governors for approval. It is the intent that the new policies be in place in the year 2000.

Recommendation 17
Review student recruitment
(Action by Provost)

Status: In progress.

Prior to the Task Force on Strategic Planning considerable work had been completed on a student recruitment-strategy for the University. This work is summarized in the February 1997 report from the Task Force on Student Recruitment. Elements proposed in this report have been enacted on a perceived basis in the past year. In response to *Recommendation 17* and similar recommendations relating specifically to graduate students and international students, we have enough evidence and material to develop new strategies for student recruitment. On the basis of these studies, it could be said that student recruitment generally is significantly under supported at The University of Manitoba in all sectors, including domestic undergraduate students, international students, and graduate students. To establish an infrastructure to support these activities at a level consistent with that at other Canadian institutions of comparable size, would require at least \$500,000 baseline. A phased-in plan over three years, incorporating elements of the report by the Task Force on Student Recruitment is recommended. Admissions and Financial Aid and Awards departments amalgamated and reorganized with a focus on student recruitment. University I staff also provide liaison and recruitment services.

Recommendation 18
Develop a plan for recruitment of Aboriginal students
(Action by Provost)

Status: In progress.

Dr. D. Unruh has prepared a discussion paper which is now in circulation within the university community, including the Deans and Directors Council, for response. Specific recommendations to be followed up in Fall 1999. The recruitment of Aboriginal students, though part of the general recruitment issue, is part and parcel of the larger strategy to become the University of first choice for Aboriginal peoples discussed under Recommendation 37 to which the reader is referred.

Recommendation 19
Continue enhancing undergraduate scholarships
(Action by President's Office)

Status: Continuing.

This is a Plan 2000 action which continued into the 1998 - 99 fiscal year, namely a further or incremental \$200,000 was added to the undergraduate scholarship fund. The increment now stands at \$600,000 and the University should add two further increments of \$200,000 in 1999 - 2000 and 2000 - 2001 to reach the goal of a total increment of \$1 million.

Recommendation 20
Develop a plan for scholarships for top
graduate for each high school in Manitoba
(Action by Provost)

Status: Not to be implemented

The current Entrance Scholarship Program (ESP) is based on principles of simplicity, predictability, and equity. The implementation of *Recommendation 20* would compromise these principles due to the variability of grading practices among schools. A report has been completed which recommends that the current ESP be enhanced to provide full tuition scholarship for the very best entering students and to allow for scholarships for other gifted students.

Recommendation 21
Review upper year scholarships
(Action by Provost)

Status: In progress.

The University of Manitoba has many scholarships and awards for continuing students, the major one being that sponsored by UMSU. A report has been completed which includes a recommendation that the Financial Aid and Awards Office be changed with developing an increase scholarship program for approval by Senate.

Recommendation 22
Continue recruitment of graduate students
(Action by Provost)

Status: Continuing.

The Dean of Graduate Studies is continuing to develop a plan to enhance the recruitment of graduate students. Elements of the plan, including: fairs, website development, publications including graduate calendar, increasing the dollar value of UM Fellowships are already being implemented. In addition, positive action on Recommendation 24 and 27 will be major enhancements in graduate student recruitment.

Recommendation 23
Continue to enhance UM Fellowship Fund
(Action by President's Office)

Status: Continuing.

This is another Plan 2000 action which is in its third year with annual increments of \$100,000 for a total of \$300,000. The goal is an increment of \$500,000 which will be achieved in fiscal year 2000 - 2001. The enhancement of the UM Fellowship Fund continues. For 1999-2000, The University of Manitoba Graduate Fellowships were increased to \$16,000 per year for Ph.D. students and \$10,000 per year for Master's students.

Recommendation 24
Develop Graduate research assistantships
(Action by Provost)

Status: Full implementation requires additional resources.

The Faculty of Graduate Studies has developed a 4-year plan to establish university-wide graduate research assistantships. The proposal recommends an initial allocation of \$950,000, building after four years to \$3 million p.a. This is an expensive reallocation, in this form, but is not inconsistent with practices at other universities of our size and with comparable missions. Implementation of this recommendation has been deferred due to budget constraints. A proposal for graduate fellowships equalling \$3 million has been submitted to the province.

Recommendation 25
Assign responsibility for international
student recruitment
(Action by Provost)

Status: Implemented.

After several reviews and an assessment of the experiences of the past year of the International Liaison Officer, Dr. Stella Hryniuk, it has been recommended that international student recruitment be part of the overall University student recruitment strategy as outlined under *Recommendation 17*. It would become a responsibility of the Admissions office with support from the Office of International Liaison and the International Centre for Students. Recommendation 25 has been implemented.

Recommendation 26
Consider policy on Visa student differential fee
(Action by President's Office)

Status: In progress.

The policy and practices related to the differential fee charged to visa students were reviewed. Rather than supporting the recommendation, it is recommended that the fee differential be increased to 2.0 from 1.75 for undergraduate students and that revenues gained from this process be directed to international student and academic exchange activities. Both the level of the differential and the allocation of the proceeds are consistent with practices at most other universities. The differential fee charged to graduate students should be removed or refunded as is the current practice. The Dean of Graduate Studies is exploring a proposal and its implications.

Recommendation 27
Review recruitment of international graduate students
(Action by Provost, Dean of Graduate Studies)

Status: Full implementation requires additional resources.

Work on this recommendation is proceeding but limited by lack of funds. See reports on *Recommendations 17 and 22*.

Recommendation 28
Request review of communication between
students and President's Office
(Action by President)

Status: In progress.

The Student Relations Committee has reviewed and discussed the recommendation and it is presently seeking information from the Presidents of the University of Manitoba Student Union (UMSU) and the University.

The President of the University has asked to meet monthly with the President and Vice-President of UMSU to discuss matters of mutual concern.

