

Senate
Senate Chamber
Room 245 Engineering Building
WEDNESDAY, November 1, 2000
1:30 p.m.

AGENDA

I MATTERS TO BE CONSIDERED IN CLOSED SESSION

II MATTERS RECOMMENDED FOR CONCURRENCE WITHOUT DEBATE

III MATTERS FORWARDED FOR INFORMATION

1. Report of the Senate Committee on Awards Page 17

2. UM/COPSE New (or Substantial Change)
Program Approval Process - Undergraduate

Please see addendum.

3. UM/COPSE New (or Substantial Change)
Program Approval Process - Graduate

Please see addendum.

IV REPORT OF THE PRESIDENT

V QUESTION PERIOD

Senators are reminded that questions shall normally be submitted in writing to the University Secretary no later than 10:00 a.m. of the day preceding the meeting.

VI CONSIDERATION OF THE MINUTES OF THE MEETING OF OCTOBER 4, 2000

VII BUSINESS ARISING FROM THE MINUTES

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

1. Report of the Senate Executive Committee Page 25

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**

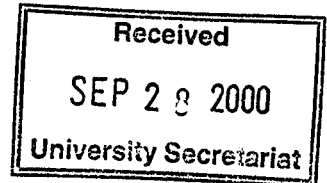
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|----|---|---------|
| 1. | Departmental Name Change:
<u>Faculty of Engineering</u> | Page 26 |
| 2. | Departmental Name Change:
<u>Faculty of Agricultural and Food Sciences</u> | Page 28 |
| 3. | Report of the Senate
<u>Committee on Rules and Procedures</u> | Page 32 |

X ADDITIONAL BUSINESS

- | | | |
|----|--|---------|
| 1. | <i>Ad hoc</i> committee of the
<u>Committee of Election of a Chancellor</u> | Page 43 |
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XI ADJOURNMENT

/sgp

Report of the Senate Committee on Awards respecting Awards**Preamble**

The Senate Committee on Awards (SCOA) terms of reference include the following responsibility:

"On behalf of Senate, to approve and inform Senate of all new offers and amended offers of awards that meet the published guidelines presented to Senate on November 3, 1999, and as thereafter amended by Senate. Where, in the opinion of the Committee, acceptance is recommended for new offers and amended offers which do not meet the published guidelines or which otherwise appear to be discriminatory under Policy No. 419, such offers shall be submitted to Senate for approval." (Senate, April 5, 2000)

At its meeting on September 19, 2000, SCOA reviewed eight new award offers, 12 award amendments and one withdrawal and reports as follows.

Observation

1. On behalf of Senate, the Senate Committee on Awards approved and recommends that the Board of Governors approve eight new awards, 12 award amendments and one withdrawal as set out in Appendix "A" of the Report of the Senate Committee on Awards (dated September 28, 2000). These award decisions comply with the published guidelines of November 3, 1999, and are reported to Senate for information.

Respectfully submitted,

Ewa Morphy for

Professor R. Baydack, Chair
Senate Committee on Awards
RB/em

SENATE COMMITTEE ON AWARDS REPORT TO SENATE - SEPTEMBER 28, 2000

APPENDIX "A"

OFFERS

MARION VAISEY-GENSER GRADUATE AWARD

Ms. Marion Vaisey-Genser has established an endowment fund at the University of Manitoba, with a contribution from the Manitoba Scholarship and Bursary Initiative. Marion Vaisey-Genser (nee Berryhill) earned a B.Sc. (H.Ec.) in 1949 from the University of Manitoba and an M.Sc. (Nutrition) from McGill in 1951. Following academic appointments at Mount St. Vincent College in Nova Scotia, Oregon State College in the United States and the Ontario Agricultural College in Guelph, she returned to the University of Manitoba as a faculty member in 1981 and initiated research and teaching in the Sensory Evaluation of Foods. She subsequently served as a Head of the Department of Foods and Nutrition, Associate Dean of the Faculty of Graduate Studies, and Associate Vice-President (Research). She was appointed a Senior Scholar in Foods and Nutrition when she retired in 1993.

The available annual income from the fund shall be used to support an award for a graduate student who:

- (1) is enrolled full-time in the Faculty of Graduate Studies at the University of Manitoba, either in Foods and Nutrition, Family Studies, or Clothing and Textiles (Human Ecology);
- (2) has completed a significant piece of research and has presented it in the form of a manuscript (submitted or to be submitted for publication to a peer review journal);
- (3) has been accepted to present this research at a national or international conference;
- (4) has achieved the highest academic standing among the eligible students in a given year (a minimum cumulative grade point average of 3.85 [or equivalent] on the last 30 credit hours completed - undergraduate and graduate).

Applicants will be asked to submit a copy each of the manuscript and the conference abstract on or before the deadline date. The recipients will be awarded a cheque to aid with the costs of travel to the conference. This award can be held in conjunction with other travel awards. The recipient must acknowledge the contribution from the award during the conference presentation.

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

JOHN W. RUDAN BURSARY IN ENGINEERING

Mr. John W. Rudan has established an endowment fund at the University of Manitoba, with a contribution from the Manitoba Scholarship and Bursary Initiative, to benefit students in the

SENATE COMMITTEE ON AWARDS REPORT TO SENATE - SEPTEMBER 28, 2000

Faculty of Engineering.

Mr. Rudan was born and raised in Winnipeg and graduated from the University of Manitoba in 1955 with a B. Sc. in Mechanical Engineering. He was the Gold Medalist for the year and had won several scholarships in previous years. He took a position as Industrial Engineer with C-I-L Head Office in Montreal and later was Manager of Quality Control at the Brownsburg Ammunition Plant. In 1958, he was awarded a scholarship to study Industrial Engineering at Cornell University in Ithaca, NY. During those studies he developed a keen interest in digital computing, then in its infancy, and after being awarded an M.Sc. degree in Industrial Engineering, he took a position in the Computing Center. He later became the Director of the Centre in the mid 1960s. He pursued further studies in Statistics and was a statistical consultant in the Computing Center before assuming another leadership position as Assistant VP for Computing. He completed his career at Cornell in senior director level positions in the central computing/information technology organization at Cornell where he was responsible, at one time, for introducing microcomputer technology to the campus and directing the systems programming and operations for the Cornell National Supercomputing Center. He retired from Cornell in January 1997 from the position of director of administrative computing responsible for the university's business information systems.

Each year, the available annual income from the fund shall be used to support bursaries, the number and value of which shall be determined by the selection committee, which will be offered to undergraduate students who:

- (1) have completed one year of full-time study either in University 1 or in the Faculty of Engineering;
- (2) are enrolled full-time in the Faculty of Engineering at the University of Manitoba;
- (3) have achieved a minimum cumulative grade point average of 2.5;
- (4) have demonstrated financial need on the standard University of Manitoba bursary application form.

The selection committee shall be the Scholarships, Bursaries, and Awards Committee of the Faculty of Engineering.

HELENA MAY WAKE BURSARY

Dr. Barbara Wake Carroll has established an endowment fund at the University of Manitoba in honour of her mother, Mrs. Helena May Wake. The Manitoba Scholarship and Bursary Initiative has made a contribution to this fund.

Helen May Wake is a life-long resident of Manitoba. Although neither she or her husband, Stanley, had the resources to attend university, their three children are all graduates of the University of Manitoba. One of them completed her Ph.D. as a mature student and the intent of this bursary is provide much needed assistance to other mature students.

