

AGENDA

I MATTERS TO BE CONSIDERED IN CLOSED SESSION

1. Report of the Senate
Committee on Honorary Degrees

This report will be distributed to members of Senate at the meeting.
Documentation will be available for examination by eligible members of Senate the day preceding the Senate meeting.

II MATTERS RECOMMENDED FOR CONCURRENCE WITHOUT DEBATE

1. Report of the Faculty Council of Graduate Studies
re: Proposed Course Changes Page 17
2. Proposal for a Certificate in Applied Behaviour Analysis Page 20

III MATTERS FORWARDED FOR INFORMATION

1. Schedule of Meetings and Agenda Mailings
Senate and Senate Executive Committee Page 70
2. Election of Faculty Members to Senate

Deans and Directors are reminded that where elections of faculty members are required, the results must be reported in writing to the Office of the University Secretary (312 Administration) by April 15th.
3. Report of the Senate Committee on Awards (January 15, 2003) Page 71
4. Report of the Senate Committee on Awards (February 26, 2003) Page 78
5. Report of Research Contracts Received Page 86

IV REPORT OF THE PRESIDENT

1. President's Report - April 2, 2003 Page 94

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 FEBRUARY 5, 2003

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 112

a) Procedures for the Election of a
Student Member to the Senate Executive Committee Page 113

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:
Supplemental Regulations for the Master of Occupational
Therapy Program Page 114

2. Report of the Senate Committee on Appeals

Space will be required on the Senate Agenda for an oral report of the
Committee's activities.

3. Reports of the Senate Committee on Admissions

a) re: Faculty of Environment Page 115

b) re: Faculty of Nursing Page 120

c) re: Faculty of Education Page 122

d) re: School of Medical Rehabilitation Page 124

X ADDITIONAL BUSINESS

XI ADJOURNMENT

Please Call Regrets to 474-6167.

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UNIVERSITY
OF MANITOBA

Faculty of Graduate Studies

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MEMORANDUM

Tuesday, March 04, 2003

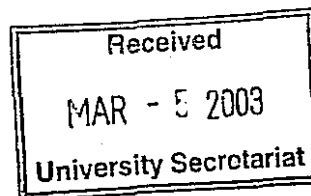
To: Mr. Jeff LeClerc, University Senate Office 310 Administration
From: Dr. Tony Secco, Acting Dean, Faculty of Graduate Studies *Anthony Secco*
Subject: MOTIONS FROM THE FACULTY COUNCIL COMMITTEE OF GRADUATE STUDIES:

The Faculty Council of Graduate Studies met on February 26, 2003, and approved courses in Nursing, Medical Microbiology and Natural Resources Institute.

The attached is being forwarded to Senate for its consideration.

TS/jc

(att.)



Report of the Programs and Planning Committee of the Faculty of Graduate Studies on course proposals/modifications/deletions.

and application to health care and nursing systems. Not to be held with the former 049.719 and or 049.724.

Reasons for the Course changes: The course replaces two existing courses on nursing practice and policy. The course will be required for students in the gerontology and community health nursing majors.

Net Change: -3 Credit Hours

MEDICAL MICROBIOLOGY

Course to be deleted: 097.713 Clinical Virology (3)

Course to be introduced: 097.7xx Clinical Virology (3) Overview of the association between viruses and human diseases; biology of host and virus interaction and role of immune system to control infection; understanding the role of laboratory services and patient management; create appreciation for role of molecular-based diagnostic methods in the detection of new human pathogens. Lecture/laboratory components.

Reasons for the course changes: A new instructor has changed the content of the original course such that it is to be introduced as a new course.

Net Change: 0 Credit Hours

NATURAL RESOURCES INSTITUTE

Course to be introduced: 056.7XX Environmental Risk and Hazard Management (3)
Environmental risk and hazards are viewed in terms of complex processes of natural systems and social formation. Analysis of processes and events is assisted by theoretical formulation, development of models and examination of site- or type-specific empirical cases.

Reasons for the introduction: To broaden the scope of the existing programs and filling in the existing gaps in the program.

Net Change: +3 Credit Hours

Approved by the Faculty Council of Graduate Studies February 26, 2003.

Comments of the Senate Executive Committee:

The Senate Executive Committee endorses the report to Senate.

Copies of the course proposals are available in the Faculty of Graduate Studies Office for review

**PROPOSAL FOR
CERTIFICATE IN APPLIED BEHAVIOUR
ANALYSIS (ABA)**

Prepared by:
Dr. Howard Davidson
Program Director
Continuing Education Division
University of Manitoba

Comments of the Senate Executive Committee:
The Senate Executive Committee endorses
the report to Senate.

1.0 CERTIFICATE DESCRIPTION

1.1 Program title

Certificate in Applied Behaviour Analysis

1.2 Program credential proposed

A certificate

1.2.1 Rational for level of credential

This is a new program. To achieve the desired outcomes, the program must combine knowledge of behaviour modification principles and applications with supervised, experience-based learning. The program involves two existing degree courses and two new non-degree practicum courses. The total contact hours (246) and preponderance of non-degree contact hours (i.e., 168 in practicum courses) require a certificate in the University's taxonomy of non-degree credential programs.¹ Furthermore, certification is an important quality control measure in the practice of applied behaviour analysis (ABA).

1.3 Links to the Continuing Education Division's mission and strategic plan.

Mission: The program creates new partnerships in learning with academic units and external agencies. It advances lifelong learning in Manitoba by meeting a growing requirement for ABA trained individuals to work in a variety of settings. The certificate endeavors to establish an educational standard based on Behavior Analyst Certificate Board requirements and input from the program's advisory committee.

Strategic Priorities 2 and 3: Integrating existing degree and non-degree credit courses creates a new certificate model that is an important addition to The University's programming options. Other academic units may use this integrated model to develop workplace related programs that complement their existing majors or minors.

The connection with agencies and organizations serving individuals with autism spectrum disorder and/or other developmental disabilities fosters relationships outside the University. The range of agencies and organizations will expand as the program matures and students are placed in other placement sites (e.g., geriatrics) (See 2.2.2).

The model connects and thereby introduces faculty, undergraduates, and the wider community to the lifelong learning programs operating through Continuing Education. This creates new constituencies in applied studies, uses University resources effectively, and supports alternative programming in the University as a whole.

1.4 Purpose of the program.

Applied behaviour analysis involves the systematic application of learning principles and techniques to

- assess, and
- improve individuals' covert and overt behaviours

in order to help them function more fully in society.

Individual's behaviours that may require attention—among others—include

- Dressing and feeding skills
- Basic reading and math skills
- Simple visual, auditory and other basic discrimination skills.

Individuals who successfully complete the certificate's requirements should be able to

- assess behaviour problems,

¹ Using the Behavior Analyst Certificate Board's method for calculating contact hours equivalent to credit hours, the two degree credit courses would be equivalent to 90 contact hours (i.e. 15 hours per credit). Therefore, using this standard the program would be equivalent to 258 contact hours.

- design learning and self-care programs, and
- carry these out with reference to accepted ethical guidelines (e.g., of the American Psychological Association),

under the supervision of a person with a masters degree with a specialization in applied behaviour analysis or behaviour modification.

1.5 Program objectives.

The program objectives are:

- To provide academic grounding in the principles and techniques of behaviour analysis and the theory underlying the application of these principles to practical problems
- To provide an integration of theory and practice (i.e., to establish an understanding of how theory informs practice)
- To provide practical supervised experience in applying the principles of behaviour analysis

1.6 Program overview

The certificate's requirements are two 3 credit hour degree courses and two non-degree credit practicum courses. Each practicum course is equivalent to 84 contact hours. Therefore, the program is equivalent to 246 contact hours. All coursework is required. There are no electives.

The theory and classroom-based introduction to applications of the theory are provided by *Behaviour Modification Principles* (17:244) and *Behaviour Modification Applications* (17:245) taken in sequence. Students must successfully complete the two degree-credit courses before registering in *Supervised Practicum in Applied Behavior Analysis* and *Supervised Practicum in Applied Behavior Analysis II*.

Applicants will be admitted to the program through Management, Professional and Community Program's application procedures. Applicants must meet the general admission requirements of The University of Manitoba if they are not already admitted for undergraduate study through another faculty. Applicants must meet the Department of Psychology's prerequisite requirement for *Behaviour Modification Principles* (17:244): *Introduction to Psychology* (17:120) with a grade of C or higher.

A number of undergraduate students will learn about and develop interest in the program while taking *Behaviour Modification Principles* (17:244) or *Behaviour Modification Applications* (17:245). Therefore, admission into the program with the two degree courses completed or underway will be a common occurrence. The selection process for advanced standing is described in Item 5.2.3.

1.7 Academic unit within the Division proposing this program

Management, Professional and Community Programs

1.7.1 Other academic units or external agencies that are partners to this proposal:

There are no formal partners to the program. Faculty in the Department of Psychology has worked with the Division to define educational needs and objectives and design a program to meet these needs and objectives. St. Amant Centre, Family Services and Housing, and the faculties of Social Work and Physical Education and Recreational Studies reviewed the needs, objectives and design because they may have clients or students participating in the program. As members of the advisory committee these agencies and academic faculty will participate in defining the market, identifying appropriate placement sites for the practicum courses, and encouraging interested undergraduate students to participate in the program. Letters of support are attached (See Appendix A) The collaboration with faculty specialist in ABA is essential to maintain program quality (e.g., to meet the market's learning needs and for the proper supervision and administration of the practicum component). Good program management requires that the Department of Psychology and Continuing Education Division keep each other informed of changes affecting this program.

1.7.2 Roles and responsibilities of the partners in the development and delivery of the proposed program

The Continuing Education Division is solely responsible for the program's development, delivery, instructional quality, budget, and marketing. Decisions affecting academic requirements, program content, and practicum supervisors and placement sites will be made by the Division on the recommendation of faculty in the Department of Psychology who specialize in ABA. The Department of Psychology will designate who teaches the degree credit courses and when and how these courses will be offered. In recognition for the Department's essential contribution, the Division will share with the Faculty of Arts 50% of the revenues for the two non-degree practicum courses after deducting direct and indirect expenses, development and administrative support costs, and losses from the previous years' operation. The Division brings to the collaboration its knowledge and skills in certificate program design and an administrative structure that allows qualified, part-time students to participate in the program.

1.7.3 Program Developer(s) submitting the program proposal

Dr. Howard. S. Davidson, Program Director, Management, Professional and Community Programs, Continuing Education Division.

2.0 NEEDS ASSESSMENT -- INTENDED AUDIENCE

2.1 Assessment or consultation process undertaken to identify educational needs, the intended audience, and potential supports for/obstacles to participation.

Educational needs were determined by consulting faculty in the Department of Psychology who specialize in applied behaviour analysis and its application. Market demand was determined by the ABA specialists in discussion with representatives from Social Work, Physical Education and Recreational Studies, leaders from two major employers (i.e., St. Amant Centre and Family Services and Housing), and a representative of Manitoba Families for Effective Autism Treatment (MFEAT). This method of consultation was used because faculty specialists and employers have the academic qualifications to determine the knowledge, skills and supervised experience required by qualified practitioners. A "felt needs" assessment would not be productive in defining educational needs for this program. The specialists' recommendations take into consideration academic and supervised experience requirements of the Behaviour Analysis Certification Board and the expectations of employers and community organizations mentioned above.

The validity of the assessment process was confirmed using the following method. The specialists' input was used to construct a preliminary program proposal and course outlines for the practicum courses. This material was circulated to an advisory group that included the family association (MFEAT), two key employer representatives, and faculty from relevant academic units (See Appendix A).² This group approved the specialists' assessment. The final proposal and course outlines for the practicum courses reflect and confirm the group's input.

2.2 Educational needs

The academic and supervised field experience requirements are well defined in the discipline of applied behaviour analysis. The first two courses in the program teach the theory and application of theory. The educational needs related to supervised experience are covered in the two practicum courses.

² The advisory group included Dr. Larry Hardy, Senior Psychologist, Family Services and Housing; Dr. Diana Hiebert-Murphy, Faculty of Social Work; Dr. Stephen Holborn, Department of Psychology; Dr. Dennis Hryciako, Dean Physical Education and Recreational Studies; Dr. Rick Freeze, Faculty of Education; Dr. Lorna Jakobson, Psychological Service Department and MFEAT; Dr. Garry Martin, Department of Psychology; Dr. Joe Pear, Department of Psychology; and Dr. Carl Stephens, Vice President, Client Services, St. Amant Centre, and Dr. Angela Cornick, Coordinator of Psychological Services, St. Amant Centre.

2.3. Intended audience, its size, and the likely educational level of the typical entering learner

One estimate of the potential market is the number of students who enrolled in on-site and Distance Education sections of the second required course (i.e., *Behaviour Modification Applications*, 17:245). In 1999 – 2000, 106 students were enrolled in this course; in 2000 – 01, 74 students enrolled. Assuming another 74 students in 2001 – 02, in three years 254 individuals are potentially eligible to enrol in the practicum courses. Undoubtedly, most of these students will not enrol in the program. Some may not have the minimum grade requirements. However, based on their experience teaching the first two courses, Drs. Joe Pear and Garry Martin estimate conservatively twenty students participating in the program each year in the first few years. Members of the advisory group support this estimate. St. Amant Centre reports a growing demand for trained tutors working with individuals with autism spectrum disorder and/or developmental disabilities. Examples of positions attracted to the program would include behaviour analysts, behaviour technicians, behaviour counsellors, teacher aides, nursing assistants, and behaviour specialists.

The learner's educational level must meet University admission requirements and the prerequisite for *Behaviour Modification Principles* (17:244).

2.3.1 Location of intended audience

The intended audience is local; however, *Behaviour Modification Principles* (17:244) and *Behaviour Modification Applications* (17:245) are available through regular in class sections, Distance Education, and on line through Computer-Aided Personalized System of Instruction (CAPSI) at the University of Manitoba. The distance education and CAPSI options may be instrumental in helping to develop regional locations for the program. In addition, the CAPSI website should provide a significant venue for advertising the certificate program. Thus, if practicum sites can be located regionally and a method for selecting and monitoring site supervisors is developed, the program can be made available to regional locations. During the first two years of its operation the program will focus on developing a range of local placement sites. As the program matures regional sites will be explored.

2.3.2 Potential obstacles to participation the intended audience may face

The usual suspects, time and tuition fees, are obstacles. The availability of the degree credit courses through CAPSI, Distance Education, and Summer Session will alleviate time and location problems for these courses. The difficulty arises with the non-degree practicum courses; that is, the minimum time devoted to the practicum courses (e.g., 7 hours per week for 12 weeks), the need to schedule practicum sessions to work with clients in the placement settings, and the necessity to avoid conflicts between the practicum courses and typical course schedules at the University. A substantial number of students will be undergraduates with full or part-time loads; others will be mature students working full or part-time. As the number of placement sites increases, the constraints on site availability will decrease.

There is potential for a "bottleneck effect." There is no limit to the number of students entering the first two degree credit courses, but placement capacity for the practicum courses is limited. This problem will be managed by limiting new registrations to the number of placement sites arranged for the following year. For example, the program administrator will need to know in 2004 – 05 the probable number of students who can be supervised at the placement sites in 2005 – 06. The number of applicants approved in 2004 will be based on the projected placement capacity in 2005. If a "bottleneck" occurs, students will be placed on a list prioritised according to when the student was admitted to the program and completed the core degree credit courses. Individuals admitted with advanced standing served basis. Students will be notified well in advance of the need to register early for placements. Properly managed and promoted, the Division will be able to minimize any "bottleneck effect." For the first few years, developing new placement capacity will be a primary program objective.

Tuition may prove to be less problematic. The tuition fee for each non-degree practicum course begins at \$525 for the 2002 – 03 term. Normally, a degree credit course of this length would be over \$600. Employers have expressed an interest in subsidizing practicum students. For students completing an undergraduate degree who have (or plan to complete) the two degree credit courses in the program, only tuition for the non-degree practicum courses is an additional cost.

2.4 Ongoing or limited offerings

The program is intended to be ongoing.

3.0 DESIGN AND DELIVERY

3.1 Program structure

This description includes course titles, descriptions, credit/contact hours, prerequisites, and progression.

3.1.1 Course titles, descriptions and contact hours

Behaviour Modification Principles (17:244) 3 credit hours equivalent to 39 contact hours
The fundamental assumptions, principles and procedures of behaviour modification are described and illustrated by application to normal and abnormal human behaviour. Students may also conduct supervised projects in applied areas or in basic behavioural research. *Prerequisite: a grade of "C" or better in 17:120 or both 17.121 and 17.122 or written consent of department head.*

Behaviour Modification Applications (17:245) 3 credit hours equivalent to 39 contact hours
Guidelines for designing, implementing, and evaluating behaviour modification applications are described in detail. Students may also conduct supervised projects in applied areas or in basic behavioural research. *Prerequisite: 17:244 or the former 17:234.*

Supervised Practicum in Applied Behavior Analysis I 84 contact hours
This practicum will take place in a service facility that provides treatment for persons with developmental disabilities, children with autism spectrum disorder, or some other population for whom applied behavior analysis is the treatment of choice. Students will work closely with a supervisor in structured sessions and will acquire skills in behavioral assessment of problem behaviors, assessment of basic verbal skills of language deficient individuals, establishment of effective reinforcement systems, task analysis of potential training tasks, teaching training tasks, and basic verbal skills in one-to-one training sessions.

Supervised Practicum in Applied Behavior Analysis II 84 contact hours
This practicum will take place in a service facility that provides treatment for persons with developmental disabilities, children with autism spectrum disorder, or some other population for whom applied behavior analysis is the treatment of choice. Practicum II will add applied behavior analysis consultative and supervisory skills to the direct application skills acquired in Practicum I. Students will work closely with the supervisor in assessing behavioral deficits and/or excesses of clients, designing and executing appropriate intervention programs, and assessing and programming generalization and maintenance of behaviour improvements.

Typical course outlines for *Supervised Practicum in Applied Behavior Analysis I and II* are attached (See Appendix B2).

3.1.2 Course prerequisites and progression

Applicants must meet the University of Manitoba admission requirements if not already admitted to a faculty of The University of Manitoba. *Introduction to Psychology* (17:120) or written permission of the department is a prerequisite for *Behaviour Modification Principles* (17:244). *Behaviour Modification Principles* (17:244) is prerequisite for *Behaviour Modification Applications* (17:245). Students must complete *Behaviour Modification Principles* (17:244) and *Behaviour Modification Applications* (17:245) with a B grade or higher in each course before they enroll in *Supervised Practicum in Applied Behavior Analysis I*, which must be completed with a B grade or higher before enrolling in *Supervised Practicum in Applied Behavior Analysis II*.

3.2 Program design rationale

ABA faculty in the Department of Psychology identified the academic and supervised experience requirements. In collaboration with St. Amant and Family Services and Housing the ABA faculty designed the two practicum courses. This combination of courses provides sufficient knowledge and practical skills to enable individuals who complete the certificate to assess behaviour problems, design basic academic and self-care programs, and carry out those programs under the supervision of a person with a masters degree with a specialization in applied behaviour analysis or behaviour modification.