Recommendation 29
Review student orientation
(Action by Provost)

Status: Implemented.

Two reports have been received: one relating to the mandatory orientation for University I students in September 1998; and the other from the Faculty of Graduate Studies. A planning committee for the 1999 orientation has been established under the leadership of Drs. Morphy and Cameron to consider the results from 1998 and to plan for 1999. The Committee developed anew plan for Fall 1999 which is being implemented. The Dean of Graduate Studies will continue to develop university-wide expectations for the orientation of graduate students.

Recommendation 30
Encourage student advising by faculty
(Action by Provost)

Status: Continuing.

This work continues. Student advising has been included in assigned duties for faculty in the UMFA Collective Agreement (Article 19.A.2.4.3.1). More work is required although substantial progress on student advising has been made through University I office. (See also *Recommendation 8*.)

Recommendation 31
Request UMSU to develop more activities
that appeal to students
(Action by Provost)

Status: In progress.

The issue, as a university issue, should be folded into the mandate of the Student Relations Committee. Among the several practical issues which arise is that of access to, and use of, university space. The Student Relations Committee will continue to follow-up through its "Sense of Community" working group. Tangible progress has been made by Student Relations Committee - increased student access to buildings, etc., for example.

Recommendation 32
Develop a "buddy" system for students
(Action by Provost)

Status: In progress.

This is a matter taken up by the Student Relations Committee which has included it within the mandate of the newly established sub-committee working on "Sense of Community". In addition, as pointed out by the Director of University I, the orientation experience presently provides some elements of a "buddy system". Student Relations Committee is proceeding with development.

Recommendation 33
Review opportunities for on-campus
student employment
(Action by Associate Vice-President Administration)

Status: Continuing.

ARAMARK Campus Services are committed to increasing the number of student employees to 50% of their total employees. Three hundred students were hired for caretaking, grounds and food services during the Pan-Am Games. This had full union support. CUPE Local 3909 represents graders, markers, teaching assistants, demonstrators and tutors. There are approximately 560 student employees in this unit.

PRODUCTS

The products of the University of Manitoba are a way of thinking that includes not just degrees but also the process of undergraduate and graduate education that leads to lifelong learning capability. As well, the theme of products includes research, scholarship and creative works. There are many ways in which the environment for learning and research can be strengthened and supported. The following recommendations endeavour to define these ways.

Recommendation 34
Refine academic review process
(Action by Provost)

Status: Full implementation requires additional resources.

The policy and procedures relating to the review of academic programs were reviewed, modified and approved by Senate in 1996. Implementation of this process has been hampered by a lack of secretarial and other resources. In the meantime, the Faculty of Graduate Studies is in the process of proposing a graduate program review process similar to that in Ontario. A growing number of undergraduate programs are subject to accreditation processes. Our goal at this time should be to evaluate the need for an omnibus program review process in the face of these developments. A proposal has been fully developed in Graduate Studies. This and Secretariat support for Senate-based process require new resources.

Recommendation 35
Continue the evaluation of teaching
(Action by Provost)

Status: Continuing.

Advice was solicited from Deans and Directors and from Centre for Higher Education, research and Development (CHERD) and the University Teaching Service (UTS). The application of the SEEQ course evaluation instrument across the University as mandated by Senate continues. Where appropriate, alternative methods of evaluation are employed to assess team-taught and some laboratory courses. The Faculty of Graduate Studies is encouraged to expand their offerings through UTS of workshops related to graduate student supervision and teaching assistants. A report is attached which outlines further recommendations relating to the provision of feedback on and evaluation of graduate supervision.

Recommendation 36
Encourage Graduate teaching assistant workshops
(Action by Faculty Deans/Dean of Graduate Studies)

Status: Continuing.

Two reports on this have been received; one from the Faculty of Graduate Studies. Both reports recommend that attendance at UTS workshops be required of graduate students prior to their first TA assignment. This is a condition of employment which will have to be negotiated as part of the CUPE Collective Agreement. At the same time, Faculties should be encouraged to develop their own discipline-specific training sessions for TAs. Further, the Faculty of Graduate Studies should be directed to develop guidelines regarding the participation of graduate students in teaching of courses. Workshops are proceeding and the Certificate in Higher Education and Teaching Program continues.

Recommendation 37
Propose a plan: University of first choice
for Aboriginal students
(Action by Provost)

Status: In progress.

This is a large and complex recommendation, especially when coupled with the recruitment issue (Recommendation 18). Extensive consultations have occurred within the University, some of the results of which are included in reports received from the Department of Native Studies and the Faculty of Management. Extensive consultations also will have to occur with members of the Aboriginal and Metis communities external to the University. A Discussion Paper on the implementation of *Recommendations 18 and 37* has been prepared by Don Unruh. The paper was received by the Deans and Directors Council in May 1999, and will be included on the agenda for discussion in September 1999.

Recommendation 38
Develop a combined Honors and General BA/B.Sc.
(Action by Deans of Arts and Science)

Status: In progress.

On-going discussion in Faculties of Arts and Science.

Recommendation 39
Review academic penalty and appeals processes
(Action by Provost)

Status: Implemented.

A report from the University Discipline Committee (UDC), which reviewed this recommendation is attached. The Committee concludes that, as a result of prior discussions and reviews, *Recommendation 39* has been addressed. However, there remains some concern about variability of penalties between units and this should be addressed by the UDC.

Recommendation 40
Develop a proposal for generalized course credit
(Action by Provost)

Status: In progress.

Consideration of this recommendation is ongoing.

Recommendation 41
Review course scheduling system
(Action by Provost and Vice-President Administration)

Status: Implemented.