SENATE COMMITTEE ON AWARDS REPORT TO SENATE - SEPTEMBER 28, 2000

The available annual income from this fund shall support bursaries, the number and value of which shall be determined each year by the selection committee. These bursaries shall be offered to undergraduate students who:

- (1) are enrolled full-time in their first year of study at the University of Manitoba (in University 1);
- (2) entered the University of Manitoba as a mature status student;
- (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.

DOREEN J. RUDAN BURSARY IN HUMAN ECOLOGY

Mrs. Doreen J. Rudan has established an endowment fund at the University of Manitoba, with a contribution from the Manitoba Scholarship and Bursary Initiative, to benefit students in the Faculty of Human Ecology.

Mrs. Rudan (nee Heuchert) was born and raised in Winnipeg and graduated from the University of Manitoba in 1955 with a B. Sc. in Home Economics. She majored in Foods and Nutrition. After graduation she was a Home Economics teacher in the high school in Thunder Bay (then Fort William). She took summer courses at the Ontario College of Education to obtain her teacher's license in Ontario. She later taught Home Economics in a Catholic high school in Montreal. In 1958 Doreen moved to Ithaca, NY where she continued to teach Home Economics in Adult Education and was a substitute teacher in the Ithaca junior and senior high schools. During this time, her primary interest was her family — being a wife, a homemaker and a mother of three children. Doreen has always donated much of her spare time as a volunteer in the community and in her church. In addition, she purchased a small number of rental properties which she still manages today. Her current interest is in Christian Parenting, whereby she gives lectures and seminars to different social and religious groups.

Each year, the available annual income from the fund shall be used to support bursaries, the number and value of which shall be determined by the selection committee, which will be offered to students who:

- (1) have completed University 1;
- (2) are enrolled full-time in the second year of their undergraduate program in the Faculty of Human Ecology at the University of Manitoba;
- (3) have achieved a minimum cumulative grade point average of 2.5;
- (4) have demonstrated financial need on the standard University of Manitoba

SENATE COMMITTEE ON AWARDS REPORT TO SENATE - SEPTEMBER 28, 2000

bursary application form.

The selection committee shall be the Student Standing Committee of the Faculty of Human Ecology.

DEPARTMENT OF PHILOSOPHY GRADUATE SCHOLARSHIP

From a portion of the available annual income from the fund established through a bequest from Mary Catherine Cartwright, the Department of Philosophy will, from time to time, award scholarships to graduate students who:

- (1) are enrolled full-time in the Master of Arts program or the Pre-Masters program in the Department of Philosophy;
- (2) have achieved a sessional grade point average of at least 3.0 in the academic session preceding the session in which this scholarship is tenable.

The number and value of the Department of Philosophy Graduate Scholarships will be determined each year by the selection committee on the basis of the available annual income and the number of eligible students. The value of any one individual scholarship may never exceed \$14,000 for one academic year.

The selection committee shall be the M.A. Committee of the Department of Philosophy.

NORSAT PRIZE

Norsat International, Inc., in Winnipeg, Manitoba offers a \$300 annual prize to a student or a group of students graduating with a Bachelor of Science degree in Electrical or Computer Engineering at the University of Manitoba.

This prize will be offered to the student or group of students who:

- (1) has/have completed all requirements for graduation with a Bachelor of Science degree in Electrical or Computer Engineering;
- (2) has/have completed one of the following courses: Graduation Thesis/Graduation Design Course (numbered 24.400) or Graduation Thesis (numbered 24.433);
- (3) has/have presented the top thesis or design project in the area of wireless broadband networks, as determined by the selection committee.

The selection committee shall be named by the Head of the Department of Electrical and Computer Engineering at the University of Manitoba and shall include a representative of Norsat International Inc. The Norsat representative shall review the theses submitted for this award prior to the Thesis Day held by the Department. He / she will be welcome to attend the presentations of the students who qualify for this award. He / she shall submit a vote for the top thesis to the Head of the Department, who will in turn consider this vote along with those of the

SENATE COMMITTEE ON AWARDS REPORT TO SENATE - SEPTEMBER 28, 2000

other members of the committee in selecting the winner of the prize. NOTE: The selection committee shall always comprise at least fifty percent University of Manitoba representatives.

MANITOBA AEROSPACE GOLD MEDAL

The Manitoba Aerospace Human Resources Coordinating Committee offers an annual gold medal to the student at the University of Manitoba who:

- (1) has completed all requirements for a Bachelor of Science Degree in Engineering (Aerospace Option);
- (2) is graduating "with distinction" and has achieved the highest cumulative grade point average among the other graduates in the Aerospace Option program in Mechanical and Industrial Engineering.

The Manitoba Aerospace Human Resources Coordinating Committee shall be notified of the winner of this medal each year, in advance of Spring Convocation. The Committee will then ensure that the engraved medal is produced and delivered to the Financial Aid and Awards Office two weeks in advance of Spring Convocation. This medal shall be presented at the Spring Convocation each year.

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

ENGINEERING CLASS OF 1955 BURSARY

On the occasion of the 40th anniversary of graduation from the University of Manitoba, the Engineering Class of 1955 has established a fund to support a bursary for an Engineering student. Each year (starting in the winter of 2000), a bursary valued at the available annual income from the fund (initially \$500) shall be offered to a student who:

- (1) has completed at least one year of full-time study at the University of Manitoba, either in University 1 or in the Faculty of Engineering;
- (2) has achieved a minimum cumulative grade point average of 2.5;
- (3) is enrolled as a full-time student in the Faculty of Engineering, in any department and in any year of the program;
- (4) has demonstrated financial need on the standard University of Manitoba bursary application form.

The selection committee shall be the Scholarships, Bursaries, and Awards Committee of the Faculty of Engineering.

SENATE COMMITTEE ON AWARDS REPORT TO SENATE - SEPTEMBER 28, 2000

AMENDMENTS**WASYL SWYSTUN PRIZE IN UKRAINIAN STUDIES**

Mr. Wasyl Swystun donated a gift to the University of Manitoba for the purpose of promoting studies in Ukrainian Language and Literature. In 2000, his son asked that the focus of the award be amended to the promotion of the study of Ukrainian Canadian History. The fund shall be used to provide an annual prize of \$100 until the exhaustion of the fund. The prize will be offered to the student who has achieved the highest standing in the course The Ukrainians in Canada (currently numbered 11.391). The prize shall now be called the Wasyl Swystun Prize in History of Ukrainians in Canada. The selection committee shall be named by the Head of the Department of History.

CANADIAN FEED INDUSTRY ASSOCIATION SCHOLARSHIP

This award shall now be called the Animal Nutrition Association of Canada Scholarship.

DENTISTRY CANADA FUND SCHOLARSHIP

The value of these two scholarships is being lowered from \$1000 each to \$500 each, starting in the year 2000.

J.C. KRIELLAARS ENGINEERING PRIZE

The terms of reference for this prize are to be amended. In the fall of 2000, the last prize from the trust fund supporting this award will be offered, at \$220. Starting in the year 2001, the prize will be an annually funded prize of \$250. The remainder of the terms remain unchanged.

JOSEPH WOLINSKY SCHOLARSHIPS

The terms of reference for these four awards are to be clarified. As the Winnipeg Foundation provides an annual donation of \$1400 to these awards (\$350 to each individual award), each award is now to be valued at \$700 (\$350 from the interest generated by the fund held at the University of Manitoba and \$350 from the Winnipeg Foundation).

NATIONAL TRUST COMPANY PRIZE FOR TRUSTS

As the original donor company for this award has been acquired by Scotiabank, the name of the award is to be amended to Scotiabank Award in Trusts. The terms of reference remain unchanged, as do the values of the awards (two at \$250 each).