3.3 Teaching method and delivery format

The degree credit courses are taught in-class, on line (See www.capsi.org), and through Distance Education. The practicum courses will be taught on site in the placement centres. The following exemplifies teaching methods for these courses. Students will be grouped into cohorts of 6 and work in pairs. During role-playing sessions, one person of the pair will role play a person with a development disability, and another will role play the analyst. During actual sessions with clients, one person of the pair will conduct the session and the other will record data. In direct observation sessions, both students will record data and will compute an inter-observer reliability score on the data. In addition, each student will be involved in 24 hours of one-to-one assessment and training per client. For an example of the teaching methods for the practicum courses, see the detailed course description for *Supervised Practicum in Applied Behaviour Analysis I* in Appendix B2.

3.4 Where the program will be delivered

Behaviour Modification Principles (17:244) and *Behaviour Modification Applications* (17:245) are taught in-class, on line (See www.capsi.org), and through Distance Education. The practicum courses are delivered at placement sites.

3.5 Using existing courses available elsewhere in the Division or University

Behaviour Modification Principles (17:244) and *Behaviour Modification Applications* (17:245) are existing courses at The University of Manitoba and are incorporated into this program.

3.6 Course outlines for existing courses accepted for credit

Examples of course outlines for *Behaviour Modification Principles* (17:244) and *Behaviour Modification Applications* (17:245) are attached (See Appendix B1).

3.7 Degree programs in the same area and provisions for transfer of credit

Transfer credit currently and subsequently approved by the Department of Psychology and Faculty of Arts will be accepted for the two degree credit courses. Currently there are no agreements to accept equivalents to the non-degree credit practicum courses. If the advisory committee or student requests bring equivalents to the Program Director's attention, these will be considered following Continuing Education Division transfer credit policy.

4.0 RESOURCES

4.1 Teaching personnel required in the program and their availability.

Qualified instructors in the Department of Psychology are teaching *Behaviour Modification Principles* (17:244) and *Behaviour Modification Applications* (17:245). No additional teaching resources are required. Supervisors for the practicum courses must have a master's degree with a specialization in applied behaviour analysis or behaviour modification. Qualified supervisors are available through the placement centres and graduate students in the Department of Psychology.

4.2 Provisions for orientation, training, and instructor supports

Instructors for *Behaviour Modification Principles* (17:244) and *Behaviour Modification Applications* (17:245) have received orientation to The University. Supervisors for the non-degree credit practicum courses will receive the Management, Professional and Community Program's *Instructor Handbook* and will meet with the Division's Program Director as part of their orientation. In addition, all instructors and supervisors in the program may participate in workshops, seminars, and courses offered through University Teaching Services and the Certificate in Adult and Continuing Education (CACE). The CACE courses are available free of charge to anyone teaching in programs managed by the Continuing Education Division.

4.3 Library resources

A letter from the Library will speak to its ability to support readings for *Behaviour Modification Principles* (17:244), *Behaviour Modification Applications* (17:245) and the new *Supervised Practicum in Applied Behavior Analysis I* and *Supervised Practicum in Applied Behavior Analysis II*. See Appendix A.

4.4 Instructional media resources

Communications Systems currently provides the instructional media requirements for the degree credit courses in this program. No additional requirements are anticipated for the practicum courses.

4.5 Laboratory or field placement facilities

Field placement sites are required for *Supervised Practicum in Applied Behavior Analysis I* and *Supervised Practicum in Applied Behavior Analysis II*. St. Amant Centre will be the initial placement site. The Centre has clients and the personnel to supervise students. Other placements may be arranged with Family Services and Housing, geriatric centres, childcare centres, direct care sites, and school boards.

Site applicants will send information about their site and clients to the program's advisory committee (See Item 5.1.1). This committee will review and approve these applications on the recommendation of faculty from the Department of Psychology on this committee. Initially, placement sites will focus on autism spectrum disorder and developmental disabilities. A primary objective of continuous program development in the first few years will be identifying a wide range of sites with various client groups.

4.6 Student counselling and advisory services

Student counselling is available for personal and career concerns through the University of Manitoba Counselling Services. Program academic advising is also available through faculty from the Department of Psychology on the advisory committee and the Program Director, Continuing Education Division.

4.7 Additional resources required for program delivery

None

5.0 OPERATIONS AND MANAGEMENT

5.1 Advisory/Program Committee

5.1.1 Describe the membership and representation.

See Appendix C.

5.1.2 Provide the Terms of Reference.

See Appendix C.

5.2 Conditions for Admission to the Program

See sub sections 5.2.1 and 5.2.2

5.2.1 Selection criteria applied to the program and how criteria relate to needs of intended audience Students must meet admission requirements of the University of Manitoba and the prerequisite for *Behaviour Modification Principles* (17:244) for admission into the program. The number of students admitted to the program will be restricted by the capacity for placement sites anticipated for the following year. Thus, as the number of placement sites expands, more students will be able to enter the program (See item 2.2.2).

5.2.2 Describe the selection process.

Applicants must be admitted to a University of Manitoba faculty (e.g., General Studies) and provide official verification of completing *Introduction to Psychology* (17:120) before completing the *Application to Enter a Certificate Program Form* in the Continuing Education Division. Once admission is approved and verification received, the applicant can register for the first course, *Behaviour Modification Principles* (17:244).

The possibilities for advanced standing and credit based on course work completed at other institutions are: (1) students who are currently enrolled in *Behaviour Modification Principles* (17:244), (2) students currently enrolled in *Behaviour Modification Applications* (17:245), (3) students who completed one or both of these courses at the University of Manitoba but not currently admitted to the University, and (4) students requesting credit based on coursework completed at another post secondary institution.

In each of these four cases applicants complete the *Application to Enter a Certificate Program Form* in the Continuing Education Division.

Category 1 students transfer the credit for *Behaviour Modification Principles* (17:244) into the program and register for *Behaviour Modification Applications* (17:245).

Category 2 students follow the procedure for Category 1 when they complete *Behaviour Modification Applications* (17:245).

Category 3 students who need to complete *Behaviour Modification Applications* (17:245) must be admitted to The University of Manitoba and register for this course. When the course has been completed successfully, the student registers for *Supervised Practicum in Applied Behavior Analysis I*.

For students in category 4 see Item 5.3 governing transfer credit policies. Courses accepted under category 4 for credit in the certificate program may not be accepted in a degree credit program.

Normally, students must enroll in *Supervised Practicum in Applied Behavior Analysis I* within two years of completing *Behaviour Modification Applications* (17:245) or its equivalent, or receive written permission of the Program Director on the recommendation of ABA faculty. Normally students must enroll in *Supervised Practicum in Applied Behavior Analysis II* within two years of completing *Supervised Practicum in Applied Behavior Analysis I* or receive written permission of the Program Director on the recommendation of faculty advising on practicum sites from the Department of Psychology.

5.2.3 Authority for admission

Applications to enter the program are approved by the Program Director, Continuing Education Division. In the case of advanced standing where courses were completed outside the approved time limit or courses are transferred from another post secondary institution, the Program Director will seek the recommendation of faculty teaching the degree credit courses and advising on practicum sites.

5.3 Exemptions and/or Transfers

5.3.1 Provisions and conditions will apply

Course exemptions and/or transfer credit will be governed by relevant University of Manitoba policies and procedures, including the policies and procedures of the Faculty of Arts, Department of Psychology and Continuing Education Division. Exemptions and substitutions accepted for the certificate may not apply to degree credit programs.

5.3.2 Describe the process for handling requests.

See 5.3.1 above.

5.3.3 Who has authority for granting exemptions and/or transfers?

Authority for granting exemptions and/or transfer credit for the degree credit courses rests with the Department of Psychology and Faculty of Arts. Authority for exemptions and/or transfer credit for the non-degree practicum courses rest with the Program Director, Continuing Education Division on the recommendation of faculty advising on practicum sites from the Department of Psychology. Specifically, the Faculty of Arts and Department of Psychology govern transfer credits for

17:120, 17: 244 and 17:245. Exemptions and substitutions for the practicum courses are governed by the Continuing Education Division transfer credit policy.

5.4 Outline the development timetable and expected implementation date.

The letter of intent was approved by the Area and PRC in September 2001. The preliminary proposal was reviewed by the Area and PRC November 2001. The expected start date is January 2003.

5.5 Expected frequency of course offerings

Continuous

5.6 Minimum, average and maximum times for completing the program

Students can complete the program in two years. The maximum time for completing the program is five years from the date the Division approves the *Application to Enter a Certificate Program Form*. The Dean, Continuing Education Division must approve applications for extension of this time limit.

6.0 EVALUATION

6.1 Student Evaluation

6.1.1 Describe the type of student evaluation to be used.

Within the first week of class, the instructor will inform students in writing of the method of assessment to be used in the courses. There may be differences in teaching methods, readings, and assignments from one section of a course to another. However, academic assessment for *Behaviour Modification Principles* (17:244) and *Behaviour Modification Applications* (17:245) will adhere to the regulations and requirements stated in the Responsibilities of Academic Staff to Student Policy, in the General Academic Regulations and Requirements of The University of Manitoba's undergraduate calendar, and the Faculty of Arts Regulations for the Academic Evaluation of Undergraduate Student Course Work.

Student assessment, including written assignments and supervisor's feedback, are specified in the course outlines for *Supervised Practicum in Applied Behavior Analysis I* and *Supervised Practicum in Applied Behavior Analysis II*.

6.1.2 Describe the grading system (pass/fail, letter, numerical).

The University's letter grade system will be used for all courses.

6.1.3 Identify the criteria for successful completion of the program.

Students must complete each course in the program with a grade of B or higher and an overall GPA of B or higher.

6.2 Instructor Evaluation

The University's designated course evaluations (e.g., SEEQ) will be used.

6.3 Course/Program Evaluation

6.3.1 Describe the type of evaluation to be used.

Evaluation involves a review of registration, program completion, students and stakeholders' satisfaction, instructional quality, and cost effectiveness.

6.3.2 Describe the procedures and frequency of evaluation.

Each year the Area reviews programs it manages to identify those which require a full or partial evaluation. This program may be evaluated as one of several programs displaying common characteristics the Area wants to examine (e.g., completion rates). A full review will compare actual performance to objectives. Evaluations are submitted to the Continuing Education Division's Program Review Committee.

6.3.3 Who is responsible for conducting the evaluation?

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The Program Director, in consultation with the Area, is responsible for conducting the program evaluation.

APPENDIX A

Letters of Support

Department of Psychology

Faculty of Arts

Faculty of Physical Education and Recreational Studies

Faculty of Social Work

Family Services, Government of Manitoba

Dafoe Library, The University of Manitoba

Manitoba Families for Effective Autism Treatment

St. Amant Centre

Professor G. Martin



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To: Dr. Howard Davidson, Continuing Education

From: Dr. Gerry Sande, Head, Psychology

Date: October 8, 2002

Re: Applied Behaviour Analysis Certificate

I have reviewed the proposal for a Certificate in Applied Behaviour Analysis. I support the offering of such a program. I understand that students in this program will be required to complete 17.244 and 17.245 and that they are subject to the normal prerequisites for entry into and completion of those courses. There will be no special sections of these courses created for this program.

cc. Joe Pear

Telephone: (204) 474-8777
FAX: (204) 474-7599
E-mail: pcar@cc.umanitoba.ca

33



UNIVERSITY
OF MANITOBA

Department of Psychology

190 Dysart Road
Winnipeg, Manitoba
Canada R3T 2N2
Fax (204) 474-7599

June 14, 2002

Howard Davidson, PhD
Associate Professor
Continuing Education Division
University of Manitoba
Winnipeg, Manitoba

Dear Howard:

Re: Certificate in Applied Behaviour Analysis

Dear Howard:

Following our recent phone conversation, this is to confirm that the proposal for a Certificate in Applied Behaviour Analysis will be considered by the Department of Psychology at its first Department Council meeting this fall.

Sincerely,

Joseph J. Pear, Ph.D.
Professor & Associate Head
Graduate Office



UNIVERSITY
OF MANITOBA | Faculty of Arts

Dean's Office
3rd Floor Fletcher Argue Building
University of Manitoba
Winnipeg, Manitoba
Canada R3T 5V5
Telephone (204) 474-9100
Facsimile (204) 474-7590

DATE: October 29, 2002
TO: H. Davidson, Management, Professional and Community Programs, Cont. Educ.
FROM: T. Nesmith, Acting Dean, Faculty of Arts *T. Nesmith*
SUBJECT: Certificate in 'Applied Behaviour Analysis'

We have carefully reviewed your formal proposal for the above noted certificate and are pleased to provide our support.

TN/ac

c: R. O'Kell, Dean, Faculty of Arts



Winnipeg, Manitoba
Canada R3T 2N2

UNIVERSITY OF MANITOBA | Faculty of Physical Education
and Recreation Studies

November 4, 2002

Dr. Howard Davidson
Room 166
Continuing Education Division

Dear Dr. Davidson:

Re: Certificate in Applied Behavioral Analysis

It is my pleasure to provide a letter of support for the Certificate in Applied Behavioral Analysis. I have been involved in an advisory capacity with the development of the formal proposal. I believe the program of study will be an excellent training experience for those who desire to work with individuals with an intellectual disability.

Within the Faculty of Physical Education and Recreation Studies our students complete either a course in Adapted Physical Education or Therapeutic Recreation (depending on their degree of study). A small number of these students would find a certificate of this type very appealing. In fact, many of our students have considerable interest in behavior modification and will complete either or both of the three credit hour behavior modification courses (17:244, 17:245) within their degree program course electives. The opportunity to gain additional "hands on" experience through the supervised practicums and a certificate would be attractive to at least a small number of these students (i.e., those very interested in working in this aspect of our field). On this basis I offer my whole-hearted support for this program of study.

Sincerely,

Dennis W. Hrycaiko, Ph.D.
Professor & Dean



UNIVERSITY
OF MANITOBA

Faculty of Social Work

521 Tier Building
Winnipeg, Manitoba
Canada R3T 2N2
Telephone (204) 474-7050
Fax (204) 474-7594
Social_Work@UManitoba.CA

May 23, 2002

Dr. Howard Davidson
Continuing Education Division
University of Manitoba
Winnipeg, Manitoba R3T 2N2

Howard
Dear Dr. Davidson:

Re: Certificate in Applied Behaviour Analysis

I am writing regarding the proposed Certificate in Applied Behaviour Analysis. We are increasingly seeing the need for individuals with skills in ABA to provide specialized services for individuals, especially within the disability field. The proposed program offers opportunities for individuals with various professional backgrounds to gain additional knowledge and skill in ABA. The proposed Certificate addresses a gap in current programs and will provide an important and much needed resource for the community. Thus, I support its development.

Sincerely,

Don Fuchs

Don Fuchs, Ph.D.
Dean

Manitoba

Family Services and Housing

Assistant Deputy Minister
Community Living Division



119 - 114 Garry Street
Winnipeg MB R3C 4V4
Telephone: (204) 945-2204
Facsimile: (204) 945-5029

May 8, 2001

Dr. Howard Davidson
Associate Professor
Management, Professional and Community Programs
174 Q Continuing Ed Complex
University of Manitoba
Winnipeg MB R3T 2N2

Dear Dr. Davidson:

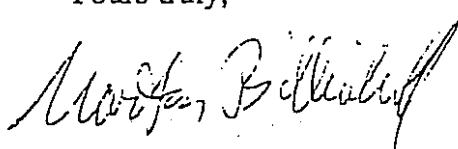
I am pleased to provide this letter of support for the establishment of a certificate program in Applied Behavior Analysis at the University of Manitoba. To date, the Department of Family Services and Housing has supported the development of the program proposal through the participation of Dr. Larry Hardy on an advisory group for this initiative. Dr. Hardy is the senior psychologist in the Department of Family Services and Housing and provides clinical supervision and support to the department's regionally based behavior specialists and psychologists.

The Department of Family Services and Housing provides financial and program development support to a broad range of agencies and service providers who provide community based accommodation, programs and services to both children and adults living with a disability. The proposed certificate program in Applied Behavior Analysis has significant potential for developing extremely relevant and valued behavioral assessment and intervention skills among individuals who may pursue careers working with the wide range of individuals with disabilities who access the programs and services supported by the Department. The supervised practicum focus of the certificate program will provide meaningful experience for the students in applications of the academic component in applied behavior analysis. This will better prepare them for the realities of working in a variety of community based settings.

....2

It is fortunate that the professional experts that Manitoba currently has in both the academic and applied fields have taken the initiative to develop this certificate program. The Department looks forward to the benefits this program will ultimately provide for vulnerable children and adults with disabilities.

Yours truly,



Martin Billinkoff
Assistant Deputy Minister

cc Dr. Larry Hardy



THE UNIVERSITY
OF MANITOBA
LIBRARIES

39

LIBRARY SUPPORT FOR PROPOSED COURSE CHANGES

(The signatures appended indicate that those signing support the statement made by the bibliographer whose comments are attached. They do not necessarily indicate that the library has the resources to support the course change as outlined in the departmental submission)

NAME OF PROGRAM

Faculty: Continuing Education
Department: Management, Professional and Community Programs
Course no. and name: Certificate in Applied Behaviour Analysis

SUPPORT STATEMENT

PREPARED BY: Sheila Andrich (Bibliographer)

APPROVED BY: Jan Horner (signature)
(Coordinator, Collections Management)

[Signature] (signature)
(Director of Libraries)

DATE:

June 7, 2002



THE UNIVERSITY OF MANITOBA
INTER-DEPARTMENTAL CORRESPONDENCE

Date: June 7, 2002
To: Howard Davidson, Continuing Education
From: Sheila Andrich, Reference Librarian, Elizabeth Dafoe Library

Subject: Library statement for Certificate in Applied Behaviour Analysis

The proposal for a Certificate in Applied Behaviour Analysis offered through Continuing Education has been reviewed. According to the checking of the bibliography from a monograph by Mazur, James E. Learning and Behavior, New Jersey: Prentice Hall, 2002, keyword searches in Bison, a previous assessment completed for the Conspectus, and a review of the current approval plan for Psychology, the Libraries has sufficient resources to support this Applied Behaviour Analysis Certificate Program. It has been determined that there is sufficient library support for the two theory courses, 17.244: Behaviour Modification Principles and 17.245: Behaviour Modification Applications which are currently offered in the general calendar. This new Certificate Program proposes the inclusion of two practicum courses at various work sites and I agree that minimal library support is required for the practicum courses.

The Assessment:

1. The citations for monographs and journal articles published since 1995 in the bibliography of Mazur, James E. Learning and Behavior, New Jersey: Prentice Hall, 2002, were checked against Bison.
Monographs 28% or 7 out of 25 titles held
Journal articles 88% or 172 titles out of 195 held

The Libraries hold a relatively low percentage of the monographs listed in this bibliography. I suggest that in order to support this new certificate program, five monographs in the behavior assessment area be purchased from the regular acquisitions budget. The amount of purchases will be \$250.00. These purchases will increase the percentage of monographs held to at least 48% of the monographs on this list.

On the other hand, the support for the journal collection is at 88% which ensures current periodical research in this area is available to these Certificate students.

2. Bison keyword search results were analysed. A search on "behavior modification" yielded 584 titles, of which 55 were from the current five years.
3. Conspectus assessment done prior to 1998 in the area of behavior modification indicated that the Libraries' holdings were of sufficient strength to support graduate level study.
4. The Blackwells approval plan profile for Psychology was reviewed and it indicates that the Libraries receive books on behavior modification and provides continuing support for this area of research and study.