The Task Force recommendation specifically addressed the issue of the implementation of a trimester system. Professor R. A. Johnson undertook the review calling upon previous studies at The University of Manitoba, experience at universities with trimester or partial trimester systems, studies of the same at other universities, and the extensive literature on course scheduling systems. The report concludes that implementation of a full trimester system at The University of Manitoba is not warranted if the objectives are to maximize flexibility and pedagogical quality. Indeed, the current system with some fine tuning, as outlined in the report, is probably best positioned to achieve the objectives of flexibility and quality while making best use of resources. The report has been submitted, as required, to the Provost.

Recommendation 42
Develop a mechanism for review of
graduate programs
(Action by Dean of Graduate Studies)

Status: In progress.

The Dean of Graduate Studies has reviewed and proposed a system for graduate program review (report attached). This system, modeled in part on the Ontario Council of Graduate Studies (OCGS) system of graduate program review, would bring together the review processes for new programs and the periodic review process for existing programs. Development of this proposal would require separation of graduate program review from accreditation and undergraduate program review processes. The proposed review process would certainly meet the objectives of the recommendation. Implementation would require Faculty Council of Graduate Studies and Senate approval and some additional resources. Review and discussion continue.

Recommendation 43
Take initiative in forming an inter-jurisdictional
graduate program review
(Action by Provost)

Status: In progress.

The Dean of Graduate Studies has taken the initial steps for discussion of a "western" graduate programs review process through contact with Deans at other universities. The Western Deans of Graduate Studies met in January 1999, and formed a committee to consider this matter. Members of the committee include Dr. DeToro, Dean of the University of Manitoba Faculty of Graduate Studies and the Deans of Graduate Studies from the University of Saskatchewan, Northern British Columbia, and Alberta. This committee will meet in October in Halifax to develop a proposal to be presented in January 2000 to the Western Deans of Graduate Studies.

Recommendation 44
Review criteria for determining eligibility
for graduate supervision
(Action by Provost)

Status: Implemented.

The Dean of Graduate Studies has polled Departments regarding criteria to establish eligibility of academic staff to supervise and to continue to supervise graduate students. The conclusion of this review and after discussion at a subsequent meeting of Faculty Graduate Chairs, is that there is no need for a new mechanism to accredit graduate supervisors beyond what is accomplished through the periodic Departmental evaluation of faculty members. However, the report outlines several areas in which the Faculty of Graduate Studies can assist in the monitoring of performance and in the establishment of programs to develop expertise in graduate supervision. A proposal has been developed by the Dean of Graduate Studies and is being implemented through performance monitoring and workshops on graduate student supervision.

Recommendation 45
Create an operating budget reserve for research
start-up costs, emergency and bridge funding
(Action by President's Office)

Status: Continuing.

During the budget process for 1999-2000, \$275,000 was allocated.

Recommendation 46
Identify and prioritize research strengths
(Action by President)

Status: Continuing.

This recommendation reflects the views of the Task Force that the University must identify its areas of current and emerging strength, as well as those that are of strategic importance to Manitoba and, once identified, ensure that these areas have the necessary infrastructure to remain strong and further develop. The recommendation also requires that these areas be given priority in the allocation of research funds.

This issue and task of identifying areas of current and emerging strength has been referred to the University Research Committee of Senate for advice and action. The committee has concluded that, in order to promote our research expertise and capabilities effectively and to remain competitive, it is imperative that the University be able to articulate its current and emerging research strengths. Accordingly and under the direction of the University Research Committee this process will begin in January of 1999 with an expected completion date of May 31, 1999.

PARTNERSHIPS

This section of the Task Force Report emphasizes the need for the development of partnerships within the University. New intellectual synergy will be the result of forging new partnerships between units along with an energizing force which will stimulate innovation and raise morale through meaningful intellectual engagement among individuals with similar interests. Members of the Task Force suggested the following recommendations designed to forge new alliances.

Recommendation 47

Status: Implemented.

**Create a program development fund to support reorganization and realignment
(Action by Provost and Vice-President Administration)**

A proposal for a revision of the Program Development Fund has been presented by Dr. Lobdell. In summary, it recommends two separate funds/competitions: the first of \$175,000 (minimum) of baseline monies to support the introduction of new or significantly modified academic programs; and the second of \$175,000 (minimum) of budget only money. Information on applying to the fund was circulated to the University community in January of 1999.

Recommendation 48

Status: In progress.

**Consider general amalgamations between/among academic units
(Action by Deans/Directors)**

This recommendation has been discussed at Deans and Directors Council. To date no proposals have been forthcoming.

Recommendation 49

Status:

**Consider the amalgamation of Architecture, Art, and Music
(Action by Dean/Directors of Architecture, Art and Music)**

a) Implemented,
b) implemented,
c) in progress,
d) in progress,
e) in progress,
f) in progress,
g) in progress.

Agreement in principle to an "administrative amalgamation" has been reached by each of the councils of Architecture, Art and Music. Accreditation of the program in Architecture has been received. Discussions continue on other areas of cooperation.

Recommendation 49a Architecture restructuring: Approved by Senate and the Board of Governors in December 1998.

Recommendation 49b Architecture accreditation: see Recommendation 49a, accreditation issues are dealt with in re-organization.

Recommendation 49c Interdisciplinary Graphics Design: The Faculty of Architecture and the School of Art have developed a joint undergraduate program of studies in Graphic Communication with costs being shared by the two units. Both Art and Architecture have agreed that a professional level joint Master's degree should be developed. **In progress.**

Recommendation 49d Interdisciplinary Industrial Design: The Faculties of Architecture and Engineering have agreed to develop a joint Master's degree program in Industrial design. Before the graduate degree is introduced a joint option year in Industrial Design should be initiated in the final year of both the undergraduate programs in Engineering and Environmental Design. In the spring of this year, the curriculum for both the option year of the undergraduate program and the professional level Master's degree program will be developed. **In progress.**

Recommendation 49e Interdisciplinary Computer Music: Discussion has occurred between Music and Computer Science and they continue. A first estimate indicates that one academic staff person would be required to support this program (ie. \$60,000). **In progress.**

Recommendation 49f Coordination of degree program in Art History: The School of Art has under consideration revisions to the Art History program which would address this recommendation. Discussions with the Faculty of Arts to "meld" the Art History programs are underway. **In progress.**

Recommendation 49g Joint-programming in Theatre and Film Studies: Representatives of Architecture, Art, Music and the English Department have met to consider this proposal. A smaller group is meeting to formulate a more concrete proposal. **In progress.**

Recommendation 50

Status: In progress.