MRSC BURSARY

The name of this bursary (Medical Rehabilitation Students' Council Bursary) shall be changed to the SMRSA Bursary (School of Medical Rehabilitation Student Association Bursary) to reflect the current name of the donor organization. In addition, a clarification will be added to the terms which will indicate that the recipients of this bursary are to be enrolled in the third and final year of the program in Medical Rehabilitation (i.e., must have completed years one and two).

SENATE COMMITTEE ON AWARDS REPORT TO SENATE - SEPTEMBER 28, 2000

JUDY STEWART SUTHERLAND SCHOLARSHIP

An addition is to be made to the terms of reference of this scholarship to indicate that the winner of this scholarship cannot hold concurrently the Leader of Tomorrow Scholarship, the Manitoba Hydro Entrance Scholarship in Engineering, the Advanced Early Admission Scholarship nor one of the University of Manitoba Entrance Scholarships (Tiers I thru V).

DORIS IRENE WILTON MEMORIAL SCHOLARSHIP

The terms of reference for this award are to be amended to indicate that the annual award is to always be valued at \$1000, not at the available annual income.

DONALD L. DUNKLEE AWARDS IN ARCHITECTURE AND INTERIOR DESIGN

The terms of reference for these two awards are to be amended. Firstly, the *requirement* that the recipient's "permanent residence" be outside of greater Winnipeg will be changed to a *preference*. Secondly, the requirement that the recipient must not have obtained any course grade lower than a "C" shall be removed from the terms. Finally, the two criteria outlining the need for demonstrated community involvement and other qualities shall be collapsed into one clause, reading that the recipient must be "of good character and have enriched the life of the Faculty of Architecture and the community of the University of Manitoba through leadership and participation (examples - student government, faculty committees, events, and activities, and mentoring / advising)." The rest of the terms remain unchanged.

MANITOBA PHARMACEUTICAL ASSOCIATION SCHOLARSHIP

The value of this scholarship is being increased from \$100 to \$250.

STUDENT LIBRARY WORKER BURSARY

An addition is to be made to the terms of reference for this award which will clarify that this award is open only to students registered at the University of Manitoba.

WITHDRAWAL**UKRAINIAN NATIONAL ASSOCIATION OF AMERICA PRIZE**

As the donors of this award have decided to concentrate their scholarship support efforts in other areas, this particular prize at the University of Manitoba is to be withdrawn.

October 18, 2000

Report of the Senate Executive Committee

Preamble

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

Observations

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

Dean R. O'Kell will be the Speaker for the Executive Committee for the November meeting of Senate.

2. **Comments of the Executive Committee**

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

Respectfully submitted,

Professor K. Ogden, Acting Chair
Senate Executive Committee

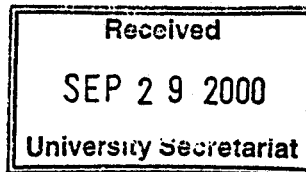
Terms of Reference: *Senate Handbook* (Revised 2000), Section 7.

/sgp



UNIVERSITY
OF MANITOBA


26
Office of the President



September 29, 2000

202 Administration Building
Winnipeg, Manitoba
Canada R3T 2N2
Fax: (204) 261-1318

To: Ms. B. Sawicki,
University Secretary

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

Subject: Departmental Name Change - Faculty of Engineering

I am writing to lend my support to the proposed name change of the Department of Civil and Geological Engineering to the Department of Civil Engineering, submitted to you November 23, 1999 (copy enclosed).

I note that this proposal has received approval by the Faculty of Engineering Faculty Council. Please arrange to have this item placed on the agenda of an early Senate Executive meeting.

Should you have any further questions or concerns, please contact me.

Comments of the Senate Executive Committee:


The Senate Executive Committee endorses the report to Senate.

JSG/gp

encl.

THE UNIVERSITY OF MANITOBA
Inter-Departmental Correspondence

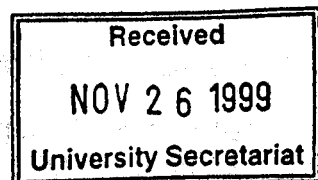
DATE: November 23, 1999

TO: Ms. Beverly Sawicki, University Secretary
FROM: Dean D. W. Ruth, Faculty of Engineering 
SUBJECT: DEPARTMENTAL NAME CHANGE

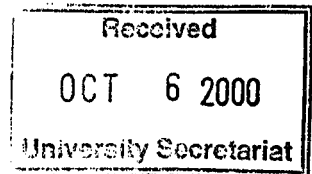
A proposal to change the name of "The Department of Civil and Geological Engineering" to "The Department of Civil Engineering" was approved by The Faculty of Engineering Faculty Council at its November 23, 1999 meeting.

Background:

- Entrance to the Geological Engineering program was closed in 1996-97; the program is in the "not currently offered" category.
- Accreditation of Geological Engineering is only to the end of 2000.
- Earlier this year the Department voted unanimously to change its name to "Civil Engineering". The rationale being that the name of a department should reflect the program offered.
- The proposed change of a departmental name has since been approved by Engineering Academic Regulations and Curriculum Committee.
- Central Administration concurs that the department name should reflect the program(s) offered and supports the name change.
- The Geological Engineering program will remain in the "not currently offered" category. The program has NOT been closed.
- If sufficient resources are provided to the department in future to offer Geological Engineering, the name can be changed back to "Civil and Geological Engineering".
- Discussions are in progress with The University of North Dakota and University of Saskatchewan regarding a joint program in Geological Engineering; the department has a similar arrangement with The University of Calgary (Geomatics Engineering).



THE UNIVERSITY OF MANITOBA
Office of the Dean
Faculty of Agricultural and Food Sciences



Inter-Departmental Correspondence

DATE: October 4, 2000

TO: Ms Beverly M.M. Sawicki, University Secretary

FROM: Dr. H.F. Bjarnason, Dean, Faculty of Agricultural and Food Sciences *Hanli Bjarnason*

SUBJECT: **Name Change for the Department of Agricultural Economics and Farm Management**

On a recommendation from the Department of Agricultural Economics and Farm Management, our Faculty Council on September 18, 2000 unanimously supported the name change of the department to the Department of Agribusiness and Agricultural Economics effective July 1, 2001.

I have enclosed a rationale for the name change dated June 7, 2000, along with letters of support from the Department of Economics and the Faculty of Management.

Please forward our recommendation to Senate.

Thank you.

HFB:mfa
Enclosures (3)

Comments of the Senate Executive Committee:

The Senate Executive Committee endorses the report to Senate.

June 7, 2000

Rationale for Changing the Name of the "Department of Agricultural Economics and Farm Management" to "Department of Agribusiness and Agricultural Economics"

In 1953, Dr. Sol Sinclair and a small group of economists moved from the Faculty of Arts to the Faculty of Agriculture to set up the Department of Agricultural Economics and Farm Management. At the time, farm financial accounting and applied economics were major research and teaching activities. Over the ensuing forty-seven years, the activities expanded to include marketing, transportation, international development and environmental economics. In addition, the application of business management concepts to farm decisions is becoming very important. Therefore, to adequately address the issues of primary agriculture, the Department has expanded its focus to the sectors providing goods and services to farmers as well as the processing, distribution and consumption of food. The major rationale for changing the Department name is to recognize the broader scope of agriculture through the increasing importance of agribusiness.