Conclusion:

Based on the findings of my assessment, the collection levels indicated are more than adequate to support study towards the Certificate in Applied Behaviour Analysis. In addition, this certificate course incorporates courses already in place and supported by the Libraries for many years. The Libraries has sufficient resources to support this proposed Certificate program.

cc: C. Presser

J. Horner

N. Michaud-Oystrik

J. Johnson

Manitoba Families for Effective Autism Treatment

Dr. Howard Davidson
174A Continuing Education Complex
University of Manitoba
Winnipeg, MB
R3T 2N2

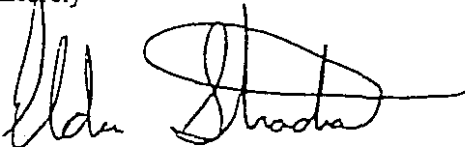
Re: Certificate Program in Applied Behaviour Analysis

I'm writing this letter on behalf of Manitoba Families for Effective Autism Treatment (MFEAT) in support of the proposed Certificate Program in Applied Behaviour Analysis at the University of Manitoba. As an organization we believe that ABA is currently the best treatment option available for children with autism. MFEAT has strongly lobbied for ABA services for our children since our inception five years ago. Our efforts have recently paid off in the procurement of funding for a permanent ABA pre-school program for children with autism in our province. Although the program is smaller than we would have hoped, we are optimistic that demand for effective treatment and further lobbying efforts will ensure the program will grow very quickly.

The success of ABA in treating these children has led to an extremely high demand for professionals all across North America to deliver ABA services. The current demand for properly trained individuals greatly exceeds the supply. MFEAT has recognized for some time the need to develop local resources, as it becomes very expensive and somewhat difficult to access external professionals to deliver the services. An integral part of this goal is the ability to provide the proper academic and practical experience to train individuals in the principles of ABA, and how these principles are applied to children with autism. We feel that the establishment of the Graduate and Certificate programs at the University of Manitoba is instrumental to the long-term development and success of a quality ABA program for children with autism in our province. We are very hopeful that these courses will help attract and develop some top-notch graduate students and potential employees for the ABA program.

As an organization we are extremely excited about the future of ABA treatment in our province. We have secured government funding for a permanent program and have an excellent partner and service provider in St Amant Centre. In addition we now have the ability for individuals to obtain the academic and practical qualifications at a local university instead of relocating to other educational institutions. Collectively the various pieces of the puzzle are coming together very nicely, and we feel that Manitoba is poised to become a national leader in the delivery of ABA services to children with autism. We look forward to ongoing correspondence, cooperation, support and partnership opportunities with the University of Manitoba.

Sincerely



Eldon Strachan
President, MFEAT

Winnipeg, May 13, 2002

Dr. Howard Davidson
Program Director
Management, Professional and Community Programs
Continuing Education Division
Room 166 – Frank Kennedy Bldg.
University of Manitoba
Winnipeg, Manitoba, R3T 2M6



St. Amant Centre
Centre St-Amant

Dr. Davidson,

We are writing to formally indicate our strong support for the Certificate in Applied Behaviour Analysis Program proposed through the Continuing Education Division.

St. Amant Centre is the province's major resource centre for persons with a developmental disability, and offers a variety of institutional and community based services to children, adults and families. As our programs and services expand in response to community needs, we face the challenges of hiring individuals with appropriate training and experience to deliver effective services. This is particularly true in Psychology based programs and services such as our ABA Project for children within the autism spectrum, our Community Living Stabilization Services and living areas in the Residential and Community Residential Programs. The Psychology Department at the University of Manitoba has provided a meaningful and prompt response to the identified need for more psychologists trained to support persons with mental retardation and autism. The establishment of an admission area in Applied Behaviour Analysis at the graduate level addressed the community concerns in this area in a most significant manner.

Within a similar framework, there is an identified need for specialized training of persons delivering more direct services to the same population. We believe that a program such as the Certificate in Applied Behaviour Analysis would be a tremendous contribution to addressing some of our challenges as providers of services to Manitobans living with a developmental disability. In addition, this certificate would certainly set new standards for best practices in Manitoba with respect to frontline staff delivering behavioural programs. The program described in the proposal would be a great resource to planning and staffing specific services, and would place certified individuals in considerable advantage. As mentioned above, some of the areas with increasing need of individuals with specialized training in applied behaviour analysis are the programs for autistic children and the crisis stabilization units. Hiring qualified staff for these programs is a challenge that exceeds the boundaries of Manitoba.

St. Amant Centre is very enthusiastic about being a training site. Furthermore, we are please to see that the arrangements outlined in the program proposal meet our

440, chemin River Road

Winnipeg, MB

R2M 3Z9

Ph/Tél: 204.256.4301

Tél: 204.257.4349

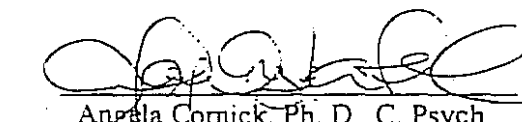
...www.stamant.mb.ca

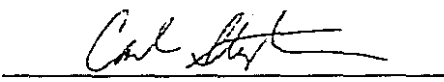
organization's requirements, and we do not foresee any major issues in being able to work out the details for the practicum portions of the Certificate Program.

St. Amant Centre has a long history of linkages with the University of Manitoba, particularly with the Psychology Department. We would certainly welcome the opportunity to further strengthen these relationships by including the Continuing Education Division and discuss more concrete means to supporting the Certificate in Applied Behavioural Analysis Program.

Please accept St. Amant's enthusiastic support for the Certificate in Applied Behavioural Analysis Program and your initiative in meeting the needs of persons in the community who require the assistance of well-trained service providers.

Sincerely,


 Angela Cornick, Ph. D., C. Psych.
 Coordinator, Psychology Services
 St. Amant Centre


 Carl E. Stephens, Ph. D., C. Psych.
 Vice-President, Client Services
 St. Amant Centre

Cc: Denis Bourrier
 President, St. Amant Centre



St. Amant Centre
 Centre St-Amant

440, chemin River Road

Winnipeg, MB

R2M 3Z9

Ph/Tel: 204.256.4301

Fax/Télex: 204.257.4349

www.stamant.mb.ca

St. Paul's College
University of Manitoba
70 Dysart Road, Winnipeg, Manitoba,
Canada R3T 2M6
(204) 474-8589 FAX: (204) 474-7620

May 7, 2002

Dr. Howard Davidson
Management, Professional and Community Programs
Continuing Education Division
University of Manitoba

Dear Howard:

I'm pleased to report that excellent progress has been made on the development of an Applied Behavior Analysis Certification Program for Manitoba and Ontario. The goal is to implement a program that will lead to certification of associate applied behavior analysts (individuals with a Bachelors degree and appropriate coursework and supervised practica) and applied behavior analysts (individuals with a Masters degree and appropriate coursework and supervised practica). This program will be modeled after the National Behavior Analyst Certification program in the USA, with appropriate modifications for the Canadian reality. A group of internationally recognized applied behavior analysts from Manitoba and Ontario have been working on this project for several months, and meet in Toronto near the end of May. It is quite plausible that this program will be up and running by the end of the 2003. I believe that graduates of the newly developed Certificate in Applied Behavior Analysis in the Continuing Education Division will be well positioned for consideration for certification when the Ontario/Manitoba certification program is finalized. Several agencies in Manitoba that provide services for persons with autism and/or developmental disabilities who make extensive use of applied behavior analysis techniques in their service have indicated that they will be very supportive of this new development, and will utilize applied behavior analysis certification as a future hiring standard for staff who provide training in their programs.

I will keep you informed of this development as further progress is made.

Sincerely yours,

Garry L. Martin, Ph.D., C.Psych.
Professor of Psychology

Appendix B1

Course Outlines for

Behaviour Modification Principles 17:244, Fall 2001

Behaviour Modification Applications 17:245, Winter 2002

17:244

Behavior Modification PrinciplesGarry Martin, Instructor
Fall, 2001

Class: Room 229 St. Paul's College

Office: Room 129 St. Paul's College Phone: 474-8589

Office Hours: Posted on office door

I. Grades

A. 6 term exams x 15 points each = 90 points

B. 5 practicum exercises x 2 points each = 10 points

TOTAL POSSIBLE = 100 points

95 - 100 = A+

66 - 71 = C+

85 - 94 = A

60 - 65 = C

79 - 84 = B+

50 - 59 = D

72 - 78 = B

0 - 49 = F

II. Term Exams

At the end of each chapter in the course text is a list of "Study Questions" and "Study Questions on Notes". These questions consist of definitions, short answer questions, and long answer questions (with answers of up to a half-page in length). All questions asked on term exams will come from these study questions. There will be no surprises. See overleaf for a schedule of exams. Any appeals to the professor concerning the assigned grade on an exam must be made within 1 week from the date when the exam is returned.

Review for exams. You will notice on the course outline that, during a class before each exam, time has been set aside for review. During this time I will answer any questions or concerns that you may have about the study questions for the next exam. Thus, to do really well in the course, you should read the assigned chapters for an exam and try to answer the study questions for those chapters before the review class for an exam. That way you will know whether or not you are experiencing difficulty in answering any of the study questions, and you will be able to obtain help in resolving those difficulties. That will also allow you time to learn the answers to the various questions for the coming exam.

Missed term exams. If you miss one or two exams for any reason, or if you do poorly on one or two exams, and would like an opportunity to retake an alternate version of the exam to improve your mark, you will be given an opportunity to do so on October 23 (for only one of Exams 1, 2, & 3), and on the last day of classes (for only one of Exams 4, 5, & 6). The only other opportunities for rewriting missed exams will be for validated medical reasons.

III. In-Class Practica

The in-class practica will consist of a variety of exercises to be completed during the regularly scheduled class time (see overleaf for a schedule of the practica). These exercises will help you to learn about the application of behavior modification principles. On the third-last day of classes, everyone will be allowed to make up two practica that may have been missed. There will be no other opportunities for redoing missed practica.

IV. Course Text: YOU NEED THE 6th EDITION OF THE TEXT

Martin, G. L., & Pear, J. J. (1999). Behavior modification: What it is and how to do it, 6th ed. Englewood Cliffs, NJ: Prentice-Hall.

...over/

<u>Week</u>	<u>Day</u>	<u>Activities</u>	<u>Text Chapters</u>
1 Sept 6	Thursday	Introduction	
2 Sept 11-13	Tuesday Thursday	<i>Lecture</i> Review for Exam #1	
3 Sept 18-20	Tuesday Thursday	Exam #1 Practicum #1	1, 2, 3
4 Sept 25-27	Tuesday Thursday	<i>Film</i> Review for Exam #2	
5 Oct 2-4	Tuesday Thursday	Exam #2 Practicum #2	4, 5
6 Oct 9-11	Tuesday Thursday	<i>Lecture</i> Review for Exam 3	
7 Oct 16-18	Tuesday Thursday	Exam #3 <i>Lecture</i>	6, 7
8 Oct 23-25	Tuesday Thursday	EXAM REWRITE (for <u>one</u> of Exams 1, 2, & 3) Review for Exam #4	
9 Oct 30-Nov 1	Tuesday Thursday	Exam #4 Practicum #3	8, 9, 10
10 Nov 6-8	Tuesday Thursday	<i>Lecture</i> Review for Exam #5	
11 Nov 13-15	Tuesday Thursday	Exam #5 Practicum #4	11, 12, 13
12 Nov 21-23	Tuesday Thursday	<i>Lecture</i> Review for Exam #6	
13 Nov 27-29	Tuesday Thursday	Exam #6 Practicum #5	14, 15
14 Dec 4	Tuesday	EXAM REWRITE (for <u>one</u> of Exams 4, 5, & 6) Make-up Practicum (any two of Practica 1-5)	

Undergraduate Courses Taught by

Garry L. Martin, Department of Psychology, University of Manitoba

The Faculty of Arts Regulations for the academic evaluation of undergraduate student coursework requires that the academic staff member responsible for a course shall provide in writing to every member of the class:

- (a) Information contained in the attached course outline concerning course requirements, term assignments, and tests:

- (b) A reference to the statement on "plagiarism and cheating" contained on p. 31 of the University of Manitoba General Calendar, which states, among other things,

"Plagiarism or any other form of cheating in examinations or term tests (e.g., crib notes) is subject to serious academic penalty (e.g., suspension or expulsion from the Faculty or University)."

- (c) A statement on "examination impersonation" found in the U of M General Calendar on p. 32, which states, among other things:

"A student who arranges for another individual to undertake or write any nature of examination for and on his/her behalf, as well as the individual who undertakes or writes the examination, will be subject to discipline under the University's Student Discipline Bylaw, which could lead to suspension or expulsion from the University. In addition, summary conviction in terms of the Canadian Criminal Code could result in a fine being levied or up to two years of imprisonment."

- (d) A statement of the practice to be followed regarding late submission of assignments:

1. Examination requirements are indicated in the course outline.
2. Practicum requirements are indicated in the course outline. Practica should be submitted at the end of the class in which they are assigned, unless otherwise indicated on the practicum sheet.

50

Psychology 17:245
Behavior Modification Applications
Regular Session 2002
Course Syllabus

A. Instructor: Dr. Stephen W. Holborn
P509 Duff Roblin Building
474-8245 (voice mail available)
E-mail address: Holborn@ms.umanitoba.ca
Office Hours: Monday & Wednesday 2:30 pm. to 3:30 pm

Teaching Assistant: Ms. Lindsay Woods
P443 Duff Roblin Building
Office Hours - TBA

Messages can be left for Ms. Woods with the Psychology General Office at 474-9338 or at her office at 443 Duff Roblin Building.

B. Academic Honesty:

Students are individually responsible for engaging in academically honest behavior including doing independent work. You must familiarize yourself with the statements on academic dishonesty: SECTION 4.3.5 Plagiarism and Cheating, and SECTION 4.3.11 Examinations - Personations, of the General Calendar of the University of Manitoba. Punishments are severe for academically dishonest behaviors, so please ensure that you avoid them.

C. Course Requirements:

1. Completion of Requirements:

Any course requirement that is missed without course instructor approval will result in a score of zero (0). Extensions of time to complete term work, e.g., because of illness, must be initiated by the student no later than the last day of classes each term. I cannot initiate an extension for you; instead I can only respond to your request. Forms to request an extension are available in the main Psychology office, P405A Duff Roblin Building, or from the Faculty of Arts office, Third Floor, Fletcher Argue Building.

2. Tests:

Three unit tests will be given during the term; each one will be based upon topics contained in 4 or 5 chapters of your textbook. Each of the unit tests will focus on the immediately preceding material. Material tested will be based primarily on Study Questions at the end of the chapters in your Behavior Modification textbook and from material covered in class. Questions also may be taken from Study Questions on Notes found at the very end of each chapter in your textbook. Questions will be in multiple-choice and short answer formats

Missing an exam will require justification of your absence in writing, e.g., a medical certificate, etc.

3. Assignments:a) Behavioral Assessment Training (20 points)

You are to complete a computerized behavioral assessment training program. The program will train you in basic skills of functional assessment (see Chapter 20 of your textbook).

b) Research Assignment (100 points)

You are to choose one of the assignment options listed below. The precise nature of your assignment must be approved by your instructor. You must complete and sign the assignment contract form by 1:30 pm on Friday, March 8th. You must obtain your instructor's signature on the form, and submit it along with your paper for grading.

1. A brief (10 page maximum) conceptual analysis of selected topics from a behavioral book, for example, Skinner's "Beyond Freedom and Dignity," Rachlin's "Behaviorism in Everyday Life".
2. A brief (10 page maximum) summary of empirical research on recent applications (behavioral treatments) for a specific behavioral problem, for example, obsessive-compulsive behavior.
3. A brief (10 page maximum) proposal for behavior modification research, for example, for a self-control project; or for a component analysis of a behavioral treatment package for a particular behavioral problem.

52

All assignments must be handed in by 3:30 pm on Monday, April 8th to be eligible for full credit. Five points will be deducted for each day an assignment is late, to a minimum score of zero for the assignment.

All assignments for the course must be done **independently** unless you are specifically advised otherwise by your instructor. While you are encouraged to discuss issues with your colleagues, highly similar written work will not be accepted for credit. This means that the writing **must not be the same**, that is, such that two independent judges would agree that it was essentially identical.

D. Course Grading:

1. Tasks and Maximum Points to be Earned:

a)	<u>Tests</u>	<u>Points</u>
	1	100
	2	100
	3	<u>80</u>
		280
b)	<u>Assignments</u>	120
c)	TOTAL	400

2. Percentage Scores and Letter Grade Equivalents:

<u>Percentage:</u>	<u>Letter Grade:</u>
95 - 100	A+
85 - 94	A
80 - 84	B+
70 - 79	B
65 - 69	C+
60 - 64	C
50 - 59	D

E. Textbook: Martin, G. & Pear, J. (1999) Behavior Modification: What It is and How To Do It, (6th Edition). Englewood cliffs, N.J.: Prentice Hall, Inc.

F. Course Content, Reading Assignments and Test Schedule

<u>Unit</u>	<u>Topics</u>	<u>Martin & Pear Chapters</u>	<u>Test Date</u>
1	Capitalizing on Existing Stimulus Control, Behavioral Assessment/ Functional Analysis	16, 17, 18 19 and 20	Wed. February 6th
2	Single-Case Research Design, Treatment Design and Evaluation, Token Economics, Self-control, and Systematic Self- desensitization	21, 22, 23 24, and 25	Wed, March 13 th
3	Cognitive Behavior Modification, Areas of Behavior Therapy, A Brief History, Ethical Issues	26, 27, 28 and 29	Wed. April 10th

* NOTE: The last date for voluntary withdrawal from the course is Monday, March 18th.

Appendix B2

Proposal for Undergraduate or Certificate Course Change Forms

Course Outlines

Expanded Course Outlines

For

Supervised Practicum in Applied Behavior Analysis I

Supervised Practicum in Applied Behavior Analysis II

PROPOSAL FOR UNDERGRADUATE OR CERTIFICATE COURSE CHANGE**A. TO BE COMPLETED FOR ALL PROPOSALS**

Faculty: Continuing Education Division **Department:** Management, Professional and Community Programs

Course Name: Supervised Practicum in Applied Behaviour Analysis I (84 contact hours)

Format: Department number, course number, course name and credit hours. For certificate (Continuing Education) courses, use contact hours instead of credit hours.

This course is to be:

☐ Deleted ☒ Introduced ☐ Modified ☐ Not Currently Offered ☐ Reactivated

☐ Cross-listed

To become effective in the 2002- 2003 session.

To be included in the 2002/2003 General Calendar.

Is this course listed as a required course or a formal elective course in any University program?

YES (☒) NO (☐)

Existing Calendar/Brochure Entry

(Only for a deleted, modified, not currently offered or reactivated course)

(Exactly as it appears in the Calendar or Continuing Education brochure).