Consider the transfer of Foods and Nutrition to the Faculty of Agricultural and Food Sciences (Action by Deans of Human Ecology, and Agriculture and Food Sciences)

This recommendation is still being considered. The degree program is to remain intact. Discussions are being facilitated by Dr. W. Dahlgren. Deadline for report is September 1999.

Recommendation 51

Status: In progress.

Consider an amalgamation of the Faculty of Human Ecology with the Faculty of Social Work (Action by Deans of Human Ecology and Social Work)

See Recommendation 50.

Recommendation 52
Develop a new Bachelor of Education program
in the Faculty of Education
(Action by Dean of Education)

Status: Implemented.

The new 150 credit baccalaureate program has been **approved** by the Senate and Board and will be implemented in September 1999. Discussions are continuing with relevant units to ensure availability of teachable subjects and continuation of joint programming. Joint positions in Music/Education and Human Ecology/Education are being advertised.

Recommendation 53
Establish a Health Sciences Council
(Action by Provost)

Status: Implemented.

The Health Sciences Council has been formed and has met twice. Terms of reference and membership have been developed (attached). The Council has met with representatives of COPSE, Department of Health, and Red River College to discuss the "Allied Health" Services and Education issue.

Recommendation 54
Continue the restructuring of the delivery of
undergraduate programs and formation of research
groups in the Faculty of Medicine
(Action by Dean of Medicine)

Status: a) In progress,
b) implemented,
c) alternate proposal
In progress,
d) implemented.

In response to Recommendation 54(a), Dean Hennen's priority is to **continue to review** and modify UG program. The revision and implementation of the new undergraduate program in Medicine continues as does the formation of a "matrix model" (Departments and Groups) to create research groups.

In response to Recommendation 54(b): Amalgamation of Biochemistry and Molecular Biology and Human Genetics: Approved by Senate (June 2, 1999), and the Board of Governors (June 24, 1999).

In response to Recommendation 54(c): Amalgamations: Anatomy and Pathology: Extensive discussions have occurred between the relevant Departments and reports are provided. Following consideration of the recommendation, the Departments of Anatomy and Pathology favor retention of their current identities. Likewise, consideration of the merger of Immunology and Med. Microbiology has occurred with a recommendation that they retain their separate identities. However, an inter-departmental program in immunology **has been proposed and work on the details of such a proposal continues. After review not to be implemented.**

Recommendation 54(d): Extensive Collaboration exists between the Faculty of Pharmacy and the Department of Pharmacology: **There is no need for any further action.**

Recommendation 55**Status: Implemented.****Create a Shuttle Bus Service****(Action by Vice-President Administration)**

A free shuttle bus service operated from September 1, 1998 to April 30, 1999 at a cost of about \$115,000. The shuttle bus service was perceived as a very popular measure, and, in fact, there have been numerous requests for it to be continued and for service to be expanded. A revised schedule, including three sites (Bannatyne Campus, St. Boniface Hospital, and Fort Garry Campus) will begin September 1, 1999.

Long term plans include revisiting the proposal from Winnipeg Transit to charge a student levy which would entitle students to free bus service. Winnipeg Transit had indicated that a shuttle service could be part of the expanded service they could provide. This will not be done in time for the September since we would need to involve UMSU and the University of Winnipeg Students' Association.

Recommendation 56**Status: Implemented.****Continue to harmonize Arts****and Science regulations****(Action by Deans of Arts and Science)**

Harmonization of degree regulations between the Faculties of Arts and Science was approved by Senate in August 1998. Fine tuning of regulations and courses is continuing as these areas change.

Recommendation 57**Status: Continuing.****Continue strategic planning in the Faculty of Arts****(Action by Dean of the Faculty of Arts)**

The strategic planning process in the Faculty of Arts combined through the fall of 1998 with a report on reorganization and amalgamation being tabled at Arts Faculty Council in November, 1998. The proposed amalgamations among the modern language departments were not approved at the Faculty Council level. Progress has been made on the development of B.Sc. programs but the proposals are not yet fully completed. At the present time, an evaluation of the departments and units in the Faculty of Arts is underway. In the fall of 1999, Dean Robert O'Kell will be following up on the recommendations resulting from this evaluation.

Recommendation 58

**Status: a) Not implemented,
alternative proposal
in progress,**

Consider amalgamations within the Faculty of Science**(Action by Dean of Science)**

**b) implemented,
c) implemented,
d) in progress,
e) in progress,
f) in progress.**

With respect to Recommendation 58(a): There will be no administrative amalgamation of Botany, Zoology and Microbiology, but a general biology program is being implemented. A verbal report from

Dean Jamieson indicates significant progress on the development of a general biology program shared by the three Departments and a lack of progress on the administrative amalgamation of the Departments. This sub-recommendation is considered **complete**.

With respect to Recommendation 58(b): The amalgamation of Mathematics and Applied Mathematics has been approved by Senate and the Board of Governors. This sub-recommendation is **complete**.

With respect to Recommendation 58(c) suggesting a free-standing Department of Statistics: This is **complete**. The Department of Statistics remains as a free-standing unit. The matter of cross-appointments is being reviewed and considered in the Faculty of Science.