Students graduating from the Faculty of Agricultural and Food Sciences may elect to take the Bachelor of Science in Agribusiness (B.Sc. Agribusiness). For Agricultural undergraduates in either the B.Sc. Agriculture, B.Sc. Agroecology or B.Sc. Food Science, agribusiness management is a core course in their program of study. In the two year Agriculture Diploma program, students may elect to specialize in agribusiness in their last year. The Masters program of studies has focussed primarily upon applied economics, however, the M.Sc. in Agricultural Economics and MBA in Management provide students with the option to specialize in agribusiness. The Department of Agricultural Economics and Farm Management and the Department of Economics are now collaborating in the Ph.D. in Economics program with a Field of Concentration in Agricultural Economics.

The Faculty continues to draw on the teaching and research strengths in the Faculty of Management and the Department of Economics in the delivery of Bachelor of Science in Agribusiness, M.Sc. Agricultural Economics and Ph.D. in Economics. The proposed name change will not alter these relationships but is intended to reflect the subject matter being taught and research undertaken in the Department. For the May 2000 Convocation, 25 graduates in the Bachelor of Science in Agribusiness are expected to make up 28 percent of the Faculty degree graduates.



THE UNIVERSITY OF MANITOBA

I.H. ASPER SCHOOL OF BUSINESS
Faculty of Management
Office of the Dean

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Tel: (204) 474-6390
Fax: (204) 474-7544

August 16, 2000

Dr. Daryl F. Kraft
Professor and Head
Department of Agricultural Economics and
Farm Management
Faculty of Agriculture and Food Sciences
University of Manitoba

Dear Dr. Kraft:

This letter is to support the change in name of your Department the "Department of Agricultural Economics and Farm Management" to the "Department of Agribusiness and Agricultural Economics." My endorsement of this change is based on the rationale for the change you provided to me, in particular, the success of your B. Sc. Agribusiness Program.

The only caveat I have is the possible confusion in the public's and students' eyes between your program in agribusiness and the programs offered in the I. H. Asper School of Business. Our accrediting agency, AACSB – The International Association for Management Education, requires that only one unit in any particular university be identified as offering professional business degrees. Hence, any further changes to your Department's name beyond those currently being proposed would be of significant concern to the I. H. Asper School of Business as it could affect our accreditation status.

We continue to value our cooperative relationship with your Department and would hope that the relationship grows stronger. And, again, I wish you well in your efforts to rename your Department.

Sincerely,

J. L. Gray, Ph.D.
Dean

DEPARTMENT OF
AGRICULTURAL ECONOMICS
& FARM MANAGEMENT

AUG 21 2000

UNIVERSITY OF MANITOBA

The University of Manitoba

Inter-Departmental Correspondence

Date: September 26, 2000

To: Daryl Kraft, Head, Department of Agricultural Economics and Farm Management

From: Wayne Simpson, Head, Economics *W. Simpson*

Subject: Change in Department name, etc. (your memo of September 21)

The Department of Economics supports the change in the name of the Department of Agricultural Economics and Farm Management to the Department of Agribusiness and Agricultural Economics. We also support the changes in the Agricultural Economics Program which provide students with more flexibility to choose courses within the Department of Economics. The Department of Economics recognizes the close relationship of many aspects of our program with the study of agricultural economics and remains committed to working with the new Department of Agribusiness and Agricultural Economics to enhance the quality of undergraduate and graduate education in agricultural economics at the University of Manitoba.

DEPARTMENT OF
AGRICULTURAL ECONOMICS
& FARM MANAGEMENT
OCT - 2 2000
UNIVERSITY OF MANITOBA



THE UNIVERSITY OF MANITOBA

OFFICE OF THE UNIVERSITY SECRETARY

312 Administration Bldg.
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Canada R3T 2N2Tel: (204) 474-6165
Fax: (204) 474-7511

DATE: October 18, 2000

TO: Dr. E.J.E. Szathmáry
Chair of SenateFROM: B.M.M. Sawicki
University Secretary**SUBJECT: Report of the Senate Committee on Rules and Procedures**

The Senate Committee on Rules and Procedures finalized its report entitled "...Support Staff Participation in University Governance (including Senate)" dealing with Recommendation 67 (a) of the Task Force Report, *Building on Strengths*. This report was endorsed by the Senate Executive Committee at today's meeting.

The Faculty and School Council General Bylaw has a provision which states:

This bylaw may be amended by a majority vote of the members of Senate present and voting provided thirty days' notice of any amendment has been given to the members of Senate.

The Senate Executive Committee is now forwarding the report to Senate as part of the November agenda. Discussion of the report may occur during the November Senate meeting. Senate would then have the option to either:

- a) delay the vote on this matter until December (since the bylaw requires 30 days' notice); or
- b) suspend the notice requirement and vote on the matter at the November Senate meeting.

While the Faculty and School Council General Bylaw does not speak to waiving of the requirement, in its Rules and Procedures Governing Meetings of Senate, under Item 6.26, Suspension of Rules, Senate can set aside a rule for a specifically declared purpose at a specific meeting of Senate. Such a suspension requires support of at least two-thirds of the members present and voting.

Is

cc: Members of Senate

September 28, 2000

Report of the Senate Committee on Rules and Procedures with Respect to Support Staff Participation in University Academic Governance (including Senate)

Preamble:

1. The terms of reference for the Senate Committee on rules and Procedures (SCRP) are found in the *Senate Handbook*, No. 8.33.
2. In *Building on Strengths*, members of the Task Force on Strategic Planning reported having heard that many support staff feel they are second-class citizens because they cannot serve with voting powers on the governing authorities of the University. Many work in academic units and have insights that would be useful to the governing authorities.

As a result, recommendation 67(a) of the Task Force Report *Building on Strengths* deals with the question as follows:

"Request Senate to review its by-laws by December 31, 1998, and determine whether it would be appropriate to permit support staff, who have been elected to their Faculty Councils, to be elected to serve on Senate".

This matter was referred to the Senate Committee on Rules and Procedures (SCRP) for recommendation to Senate. The SCRCP, in its report dated August 16, 1999, recommended to the Senate Executive Committee (SEC) that Senate be given the opportunity to consider the general principle of whether it wishes to have support staff included on the academic governing body of the University. If Senate were to express the wish to have support staff included on Senate, it was agreed that the appropriate action(s) would be taken. The SEC, at its meeting of August 18th agreed that the entire question should be discussed by Senate at its meeting of September 1, 1999.

The following motion was put and carried by Senate:

THAT Senate supports the principle of election of support staff to Senate and requests that the appropriate steps be taken in order to achieve this goal.

In the discussion at Senate on September 1, 1999, it was pointed out that the Senate is governed by *The University of Manitoba Act* through which there is no mechanism for direct appointment or election of anyone to Senate other than those listed in the membership section.

Observations

1. The University Secretary requested a legal opinion from the University lawyer who responded that, "from a legal perspective, it is [her] view that Senate is not prevented by the *Act* or otherwise from amending its bylaws to allow for the election of [support] staff to Senate." Based on the quoted legal opinion, no modifications to *The University of Manitoba Act* are required to carry out the wishes of Senate. The relevant sections of *The University of Manitoba Act* are set out in Appendix A.