Reasons for Change**Frequency of Offering (See Guidelines)**

Twice per academic year

Signatures

DEPARTMENTAL

APPROVAL: Maureen MacDonald

FACULTY/SCHOOL

APPROVAL: Bill Kops

Print Name

Signature

Date

THE UNIVERSITY OF MANITOBA

PROPOSAL FOR UNDERGRADUATE OR CERTIFICATE COURSE CHANGE

B. TO BE COMPLETED FOR COURSES BEING INTRODUCED (See Guidelines)

Dept. No.	Suggested Course No.	Abbreviated Course Title (15 characters or less)	Credit Hours
<u>CED</u> Hours	<u>99002</u>	<u>Sup. Prac. ABA I</u>	84 Contact

C. TO BE COMPLETED FOR COURSES BEING INTRODUCED OR MODIFIED

Proposed Calendar/Brochure Entry

This practicum will take place in a service facility that provides treatment for persons with developmental disabilities, children with autism spectrum disorder, or some other population for whom applied behavior analysis is the treatment of choice. Students will work closely with a supervisor in structured sessions, and will acquire skills in behavioral assessment of problem behaviors, assessment of basic verbal skills of language deficient individuals, establishment of effective reinforcement systems, task analysis of potential training tasks, teaching training tasks, and basic verbal skills in one-to-one training sessions.

D. TO BE COMPLETED FOR ALL CHANGES AS APPROPRIATE (See Guidelines)

Supporting Documentation

The following items are attached to and form part of this proposal:

X Course outline

Format: list lecture, laboratory and tutorial hours per week; provide an outline of topics covered in lectures; and include a brief description of laboratories, tutorials and assignments. Identify required textbook(s) if applicable. *Note: No more than one page in length.*

X Statement from subject librarian(s) as to library resources

Note: The library must be provided with a course outline as described above. As well, the proposing unit and the subject librarian should discuss and agree upon the bibliography to be used in assessing the strength of the library's collection in the field. The library will need at least one month notice of course proposals, and six months notice of program proposals, in order to prepare its statement.

_____ Statement of additional costs, workload, and/or supplies

_____ Statement(s) from other Departments, Faculties or Schools on possible overlap

_____ Statement(s) from other Departments, Faculties or Schools on possible changes in their programs

_____ Revised Program Descriptions for all programs using this course

_____ Additional documentation

Course Outline
(Typical)

SUPERVISED PRACTICUM IN APPLIED BEHAVIOUR ANALYSIS I

Format	Practicum, 12 sessions at placement site over a 12-week period, 7 hours per week
Contact hours	84 contact hours
Readings	Martin, G. and J. Pear (2002). Behavior Modification: What it is and how to do it. Prentice Hall. ABLA Manual Other readings as required.

Course description: This practicum will take place in a service facility that provides treatment for persons with developmental disabilities, children with autism spectrum disorder, or some other population for whom applied behavior analysis is the treatment of choice. Students will work closely with a supervisor in structured sessions, and will acquire skills in behavioral assessment of problem behaviors, assessment of basic verbal skills of language deficient individuals, establishment of effective reinforcement systems, task analysis of potential training tasks, teaching training tasks, and basic verbal skills in one-to-one training sessions.

Topics to be covered:

Ethics

Observing behavior

Observational Functional assessment

Assessing basic skills, the ABLA test

Assessment of basic verbal operants

Preference assessment to identify effective reinforcers

Establishing token reinforcers

Task analysis of potential training tasks

Teaching behavioral chains

Teaching ethoics

Teaching tacts

Teaching mands

Assignments: Students receive a final grade in the course based upon a variety of tasks involving observation, scoring, assessment and write-ups in APA format of teaching procedures and results.

Outline of a Supervised Practicum in Applied Behavior Analysis I

Applied Behavior Analysis Certificate Program

Preliminary Proposal

Assumptions and Considerations

1. The minimum time devoted to practicum activities per student will be 7 hours per week for 12 weeks (total of 84 hours).
2. Tuition for the practicum will be \$495 per student.
3. The supervisor of the practicum will receive \$300 per student.
4. Students will participate in practicum in cohorts 6 of students per cohort.
5. The minimum required number of students for a practicum is 6 (one cohort), which would pay a supervisor \$1,800 for the 12 weeks, or \$150 per week, or 7½ hours per week of supervisory time per cohort at the rate of \$20 per hour.
6. Practicum activities will take place in two locations at the St. Amant Centre: (a) in a room that can be scheduled for studying materials and role-playing by the students; and (b) in one of the classrooms of the adult activity program in which sessions can be scheduled with clients.
7. Scheduling of practica must take into consideration the following typical schedule for the adult activity program:

Mornings	
9-10 a.m.	Sessions
10-10:30	Coffee Break
10:30-11:30	Sessions
Afternoons	
1-2:00 p.m.	Sessions
2-2:30	Coffee Break
2:30-3:30	Sessions
8. Sessions will also be scheduled to occur on Saturdays.
9. Scheduling must also take into consideration the time slots for courses at the University of Manitoba in order to minimize conflict between scheduled practicum times and scheduled times for typical courses at U of M (see Table 1).
10. Although students in practicum will have completed two undergraduate behavior modification courses, it will be necessary for them to do some review and to read some additional materials in order to perform well in practicum. Some review and reading time has been scheduled as a part of the 7 hours per week to be devoted to practicum.
11. In each cohort of 6 students, practicum students will work in pairs. During role-playing

sessions, one person of a pair will role-play a person with developmental disabilities, and the other person will role play an applied behavior analyst. During actual sessions with clients, one person of the pair will conduct the session and the other person will take data. In direct observation sessions, both persons of a pair will take data, and will compute an interobserver reliability score on that data.

12. Each student would provide approximately 24 hours of one-to-one assessment and training per client.
13. Plausible time slots for each cohort of 6 students are as follows:

Cohort A	- Monday 9-11; Wednesday, 9-11; Saturday, 9-12 (Total = 7 hrs.)
Cohort B	- Tuesday 9-11; Thursday, 9-11; Saturday, 9-12 (Total = 7 hrs.)
Cohort C	- Monday, 2-4; Wednesday, 2-4; Saturday, 1-4 (Total = 7 hrs.)
Cohort D	- Tuesday, 2-4; Thursday, 2-4; Saturday, 1-4 (Total = 7 hrs.)
14. With 6 students per cohort, maximum enrollment per practicum is 24 students. This number would pay a supervisor \$7200, or \$20 per hour for 30 hours per week for 12 weeks.
15. Topics to be covered during the practicum
 - Ethics
 - Observing behavior
 - Observational Functional assessment
 - Assessing basic skills, the ABLA test
 - Assessment of basic verbal operants
 - Preference assessment to identify effective reinforcers
 - Establishing token reinforcers
 - Task analysis of potential training tasks
 - Teaching behavioral chains
 - Teaching ethoics
 - Teaching tacts
 - Teaching mands
16. The following activities will occur for each pair of students in a cohort.

Outline of Weekly Activities

Weeks	Activities	Estimated Hours		
		Instructions/ Readings/ Review	Modeling by Instructor, and Practicing & Role-playing with partner	Working with clients and/or staff
	Each pair of students will do the following:			
1	Orientation to St. Amant Meet clients and staff Ethics - Review & discuss ethics chapter from Martin & Pear including AABT Ethical Checklist Observing Behavior - Review and discuss Martin & Pear, Ch.20, Direct Behavioral Assessment - Observe clients and define on-task behavior, aberrant behaviors, and happiness indicators	3 1 1	 ½	1 ½
2	- Using the above definitions, record behaviors of 2 clients and compute IORs - Study the Aberrant Behavior Checklist - Conduct the Aberrant Behavior Checklist during an interview with a staff member concerning 2 clients Observational Functional Assessment - Review and discuss Martin & Pear, Ch. 20, Functional Assessment of the Causes of Problem Behavior - Study the QABF and discuss it - Conduct an interview with staff using the QABF to do a functional assessment of clients' problem behaviors Assessing Basic Skills, The ABLA Test - Study and discuss the ABLA Manual	 1 1 1 1		1 1 1
3	- Watch and score a videotape of a Supervisor conducting an ABLA assessment - Practice ABLA assessments with a partner - Conduct an ABLA assessment with 2 clients and compute IORs - Study ABLA manual on task classification - Classify 10 tasks according to their ABLA level and compute IORs. Discuss discrepancies in IORs Assessment of Basic Verbal Operants - Observe and discuss Michael's videotape on Skinner's Analysis of verbal behavior	 1 1	1 1	 2 1

4	<ul style="list-style-type: none"> - Read and discuss Sundberg & Michael article on basic verbal operants - Observe and discuss videotape assessment of echoics, tacts, and mands - Watch and score a videotape of a supervisor conducting an assessment of echoics, tacts, and mands, and compute IORs - Assess echoics, tacts and mands with 2 clients and compute IORs Preference Assessment to Identify Effective Reinforcers <ul style="list-style-type: none"> - Read and discuss Schwartzman et al. for conducting preference assessments 	1	1 1	3
5	<ul style="list-style-type: none"> - Conduct a preference assessment to determine preference between 6 potential reinforcers with 2 clients Establishing Token Reinforcers <ul style="list-style-type: none"> - Review and discuss Martin & Pear chapter on token reinforcement - Do role playing session on establishing tokens as reinforcers - For the clients with whom you conducted a preference assessment, conduct token exchange training sessions in order to establish tokens as reinforcers Task Analysis of Potential Training Tasks <ul style="list-style-type: none"> - Read and discuss material on task analysis 	1 1	1	2 2
6	<ul style="list-style-type: none"> - Ask staff to identify 3 potential training tasks for each of 2 clients - Task analyze three different training tasks for each client and compare task analyses with those of your partner - Prepare data sheets for conducting baseline assessments Teaching Behavioral Chains <p>Review and discuss Martin & Pear chapters on fading, shaping, and chaining</p> <ul style="list-style-type: none"> - Review your baseline data sheets to ensure that they includes appropriate categories of prompts - Practice conducting a baseline with role playing 	2	1½ 1 1½	½

7, 8, & 9	<ul style="list-style-type: none"> - Conduct baselines of 3 tasks with each of 2 clients - Practice conducting training sessions with role playing - Conduct training sessions (using token reinforcement program) to attempt to teach 3 tasks to each of 2 clients - Prepare a write-up in APA format of training program and results 	2	1	2 16 (½-hr. sessions per client)
10	Teaching Echoics <ul style="list-style-type: none"> - Read and discuss material on teaching echoics, and select 3 echoics to teach to each of 2 clients - Conduct role playing sessions with partner for teaching echoics - Using appropriate prompting, fading, and token reinforcement in discrete trials, teach up to 3 echoics to each of 2 clients - Prepare a write-up in APA format of teaching procedures and results 	½ 1	½	5 (½-hr. sessions per client)
11	Teaching Tacts <ul style="list-style-type: none"> - Read and discuss material on teaching tacts, and select 3 tacts to teach to each of 2 clients - Conduct role playing sessions with partner for teaching tacts - Using appropriate prompting, fading, and token reinforcement in discrete trials, teach up to 3 tacts to each of 2 clients - Prepare a write-up in APA format of teaching procedures and results 	½ 1	½	5 (½-hr. sessions per client)
12	Teaching Mands <ul style="list-style-type: none"> - Read and discuss material on teaching mands, and select 3 mands to teach to each of 2 clients - Conduct role playing sessions with partner for teaching mands - Using appropriate prompting, fading, and token reinforcement in discrete trials, teach up to 3 mands to each of 2 clients - Prepare a write-up in APA format of teaching procedures and results 	½ 1	½	5 (½-hr. sessions per client)

PROPOSAL FOR UNDERGRADUATE OR CERTIFICATE COURSE CHANGE

A. TO BE COMPLETED FOR ALL PROPOSALS

Faculty: Continuing Education Division Department: Management, Professional and Community Programs

Course Name: Supervised Practicum in Applied Behaviour Analysis II (84 contact hours)

Format: Department number, course number, course name and credit hours. For certificate (Continuing Education) courses, use contact hours instead of credit hours.

This course is to be:

☐ Deleted ☒ Introduced ☐ Modified ☐ Not Currently Offered ☐ Reactivated

☐ Cross-listed

To become effective in the 2002- 2003 session.

To be included in the 2002/2003 General Calendar.

Is this course listed as a required course or a formal elective course in any University program?

YES (X) NO ()

Existing Calendar/Brochure Entry

(Only for a deleted, modified, not currently offered or reactivated course)

(Exactly as it appears in the Calendar or Continuing Education brochure).

Reasons for Change

Frequency of Offering (See Guidelines)

Twice per academic year

Signatures

DEPARTMENTAL

APPROVAL: Maureen MacDonald

FACULTY/SCHOOL

APPROVAL: Bill Kops

Print Name

Signature

Date

THE UNIVERSITY OF MANITOBA

PROPOSAL FOR UNDERGRADUATE OR CERTIFICATE COURSE CHANGE

B. TO BE COMPLETED FOR COURSES BEING INTRODUCED (See Guidelines)

Dept. No.	Suggested Course No.	Abbreviated Course Title (15 characters or less)	Credit Hours
<u>CED</u>	<u>99003</u>	<u>Sup. Prac. ABA II</u>	<u>84 Contact Hours</u>

C. TO BE COMPLETED FOR COURSES BEING INTRODUCED OR MODIFIED

Proposed Calendar/Brochure Entry

This practicum will take place in a service facility that provides treatment for persons with developmental disabilities, children with autism spectrum disorder, or some other population for whom applied behavior analysis is the treatment of choice. Practicum II will add applied behavior analysis consultative and supervisory skills to the direct application skills acquired in Practicum I. Students will work closely with the supervisor in assessing behavioral deficits and/or excesses of clients, designing and executing appropriate intervention programs, and assessing and programming generalization and maintenance of behaviour improvements.

D. TO BE COMPLETED FOR ALL CHANGES AS APPROPRIATE (See Guidelines)

Supporting Documentation

The following items are attached to and form part of this proposal:

X Course outline

Format: list lecture, laboratory and tutorial hours per week; provide an outline of topics covered in lectures; and include a brief description of laboratories, tutorials and assignments. Identify required textbook(s) if applicable. *Note: No more than one page in length.*

X Statement from subject librarian(s) as to library resources

Note: The library must be provided with a course outline as described above. As well, the proposing unit and the subject librarian should discuss and agree upon the bibliography to be used in assessing the strength of the library's collection in the field. The library will need at least one month notice of course proposals, and six months notice of program proposals, in order to prepare its statement.

_____ Statement of additional costs, workload, and/or supplies

_____ Statement(s) from other Departments, Faculties or Schools on possible overlap

_____ Statement(s) from other Departments, Faculties or Schools on possible changes in their programs

_____ Revised Program Descriptions for all programs using this course

_____ Additional documentation

Course Outline
(Typical)

SUPERVISED PRACTICUM IN APPLIED BEHAVIOUR ANALYSIS II

Format Practicum, 12 sessions at placement site over a 12-week period, 7 hours per week
Contact hours 84 contact hours
Readings As required

Course description: This practicum will take place in a service facility that provides treatment for persons with developmental disabilities, children with autism spectrum disorder, or some other population for whom applied behavior analysis is the treatment of choice. Practicum II will add applied behavior analysis consultative and supervisory skills to the direct application skills acquired in Practicum I. Students will work closely with the supervisor in assessing behavioral deficits and/or excesses of clients, designing and executing appropriate intervention programs, and assessing and programming generalization and maintenance of behaviour improvements.

Students will build on their experiences from *Supervised Practicum in Applied Behavior Analysis I*, and will:

Define, observe, and record target behaviours to be improved by the client

Interpret behavioural episodes in terms of behavioural principles and procedures

Conduct functional analysis of the target behaviours to be improved

Design, implement, and evaluate behavioural programs to improve target behaviours of the clients

Assignments: Students receive a final letter grade in the course based upon a variety of tasks involving observation, scoring, assessment and write-ups in APA format of teaching procedures and results.

Appendix C

Advisory Committee Terms of Reference

ADVISORY COMMITTEE

Certificate in Applied Behaviour Analysis

Terms of Reference

1. STATUS

- 1.1 The Advisory Committee for the Certificate in Applied Behaviour Analysis (ABA) is established by and reports to Management, Professional and Community Programs, Continuing Education Division, The University of Manitoba.
- 1.2 The Terms of Reference are subject to review by the Continuing Education Division and designated representatives of the Department of Psychology, The University of Manitoba.

2. PURPOSE

- 2.1 The Committee provides an advisory liaison service between the Continuing Education Division, applied behaviour analysis (ABA) faculty in the Department of Psychology, and other organizations, institutions, and faculties as necessary:
 - 2.1.1 to ensure the continuous quality of the Certificate in Applied Behaviour Analysis;
 - 2.1.2 to advise on the development of related programs.

3. COMPOSITION

- 3.1 The Committee shall consist of:
 - A Program Director, Continuing Education Division, The University of Manitoba,
 - Two faculty members from the Department of Psychology, The University of Manitoba, specializing in ABA,
 - At least one representative from each faculty interested in the quality and delivery of the Certificate in Applied Behaviour Analysis (e.g., Social Work).
 - One representative from MFEAT
 - At least one representative for each of the following: placement sites, employers, and professional associations
 - One student or recent program graduate
 - Other representatives may be added or deleted from time to time.

4. TERMS OF OFFICE

- 4.1 The term for appointed Committee members is three years, renewable.
- 4.2 Vacancies due to resignations will be filled for the balance of the term in accordance with the composition requirements of the Committee.

5. MEETINGS

- 5.1 The Committee will meet a minimum of once annually. Meetings will be at the call of the Chair or on petition of the Chair by at least two other Committee members.
- 5.2 Attendance by 60% of the Committee membership shall represent a quorum in order that the Committee may achieve a reasonable consensus in its advisory functions. At least two faculty members from the Department of Psychology and the Program Director, Continuing Education Division must be present for the Advisory Committee to meet.
- 5.3 The Program Director, Continuing Education Division is the Chair.

5.4 The Chair shall call Committee meetings, provide agendas and minutes, and ensure decisions of the Committee are carried out in a timely and efficient manner.

5.5 The Chair will normally give at least two weeks notice of a meeting date.

6. FUNCTIONS OF THE ADVISORY COMMITTEE

6.1 The Committee shall bring to the attention of its constituents and the community the Certificate in Applied Behaviour Analysis:

6.1.1 by contributing names of potential registrants to existing mailing lists;

6.1.2 through personal promotion to colleagues and others who could benefit from participation or from sponsoring registrants.

6.2 The Committee shall advise on the need for revisions to the program.

6.3 The Committee shall bring to the attention of the Program Director factors that are likely to affect existing or future programs, including:

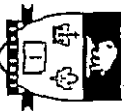
6.3.1 trends in applied behaviour analysis study and practice,

6.3.2 the existence of programs which duplicate the certificate

6.3.3 potential placement sites and supervisors for these sites

6.4 The Committee shall review and approve placement sites, supervisors, and admission criteria for the *Supervised Practicum in Applied Behavior Analysis I* and *Supervised Practicum in Applied Behavior Analysis II*

6.5 From time to time, the Committee shall conduct evaluations of the program.



UNIVERSITY
OF MANITOBA

Continuing Education Division

hereby certifies that on this day, the 1st of October, 2002.