With respect to Recommendation 58(d) calling for the renaming of the Department of Geological Sciences: Consideration is **on-going**. Action on this recommendation is being delayed until the review of the Environmental Science program is completed.

With respect to Recommendation 58(e) and (f) calling for a review of the Environmental Science program: Consideration is **on-going**. A report has been completed but community input and external reviews are required. A review of the Environmental Science program is underway and is co-ordinated through a review committee appointed by the Dean of Science. The program continues to be administered by the office of the Dean of Science.

Recommendation 59

Status: In progress.

**Continue to review the structure of
the Natural Resources Institute (NRI)
(Action by Director of Natural Resources)**

A small task force, in collaboration with NRI has been at work reviewing and developing the programming at NRI. A proposal for a Ph.D. program has been completed, a Letter of Intent has been sent to COPSE and was approved (March 2, 1999). A program proposal will be presented to Faculty of Graduate Studies Council in September, and if approved, is expected to be forwarded, as appropriate, to Senate and the Board of Governors in November or December 1999.

Recommendation 60

Status: In progress.

**Review and submit a report on course duplication
(Action by Vice-Provost Programs)**

Advice on this recommendation was sought from the Senate Committee on Curriculum and Course Changes. The 4C's struck an ad hoc committee which reviewed course duplication and presented a report to Senate in late spring. The full report with comments was forwarded to the Vice-Provost (Programs) in July 1999.

Recommendation 61
Create incentives for joint- and/or cross-appointments
(Action by Provost)

Status: Full implementation requires additional funding.

A report and proposal to encourage and provide incentives for joint- and/or cross-appointments has been prepared. Incentives suggested include: priority placed on appointments which serve two or more units and provision of baseline resources to support this; clear communication of expectations regarding promotion, tenure, etc., and rewards to faculty members appointed to such positions. This recommendation can be addressed through the appointment process. New resources are required to produce financial incentives.

Recommendation 62
Consider Administrative Reorganization
(Action by [a] Vice-President Administration; [b] Provost)

**Status: a) Implemented,
 b) in progress.**

Recommendation 62(a) calling for an administrative reorganization of support units has been **completed**. The positions of Associate Vice-President (Human Resources) and Director of Human Resources have been eliminated. A reorganization as a three-person team approach to Human Resources Management has been implemented.

Recommendation 62(b) calls for a review of services in Student Affairs: The focus of this recommendation was the subject of a review in 1991 which concluded with the current arrangements for the provision of services such as Health, counseling, etc. As part of the strategic planning exercise in the administrative units, the Student Affairs plan was reviewed and updated in 1997 - 98. An external review of the strategic plan and the Student Affairs operation should take place and the reviewer would be asked to assess the financial arrangements related to the provision of services. **An external review of services proposed for Fall 1999.**

Recommendation 63
Create of a "Registrar's Office"
(Action by Provost)

Status: Partly implemented. Full implementation requires additional resources.

The Vice-Provost (Student Affairs) has provided a summary report. After the strategic planning exercise in Student Affairs and a review of the functions of the various offices, the merger of the Office of Admissions and Financial Awards into an Office of Enrolment Services was undertaken. The Office of Student Records will remain as such, and the title, "Director of Student Records," will continue. This Director functions as the registrar. Finally, Student Affairs is proposing to develop a "store front" operation which will serve as a one stop shopping access to the services of admissions, financial aid and awards, and records. Work has been completed except for development of "store front" operation for student services. Financial resources and additional space required.

Recommendation 64
Establish an Office of International Liaison
(Action by President's Office)

Status: Partly implemented. Full implementation requires additional resources.

The administration of international liaison activities at the University required redevelopment with the departures of Dr. Hogan and Professor Neville from the Office of the President. Dr. Stella Hryniuk was appointed International Liaison Officer on a part-time basis in 1997. She was reappointed on a full-time basis as International Liaison Officer in 1998. Under her guidance, the University has re-established a presence at international student recruiting fairs and is now participating in Canadian Education Centres. Dr. Hryniuk has handled international visit and visitor protocol matters for the University and continues to provide University liaison with agencies and other universities.

To meet the goals of this recommendation baseline funding in the order of \$350,000 will be required. At the moment, no baseline funding is directed to this activity. Student recruitment activities will have to be more directly co-ordinated with the Admissions Office and the office of the Dean of Graduate Studies. Suitable space, which presently does not exist, and support staff will have to be found.

Recommendation 65
Establish a University Secretariat
(Action by President)

Status: Implemented.

The establishment of a University Secretariat with a University Secretary who serves as secretary to Senate and to the Board of Governors was approved by the Board of Governors in June 1998 and by Senate in September 1998. A selection process was held, and the Secretary appointed effective January 1, 1999. A University Secretary has been appointed. The Offices of the Board of Governors Secretariat and the Senate Secretariat have been physically combined and relocated to the third floor of the Administration Building.

Recommendation 66
Appoint an Ombudsman
(Action by President)

Status: Implemented.

The Board of Governors approved early in 1998 the appointment of an Ombudsman. The position to be filled in the second half of the 1998-99 fiscal year. A position description has been approved by the President and by the Board of Governors, a selection committee has been established, and it is expected that the Ombudsman will be in place by March 1, 1999. An Ombudsman has been appointed. Several pieces of informational literature about the role of the Ombudsman have been circulated to the University Community.

Recommendation 67
Review participation of support staff in the governance of the organization
(Action by President)

**Status: a) In progress,
 b) implemented.**

Recommendation 67(a) suggests participation of support staff on Senate. In July 1998, Senate approved a motion to review its by-laws and determine whether it would be appropriate to permit support staff, elected to their Faculty Councils, to be elected to serve on Senate. This general principle with respect to support staff representation on Senate **will be considered** by Senate in September 1999.