Report of the Senate Committee Rules and Procedures with Respect to Support Staff Participation in University Academic Governance (including Senate)

2. After reviewing Recommendation 67(a) of the Task Force Report *Building on Strengths*, the Senate motion of September 1, 1999 and the University lawyer's opinion, SCRP came to the conclusion that Senate is actually being requested to remove barriers preventing support staff from serving on the academic governing bodies of the institution with full voting powers. By granting full membership to support staff on faculty councils they will, in turn, be eligible for election to Senate under *The University of Manitoba Act*.
3. A review of existing faculty/school council bylaws was undertaken to determine which faculty/schools presently have support staff serving on faculty/school council. The review showed that 12 faculty/school bylaws already provide for support staff membership on faculty/school councils. In almost all cases the method of election of support staff to these faculty councils is similar. The findings of the review are summarized in Appendix B.
4. With a view to removing the barriers that currently prevent support staff from serving on the academic governing bodies of the University (including Senate), the SCRP undertook a review of documents governing membership on faculty councils, nomination of faculty council representatives to Senate, eligibility of members of faculty council to vote, the composition of Senate, and its powers. These documents are identified and appropriate excerpts are quoted in Appendix C, along with recommended revisions.
5. In arriving at its recommendations with respect to support staff, the SCRP was guided by the following principles:
 - a) Support staff perform many tasks that are highly valued in the academic function of the University; thus, there should be a mechanism to permit the participation of support staff on the academic decision-making bodies of this institution as full voting members.
 - b) Eligibility of support staff on faculty councils should be limited to full-time staff as is the case for academic staff.
 - c) The most efficient mechanism for effecting the desired change is via the Senate's own bylaws and rules:
 - i) the Standing Rules of Senate, Section 4.2; and
 - ii) the Faculty and School General Bylaw.
 - d) While Senate can mandate that support staff be permitted to participate as full voting members on faculty/school councils, the autonomy of individual faculty/school councils would be respected by having these bodies determine:
 - i) which members of support staff would be eligible for election to faculty/school councils; and
 - ii) the mechanism for electing support staff members to these faculty/school councils.

Report of the Senate Committee Rules and Procedures with Respect to Support Staff Participation in University Academic Governance (including Senate)

Recommendations

1. THAT Senate endorse full participation of support staff on the academic governing bodies of The University of Manitoba by approving the recommended revisions to documents determining eligibility for membership on Faculty Councils and Senate as outlined in Appendix C.
2. THAT all deans/directors ensure that their faculty/school council bylaws are revised such that they conform to the Faculty and School Council General Bylaw and submit same to the SCRP.
3. THAT all Faculty/School Councils have their revised bylaws in place by May 31, 2001 and that elections for support staff to serve on faculty/school councils be completed by October 31, 2001.
4. THAT the SCRP be empowered to approve, on behalf of Senate, revisions to faculty/school bylaws as outlined in recommendation 2.

Respectfully submitted,

A. Secco, Chair
Senate Committee on Rules and Procedures

Is

Comments of the Senate Executive Committee:

The Senate Executive Committee endorses the report to Senate.

**THE UNIVERSITY OF MANITOBA ACT RELATING TO THE
COMPOSITION AND POWERS OF SENATE**

Section	Wording
Membership of Senate 26 (1)	<p>The Senate shall be composed of</p> <p>(a) to (m) inclusive</p> <p>(n) the persons elected under section 27; [emphasis added]</p> <p>(o) to (q) inclusive.</p>
Members from faculty councils, etc. 27 (1)	Each faculty council and each school council shall annually elect such number of persons ¹ to be members of senate as the senate has determined the faculty council or school council is entitled to so elect. [emphasis added.]
Terms of elected members 27 (2)	<p>If a faculty or school council is entitled to so elect as members of senate</p> <p>(a) only one person, he shall be elected for a three-year term;</p> <p>(b) two or more persons, such persons shall be respectively elected for such terms not exceeding three years as will result in their terms respectively expiring in successive years.</p>
Termination of term of office 27 (3)	A person elected as provided in this section ceases to be a member of senate upon his ceasing to be a full-time member of the faculty or school by whose council he was elected.
Continuation of representative to board 27 (4)	A person elected as provided in this section, who has been elected by senate to the board and whose term of office on senate expires before his term of office on the board, shall be appointed by senate to be a member-at-large of senate for the remainder of his term on the board unless he is re-elected to the senate.

¹In versions of *The University of Manitoba Act* prior to 1968, the term used was "professors" and defined to include professors, associate professors and assistant professors. The 1968 version of *The Act* was changed to read "persons" although "academic staff" was a defined term. A legitimate conclusion that can be drawn from this abrupt change is that the new wording represents a move toward inclusivity.

34 (1)	<p>The senate has general charge of all matters of an academic character; and, without restricting the generality of the foregoing, the senate shall</p> <p>(a) to (cc), inclusive.</p> <p>(dd) determine the eligibility of any person for election as a member of senate by a faculty council or a school council or a faculty council and school council joined for the purpose of the election. [emphasis added.]</p> <p>(ee) to (ff) inclusive.</p>
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The University of Manitoba Act, royal assent received July 14, 1999.

STAFF ON FACULTY COUNCILS

Faculty/School	Academic Staff		Support Staff	
	Full-time Academic Staff ¹	No. of Senators ²	Support Staff on Faculty Council	Method of Selection (per Faculty Council Bylaw)
Agricultural & Food Sciences	70	3	Yes (1 office, 1 non-office)	elected by peers
Architecture	34	1	No	
Art	18	1	No	
Arts	244	11	3	elected by peers
Continuing Education, Counselling Services and NRI ³	45	2	5 ⁴	elected by peers
Dentistry	39	2	2 ⁵	elected by peers
Education	46	2	2	elected by peers
Engineering	64	3	No	
Graduate Studies			Only on Executive Committee	elected by peers
Human Ecology	25	1	Administrative Assistant plus 1 elected	elected by peers

¹As reported for the 2000-01 Senate elections.

²As calculated for the 2000-01 Senate elections, according to the formula stipulated in the *Senate Handbook*, Section 4.2.

³For purposes of election to Senate, these units have joined with the Faculty of Engineering.

⁴Only Continuing Education.

⁵Proposed, bylaws not yet recommended to Senate.

Law	19	1	No	
Libraries ⁶	52	2	N/A	
Management	45	2	2 non-voting	No method specified
Medicine	447	19	6	elected by peers
Music	16	1	1	elected by peers
Nursing	46	2	Executive Assistant (non-voting) and 1 support staff	elected by peers
Pharmacy	16	1	No	
Physical Education and Recreation Studies	28	1	No ⁷	
Science	177	8	3	elected by peers
Social Work	37	2	ALL ⁸	

⁶For purposes of election to Senate, the Academic Librarians have joined with the Faculty of Nursing

⁷However, the practice has been to have a number of support staff on Faculty Council.

⁸There are currently 10 full-time support staff, two of whom attend Faculty Council meetings on a regular basis.

Document	Section	Current Wording	New Wording
<i>Senate Handbook</i> , Standing Rules of Senate Relating to Members Elected under Section 27 of <i>The University of Manitoba Act</i>	4.2.2. "Eligibility for Nomination"	All full-time members of the academic staff of the University (including members of the Counselling Service, the Continuing Education Division and the Libraries), except those designated <i>ex officio</i> under Section 26 of the Act, shall be eligible for election to Senate from the faculty/school to which they belong or in which they have been accepted for purposes of Senate elections.	All full-time members of the academic <i>and support</i> staff of the University <i>who are members of a faculty/school council</i> (including members of the Counselling Service, the Continuing Education Division and the Libraries), except those designated <i>ex officio</i> under Section 26 of the Act, shall be eligible for election to Senate from the faculty/school <i>council</i> to which they belong or in which they have been accepted for purposes of Senate elections.
	4.2.3. "Eligibility to Vote"	(a) All members of the academic staff (including <i>ex officio</i> members of Senate but excluding sessional appointments) who are members of a faculty/school council having six or more members eligible for nomination are entitled to vote in Senate elections, provided that they are able to vote at the time and in the manner prescribed by Senate and faculty/school council by-laws or regulations.	(a) All members of the academic <i>and support</i> staff (including <i>ex officio</i> members of Senate but excluding sessional appointments) who are members of a faculty/school council having six or more members eligible for nomination are entitled to vote in Senate elections, provided that they are able to vote at the time and in the manner prescribed by Senate and faculty/school council bylaws or regulations.