Student Name

has successfully completed the certificate program in

Applied Behaviour Analysis

Dean, Continuing Education Division



SCHEDULE OF MEETINGS AND AGENDA MAILINGS
SENATE AND SENATE EXECUTIVE COMMITTEE

June 2003 to December 2004

Date for Items to the Secretary	Agenda to the Executive Committee	Executive Committee Meetings	Agenda to Senate Members	Senate Meetings
May 29 2003	June 5 2003	June 11 2003	June 19 2003	June 25 2003 ¹
July 17 2003	July 24 2003	July 30 2003	August 7 2003	August 13 2003
August 7 2003	August 14 2003	August 20 2003	August 28 2003	September 3 2003
September 4 2003	September 11 2003	September 17 2003	September 25 2003	October 1 2003
October 2 2003	October 9 2003	October 15 2003 ³	October 30 2003	November 5 2003
November 6 2003	November 13 2003	November 19 2003	November 27 2003	December 3 2003
November 27 2003	December 4 2003	December 10 2003	December 22 2003	January 7 2004
January 8 2004	January 15 2004	January 21 2004	January 29 2004	February 4 2004
February 5 2004	February 12 2004	February 18 2004	February 26 2004	March 3 2004
March 4 2004	March 11 2004	March 17 2004	March 25 2004	April 7 2004
April 15 2004	April 22 2004	April 28 2004	May 6 2004	May 12 2004 ²
June 3 2004	June 10 2004	June 16 2004	June 24 2004	June 30 2004 ¹
August 5 2004	August 12 2004	August 18 2004	August 26 2004	September 1 2004
September 9 2004	September 16 2004	September 22 2004	September 30 2004	October 6 2004
September 30 2004	October 7 2004	October 13 2004 ³	October 28 2004	November 3 2004
November 4 2004	November 11 2004	November 17 2004	November 25, 2004	December 1 2004

1. Senate meets the last week of June so that a meeting in July is not required.
2. Senate meets the second Wednesday in May to allow additional time for the preparation of the list of graduands for Senate approval.
3. Senate Executive meets the second Wednesday in October due to the Fall Convocation.

FEB 24 2003

University Secretariat

Report of the Senate Committee on Awards respecting Awards - Part APreamble

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 January 15, 2003, SCOA reviewed 7 new awards offers, 6 award amendments, and one award withdrawal and reports as follows.

Observation

On behalf of Senate, the Senate Committee on Awards approved and recommends that the Board of Governors approve 7 new awards, 6 award amendments, and 1 withdrawal as set out in Appendix "A" of the Report of the Senate Committee on Awards (dated November 27, 2002). These award decisions comply with the published guidelines of November 3, 1999, and are reported to Senate for information. .

Respectfully submitted,



Professor R. Baydack, Chair
Senate Committee on Awards

MEETING OF THE SENATE COMMITTEE ON AWARDS

JANUARY 15, 2003

OFFERS

JELD-WEN FOUNDATION SCHOLARSHIP

The JELD-WEN family of companies wishes to assist students who are pursuing degrees in communities in which a JELD-WEN facility is located. As such, the JELD-WEN Foundation wishes to offer a scholarship at the University of Manitoba beginning in the 2003-2004 academic session. This award will be offered to an undergraduate student who:

- (1) has completed the first year of the Engineering program with a minimum of 28 credit hours, (first year could have been completed either in the Faculty of Engineering or in University I);
- (2) is enrolled in a full course load in the second year of the Mechanical Engineering program or the Manufacturing Engineering program;
- (3) has achieved satisfactory academic standing (a minimum cumulative grade point average of 3.0);
- (4) is a graduate of a Winnipeg high school (defined as within the city limits).

The total value of the award is \$2000 (U.S.). The selection committee may offer one award of \$2000 (U.S.) or two awards of \$1000 (U.S.) each.

This scholarship cannot be held with any other University of Manitoba award valued at \$1500 or greater.

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

EVIDENCE-BASED NURSING PRACTICE CHAIR AWARD

On June 13, 2000, the Canadian Health Services Research Foundation and the Canadian Institutes of Health Research announced \$20 million to support the establishment of 12 Chairs in health services and nursing research at eight Canadian Universities.

The Chairs are part of a national network linking professors, students, and decision makers in institutions and regional training centres across the country.

One of these Chairs, valued at \$3.5 million, is located at the University of Manitoba, Faculty of Nursing to support Dr. Lesley Degner in a program entitled, **The Development of Evidence-Based Nursing Practice in Cancer Care, Palliative Care, and Cancer Prevention.**

With an emphasis on education and mentoring, the Chair Award Program promises to expand research opportunities for students in cancer nursing.

The students successful in achieving admission into the Master of Nursing Program (Oncology Focus) will receive a full tuition award for the first full-time year of study. The Evidence-Based Nursing Practice Chair awarded to Dr. Lesley Degner will provide the funding for the award. A maximum number of students, and a maximum value of the award may be imposed at the discretion of the Chair.

If for any reason the recipient withdraws from the program, any refund in tuition shall be returned to the fund supporting the award.

THE BRUCE D. CAMPBELL BURSARIES

Mr. Bruce and Mrs. Lesley Campbell have established an endowment fund at the University of Manitoba to support entrance bursaries in the Faculty of Agricultural and Food Sciences and the School of Agriculture.

Beginning in 2005, five bursaries shall be awarded to students entering the first year of either the Degree or Diploma program. The dispersal of the awards between programs will be at the discretion of the selection committee. The bursaries of \$3,000 each will be offered to students who:

- (1) as Degree students have completed University 1 with a minimum grade point average of 2.5 or as Diploma students are entering from high school with a minimum average of 60%;
- (2) have entered the Faculty of Agricultural and Food Sciences or the School of Agriculture;
- (3) are residents of Manitoba and are graduates of a Manitoba high school;
- (4) have demonstrated financial need on the standard University of Manitoba bursary application.

Until such time as the fund generates sufficient interest to support these awards fully, the number and value of awards shall be left to the discretion of the selection committee.

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

THE BERDIE AND IRVIN COHEN AWARD IN PEACE AND CONFLICT STUDIES

Through the generosity of an anonymous donor, an award is being made available in the Faculty of Arts to support graduate studies and research into the causes of human conflict and the processes of peace building in the name of Berdie and Irvin Cohen. The Manitoba Scholarship and Bursary Initiative has made a contribution to this fund.

The award shall be offered to a full-time Master's or Ph.D. student from a department in the Faculty of Arts, who has completed the necessary course work towards the degree, and who has obtained approval for a thesis or dissertation proposal prior to undertaking the research funded

by this award. The selection committee (defined below) will determine the annual value of the award with the maximum value being the available income generated by the fund.

Applicants must prepare a package including: a copy of their undergraduate transcripts; graduate transcripts (where available); a letter of support from their thesis/dissertation supervisor(s), department head, or departmental supervisor of graduate studies; a copy of their thesis or dissertation proposal; and a description of the intended use of the award, which may include travel (maximum three pages). Recipients will further be required to submit to the Dean a report on the research and/or travel supported by the award within the academic year in which the award is made.

The selection committee for this award shall be composed of the Dean of the Faculty of Arts or designate, the donor, two faculty members of the Faculty of Arts on regular appointment (one each from a Social Science and a Humanities department), and a graduate student in the Faculty of Arts (where possible a previous recipient of this award).

Applications should be submitted to the Faculty of Graduate Studies of the University of Manitoba by October 31st. Awards will be announced by December 15th.

THOMAS AND HELEN SMERCHANSKI NURSING SCHOLARSHIP AND BURSARY

An annual scholarship of \$1,000 will be offered for the first time in 2003-2004 to a student who:

- (1) is enrolled full-time in the Faculty of Nursing in either the second or third year of the program at The University of Manitoba;
- (2) has demonstrated potential for becoming a successful, contributing member of the nursing profession*;
- (3) has achieved a minimum cumulative grade point average of 3.0.

*Applicants will be required to submit a brief letter outlining why he/she feels that he/she has the potential for becoming a successful, contributing member of the nursing profession.

The selection committee shall be the Faculty of Nursing Promotion and Awards Committee

An annual bursary of \$1,000 will be offered first time in 2003-2004 to a student who:

- (1) is enrolled full-time in the Faculty of Nursing at The University of Manitoba in the third year of the program;
- (2) has achieved a minimum cumulative grade point average of 2.5;
- (3) has demonstrated financial need on the standard University of Manitoba bursary application form.

The selection committee shall be the Faculty of Nursing Promotion and Awards Committee.

NURSING STUDENTS' ASSOCIATION 125TH ANNIVERSARY STUDENT AWARDS

In celebration of the 125th anniversary of the University of Manitoba, the Nursing Students' Association Council will recognize and reward students who have demonstrated outstanding clinical performance and have made significant contributions to the University and the Faculty of Nursing, by offering two one-time awards.

The first award, to be offered in the 2003-2004 academic session and valued at \$500, shall be offered to a student who:

- (1) is enrolled in the four year undergraduate program in the Faculty of Nursing at the University of Manitoba;
- (2) is enrolled in a minimum 80% course load;
- (3) has achieved a minimum cumulative grade point average of 3.0;
- (4) demonstrates strong clinical performance.

Applicants must submit at least two clinical references, in the form of letters from the CEFs, faculty member, preceptor or unit manager, to describe their performance. Applicants must also submit their most recent clinical grades.

Secondly, a convocation award, valued at \$1,000, shall be offered to a student who;

- (1) is enrolled in the four year undergraduate program in the Faculty of Nursing at the University of Manitoba and is eligible to participate in the 2003 Pinning Ceremony;
- (2) is enrolled in a minimum 80% course load;
- (3) has achieved a minimum cumulative grade point average of 3.0;
- (4) demonstrates a commitment to leadership and community development within the Faculty of Nursing or the University of Manitoba.

Applicants must submit a 1-2 page statement demonstrating their involvement within the Faculty of Nursing or the University of Manitoba, and their plan for future leadership and provide written examples/exemplars of actual involvement.

The selection committee for these awards shall include the incoming Student Chair of the Nursing Students' Association, two Faculty members, and a member of the Faculty of Nursing alumni.

RON MELNICHUK MEMORIAL TRACK & FIELD AWARD

The University of Manitoba has established an award in memory of Ron Melnichuk, a long time member of the Bison Track & Field team. After graduating from Wayland Baptist University in Texas, where Ron was an All-American, he returned to Winnipeg to attend the University of Manitoba and complete his Nursing degree. During his years as an athlete at the University of Manitoba he received All-Canadian honours. After his competitive career Ron became an assistant coach with the Cross Country and Track & Field programs. Athletes coached by Ron were major contributors to the nine CIAU Cross Country and Track & Field titles won during the late 1980s and early 1990s.

This award, valued at a maximum of \$500, shall be offered to a returning student who:

- (1) is a student "in good standing" as determined by the University of Manitoba and eligible to compete in C.I.S. competition;
- (2) has met the requirements to receive an Athletic Award (i.e., completed 18 credit hours the previous academic year and maintained a minimum grade point average of 2.00);
- (3) has demonstrated athletic ability in track and field or cross-country as determined by the selection committee. Preference will be given to an athlete with distinguished achievement in the endurance events.

Applicants will be required to submit a two page letter outlining their involvement in athletics and the leadership they have shown in the sport community, whether in competition, coaching or other aspects of sport.

The selection committee shall be named by the Athletic Director of Bison Sports (or designate) and shall include the Head Coach of Track and Field (or designate) and a member of the Melnichuk family (or designate).

(The terms of this award will be reviewed annually against the criteria of Canadian Interuniversity Sport governing "Athletic award – alumni, private, booster club and corporate funded", currently numbered 50.10.5.6 in the C.I.S. Operations Manual.)

AMENDMENTS

SARAH AND MOSES COHEN SCHOLARSHIP

At the request of the donor, the name of this scholarship in the Faculty of Law is to be amended. The new name shall be THE MAXWELL COHEN FAMILY AWARD.

FACULTY OF AGRICULTURAL AND FOOD SCIENCES ENDOWMENT BURSARIES

The financial commitment to support these bursaries through the Faculty of Agricultural and Food Sciences Endowment has been extended to the Fall of 2004.

SOKOLOFF FAMILY BURSARY

The value of this undergraduate award shall be amended to an annual award of \$600 (previously, it was valued at between \$700 and \$1000 annually).

SONY SCIENCE SCHOLARSHIP IN ENGINEERING SONY SCIENCE SCHOLARSHIP IN SCIENCE

The terms of reference for these two scholarships will be amended to reflect a renewal of Sony of Canada's commitment to these scholarships beginning with the academic session of 2002/2003

and ending with 2006/2007.

DANTE ALIGHIERI CULTURAL SOCIETY PRIZE

This award in the Department of French, Spanish and Italian shall undergo several amendments. First, the prize shall be changed to a scholarship. Second, two scholarships of \$225 each will now be offered (was previously one prize of \$150). The first scholarship shall be offered to a student who has completed the first year of studies in Italian and is continuing into the second year of Italian studies. The second scholarship shall be offered to a student who has completed the second year of studies in Italian and is continuing into the third year of Italian studies. Students completing a minor, major, or honours program are eligible. Additional selection criteria will include that students must be Canadian citizens or landed immigrants, enrolled as full-time students in any Faculty or School at the University of Manitoba, and have achieved a minimum cumulative grade point average of 3.0. This scholarship cannot be held with any other award for Italian studies at the University of Manitoba. If the above criteria are not met, an award will not be made. The selection committee shall now be named by the Head of the Department of French, Spanish and Italian.

BURT AND NAN GALAWAY SCHOLARSHIP

The name of this scholarship in the Faculty of Social Work will be changed to the GALAWAY FOUNDATION SCHOLARSHIP.

WITHDRAWAL

CARTER-HORNER AWARD

This award in the Faculty of Pharmacy is being withdrawn. The company is discontinuing university awards due to a change in ownership and in the company's focus.

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 February 26, 2003, SCOA reviewed 10 new awards offers, 14 award amendments and reports as follows.

Observation

On behalf of Senate, the Senate Committee on Awards approved and recommends that the Board of Governors approve 10 new awards and 14 award amendments. Senate Executive asked that two of the new awards be held back for further consideration, so 8 new awards and 14 amendments are presented in Appendix "A" of the Report of the Senate Committee on Awards (dated February 26, 2003). These award decisions comply with the published guidelines of November 3, 1999, and are reported to Senate for information.

Respectfully submitted,

A handwritten signature in cursive script that reads "Diana Cindric (for)".

Professor R. Baydack, Chair
Senate Committee on Awards

APPENDIX "A"

OFFERS

LEONARD C. KLINGBELL SCHOLARSHIP IN ARCHITECTURE

Mr. Leonard C. Klingbell, a retired architect and a graduate of the class of 1950, of the University of Manitoba, has established a fund to support a scholarship in the Department of Architecture. The scholarship shall be offered to a student who:

- (1) is enrolled as a full-time student and is entering Master's 2 in the Department of Architecture at the University of Manitoba;
- (2) has achieved a minimum cumulative grade point average of 3.3 on all courses completed in the Department of Architecture;
- (3) has demonstrated excellence in at least one Design Studio in the Master's program.

In the future, at a time when the selection committee sees fit and the earnings on the fund permit, more than one scholarship may be offered in a given year.

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

SANT AND JAMIAT KHANUJA AWARD

A trust fund has been established at the University of Manitoba by Mrs. Taran Malik, a retired mathematics teacher from Murdoch Mackay Collegiate. This fund supports an award in honour of Mrs. Malik's parents, Jamiat Singh and Sant Kaur Khanuja. The Manitoba Scholarship and Bursary Initiative has made a contribution to this fund. The opening balance in this fund is \$2300.

The annual award is valued at \$200 (portions of the capital may be used to supplement the available annual income to the level of \$200 and the award will be available for as long as there are funds in the trust account) and is offered for the first time in the summer of 2003 to the student who:

- (1) has achieved the highest standing in the 40S Pre-Calculus Mathematics course completed at Murdoch Mackay Collegiate in Winnipeg;
- (2) enrolls full-time at the University of Manitoba in the regular academic session following graduation from high school.

In the event that the student with the highest standing in 40S Pre-Calculus Mathematics does not enrol at the University of Manitoba as required, the award shall be offered to the next eligible candidate.

MEETING OF THE SENATE COMMITTEE ON AWARDS

FEBRUARY 26, 2003

The selection committee shall be named by the Director of Enrolment Services and recommendations (including a list of alternates) will be received from the Principal of Murdoch Mackay Collegiate.

CURTIS A. LANDEGA MEMORIAL BURSARY IN COMPUTER ENGINEERING

Ms. Ollie Landega has established a fund of \$20,000 at the University of Manitoba, with a contribution from the Manitoba Scholarship and Bursary Initiative, in honour of her nephew, Curtis A. Landega. At the time of his passing in 2000, Mr. Landega was a bilingual honours student at College Pierre-Elliott Trudeau in Winnipeg with a goal of completing a university program in Computer Engineering.

As Mr. and Mrs. Andy Landega (Curtis' parents) wish to offer financial assistance to those who need it most, this fund will support an annual bursary valued at the available annual income. The bursary shall be offered to an undergraduate student who:

- (1) is enrolled full-time in the Computer Engineering Program in the Department of Electrical and Computer Engineering at the University of Manitoba;
- (2) has achieved a minimum cumulative grade point average of 3.25;
- (3) has demonstrated financial need on the standard University of Manitoba bursary application form;
- (4) attended a secondary school program in Manitoba for at least four years.

In the future, at a time when the selection committee sees fit and the earnings on the fund permit, more than one bursary may be offered in a given year.

EVA CLARE SOCIETY EMERGENCY BURSARY ASSISTANCE FUND

An emergency bursary fund has been established at the University of Manitoba. The purpose of this fund is to provide immediate emergency bursaries to students in Music who are under unexpected financial strain. Students must be enrolled in the School of Music (including the Integrated Bachelor of Music / Bachelor of Education Program) either full-time or part-time at the University of Manitoba, must have a minimum cumulative grade point average of 2.0 (or equivalent), and must have outlined their emergency situation during an interview with the Director of the School of Music.

Future contributions will be solicited to continue this fund.

The selection of eligible student recipients shall be in accordance with the guidelines established from time to time for the University of Manitoba's student emergency bursary funds.

PETER D. CURRY BIZCAMP SCHOLARSHIP

Through the generosity of the Peter D. Curry Foundation, the Asper Centre is able to offer a scholarship of \$2000 to a student in each of the summer BizCamps. The number of camps is determined each year based on available funding. The scholarships will be offered to the highest ranked candidates in each camp out of all applicants based on performance criteria set by the BizCamp. These can include, but are not limited to, superior marks on all quizzes and tests held during the BizCamp; performance on the business plan and business plan presentation; performance in games such as the stock market challenge, Costco sales exercise and the negotiation game.

Applicants must complete a 100 word essay describing how the scholarship will be used and why they are the deserving applicant.

The selection committee shall consist of the Director of the Asper Centre, the Director of the Department of Marketing at the I.H. Asper School of Business, and the Business Analyst at the Prairie Centre for Business Intelligence.

To accept or be eligible for the scholarships, the recipients must be enrolled as full-time students at the University of Manitoba in any direct entry program including University 1.

THE JOHN AND ANNA HOROSHKO MEMORIAL BURSARY FUND

The generous bequest of Mrs. Anna Horoshko has allowed for the establishment of an endowment fund that is to provide bursary assistance to any full-time student at The University of Manitoba. The bursary will be offered in the 2004-2005 academic session for the first time. The award, valued at the annual available income, shall be offered to a student who:

- (1) is enrolled full-time as an undergraduate or graduate student in any school or faculty at The University of Manitoba;
- (2) has demonstrated excellence in their studies (i.e., a minimum cumulative grade point average of 3.5 or as a student entering from high school a minimum average of 80%);
- (3) has demonstrated financial need on the standard University of Manitoba bursary application form.