Recommendation 67(b) Participation of support staff on Board of Governors: On October 19, 1998, the Board of Governors approved the inclusion of a support staff assessor on the Board. Also approved were the duties and responsibilities of the support staff assessor, the procedures for election, and a strategy to provide feedback on Board business to the support staff. **This recommendation has been acted upon.**

Recommendation 68
Improve internal and external communication
(Action by Executive Director, University Relations)

Status: Implemented.

Press coverage about the University has been more positive and more visible this past year. In both internal press and external press, successful attempts have been made to promote the achievements of students and faculty. The *Free Press* insert was an excellent and well-received publication. The content and appearance of *The Bulletin* were significantly altered in 1999. The matter of improving communication is an ongoing activity. The new initiative will be continued.

Recommendation 69
Maximize the University's opportunities to
communicate with all graduates
(Action by President)

Status: Implemented.

The Alumni Association will issue the Alumni Journal to all graduates three times each year, and the membership fee will no longer be charged. A positive relationship has developed between the Alumni Association and the University, and work is progressing toward increasing communication with our graduates.

Recommendation 70
Implement a major capital campaign for the University
(Action by President)

Status: In progress.

The planning for a possible major capital campaign for the University was approved by the Board of Governors on June 25, 1998. A feasibility assessment is underway now. If the outcome of this assessment is positive, with Board approval, the campaign will begin in 2000.

Recommendation 71
Coordinate Public Affairs, Alumni and Private Funding
(Action by President)

Status: Implemented.

On June 25, 1998, the Board of Governors approved a motion that the Director of Public Affairs report directly to the President and that an Executive Director (Development and Alumni) report directly to the President. Effective November 1, 1998, (a) the Director of Public Affairs reports directly to the President, and (b) the newly created position of Executive Director (Alumni and Development) also reports to the President.

PROCESS

This section of *Building Our Strengths* concentrates on asking members of the University community to examine how things are done, why rules and regulations exist, and how things could be accomplished more efficiently to the mutual benefit of all concerned. The following set of recommendations, then, suggest review and/or change to a variety of processes within the University. Among these are University committees, operating budgets, incentives to encourage innovation, consolidation of the Libraries and development of Libraries' resources, and technology.

Recommendation 72
Revise the General Calendar
(Action by Provost)

Status: Implemented.

The Senate Calendar Committee has agreed to revision of the General Calendar. As part of this revision, a web-based version of the Calendar has been created. The print version for 1999 - 2000 is divided into Undergraduate and Graduate Calendars.

Recommendation 73
Review functions and procedures of Committees,
including Board of Governors and Senate Committees
(Action by President)

Status: In progress.

The Board of Governors reviewed all of its committees. It decided to eliminate one committee (Planning Committee) since its activities were seen as duplicating the work of other committees. On July 8, 1998, Senate approved a similar motion with respect to a review of its committees. A Senate Committee on Committees was established and a report will be forthcoming. At the request of the President, there is currently a review of all University committees taking place within academic and administrative units. Information is currently being compiled and a report will be prepared before the end of the fiscal year.

Recommendation 74
Review the balance between centralization
and decentralization of budget process
(Action by President's Office)

Status: Implemented.

In consultation with the Vice-Presidents and the Deans and Directors, and, after Board approval, a new budget process was put into place for the 1999-2000 fiscal year. Through this process, each budget unit has an opportunity to present a proposal to the President and Vice-Presidents. Following this review, each unit's proposed budget is considered by a Budget Advisory Committee before submission to the Senate Planning and Priorities Committee and the Board of Governors.

Recommendation 75
Develop a fund for strategic reallocation
(Action by President's Office)

Status: Implemented.

This recommendation was dealt with during the annual budget process. Such funds will be developed annually, though the amount for reallocation may vary from year to year.

Recommendation 76
Create a Budget Advisory Committee
(Action by President)

Status: Implemented.

See response to Recommendation 74, above.

Recommendation 77
Encourage Deans and administrative heads
to share budget information with staff
(Action by President's Office)

Status Continuing.

Budget information is available to all staff members in the fall edition of the Bulletin, and will soon be available on the University of Manitoba website. Senior administration will continue to encourage Deans and Directors to share knowledge and understanding of the budget process.

Recommendation 78
Develop a process whereby the comments
of Senate and Senate Planning and Priorities
Committee about the budget are shared with
the Board of Governors
(Action by President's Office)

Status: Implemented.

The Budget Advisory Committee (BAC) is comprised of members of the Senate Planning and Priorities Committee (SPPC). Comments from the BAC and SPPC will be forwarded along with the budget proposal to the Board of Governors by the Vice-President (Administration) and the President.

Recommendation 79
Develop incentives for initiatives that
support units' approved purposes
(Action by Vice-President Administration and Budget Heads)

Status: Continuing.

Action on this recommendation is ongoing and will be considered during the annual budget process.

Recommendation 80
Support the Industry Liaison Office
(Action by President's Office)

Status: Implemented.

This recommendation calls for the University to continue to support the activities of the Industry Liaison Office (ILO) as a means for enhancing revenue through research contracts and licensing income. This recommendation is fulfilled by continuing the practice of re-investing our net royalty income in the activities of this office. This practice is common at other universities, particularly in the case of 'young' ILO offices, which is the case at the University of Manitoba.

Recommendation 81
Continue the Libraries Consolidation
(Action by President's Office)

Status: Full implementation requires additional resources.

The Library consolidation project continues as resources permit.

Recommendation 82
Continue to consider Library acquisitions
(Action by President's Office)

Status: Full implementation requires additional resources.