		(b) Members of the academic staff, the Counselling Services, the Continuing Education Division and the Libraries (including <i>ex officio</i> members of Senate) who are not members of a faculty/school council having six or more members eligible for nomination may vote with any faculty/school council willing to accept them as members for the purposes of elections to Senate.	(b) Members of the academic and support staff, (including the Counselling Services, the Continuing Education Division, the Libraries, and <i>ex officio</i> members of Senate), who are not members of a faculty/school council having six or more members eligible for nomination may vote with any faculty/school council willing to accept them as members for the purposes of elections to Senate.
	4.2.5. "Procedures for Determining Proportionate Representation"	<p>(c) At the same time, the Secretary shall notify the academic staff of the requirements of rules 3 (b) and 3 (c) above, inviting those concerned to make arrangements to join a faculty/school council for the purpose of Senate elections by January 31.</p> <p>(d) During the first week in February, deans and directors shall return the lists with such amendments as may be necessary, including the addition of the names of any members eligible for nomination whom the faculty/school council has accepted as members for the purpose of elections to Senate and of those to be added in accordance with (c) above.</p>	<p>No recommended change</p> <p>(d) During the first week in February, deans and directors shall return the lists with such amendments as may be necessary, including the addition of:</p> <p>(i) the names of any members eligible for nomination whom the faculty/school council has accepted as members for the purpose of elections to Senate;</p> <p>(ii) the names of support staff who are members of faculty/school councils; and</p> <p>(iii) those names to be added in accordance with (c) above.</p>

<p>Faculty and School Council General Bylaw</p>	<p>9.1. "Membership"</p>	<p>Each faculty or school council shall be composed of:</p> <ul style="list-style-type: none"> (a) President (b) Vice-President (Academic) & Provost (c) Dean or Director (d) Full-time professors, associate professors, assistant professors, lecturers, instructors I and II and senior instructors holding academic rank in the faculty or school (e) A minimum of three students registered in the faculty or school (f) Such others as may be authorized by the individual faculty or school bylaws. 	<p>Each faculty or school council shall be composed of:</p> <ul style="list-style-type: none"> (a) President (b) Vice-President (Academic) & Provost (c) Dean or Director (d) Full-time professors, associate professors, assistant professors, lecturers, instructors I and II and senior instructors holding academic rank in the faculty or school (e) <i>A minimum of one full-time support staff member</i> (f) A minimum of three students registered in the faculty or school (g) Such others as may be authorized by the individual faculty or school bylaws.
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43

University of Manitoba
Office of the University Secretary

312 Administration Building
Winnipeg, Manitoba
R3T 2N2

DATE: October 18, 2000
TO: Members of Senate
FROM: Ms. B. M. M. Sawicki, University Secretary
SUBJECT: Election of the Chancellor

Dr. Arthur Mauro's term as Chancellor of the University will end on May 31, 2001. It is therefore necessary to make plans to convene a meeting of the Committee of Election to elect a Chancellor for a three year term beginning June 1, 2001 and ending on May 31, 2004.

In accordance with *The University of Manitoba Act*, the Committee of Election consists of the members of the Board of Governors and the members of Senate. The Chair of the Board of Governors is the chair of the Committee of Election, while the University Secretary is the secretary. A copy of the relevant provisions of the Act is attached as Appendix "A".

In the past, the Board of Governors and the Senate have jointly established an *ad hoc* committee to oversee the procedures for nomination and election of a Chancellor, including setting the date of the election. The same procedures for the Committee of Election were used in at least the 1995 and 1998 elections. A summary of the procedures (and time lines followed in 1998) is attached as Appendix "B".

At its meeting on September 26, 2000, the Board of Governors approved the following motion:

"THAT, subject to concurrence by Senate, an *ad hoc* committee of the Committee of Election, consisting of two members of the Board of Governors and two members of Senate, be established to:

- (a) perform the functions required under the procedures for the Committee of Election which were used for the 1998 Chancellor election (the means of receiving nominations, the methods of election and the date of election); and
- (b) recommend to the Board and Senate on any issues which require consideration prior to the meeting of the Committee of Election (including an appropriate timetable for receipt of nominations and conducting the election)."

At that same meeting, the Board of Governors named as its appointees to the *ad hoc* committee, the Chair and the Vice-Chair of the Board.

At its meeting of October 18, 2000, the Senate Executive Committee endorsed the following motion to Senate:

"THAT an *ad hoc* committee of the Committee of Election, consisting of two members of the Board of Governors and two members of Senate, be established to:

- (a) perform the functions required under the procedures for the Committee of Election which were used for the 1998 Chancellor election (the means of receiving nominations, the methods of election and the date of election); and
- (b) recommend to the Board and Senate on any issues which require consideration prior to the meeting of the Committee of Election (including an appropriate timetable for receipt of nominations and conducting the election)."

The Executive Committee also endorsed the following motion:

"THAT the election of the two Senate representatives take place at the Senate meeting of November 1, 2000."

Nominations will be received from the floor in the same manner as nominees are presented for Senate members on the Executive Committee and the Board of Governors.

Starting the process now will provide two additional months leeway for planning purposes, and possibly earlier election of a Chancellor.

/sgp

UNIVERSITY OF MANITOBA

R.S.M. 1987, c. U60

Meetings of convocation.

43 A meeting of convocation shall be held whenever the senate shall by resolution fix a date for the holding of such meeting.

Presiding officer at convocation.

44 The president, or, in his absence, a vice-president (academic) according to seniority of appointment as a vice-president (academic) or, in the absence of such a vice-president, the senior dean of the university present shall be the presiding officer at all meetings of convocation.

Proceedings.

45 A true copy of the proceedings of every meeting of convocation shall be sent without unnecessary delay to the board and to the senate.

COMMITTEE OF ELECTION

Committee continued.

46 The Committee of Election is continued.

Membership of committee.

47 The Committee of Election shall be composed of

- (a) the members of the board; and
- (b) the members of the senate.

Presiding officer.

48(1) The chairman of the board shall be the presiding officer at all meetings of The Committee of Election.

Secretary.

48(2) The secretary of the senate shall be the secretary of The Committee of Election.

Meetings of committee.

49 The Committee of Election shall meet at such times and places and on such notice as may be fixed by it by regulations in that behalf, and also when convened by the chairman of the board.

Duty of committee.

50 The sole duty of The Committee of Election shall be to elect a chancellor of the university.

Réunions de l'assemblée des diplômés

43 L'assemblée des diplômés tient une réunion toutes les fois que le Sénat fixe par résolution une date de réunion.

Président de séance de l'assemblée

44 Le président préside toutes les réunions de l'assemblée des diplômés. En son absence, le vice-président à l'enseignement dont la nomination à ce titre est la plus ancienne ou, en l'absence de celui-ci, le doyen de l'Université le plus ancien dans ses fonctions est le président de séance.

Copie des délibérations

45 Copie conforme des délibérations de toutes les réunions de l'assemblée des diplômés est envoyée sans retard inutile au Conseil et au Sénat.

COMITÉ D'ÉLECTION

Prorogation du comité d'élection

46 Est prorogé le comité d'élection.

Composition du comité d'élection

47 Le comité d'élection se compose des membres suivants:

- a) les membres du Conseil;
- b) les membres du Sénat.

Président de séance aux réunions du comité

48(1) Le président du Conseil préside toutes les réunions du comité d'élection.

Secrétaire

48(2) Le secrétaire du Sénat est le secrétaire du comité d'élection.