In the future, at a time when the selection committee sees fit and the earnings on the fund permit, more than one award may be offered in a given year.

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

ADAM SUS BURSARY IN ENGINEERING

Mr. Adam Sus, an alumnus of the University of Manitoba's Faculty of Engineering, has established an endowment fund at the University of Manitoba to provide bursary assistance to those who need it most. Mr. Sus firmly believes in the benefits of education and in the need for

MEETING OF THE SENATE COMMITTEE ON AWARDS

FEBRUARY 26, 2003

more Engineers in Canada to develop the country and to keep it at the leading edge of modern technology so that the country will grow and prosper.

This fund will support an annual bursary valued at the available annual income with a minimum \$2,500 award. The first award will be made once the capital of the fund has reached a balance of \$50,000. The award will be offered to an undergraduate student who:

- (1) is a Canadian citizen, preferably from Manitoba or Saskatchewan;
- (2) is enrolled full-time in the Faculty of Engineering at the University of Manitoba;
- (3) has completed the first year of the Engineering program with a minimum of 28 credit hours, (first year could have been completed either in the Faculty of Engineering or in University 1);
- (4) has achieved a minimum cumulative grade point average of 2.5;
- (5) 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.

THE IGNACY "IGGY" DOMAGALSKI AWARD FOR LEADERSHIP OF A STUDENT GROUP

The students of the I.H. Asper School of Business have established an award in recognition of Ignacy Domagalski, the Commerce Students' Association (CSA) President during the 2001-2002 academic year and valedictorian of his graduating class, to exemplify that young people can make significant community contributions and act as a mentor to others, as Iggy often did.

This award also recognizes that student groups in the I.H. Asper School of Business play an integral part in providing an enriched environment for students and contribute to learning and relationship building.

A contribution of \$2.50 will be collected annually from all students registered in the I.H. Asper School of Business to support this award. The funds shall be divided between the student recipient and the student group to which the student is affiliated, with 25% awarded to the student recipient and 75% to the student group. The award will be offered to a student who:

- (1) is enrolled full-time or part-time in the I.H. Asper School of Business;
- (2) has achieved a minimum cumulative grade point average of 2.0;
- (3) is a member of one or more of the following student groups:

Association d'Internationale des Etudiants en Sciences Economiques et Commerciales (AIESEC)
 Association of International Management Students (AIMS)
 Asper School of Business Accounting Association (ASBAA)
 Asper School of Business Sports and Fitness Club

MEETING OF THE SENATE COMMITTEE ON AWARDS

FEBRUARY 26, 2003

Collegiate Entrepreneurs' Organization (CEO)
 Commerce Business Banquet Organizing Committee
 Commerce Corporate Relations Committee (CRC)
 Commerce First Year Committee
 Commerce Graduation Dinners Organizing Committee
 Commerce Professional Development Committee
 Commerce Social Programming Committee
 Entertainment, Marketing and Promotions Organizing Committee (EMAP)
 Management Information Systems Association (MISA)
 Manitoba International Marketing Competition Organizing Committee (MIMC)
 National Business Schools Conference Organizing Committee (NBSC)
 Shinerama Organizing Committee
 University of Manitoba Actuarial Club (UMAC)
 University of Manitoba Finance Organization
 University of Manitoba Investment Group (UMIG)
 University of Manitoba Human Resource Association (UMHRA)
 University of Manitoba Marketing Association (UMMA);

(4) is nominated by a student in the I.H. Asper School of Business.

The selection committee will select candidates from the list of nominees. The candidates will be responsible for filling out and submitting a candidate's form to the Office of the Dean of the I.H. Asper School of Business. All supporting materials must be submitted along with the candidate's form. These may include, but is not limited to:

- (1) demonstration of a formal financial and cooperative relationship with the Commerce Students' Association;
- (2) demonstration of high personal ethics and professionalism;
- (3) length of service within the nominative unit and previous positions held;
- (4) demonstrated ability to overcome challenges;
- (5) success in strategic planning and implementation;
- (6) developing programs that serve the units mission and objectives;
- (7) examples of collaboration with other units;
- (8) new policy or initiatives that had a measurable or noticeable positive effect on the student group or on the student body;
- (9) holding a new event that achieved a measurable degree of success;
- (10) improving upon an event held in the current year that achieved a significant amount success compared to the previous year;
- (11) sound fiscal management of unit;
- (12) percentage increase in unit budget over previous year;
- (13) percentage increase in unit membership over previous year;
- (14) the number and copy of media articles regarding the unit in external publications;
- (15) new/improved external relations with a letter of support from relevant external contacts.

The selection committee shall include the Dean of the I.H. Asper School of Business, the Senior Stick (President) of the CSA, an Executive in Residence of the Asper School of Business or member of the Faculty as named by the Dean, two Chief Executive Officers or their designates selected from Manitoba based companies as named by the Dean, a member

MEETING OF THE SENATE COMMITTEE ON AWARDS**FEBRUARY 26, 2003**

of the administrative staff of the I.H. Asper School of Business.

AMENDMENTS**EDUCATION ALUMNI SCHOLARSHIP**

This award in the Faculty of Education shall be amended to reflect that three awards of \$1000 each will now be awarded (previously two awards at \$1000).

MLSA ENDOWMENT FUND BURSARIES

The terms of reference for this award in the Faculty of Law shall be amended. Currently, the value of an individual award is restricted to \$200. This restriction will be removed and the selection committee will be allowed to determine the value of individual awards in the future.

UMA SCHOLARSHIP

This award in the Faculty of Engineering is currently awarded to any third year student. UMA has requested that the award be amended so that it is offered to a third year student in the Civil, Mechanical, or Electrical Engineering programs.

DUNCAN NORRIE MEMORIAL SCHOLARSHIP IN WATER RESOURCES

The value of this graduate award shall be increased to \$2000 (from \$1500).

**MASW SINGLE PARENT BURSARY
MASW AFFIRMATIVE ACTION BURSARY**

The value of each of these bursaries in the Faculty of Social Work will be increased to \$500 (from \$250).

DR. VIVIAN BRUCE SCHOLARSHIP

The value of this scholarship in the Faculty of Human Ecology will be increased to \$600 (from \$500).

JEAN RORKE MEMORIAL SCHOLARSHIP

The value of this scholarship in the I.H. Asper School of Business will be increased to \$600 (from \$500).

MILDRED SIMMONS MEMORIAL SCHOLARSHIP

The value of this scholarship in the Faculty of Human Ecology will be increased to \$600 (from \$500).

MEETING OF THE SENATE COMMITTEE ON AWARDS

FEBRUARY 26, 2003

BETHIA HENRY MEMORIAL BURSARY

The value of this scholarship in the School of Music will be increased to \$600 (from \$500).

GLADYS MCINTYRE MUSIC PRIZE

The value of this prize in the School of Music will be increased to \$600 (from \$500).

NORTHWEST COMPANY ABORIGINAL STUDENT SCHOLARSHIP IN MANAGEMENT

This award in the I.H. Asper School of Business shall undergo two amendments. A third selection criterion will be added, "has successfully completed between 30 and 96 credit hours of the 126 credit hours required for the Bachelor of Commerce (Honours) degree." The second last paragraph shall be revised to read, "...the applicant has demonstrated responsibility and leadership through active involvement..."

CORRIGILL SCHOLARSHIPS

This award in the Faculty of Architecture shall be amended. In the section that describes how the scholarships will be distributed, points two and three shall be combined to read, "sixty percent of the annual available income shall be split equally between four awards in the Environmental Design program; two to students proceeding from first to second year of the program; one to a student proceeding from second year to third year; and one to a student proceeding from third year to the Master's year.

JOHN A. RUSSELL ALUMNI BURSARY

This award in the Faculty of Architecture shall undergo two minor changes to reflect that the Interior Design Program has changed from an undergraduate to graduate program. Criterion a shall be amended to read, "successfully completed the pre-Master's or Master's year in Architecture or Interior Design, or the second or third year in Environmental Design". In Criterion b, Bachelor of Interior Design shall be changed to Master of Interior Design.



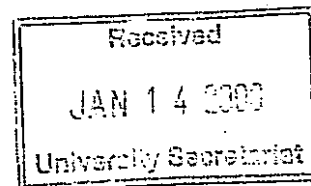
UNIVERSITY
OF MANITOBA

86

OFFICE OF THE
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January 13, 2003



TO: Ms Beverly Sawicki, University Secretary
FROM: Joanne C. Keselman, Vice-President (Research)
RE: Report on Research Contracts Received

For the information of Senate, attached please find a Report on Research Contracts Received for the period of July 1 to December 31, 2002.

With respect to the report, I would like to note that a legend is provided at the end of the report for abbreviations used for the names of sponsors.

Thank you.

/tt
attach.

c.c. Dr. D. Jayas, Associate Vice-President (Research)
Mr. A. Simms, Executive Director, Technology Commercialization
and Research Services

RESEARCH CONTRACTS RECEIVED

July 01, 2002 - December 31, 2002

FACULTY/NAME	SPONSOR	RECEIVED	TITLE
AGRICULTURAL & FOOD SCIENCES			
CHEN Y.	MAN AGRICULTURE & FOOD	20,000	USING DEEP-TILLAGE AND NO-TILLAGE TO SOLVE POOR SOIL STRUCTURE PROBLEMS
KENNEDY A. D.	ALTA AGRI RES INST	47,196	FEEDING STRATEGIES TO REDUCE WINTER MAINTENANCE ENERGY REQUIREMENTS OF FEEDLOT CATTLE (WITH D.M. VEIRA)
KENNEDY A. D.	DAIRY FARMERS OF CDA	30,000	DEVELOPMENT OF AN EARLY DETECTION METHOD FOR MASTITIS USING INFRARED THERMOGRAPHY (WITH S.SCOTT, A.SCHAEFER)
LEWIS N. J.	US NATL PORK BOARD	39,247	WELL-BEING OF EARLY WEANED PIGLETS DURING TRANSPORT: ASSESSMENT OF SEASONAL EFFECTS ON PERFORMANCE, BEHAVIOUR AND PHYSIOLOGY (WITH R. BERRY)
BLANK G.	MAAS/ARDI	8,500	EVALUATION OF EXOGENOUS ENZYME SUPPLEMENTS IN POULTRY AND SWINE DIETS WITH RESPECT TO GROWTH OF SELECT BACTERIA (WITH B. SLOMINSKI) (CDN BIO-SYSTEMS INC)
HOLLEY R. A.	CDN POULTRY & EGG PRODUCERS	57,000	TO STUDY INTERACTIONS OF ANTIMICROBIAL INTERVENTIONS TO REDUCE BACTERIAL CONTAMINATION OF BROILER CARCASSES (WITH G. BLANK, A. HYDAMAKA, J. HAN)
DAAYF F.	DOW AGROSCIENCES CAN INC	6,500	EVALUATION OF SENSITIVITY OF PHYTOPHTHORA INFESTANS (DE BARY) TO THE FUNGICIDE ZOXAMIDE
HILL R. D.	GENOME CDA	86,025	FUNCTIONAL GENOMICS OF ABIOTIC STRESS IN WHEAT AND CANOLA CROPS (GENOME PRAIRIE)
LOBB D. A.	MAN AGRICULTURE & FOOD	29,978	INNOVATIVE MANURE MANAGEMENT TECHNIQUES FOR MANAGING EXCESSIVE CEREAL CROP RESIDUES (CNG)
LOBB D. A.	MAN CONSERVATION	11,988	INNOVATIVE MANURE APPLICATION TECHNIQUES FOR MANAGING EXCESSIVE CEREAL CROP RESIDUES (WITH D. BURTON, D. FLATEN, Y. CHEN) (SDIF)
LOBB D. A.	WILDLIFE HABITAT CDA	10,000	INCREASING AND ENHANCING WILDLIFE THROUGH LANDSCAPE RESTORATION (WITH D.BURTON, G.GOLDSBOROUGH)
ARTS			
HANESIAK J. M.	EC	40,000	GROUND-BASED REMOTE SENSING FOR ATMOSPHERE-SURFACE CLIMATE INTERACTIONS IN THE CANADIAN ARCTIC
HANESIAK J. M.	EC	3,000	PILOT STUDY OF THE ROLE OF LAND SURFACE COVER AND EVAPOTRANSPIRATION ON PRAIRIE CONVECTION "CELL" FORMATION

RESEARCH CONTRACTS RECEIVED

July 01, 2002 - December 31, 2002

FACULTY/NAME	SPONSOR	RECEIVED	TITLE
BUTEUX P. E.	DND	101,159	MILITARY & STRATEGIC STUDIES PROGRAM
MARTIN D. G.	CHILD & FAMILY SERV WPG	56,000	COMMUNITY RESOURCE CLINIC (WITH D. FUCHS, B. TEFFT)
PROULX J. B.	CITY OF WPG	16,711	AN EVALUATION OF THE FAMILY VIOLENCE INTERVENTION TEAM
SCIENCE			
MCLACHLAN S. M.	MAN CONSERVATION	22,550	PERCEPTIONS OF CHANGE: LIVESTOCK GRAZING ON FOREST PASTURES IN THE RIDING MOUNTAIN BIOSPHERE (WITH K. NEWMAN) (SDIF)
MCLACHLAN S. M.	MAN CONSERVATION	11,000	WORKING TOGETHER TO SUSTAIN WINNIPEG RIPARIAN FORESTS (WITH B. THOMPSON) (SDIF)
FORD B. A.	PARKS CDA	5,600	BOTANICAL SURVEY OF WAPUSK NATIONAL PARK WITH SPECIAL REFERENCE TO COASTAL REGIONS (WITH M. D. PIERCEY-NORMORE, D. PUNTER, E. PUNTER)
KENKEL N. C.	PARKS CDA	15,000	DYNAMICS OF GRASSLAND-FOREST ECOTONE IN RIDING MOUNTAIN AND PRINCE ALBERT NATIONAL PARK
GRAHAM P. C.	C3.CA ASSOCIATION INC	28,000	SUPPORT FOR HIGH PERFORMANCE COMPUTING RESEARCH AT THE UNIVERSITY OF MANITOBA
SHERRIFF B. L.	MAN CONSERVATION	22,500	TAILINGS IN NOPIMING PARK: A UNIQUE OPPORTUNITY FOR RESEARCH INTO THE REACTIONS WITHIN GOLD MINE TAILINGS IN MANITOBA (SDIF)
BUTLER M.	CANGENE CORP	80,000	CELL CULTURE PROCESS DEVELOPMENT FOR THE PRODUCTION OF INTERFERON-BETA WITH CONSISTENT GLYCOSYLATION
HAUSNER G.	CDN FORESTRY SERVICE	4,000	MOLECULAR MARKERS FOR THE IDENTIFICATION OF LEPTOGRAHIUM SPECIES
DENTISTRY			
DAWES C.	WILLIAM WRIGLEY JR CO	23,628	THE EFFECTS OF THREE DIFFERENT TYPES OF CHEWING GUM ON SALIVARY FLOW RATE

RESEARCH CONTRACTS RECEIVED

July 01, 2002 - December 31, 2002

FACULTY/NAME	SPONSOR	RECEIVED	TITLE
DAWES C.	WILLIAM WRIGLEY JR CO	31,822	THE EFFECTS OF THREE DIFFERENT TYPES OF LOZENGE AND ONE CHEWING GUM ON SALIVARY FLOW RATE AND BUFFER CAPACITY
SUZUKI M.	L.D. CAULK	5,579	CLINICAL EVALUATION OF L.D. CAULK CONDENSABLE LIGHT-CURED COMPOSITE RESIN AS A POSTERIOR RESTORATION (WITH L. STOCKTON, D. DAVIDSON)
SUZUKI M.	MINNESOTA MINING & MAN	5,773	CLINICAL EVALUATION OF A NEW UNIVERSAL COMPOSITE RESIN (3M ESPE) AS A POSTERIOR RESTORATIVE MATERIAL (WITH C. DONG)
EDUCATION			
CHINIEN C.	WED	2,700	INTERNATIONAL CONFERENCE - DEVELOPING SKILLS FOR THE NEW ECONOMY
ENGINEERING			
BLATZ J. A.	ATOMIC ENERGY OF CDA LTD	25,000	COMPLETION OF THE PROJECT - ASSESSING THE VOLUME CHANGE AND HYDRAULIC CHARACTERISTICS OF BUFFER MATERIAL (WITH J. GRAHAM)
CLAYTON A. M.	CITY OF BRANDON	22,530	DESIGN, DEVELOPMENT AND SUPPLEMENTATION OF A TRAFFIC AND TRANSPORTATION INFORMATION SYSTEM FOR THE CITY OF BRANDON
CLAYTON A. M.	MAN CONSERVATION	13,750	A SURVEY OF HEAVY TRUCK FUEL CONSUMPTION IN MANITOBA
MCCARTNEY D. M.	PROVINCE OF MAN	22,500	INSTITUTIONAL ORGANIC WASTE MANAGEMENT AND COMPOSTING (WRAPP)
MCCARTNEY D. M.	RURAL MUN OF ROCKWOOD	4,784	ANALYSIS OF CURRENT SOLID WASTE REDUCTION ACTIVITIES FUNDED BY MANITOBA CONSERVATION
SHALABY A.	MAN HWYS & GOVT SERVICES	29,527	EVALUATION OF LAYER COEFFICIENTS OF BIT B AND BIT C ASPHALT PAVING MIXES
STRONG D. R.	AERO RECIP (CDA) LTD	4,000	DETERMINATION OF SIGNIFICANT COST FACTORS RELATED TO THE OVERHAUL OF COMPLEX, ACCURATE MACHINES

RESEARCH CONTRACTS RECEIVED

July 01, 2002 - December 31, 2002

FACULTY/NAME	SPONSOR	RECEIVED	TITLE
HUMAN ECOLOGY			
WATTS B. M.	NORTH SOUTH CONSULTANTS	11,440	FISH TASTE STUDIES FOR NISICHAWAYASIIK CREE NATION (WITH D. RYLAND)
MEDICINE			
DAVIE J. R.	US ARMY	139,906	ISOLATION OF ESTROGEN-RESPONSIVE GENES IN HUMAN BREAST CANCER CELLS
LEYGUE E.	US ARMY	126,192	MAMMAGLOBIN AND LIPOPHILIN RELATED MOLECULES IN NORMAL AND TUMOR HUMAN BREAST TISSUE: EXPRESSION, HORMONE REGULATION AND FUNCTIONAL ANALYSIS
MURPHY L. C.	US ARMY	35,528	THE ROLE OF ESTROGEN RECEPTOR-BETA IN THE REGULATION OF THE MITOTIC APPARATUS
SEHON A.	AVENTIS BEHRING	213,503	GENE THERAPY A1: UNIVERSAL THERAPY FOR IGE-MEDIATED ALLERGIES & ASTHMA BY INACTIVATION OF MAST CELLS A2: CONVERSION OF HUMAN FACTOR VIII (HFVIII) TO ITS TOLEROGENTIC DERIVATIVE
EL-GABALAWY H.	CARDION PHARM INC	5,581	EFFICACY OF DEPLTIN IN AN RA - SCID MODEL (WITH D. HITCHON)
HERSHFIELD E.	HHS-PHS	27,834	TUBERCULOSIS EPIDEMIOLOGIC STUDIES CONSORTIUM TASK ORDER #1
MACLEAN I. W.	UNIV OF WASHINGTON	18,828	HETEROSEXUAL TRANSMISSION OF HHV-8 IN KENYA
MOSES S.	CIDA	2,755,578	AIDS PREVENTION AND CONTROL IN INDIA
MOSES S.	MAN HWYS & GOVT SERVICES	13,689	AGREEMENT FOR PROFESSIONAL SERVICES (DR. S. MOSES)
MOSES S.	UNIV OF ILLINOIS	106,342	A RANDOMIZED, CONTROLLED TRIAL OF MALE CIRCUMCISION TO REDUCE HIV INCIDENCE IN KISUMU,
LAW B. J.	AVENTIS PASTEUR	84,244	SAFETY AND IMMUNOGENICITY OF TETANUS AND DIPHTHERIA TOXOIDS ABSORBED COMBINED WITH COMPONENT PERTUSSIS AND INACTIVATED POLIOMYELITIS VACCINE COMPARED TO TETANUS AND DIPHTHERIA TOXOIDS ABSORBED COMBINED - 3 YEAR FOLLOW UP