The acquisitions budget has remained a first-call on the University Budget with a 10% increase in 1998 - 99. This however, was adversely affected by the decline of the Canadian dollar in mid-1998 - 99. Although acquisitions remain highest priority, budget cutbacks in 1999-2000 do not meet maintenance requirements. Serials and monograph purchases were continued with on-time funds in 1999-2000.

Recommendation 83
Plan to increase access to information
resources over next five years
(Action by Director of Libraries)

Status: Full implementation requires additional resources.

A strategic plan for increasing accessibility to information resources was submitted by the Director of Libraries to the Vice-President (Academic) and Provost on December 21, 1998. This plan has been considered and endorsed by the Senate Libraries Committee. Implementation requires \$25 million over a five-year period.

Recommendation 84
Investigate the extension of Library open hours
(Action by Director of Libraries)

Status: Full implementation requires additional resources.

The Libraries administration has provided a report with costs. Basic compliance with the recommendation would require \$250,000 per year while a more complete compliance would cost \$450,000 per year.

Recommendation 85
Plan to ensure orderly transition of major
record systems to new platform
(Action by Vice-President Administration)

Status: In progress.

A migration plan for administrative systems was developed in the latter part of 1997. Work on migration was delayed by necessary Y2K conversion efforts. The Y2K work will be completed prior to the end of 1999. The migration project will then recommence, and the plan will be updated.

Recommendation 86
Establish funding priorities that ensure
Year 2000 compliance for all computer-based systems

Status: Implemented.

(Action by Vice-President Administration)

A Year 2000 Committee has been established to address the Year 2000 issue for non-administrative computer systems. Administration computer systems (Student Records, Financial Systems, Employee Records) compliance is the responsibility of IST. The Internal Auditor reports on the subject to each Finance and Administration meeting of the Board of Governors.

Recommendation 87
Ensure access to Information Services and Technology
(Action by Vice-President Administration)

Status: Implemented.

All university staff and students may claim a computer identification name which provides internet access and access to other University computing and networking services. This policy will remain in place.

Recommendation 88
Increase computer technical support
(Action by Vice-President Administration)

Status: Implemented.

In the last fiscal year, the position of Instructional Technology Coordinator was created in Information Systems and Technology (IST) and filled. This position is responsible for training programs and seminars on using technology in course delivery, especially Internet technologies; providing consultation to faculty interested in developing computer based course content; administering IST's courseware tools; and providing support for computers permanently installed in selected lecture theatres. In the current year, the position of Instructional Software Coordinator was created and filled. This position is responsible for addressing the needs of instructors whose students use open area computer labs by ensuring continuing communication between instructors and technical support staff in IST; informing instructors of the progress of software installations; mediating conflicts that arise when instructors' expectations exceed the capabilities of the open areas; maintaining documentation on open area software and ensuring that end users are informed of changes in software offerings.

Recommendation 89
Develop a plan to promote open communication
between IST and members of the University
(Action by Executive Director, Information Services
and Technology)

Status: Implemented.

The issue of standards for hardware and software will be put before the Senate Committee on Academic Computing. Recently, after much discussion with Microsoft, it was determined that centrally funding a site license for their software products was prohibitively expensive. However, Microsoft products are available to staff and students through the Book Store at deeply discounted prices, and as such are becoming *de facto* standards for office suite software. The Director of Information Services and Technology is ensuring that standards are being widely shared among members of the University community.

Recommendation 90
Develop a plan for regular replacement of
computers and printers in departments
(Action by Provost and Vice-President Administration)

Status: Implemented.

Preliminary recommendations from the Executive Director of Information Services and Technology have been received. The responsibility for developing a regular replacement plan will rest with the head of each unit. The necessity of regularly replacing technological equipment has been taken into account in the annual budget process.

Recommendation 91
Assign a high priority to technology and equipment
used in teaching; make them available
(Action by Vice-President Administration)

Status: Continuing.

A review of technology now available in all classrooms has been completed. Various classroom computer projection facilities have been upgraded. A program to continue the upgrade of the computer projection facilities in some large and medium size classrooms will be initiated in the third quarter of this year.

Recommendation 92
Give a high level of priority to operating
budget of Physical Plant
(Action by Vice-President Administration)

Status: Full implementation requires additional resources.

No additional funds were available for allocation to Physical Plant in 1999-2000.

Recommendation 93
Develop a plan for dealing with deferred maintenance
(Action by Vice-President Administration)

Status: Implemented.

A plan was developed with the aid of Government Services and the Council on Post-Secondary Education (COPSE) for the post-secondary sector. Deferred maintenance on the order of \$6 million is being undertaken in the 1999-2000 fiscal year.

Recommendation 94
Identify the five most urgent capital projects
(Action by Vice-President Administration)

Status: Implemented.

This recommendation has been addressed by a change in procedure initiated by COPSE. At a meeting with COPSE on June 23, 1998, the University of Manitoba was requested to submit in a specified format its top 20 urgent capital projects. Forms were provided which were to be completed and returned with as much detail as possible to support each request. The priorities and criteria utilized in assessing the priorities were reviewed and approved by SPPC and the Board of Governors on July 28, 1998. On June 1, 1999, COPSE requested an update to our submission and our priorities. This was forwarded by their deadline of July 15, 1999.

Recommendation 95**Status: Continuing.**

**Make regular reports to Senate and Board of
Governors on progress of Task Force recommendations
(Action by President)**

This is the second report, effective July 1999, on the progress being made on the Task Force recommendations. The first report was made to Senate and the Board of Governors at their respective meetings in January of 1999.

Report of the Committee on Nominations

Preamble

Since last reporting to Senate, the Committee on Nominations met on June 23, 1999 to consider nominations to fill vacancies on the standing committees of Senate.

The terms of reference for the Senate Committee on Nominations are found on page 10.21 of the *Senate Handbook* (1992).