Réunions du comité d'élection

49 Le comité d'élection se réunit aux dates, heures et lieux et sur l'avis qu'il exige par règlements pris à ce sujet, ainsi que sur convocation du président du Conseil.

Fonction du comité d'élection

50 La seule fonction du comité est d'élire le chancelier de l'Université.

THE CHANCELLOR AND VICE-CHANCELLOR

Duties of chancellor.

51 The chancellor shall be the titular head of the university and, in addition to all other duties to be performed by him, shall confer all degrees.

Term of office.

52 The term of office of the chancellor is three years, commencing June 1 of the year in which he is elected; and he shall hold office until his successor is elected and is eligible for re-election.

Vacancy in office.

53 Where a vacancy in the office of chancellor occurs from any cause, the vacancy shall be filled by The Committee of Election; and the successor so elected shall hold office for the remainder of the term of his predecessor.

Disqualification.

54 No person who is a member of the academic or administrative staff of any university or of any college or of the governing body of any university other than The University of Manitoba or of any college is eligible to be chancellor.

Vice-chancellor.

55 The president is the vice-chancellor of the university; and, in case of the absence or disability of the chancellor, or of there being a vacancy in the office of chancellor, the vice-chancellor possesses all the powers and shall perform all the duties pertaining to the office of chancellor.

AFFILIATED COLLEGES

Designation of affiliated colleges.

56(1) The following colleges are declared, subject to this Act, to be colleges affiliated with the university:

- (a) Le Collège de St. Boniface.
- (b) St. John's College.
- (c) St. Paul's College.

CHANCELIER ET VICE-CHANCELIER

Fonctions du chancelier

51 Le chancelier est le chef nominal de l'Université et, en plus d'exercer ses autres fonctions, il confère tous les grades.

Durée du mandat

52 La durée du mandat du chancelier est de trois ans à compter du 1^{er} juin de l'année de son élection. Il demeure en poste tant que son remplaçant n'est pas élu. Il est rééligible.

Vacance du poste de chancelier

53 Le comité d'élection comble la vacance survenue au poste de chancelier par suite d'une cause quelconque. Le remplaçant ainsi élu occupe son poste pendant le reste du mandat de son prédécesseur.

Déchéance

54 Nul membre du personnel enseignant ou du personnel administratif d'une université, d'un collège ou d'un organisme dirigeant d'un collège ou d'une université autre que l'Université du Manitoba n'est éligible au poste de chancelier.

Vice-chancelier

55 Le président est le vice-chancelier de l'Université. En cas d'absence ou d'empêchement du chancelier ou de vacance de son poste, le vice-chancelier assume le poste de chancelier.

COLLÈGES AFFILIÉS

Désignation des collèges affiliés

56(1) Sous réserve de la présente loi, les collèges qui suivent sont affiliés à l'Université:

- a) le Collège de St-Boniface;
- b) St. John's College;
- c) St. Paul's College.

Committee of Election

Procedures for the Election of the Chancellor

1. Nominations

1.1 Nominations for the Office of Chancellor are requested from the following constituencies within the University of Manitoba:

- (a) members and assessors of the Board of Governors and of the Senate;
- (b) students;
- (c) academic staff;
- (c) support staff; and
- (e) alumni.

1.2 Nomination papers must be signed by any five persons eligible to nominate and the nomination papers must be received in the Office of the University Secretary no later than 4:30 p.m. Friday [Date 1].

1.3 Nomination forms are available in the Office of the University Secretary, Room 312 Administration Building. Copies of the nomination form may also be requested by phone (474-8420), by fax (474-7511) or by e-mail (Bev_Sawicki@umanitoba.ca).

1.4 Nominations from the floor on the date of the meeting of the Committee of Election shall not be permitted.

2. Number of Nominations by One Person

2.1 Nominators are permitted to nominate no more than one candidate each.

3. Names of Candidates

3.1 The names of all candidates whose nominations have been properly endorsed and whose names have been placed in nomination on or before [Date 1], be included on the ballot.

3.2 The names of the candidates shall remain confidential; curricula vitae shall be circulated at the meeting on the day of the election with the exception that eligible members of the Committee of Election may peruse the documentation in the Office of the University Secretary on the day prior to the election. Similar arrangements will be made for the Bannatyne campus. Notice of this opportunity shall be included in the notice of meeting of the Committee of Election along with a cautionary note regarding the confidentiality of the documentation and the names of the candidates.

Committee of Election
Procedures for Election of the Chancellor
Page 2

4. Method of Election

- 4.1 The election is held during a closed and confidential meeting of the Committee of Election, with the understanding that assessors to the Board and the Senate may be present but may not vote.
- 4.2 The number of candidates to be eliminated at each stage of balloting shall be determined by the Ad Hoc Committee of the Committee of Election, following the close of nominations on [Date 1].
- 4.3 The election shall be by non-transferrable secret ballot. The Chair of the Committee of Election shall cast a sealed ballot to be opened in the event of a tie.
- 4.4 The balloting shall continue until the candidate receiving the highest number of votes receives a simple majority of the votes cast.
- 4.5 The University Secretary shall be the scrutineer for the election.

5. Date of Election

- 5.1 The meeting of the Committee of Election shall be held at 1:00 p.m. on [Date 2] in the Senate Chamber, Room 245 Engineering Building.

6. Announcement

- 6.1 The call for nominations shall be announced in the *University Bulletin* and *The Manitoban*.
- 6.2 A publicity release shall be prepared by the Director Public Relations in consultation with the University Secretary, approved by the Chair of the Ad Hoc Committee, and distributed to the Alumni Association and to the media.
- 6.3 On the election of the Chancellor, the Chair of the Committee of Election is authorized to make that information available to the public.



University of Manitoba
Office of the University Secretary

312 Administration Building
Winnipeg, Manitoba
R3T 2N2

Senate
Senate Chamber
Room 245 Engineering Building
WEDNESDAY, November 1, 2000
1:30 p.m.