RESEARCH CONTRACTS RECEIVED

July 01, 2002 - December 31, 2002

FACULTY/NAME	SPONSOR	RECEIVED	TITLE
LAW B. J.	AVENTIS PASTEUR	67,810	SAFETY AND IMMUNOGENICITY OF TETANUS AND DIPHTHERIA TOXOIDS ABSORBED COMBINED WITH COMPONENT PERTUSIS (ADACEL) VACCINE COMPARED TO COMPONENT PERTUSIS VACCINE AND DIPHTHERIA...AS FIFTH DOSE IN CHILDREN 4-6 YRS OF AGE
LAW B. J.	MERCK FROST	3,062	VARIVAX IN HEALTHY ADULTS & ADOLESCENTS - EXTENSION
LAW B. J.	VIRO PHARMA INC	1,389	A RANDOMIZED, DOUBLE-BLIND, PLACEBO-CONTROLLED STUDY TO EVALUATE THE CLINICAL EFFICACY, VIROLOGICAL ACTIVITY AND SAFETY OF PLECONARIL IN THE TREATMENT OF VIRAL RESPIRATORY INFECTION IN CHILDREN 1-6 YEARS OF AGE
TABACK S. P.	JOHN ROBARTS RES INST	90,617	TRIAL TO REDUCE IDDM IN TYPE 1 DIABETES IN THE GENETICALLY AT RISK
GLEITZ R. D. H.	PFIZER INC (USA)	12,462	RAPID METHOD FOR PRODUCTION OF GENE DELETION CONSTRUCTS
ADAMSON I. Y.	HEALTH CDA	60,000	INHALATION TOXICOLOGY OF LEACHED URBAN PARTICLES
WATSON P. H.	US ARMY	31,241	THE ROLE OF RANBPW/S100A7 INTERACTION IN HUMAN BREAST CANCER (WITH P. WATSON)
GEIGER J. D.	UNIV OF PENNSYLVANIA	16,155	SCOR IN NEUROBIOLOGY OF SLEEP AND SLEEP APNEA
MARTIN B. D.	HAMILTON HLTH SCI CORP	227,500	DREAM (DIABETES REDUCTION ASSESSMENT WITH RAMIPRIL AND ROSIGLITAZONE MEDICATION) TRIAL
O'NEIL J. D.	ASSEMBLY OF MAN CHIEFS	492,061	MANITOBA FIRST NATIONS REGIONAL HEALTH SURVEY - 2ND WAVE
O'NEIL J. D.	HEALTH CDA	100,000	ENVIRONMENTAL HEALTH FIRST NATIONS ENVIRONMENTAL CONTAMINANTS
ROOS L. L. J.	HEALTH CDA	100,000	BUILDING WORKING KNOWLEDGE: EXCHANGING WEB-BASED CONCEPTS AND TOOLS
SOCIAL WORK			
BLUM E. R.	CTR FOR ADDICTIONS	37,265	TRANSFER OF FUNDS FROM CIHR OF DR. MORTON BEISER FOR NEW CANADIAN AND YOUTH STUDY (WITH L. WILKINSON)

RESEARCH CONTRACTS RECEIVED

July 01, 2002 - December 31, 2002

FACULTY/NAME	SPONSOR	RECEIVED	TITLE
BRACKEN D. C.	MAN JUSTICE	22,500	EVALUATION OF PRIVATE CONTRACTORS DELIVERING THE PAST PROGRAM AND THE EVALUATION OF THE USE OF A LONG TERM DOMESTIC VIOLENCE TREATMENT PROGRAM (WITH B. BACON)
NATURAL RESOURCES INSTITUTE			
BAYDACK R. K.	RIDING MOUNTAIN NATL PARK	8,100	MOVEMENTS OF WOLVES IN THE RIDING AND DUCK MOUNTAIN REGIONS OF MANITOBA (WITH L. AIDNELL)
SINCLAIR A. J.	MAN CONSERVATION	18,500	A RESEARCH PROJECT TO DETERMINE THE EFFECTIVENESS OF AN INTEGRATED COMMUNITY-BASED MOSQUITO CONTROL PROGRAM IN REDUCING ADULT MOSQUITO POPULATIONS (SDIF)
SINCLAIR A. J.	MAN CONSERVATION	10,000	ENHANCING STEWARDSHIP OF PLASTIC PACKING IN THE PROVINCE OF MANITOBA (WRAPP)
SINCLAIR A. J.	MAN CONSERVATION	12,000	EFFECTIVE USE OF COMMUNITY-BASED MARKETING TO FOSTER BACKYARD COMPOSING (WRAPP)
CONTINUING EDUCATION			
DAVIDSON H. S.	MAN EDUCATION & TRAINING	59,332	DEVELOPING, IMPLEMENTING AND RESEARCHING PRIOR LEARNING ASSESSMENT AND RECOGNITION IN THE CERTIFICATE IN ADULT AND CONTINUING EDUCATION
TOTAL		5,852,295	

Sponsor Legend

Abbreviation	Complete Name
ARDI	Agriculture Research Development Initiative
CIDA	Canadian International Development Agency
CNG	Covering New Ground
DND	Department of National Defence
EC	Environment Canada
HHS-PHS	US Health and Human Services - Public Health Service
MAAS	Manitoba Association of Agricultural Societies Inc.
SDIF	Sustainable Development Innovation Fund
WED	Western Economic Diversification
WRAPP	Waste Reduction and Pollution Prevention

PRESIDENT'S REPORT April 2, 2003

My last report to Senate was submitted for its meeting on February 5, 2003. This report is organized into sections on General, Academic, Research, Administrative and External matters. Part B contains a list of external engagements during the time period of this report.

I. GENERAL

1. Golden Jubilee Medals

I was delighted to host a reception on March 17, 2003 for the presentation of Golden Jubilee Medals to Wayne Anderson, Chair of the Board of Governors and Paul Soubry, Past-Chair of the Board. Medals were presented to recognize, in particular, their contributions to universities in Canada by virtue of their positions as Chair of the Board. I know from personal experience that both individuals have displayed tremendous dedication and commitment to the University, and I marvel at the time devoted by each to the Board and related activities. It is fitting that these contributions have been recognized externally with the presentation of a Golden Jubilee Medal and Certificate signed by the Governor General. The Golden Jubilee Medal is presented on the occasion of the fiftieth anniversary of the accession of Her Majesty the Queen to the Throne.

2. Federal Budget

The Federal Budget, announced February 18, 2003, was indeed a "good news" budget for universities. Highlights include:

- an allocation of \$225 M per year through the granting councils to assist in indirect costs of federally supported research at universities, which is to be a permanent allocation.
- The budgets of the three granting councils will be increased by \$125 M or about 10%.
- A new scholarship program for graduate students will begin in 2003 - 2004 with an initial allocation of \$25 M, growing to \$55 M in year two, and to \$105 M a year by the fourth year. Scholarships at the doctoral level will be for three years with an annual award of \$35,000., while Master's students will receive \$17,500 for one year. When the program is fully phased in after 4 years it will support 2000 Master's and 2000 Ph.D. students each year. Some 60% of the new scholarships will be for the Humanities and Social Sciences (with 30% to NSERC and 10% to CIHR).

While the significant improvement in research and graduate student support is the result of the efforts of many individuals, universities and associations, I want to single out efforts of the Association of Universities and Colleges of Canada which has had a program of sustained and consistent advocacy with the Federal Government.

3. United Way

Once again the commitment to the United Way and generosity of University staff, including retirees and students, have resulted in the University's United Way Campaign for 2002 once again raising more funds than the previous year. The overall University Campaign raised \$359,275. for a 9.3% increase. The Fort Garry Campus Campaign yielded \$211,027. (a 6% increase); the Bannatyne Campus raised \$88,474. (a 21.6% increase), and retirees raised \$59,774. (a 5.2% increase). While appreciation is extended to the large number of volunteers and contributors from the University, special thanks are due to Mr. Randal Kinley, Executive Assistant to the Associate Vice-President (Administration) and Dr. Louise Renée, French, Spanish and Italian who co-chaired the Fort Garry Campaign; and to Dr. Brent Kevrn, Family Medicine and Dr. Brendan MacDougall, Internal Medicine, who co-chaired the Bannatyne Campus Campaign

4. International Women's Day

The Association of Employees Supporting Education Services (AESES) and the Office of the President, sponsored a dinner and lecture on March 5, 2003 in recognition of International Women's Day. The guest speaker was Dr. Brenda O'Neill, Political Studies, who spoke on the topic of *The Royal Commission on the Status of Women: Looking Back - Looking Forward*. I was pleased to accept the invitation of AESES to join them in sponsoring this evening. In my introductory remarks, I noted the initiative of AESES, under the leadership of its President, Ms. Janet Sealey, was an example of an association which not only has the interest of its members in mind, but also those of the University. This "dual commitment" was previously exhibited when AESES agreed to join with the University to adopt the mutual gains approach in the last round of bargaining.

5. Dr. Carol Shields

Members will know that the University honored Professor Emerita of English, Carol Shields, with the conferring of an honorary degree at a Special Convocation held in her home in Victoria on January 4, 2003. I reported previously to the Board and Senate on the Special Convocation. I have recently received a letter from Dr. Shields about the Convocation and present the following excerpt for information:

"The marvellous photos have arrived, and bringing with them the happiness of January 4th and the graceful gathering of Manitobans and British Columbians here at our house. An honorary degree is at any time a celebratory event, but when it is one's own university, the happiness expands. For both Don and me, it was one of the most memorable days of our lives; it seemed to tie together past and present and calling into view those twenty Manitoban years which we feel fortunate to have enjoyed.

"You did so much to make the occasion remarkable. I had known the Norries would be coming, but my old and dear friend Don McCarthy was a complete surprise [Dr. McCarthy, Professor

of Philosophy, prepared and read the citation]. The photos have reminded me of all those who came in academic dress, lending color and solemnity with their hoods representing universities from round the world.

"I am hoping you will convey my thanks to the Board of Governors and to the University Senate. These are serious times for our country's universities, but it is good to know that we can stop occasionally and rejoice. I have felt honored to be part of our university. I've loved my colleagues through the years, my students, and my sense of having a part in an old and established institution, which is now redefining itself for the future."

6. National Forum on Post-Secondary Education

UMSU organized and hosted the *National Forum on Post-Secondary Education*, March 11 - 14, 2003. The issues addressed were: Post-Secondary Education as a National Priority; Covering the Cost of Post-Secondary Education; Changing the Delivery of Education; Enhancing Research and Development; and Emerging Trends. These issues were examined from the perspectives of students, government, community and university representatives. While from time to time national fora to examine issues relating to post-secondary education have taken place, these are generally organized by other stakeholders and students are invited to participate. It is rare that a student group takes the initiative to plan and implement such a forum and I applaud UMSU for this initiative.

II. ACADEMIC MATTERS

Faculty of Agriculture

- Dr. Steve Stothers, senior scholar, received a Life Membership from the Manitoba Institute of Agrologists. Dr. Stothers joined the animal science department in the mid-50's and retired in the mid-90's. He is well known for his hog research and is fondly remembered by many students as the "best football coach at the university".

Faculty of Architecture

- Dr. Dan Nuttall and his research team have received a "Regional Award of Merit", in the Research category, from the 2003 CSLA Professional Awards program. Merit awards are granted to projects that demonstrate a high degree of professional accomplishment. The topic of the research was the design of an artificial snake den. Design team members included Master of Landscape Architecture students Rob Zonneveld and Renee Lussier.
- City Planning students have been engaged by the Winnipeg Inner-city Research Alliance to prepare an annotated inventory of housing initiatives, under the direction of Dr. Ian Skelton.

Faculty of Arts

- The 19th Annual Political Studies Students' Conference was held on January 30 on the topic of Geo-Political Perspectives on World Politics. Discussion included such topics as: the nature of geopolitical thought; why it is important; how geopolitics shape foreign policy; security issues and resources; the relationship between geopolitics and the nature of war; geopolitics and terrorism.
- Dr. Alexandra Heberger, German & Slavic Studies has been honoured by the Austrian Canadian Council with the Prize for the Best Ph.D. Dissertation in Austrian Studies for 2000-2001 for "*Der Mythos Mann in ausgewählten Prosawerken von Elfriede Jelinek*".
- Professor William Neville, Political Studies, was presented with Heritage Winnipeg's Distinguished Service Award in a Heritage Day ceremony at the Legislature. The Award (which he also received in 1989) was a recognition of his "ongoing and intrepid representation and advocacy of heritage issues" through his work in the areas of heritage building preservation.
- Dr. Henry Heller, History, has had his book, *Anti-Italianism in Sixteenth-Century France*, released by the University of Toronto Press. It has been praised as a book which "will make a significant contribution to our understanding of the crisis of sixteenth century France. It is one of the most interesting and original works I have read on the age of the religious wars." (*Jonathan Pearl, Department of History, University of Toronto*).
- Professor Warren Cariou, English, has been awarded the Writers' Trust of Canada Awards' Drainie-Taylor Biography Prize for his memoir, *Lake of the Prairies, A Story of Belonging*. The \$10,000 prize is for a writer who has produced an outstanding literary work of biography, autobiography, or personal memoir.

Faculty of Graduate Studies

- In February, the Faculty of Graduate Studies hosted research presentations from graduate students involved in the Northern Scientific Training Program (NSTP). The NSTP is sponsored by the Department of Indian Affairs and Northern Development to support scientific training provided by Canadian universities and gives advanced students professional experience in the North. Currently the program funds approximately 300 students annually at over 35 universities across Canada. Students and their supervisors presented a capsule of their research and provided the context on why their research in the North was important to the area.

Libraries

- The University of Manitoba Libraries will survey a randomly-selected group of faculty and students beginning March 3, 2003. The Web-based survey, known as LibQUAL+, is designed to:

- improve understanding about how the University of Manitoba community rates library services.
 - benchmark University of Manitoba results against other libraries to determine best practices.
 - determine where to concentrate service improvement for University of Manitoba users.
- The Canadian National Site Licensing Project (CNSLP), a CFI supported project, has finalized a license agreement to provide comprehensive online access to over 1,500 full-text scientific and social sciences electronic journals from the publisher Elsevier through its ScienceDirect platform. ScienceDirect is the world's most comprehensive full-text database of scientific, technical and medical information. ScienceDirect content includes journals from Elsevier and other science/technology/medical publishers in addition to an expanding suite of secondary databases.

Faculty of Nursing

- Drs. David Gregory and Dean Care visited with the nursing staff and students in the Keewatin Community College/UM Joint Baccalaureate program. The Joint Nursing program was established in 1998 with an intake mandate of 40 students a year. Since its inception, program enrollment has been increasing steadily. The average age of students is twenty-eight, with 50% of the students coming from First Nations communities. Six students have received degrees, with 12 more anticipated to complete by June.
- The Faculty recently hosted its 4th annual Career Fair. Response from both students and recruiters was most positive. With over 30 exhibitors, nursing students were able to meet with a variety of employers and recruiters. Regional health authorities from throughout Manitoba represented a host of clinical agencies. The event was designed to offer nursing students the opportunity to discuss career and senior practicum options in an open house setting with health care institutions and agencies. In addition, University 1 students and recent graduates were invited to meet registered nurses to discuss a career in nursing.

Faculty of Pharmacy

- The Faculty of Pharmacy held the 3rd Bi-Annual Career and Research Day on March 3, 2003 at the University Centre. There were presenters from all facets of pharmacy to facilitate the interactive exploration of career possibilities.

St. John's College

- The University of Manitoba Press has moved to new offices at St. John's College. This is an excellent move for both the College and the Press.

Faculty of Science

- The Department of Anesthesia and the Institute of Industrial Mathematical Sciences are jointly organizing the MedMath2003 Symposium, to be held at the Fort Garry Hotel on May 29 and 30. Subtitled Fractals, Networks & Power Laws: Their Importance for Medicine & Its Allied Sciences, this two-day symposium will bring medical and mathematical researchers together to build upon our understanding of circulatory and respiratory diseases using tools rooted in the mathematical and computational sciences.
- Dean Emeritus and Professor Emeritus of Physics, Dr. Robin Connor was awarded a Queen's Golden Jubilee Medal. This is the second honour for the Department, as Dr. Jasper McKee was also a recipient of this medal.

Student Affairs

- 4,606 government student loans totaling \$28,386,239. have now been processed in the current program year to date - down about 4% over the previous year. Emergency loan allocations are up slightly (0.7%) to \$370,252. in the current fiscal year.
- The number of students using the food bank (550) in the current fiscal year is up about 3.6% over the previous year. Donations to the food bank are up substantially over last year.

III. RESEARCH MATTERS

Honours and Distinctions

- Of the seven Manitobans recently named to the Order of Canada by Governor General Adrienne Clarkson, five are associated with the University of Manitoba.
 - Dr. Walter Bushuk, Professor Emeritus in Food Science, was recognized for his pioneering research that has helped improve wheat quality around the world. He is also a member of the Royal Society.
 - Dr. John Hamerton, Distinguished Professor Emeritus and former head of Human Genetics (now Biochemistry and Medical Genetics), is an internationally renowned cytogeneticist. He played a prominent role in the field and was the founding member and former president of the Canadian College of Medical Geneticists. He is also a member of the Royal Society.
 - Dr. Allan Lysack, Surgery, is currently the chief of staff at Dauphin General Hospital. He is responsible for establishing the province's first rural intensive care unit and introducing new surgical procedures.
 - Dr. Theodore Schaefer, Distinguished Professor of Chemistry, established nuclear magnetic resonance as one of the most important techniques available in chemistry and structural biology. He is also a member of the Royal Society.