Observations

1. A request has been received from the Minister of Education and Training for three members for the Board of Teacher Education and Certification. The current representatives (Dean R. Magsino, Prof. D. Jenkinson and Prof. J. Dean) are eligible for re-appointment. Of the three members, two must be from the Faculty of Education.
2. Below are listed all committees having vacancies to be filled, along with the names of the nominees being proposed, their faculty/school, and the expiry date of their terms.

Recommendation

The Committee on Nominations recommends to Senate the following list of nominees:

Committee	Nominees	Faculty/School	Term
Committee on Academic Computing	Ms. K. Clay	Libraries	31.05.02
Committee on the Academic Evaluation of Students	Prof. W.G. Baldwin, Chair (R)	Science	31.05.02
	Prof. G. Tabisz (Senator) (R)	Science	31.05.02
	Prof. R. Deluca	Arts	31.05.02
	Prof. G. McClarty (R)	Medicine	31.05.02
Committee on Academic Freedom	Prof. R. Roy	Social Work	31.05.02
	Prof. T. Booth (Senator)	Science	31.05.02
Committee on Academic Review	Dean J. Devries	Dentistry	31.05.02
	Dean D. Fuchs (R)	Social Work	31.05.02
Senate Committee on Admissions	Dean D. Hrycaiko	Physical Education & Recreation Studies	31.05.02
	Prof. A. Osborne (R)	Arts	31.05.02
	Prof. L. Secco	Nursing	31.05.02
Committee on Admission Appeals ¹	Prof. P. Patterson (regular)	Music	see footnote 1
	Prof. J. Burleson (alternate)	Music	see footnote 1
	Prof. B. Stimpson (R) (regular)	Engineering	see footnote 1

¹In view of University 1 it will be necessary to review the terms of reference of the Committee, as well as its composition. In the meantime, the Nominations Committee proposes that members whose terms have expired continue until such time as the review has taken place; these members have agreed to do so. New members have also been nominated, again for an indefinite period.

	Prof. R.W. Menzies (R) (alternate)	Engineering	see footnote 1
Senate Animal Care Policy Committee	Mr. B. Thomas (R)	Outside community	31.05.01
	Prof. J. House	Agricultural & Food Science	31.05.02
	Prof. I. Berczi (R)	Medicine	31.05.02
Committee on Appeals	Prof. J. Page (Senator), regular	Arts	31.05.02
	Prof. L. Stuesser (R), alternate)	Law	31.05.02
Committee on Awards	Prof. K. Vessey (Senator) (R)	Agricultural & Food Sciences	31.05.02
	Prof. R. Dean	Nursing	31.05.01 ²
	To be confirmed		31.05.02
	Prof. R. Baydack (R)	NRI	31.05.02
Committee on Curriculum and Course Changes	Prof. D. Smyth (R)	Medicine	31.05.02
	Prof. J. Cooper (Senator)	Medicine	31.05.02
	Prof. J. Bond (R)	Human Ecology	31.05.02 ³
	Prof. R. Linden	Arts	31.05.00 ⁴
Committee to Consider Applications for Faculty Status	Prof. B.W. Southern (R)	Science	31.05.02
Senate Committee on Instruction	Prof. R. Perry (R)	CHERD	31.05.02 ⁵
	Prof. C. Trott	Arts	31.05.02
Joint Senate Committee (JSC) (on Master's Programs)	Prof. A. Secco (Senator) (regular)	Graduate Studies	31.05.02
	Prof. R. Linden (regular)	Arts	31.05.02
	Prof. A. Gregor (alternate)	CHERD	31.05.02
	Prof. M. Baker (alternate)	Music	31.05.02
Library Committee	Prof. M. McKay (Senator)	Nursing	31.05.02
	Prof. D. Strong (Senator) (R)	Engineering	31.05.02
Committee on Medical Qualifications	Prof. S. Barakat	Medicine	31.05.02
	Prof. B. Kirk (R)	Medicine	31.05.02
	Prof. A. Chochinov (R)	Medicine	31.05.02
Senate Planning & Priorities Committee	To be Confirmed		31.05.03
	Prof. A. Simon	Architecture	31.05.03
	Prof. L. Kaminski (Senator)	Social Work	31.05.02 ⁶

² Completing a three-year term commenced by Prof. J. Butcher.

³ Prof. Bond will be on research leave 1999-2000 but Prof. R. Mills of Human Ecology has agreed to serve for that year.

⁴ Completing a three-year term commenced by Dean R. O'Kell.

⁵ Prof. Perry will be going on research leave January 2000 and his three-year term will be completed by Ms. C. Holt of the Libraries.

⁶ Completing a four-year term commenced by Prof. J. Cooper.

Committee on Rules & Procedures	Prof. E.A. Braid (Senator) (R)	Law	31.05.02
	Prof. A. Secco (Senator) (R)	Graduate Studies	31.05.02
University Research Committee	Dean B. Hennen	Medicine	31.05.02
	Dean D. Ruth	Engineering	31.05.02
	To be Confirmed		31.05.02
	Prof. J. Evans (R)	Medicine	31.05.02
	Prof. R. Litz (R)	Management	31.05.02
	Prof. K. Grant (R)	Arts	31.05.02
UDC Nominating Committee	Prof. N. Hunter (R)	Science	31.08.00
	Prof. B. Watts	Human Ecology	31.08.00
	Prof. S. Gessler (R)	Nursing	31.08.00
	Mr. James Koh (R)	Arts	31.08.00
	Mr. G. Fletcher	Engineering	31.08.00
	Mr. E. Janzen	Graduate Studies	31.08.00
Board of Teacher Education and Certification	Dean R. Magsino (R)	Education	31.06.01
	Prof. D. Jenkinson (R)	Education	31.06.01
	Prof. G. Woods	Science	31.06.01

Respectfully submitted,

B. Dronzek, Chair
Committee on Nominations