ADDENDUM TO AGENDA

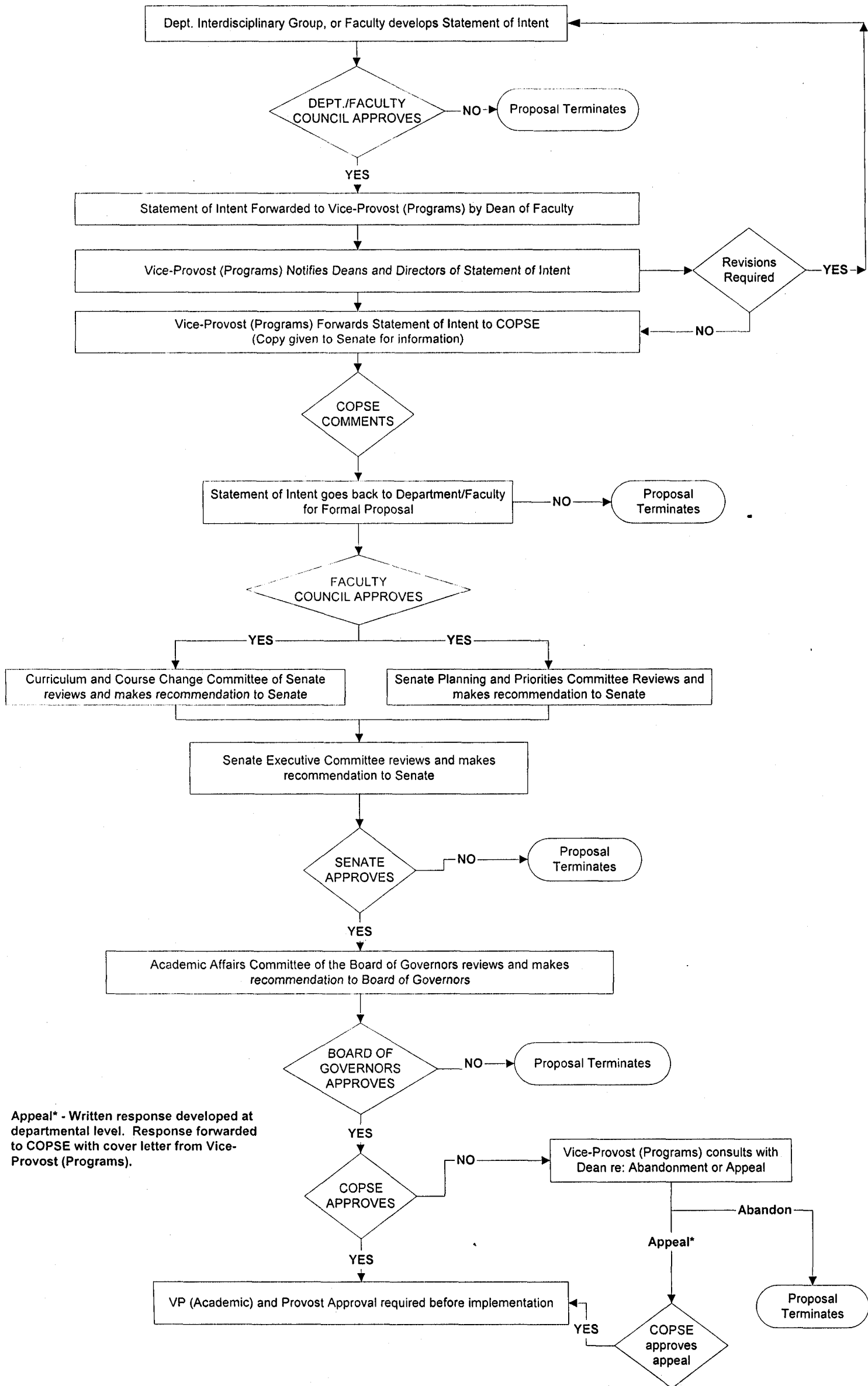
III MATTERS FORWARDED FOR INFORMATION

2. **UM/COPSE New (or Substantial Change)
Program Approval Process - Undergraduate**
3. **UM/COPSE New (or Substantial Change)
Program Approval Process - Graduate**

/sgp

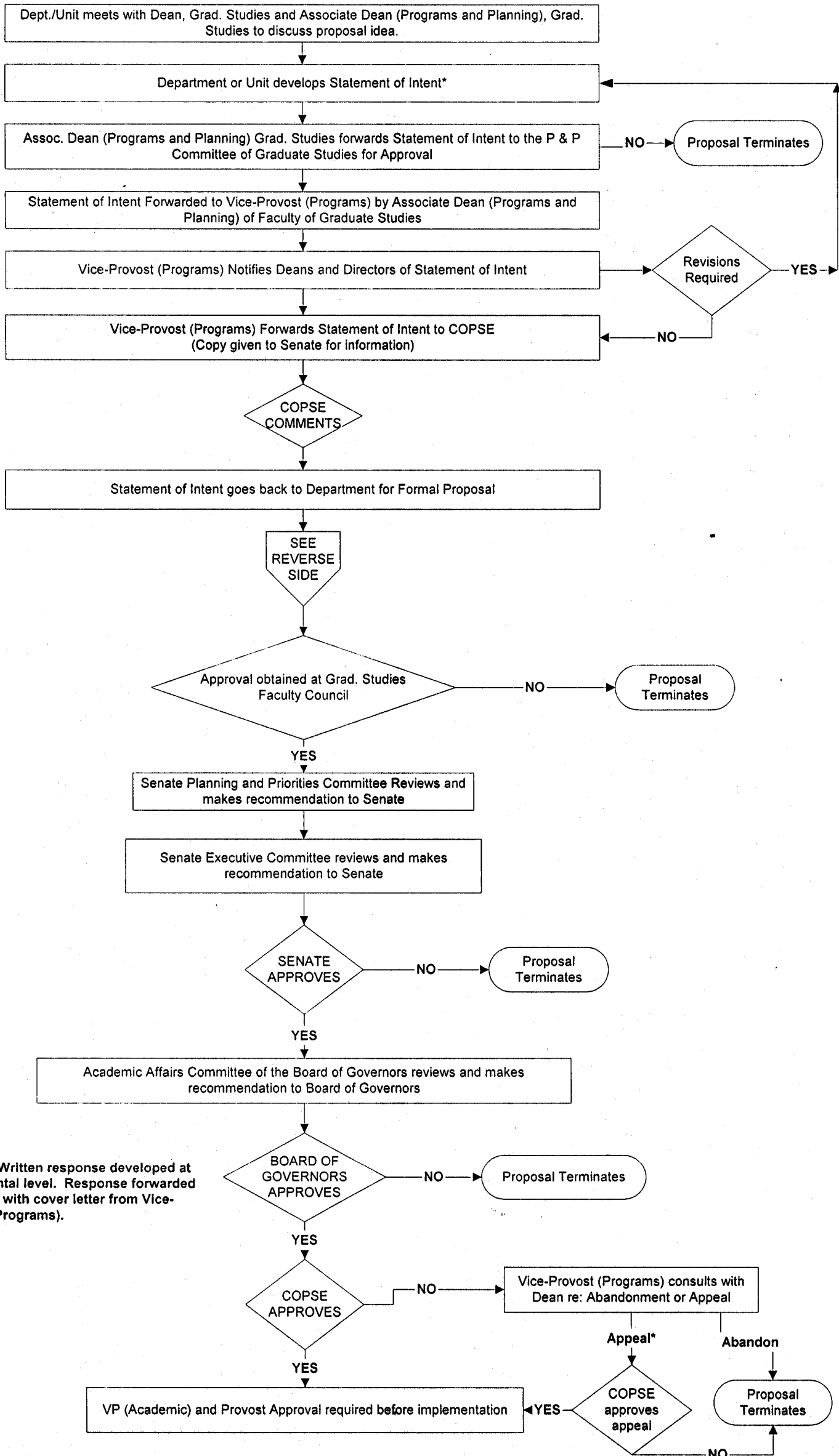
UM/COPSE NEW (or Substantial Change) PROGRAM APPROVAL PROCESS - UNDERGRADUATE

A New Program is a program that is newly established and implemented by a Manitoba post-secondary institution, or one that contains significant modifications (for example, a program for which a new credential is awarded) from a pre-existing program. For more information on the approval process, please consult Policy 413 - and Policy 413 Appendix A & B for format.



UM/COPSE NEW (or Substantial Change) PROGRAM APPROVAL PROCESS - GRADUATE

A New Program is a program that is newly established and implemented by a Manitoba post-secondary institution, or one that contains significant modifications (for example, a program for which a new credential is awarded) from a pre-existing program. For more information on the approval process, please consult Policy 413 - and Policy 413 Appendix A & B for format. Refer also to the Program Submission and Approval Procedures Flowchart of the Faculty of Grad. Studies web page: http://www.umanitoba.ca/faculties/graduate_studies/programs/flowchart.htm.



PROGRAM APPROVAL PROCESS - GRADUATE FACULTY OF GRADUATE STUDIES INTERNAL PROCESS

For a detailed listing of the internal processes of Graduate Studies Program Approval, please refer to the Graduate Studies Web Site:
http://www.umanitoba.ca/faculties/graduate_studies/programs/flowchart.htm