- Dr. Robert Turner, Professor Emeritus in Music, is one of Canada's most distinguished and gifted composers. He is greatly respected for his ability to draw on various traditions and styles, but is also known for creating new, highly distinctive music.
- Several University of Manitoba faculty members were honoured with the Queen's Golden Jubilee Medal. The medal is awarded to Canadians who have made a significant contribution to their fellow citizens, their community, or to Canada. University recipients include:
 - Dr. Jasper McKee, Professor Emeritus of Physics and Astronomy, was honoured for his volunteer work with the United Way of Winnipeg and for his communication of science to the public through the media.
 - Dr. Bruce Tefft, Psychology, was recognized for his work as an advocate from mental health system reform in Manitoba and Canada for over 25 years.
 - Dr. Thomas Hack, Nursing, was recognized for his time and effort in cancer research.
 - These three received their medals at a ceremony conducted by the Honourable Peter Liba, Lieutenant Governor of Manitoba.
 - Jean Altemeyer, Winnipeg Education Centre (Social Work), was recognized for her contributions to community development work in Winnipeg. Her medal was presented by Diane McGifford, Minister of Advanced Education and Training at a reception held at the centre.
- Dr. Raymond Currie, Dean Emeritus of the Faculty of Arts, has been named chair of the National Coordinating Committee of Research Data Centres (RDCs). Located at nine universities across Canada, the RDCs provide researchers with access to confidential longitudinal data collected by Statistics Canada. Part of Dr. Currie's responsibility is to administer grant funding to the centres. Dr. Currie was also the recipient of a Queen's Golden Jubilee Medal.
- Dr. Donald Smyth, Pharmacology and Therapeutics/Internal Medicine, has been appointed co-editor for the *Canadian Journal of Physiology and Pharmacology*.

Grants Received and/or Applied for

- Mr. Randy Hermann, Director, Engineering Access Program (ENGAP), received a three-year grant, totalling \$32,100 from NSERC's (Natural Sciences and Engineering Research Council) PromoScience Program. PromoScience funds ongoing promotion activities which bring science and engineering opportunities to Canada's young people. The grant

to ENGAP will be used to encourage northern Manitoban Aboriginal students into science and engineering fields.

The Canadian Institutes of Health Research (CIHR) has announced preliminary results of several competitions. University of Manitoba researchers have received a total of \$2,412,825 as follows:

Seven operating grants have been awarded in the open competition, totalling \$2,017,161, as follows:

- Dr. Peter Cattini, Physiology, received a three-year grant totalling \$246,429 for the project "Transcriptional regulation of cardiac fibroblast growth factor."
- Dr. James Davie, Manitoba Institute of Cell Biology, received a three-year grant totalling \$332,835 for the project "Role of the transcription factor sp3 in the expression of estrogen regulated genes in human breast cancer cells."
- Dr. Yuewen Gong, Internal Medicine, received a three-year grant totalling \$243,003 for the project "Mechanism of transforming growth factor beta and smad signaling in liver fibrosis."
- Dr. Cheryl Greenberg, Biochemistry and Medical Genetics, received a three-year grant totalling \$368,697 for the project "Identification of the gene causing Bowen-Conradi Syndrome (BCS)."
- Dr. Etienne Leygue, Biochemistry & Medical Genetics, received a three-year grant totalling \$259,560 for the project "SBEM protein: A new marker for breast cancer."
- Dr. Klaus Wrogemann, Biochemistry & Medical Genetics, received a three-year grant totalling \$335,719 for the project "TRIM32, the gene for limb girdle muscular dystrophy type 2H (LGMD2H) is a putative E3-ubiquitin ligase."
- Dr. Peter Zahradka, Physiology, received a three-year grant totalling \$230,918 for the project "Modulation of vascular smooth muscle cell phenotype by angiotensin II."
- Dr. John Wylie and Ann Jolly, Medical Microbiology, received a three-year Health Canada/CIHR Research Initiative on Hepatitis C - Operating grant totalling \$360,609 for their project "Networks and infectious disease: social and molecular factors effecting transmission of hepatitis C and HIV among injection drug users."

Related Initiatives

- Kelley Fitzpatrick joins the University as the marketing and research development manager for the Richardson Centre for Functional Foods and Nutraceuticals. Ms. Fitzpatrick was the president of the Saskatchewan Nutraceutical Network before joining the University.
- ProfitMaster Canada and TRLabs officially opened their new quarters at Smartpark (located at 135 Innovation Drive) with celebrations on January 9 and February 11 respectively. ProfitMaster Canada, which occupies 30,000 sq. ft., supplies hardware and software solutions that integrate supply chain, customer relationship, and financial management tools. TRLabs, which occupies 6000 sq. ft., is Canada's largest not-for-profit information and communications technology research consortium and is internationally recognized as a leading model for industry-university-government collaboration. The University of Manitoba is a TRLabs university affiliate and President Szathmáry participated in the TRLabs event.
- Over 160 people gathered on Feb. 27 to listen to Dr. Frank Plummer, Internal Medicine / Medical Microbiology, the 2002 Winnipeg Rh Institute Foundation Award recipient, deliver a lecture about the problem of HIV/AIDS in Africa and what scientists at the University of Manitoba have been doing to tackle it. One of the most important contributions this group has made was the identification of a group of women, who despite many years of exposure to HIV through prostitution, appear to be resistant to HIV infection.

IV. ADMINISTRATIVE MATTERS

Budget Planning 2003 - 2004

The resource allocation meetings between the President and the Vice-Presidents, and the Deans, Heads, and other senior budget officers have been completed. The Budget Advisory Committee to the President has reviewed a very preliminary draft of potential allocations in support of University priority areas. The priority areas had been identified through the earlier Building on Strengths planning process and have again been highlighted through the current strategic planning process and the draft report on that process.

Provincial operating and capital grant levels for 2003-2004 are currently unknown. Further, current budget assumptions are that the existing tuition fee freeze will continue for 2003-2004, but this is also as yet unconfirmed.

Grant announcements on operating and capital could be delayed until April. The longer the delay the greater the problem with planning for the upcoming new fiscal year which begins April 1st, especially with regard to hiring decisions and the level of expenditure budget adjustments needed to achieve a balanced budget. Using various assumptions of Provincial

operating grant increases, and assuming a continuation of the tuition fee freeze policy, the most likely funding scenario suggests an operating budget deficit of approximately \$3 million. The Budget Advisory Committee provided commentary on possible options for fiscal 2003-2004, including seeking additional expenditure reductions to produce a balanced budget, and carrying the \$3 million expected shortfall on operations forward to fiscal 2004-2005 and producing a balanced budget for 2003-2004 using one-time sources of funding. The latter option is under active consideration as it enables progress to continue on previously identified institutional priorities.

All faculties and support areas made strong and well supported cases for incremental funding. Funding needs far exceed any ability to actually fund the needs as identified by the budget units. The various possible combinations of government grant increases and expenditure budget allocations are being examined such that a proposed final Operating budget may be brought forward for discussion immediately following the government grant announcement.

The recent Federal budget announced the establishment of the Federal Indirect Cost of Research program which will provide funding allocations to Canadian universities to partially recognize the indirect costs associated with Federal research programs. The Association of Universities and Colleges of Canada has advised its members that funds are not likely to be transferred to institutions before December 2003. As further details of allocation to the University of Manitoba for 2003-2004 are unknown, any allocations from these funds will be made later in the fiscal year.

Financial Services

- January fee collections went smoothly with 3,020 (out of approximately 20,000) payments being received via the WEB. A draw took place in which six students who made their fee payments via the WEB received a Palm Pilot and gift certificates which are redeemable at the Book Store. WEB payments increased as a % of total payments over 2002 Regular Session from 9% to about 14%.

Information Services and Technology

- *UM Info* - This news facility has been upgraded and expanded. Public Affairs has also assisted in the management of the news space and the home page. New software has been selected which will allow units to manage their own content within standard templates supplied centrally, resulting in a standard look for elements in University web pages.

Associate Vice-President (Administration)

- *Book Store* - The Book Store continues to make "outreach" visits to the campus community. A visit to the Faculty of Management resulted in about 50 faculty attending to meet with the staff and discuss bookstore issues. Visits to the Faculties of Engineering and Science and the School of Music were held in late January and early February.

- **University Centre Pharmacy** - As a result of the new UMSU Student Health and Dental Plan as well as the increased enrolment, the Pharmacy is seeing a significant increase in sales. In addition the decision of Canada Post to designate postal outlets as the site for students to process their Canada Student Loan applications, has resulted in an improvement in the financial situation in the Post Office located in the Pharmacy.
- **Residences**
 - The construction of the Arthur V. Mauro Student Residence is slightly behind schedule a result of the extremely cold weather. Every effort is being made to make up lost time to achieve the completion date of August 1, 2003.
 - A task force comprised of student leaders from Speechly/Tache Residence, University College, and UMSU met to review the current board plan to ensure that it is meeting the students' needs. Two meetings were held in January during which the plans at the University of Manitoba were compared with plans at many other Canadian universities. Our plans compared favorably with respect to price and flexibility. The students made a few suggestions which were reviewed and addressed. However, there seemed to be general satisfaction with the plans that are currently in place. Students were also asked if there were any other residence issues that they wished to raise. Other than a question about asbestos in the auditorium, they had no concerns. In fact, they took the opportunity to compliment both the cleaning and the food service staff. Another meeting was held at the end of February to review the proposed board and room rates for 2003/04.
- **Shuttle Bus** - The shuttle service continues to be a tremendous success. The average number of riders of the Fort Garry - Bannatyne route for the week of January 13 - 17 was up 28% over last year to 24 per trip. Bus drivers continue to report full bus loads to standing room only on some trips. The Bannatyne - St. Boniface route remains stagnant at about 4 people per trip. A trial of re-routing the shuttle busses down Chancellor Matheson to allow one stop inbound (Smartpark) and outbound (SD lot) in response to a number of requests for extended service to this part of campus was held. It was discontinued after only two days due to complaints received from riders because of delays in the schedule. It may be that an on-campus shuttle would be a preferred option.
- **Congress 2004** - Special Functions is working with Ed Boldt, the academic convener for Congress 2004, to host this prestigious conference on Campus from May 29 - June 5, 2004. Since there will be about 6000 delegates, the dates were revised from the original proposed dates in order not to conflict with either summer session or intersession. A Congress office will be set up on the second floor of University Centre in the space currently occupied by Travel Cuts as soon as Travel Cuts relocates to the main floor into the vacated bank space.

- *Security Services*

- Security Services and the Environment Health & Safety Office have retained the services of Dillon Consulting to promote and audit the University's Emergency Response Plan. Dillon will also be leading a number of awareness workshops on campus with designated groups who will play a role in drafting the operational emergency response plan.
- The University was the recipient of a significant donation of security equipment from Manitoba Lotteries which became available when lotteries upgraded the security system in the casinos. Lotteries has advised that the equipment has a retail value of about \$1 million. The equipment is being stored pending a renovation to the central monitoring area in Security Services to enlarge the area to handle more equipment.
- *Physical Plant* - Physical Plant is in the process of undertaking a Strategic Assessment Evaluation. The purpose of this evaluation is to examine a number of issues relating to services provided, staffing levels, communication with clients, performance measurements, priority setting and how Physical Plant could better serve the University.
- *Sustainable Development* - Marie McDermott has been hired as the new Sustainable Development Coordinator. She has a Master's degree from the Natural Resources Institute and was previously employed by Manitoba Conservation.

V. EXTERNAL MATTERS

Alumni Affairs

- An All-Canadian University reception will be held in Washington, D.C. on April 12. Plans are also underway for upcoming events in Ottawa and Calgary.
- The April issue of *On Manitoba* will focus on international connections. Results of the second alumni telephone survey will be printed in the April *On Manitoba* magazine. Among interesting statistics is that 84% of respondents rated their pride in their alma mater as 7 out of 10 or higher.
- The Alumni Association is exploring ways to communicate with alumni by e-mail and is piloting an e-newsletter to grads in Minnesota in March. Minnesota was selected because of the manageable sample size and will also serve as a follow-up to the alumni who attended the University's event in December in Minneapolis.

Public Affairs

- The Spring bus bench campaign has been promoting University of Manitoba generally, as well as University 1, Aboriginal enrolment, Faculty of Arts, Mini-University and Summer Session.
- The 30-second "At the Centre of It All" advertisement aired on TSN during CIS Men's and Women's Volleyball Championships and regularly on Global, CKY and A-Channel (e.g. PGA Golf, Grammy Awards, Law and Order). Radio and television ads were also used to promote Info Days for high school students.
- The visit by Federal Finance Minister John Manley's visit to the University on March 3 was coordinated by Public Affairs.

Development Communications and Special Events

- Staff in Development Communications and Special Events won three awards in the International Juried Awards Program of District VIII of the Council for the Advancement and Support of Education:
 - Silver in the Periodicals Category for *Campaign News*: Julie Mikuska, Manager; Glenn Bergen, Development Communications Officer; Sara Scott, Development Communications Officer.
 - Silver in the Video Category for *At the Centre of It All* promotional video: John Danakas, Director, Public Affairs; Julie Mikuska, and Glenn Bergen.
 - Bronze in the Public Affairs Projects Category: Julie Mikuska
- A campaign reception was held in Vancouver on March 3, 2003, hosted by graduate Michael Phelps, and attended by about 100 graduates from various faculties.
- A four-page section on *Building on Strengths* was prepared for the April issue of *On Manitoba*.

Private Funding

- Campaign achievement to March 7, 2003 is \$182,573,254. including the \$50 million commitment from the Province of Manitoba, or 91.3% of the minimum goal of \$200 million. Since the beginning of the campaign, the University of Manitoba has received over 68,000 pledges.
- Major gifts pledged during the period include:
 - Thompson Dorfman Sweatman have pledged \$300,000 for the TDS Interactive Media Classroom in the Faculty of Law. In addition to this being a significant gift, it is also the first large gift received from a law firm rather than individual practitioners.

- A \$7 million gift from the Richardson family, James Richardson and Sons, Ltd., its affiliated companies and the Richardson Foundation was announced. Five projects are benefitting from the Richardson's generosity - the Centre for Functional Foods and Nutraceuticals, the Centre for Music, Art and Design, the Faculty of Agriculture and Food Sciences, the Arthur V. Mauro Centre for Peace and justice, and the Valuing the Icelandic Presence campaign.
- Several individuals pledged large donations, including Mr. Bruce D. Campbell (\$335,514. To the Campbell Family Bursary), Mr. Frederic Gaspard (\$100,000 to the Arthur V. Mauro Centre for Peace & Justice).
- The staff and faculty Campaign will be formally launched on March 26.

PART B - Notable Events (External)
Emőke J. E. Szathmáry
January 20, 2003 - March 14, 2003

Monday, January 20, 2003

- Present remarks at TD Bank Financial Group gift announcement
- Telephone meeting as a member of the Association of Universities and Colleges in Canada (AUCC) Standing Advisory Committee on International Relations (SACIR)

Tuesday, January 21, 2003

- Provide interview to University radio station (UMFM)
- Attend CanWest Global Dinner in honour of CanWest Global's 25th Anniversary

Thursday, January 23, 2003

- Meet with Mr. Jim Carr, President and CEO, Business Council of Manitoba, along with Vice-President (External), Ms. Elaine Goldie
- Attend His Worship Mayor Glen Murray's State of the City Address

Monday, January 27, 2003

- Meet with Co-chairs of the Minister of Health's Advisory Committee on Diabetes, and Director of the Diabetes Unit, Ministry of Health

Thursday, January 30, 2003

- Present remarks at Richardson Family gift announcement
- Present remarks and host luncheon for Richardson family

Friday, January 31, 2003

- Attend reception at Consulate of Iceland

Saturday, February 1, 2003

- Bring greetings to 13th Annual Anthropology, Physical Anthropology, Linguistics, and Archaeology Conference

- Present Championship rings to University of Manitoba 2002 National Women's Volleyball Team

Monday, February 3, 2003

- Provide interview to Joel Trenaman, *The Manitoban*
- Host dinner for University benefactor

Tuesday, February 4, 2003

- Meet with University benefactor

Wednesday, February 5, 2003

- Attend reception in honour of Leonidas Chrysanthopoulos, Ambassador of Greece to Canada

Thursday, February 6, 2003

- Meet with University benefactor

Saturday, February 8, 2003

- Attend dinner in honour of Leonidas Chrysanthopoulos, Ambassador of Greece to Canada

Monday, February 10, 2003

- Attend meeting of Council of Presidents of Universities in Manitoba (COPUM)
- Attend reception and present remarks at community leaders' dinner hosted by the Board of *TRLabs*

Tuesday, February 11, 2003

- Present remarks at *TRLabs* grand opening at Smartpark

Friday, February 14, 2003

- Meet with Senator Richard Kroft

Saturday, February 15, 2003

- Attend Chinese New Year's banquet as guest of Winnipeg Chinese Cultural Centre

Tuesday, February 18, 2003

- Attend meeting of Manitoba Museum Foundation Board of Directors

Thursday, February 20, 2003

- Present remarks at opening of Manitoba Institute for Child Health

Monday, February 24, 2003

- Present remarks at Thompson Dorfman Sweatman gift announcement, Faculty of Law

Thursday, February 27, 2003

- Host dinner in honour of Winnipeg Rh Institute Award recipient Dr. Frank Plummer
- Attend Winnipeg Rh Institute Lecture

Monday, March 3, 2003

- Meet with Mr. Michael Phelps, President & CEO, Dornoch Capital Ins., along with Dean Jerry Gray
- Present remarks at University of Manitoba reception for alumni in Vancouver
- Present remarks at I.H. Asper School reception and dinner for alumni in Vancouver

Wednesday, March 5, 2003.

- Co-host, with AESES, and present remarks at dinner in recognition of International Women's Day

Thursday, March 6, 2003

- Act as moderator at symposium "*Expanding Prairie Horizons - 2020 Vision*" at request of Ms. Anita Neville and The Honourable Lloyd Axworthy

Friday, March 7, 2003

- Present remarks at Elders and Traditional Peoples Gathering

Monday, March 10, 2003

- Attend Curmudgeons' dinner (guest speaker: Dr. Frank Plummer, Distinguished Professor)
- Attend International Women's Day reception at the Legislature

Tuesday, March 11, 2003

- Meet with His Worship Mayor Glen Murray, along with Vice-President (Research), Dr. Joanne Keselman, and Mr. Bob Raeburn, Executive Assistant to the President
- Present remarks and host reception in support of University of Manitoba Students' Union National Forum on Post-Secondary Education

Wednesday, March 12, 2003

- Attend "Innovative Communities Workshop and Luncheon" chaired by The Honourable Rey Pagtakhan, Minister of Veterans Affairs and Secretary of State (Science, Research and Development)
- Meet with potential Corporate donor
- Present remarks at Student Volunteer Recognition reception at 37 King's Drive

Thursday, March 13, 2003

- Attend reception at Council of Western College and University Presidents (COWCUP) in Victoria

Friday, March 14, 2003

- Attend COWCUP meetings in Victoria
- Attend meeting of Council of Presidents of Universities in Manitoba (COPUM)

Monday, March 17, 2003

- Participate and present remarks on the occasion of the announcement by Premier Gary Doer regarding the establishment of a new dialysis unit for the Island Lake Region, with the support of the Northern Health Unit, Department of Community Health Sciences
- Host reception at 37 King's Drive in honour of Mr. Wayne Anderson and Mr. Paul Soubry, current and past Chair of the University's Board of Governors, recipients of the Queen's Jubilee Medal

March 19, 2003

Report of the Senate Executive Committee**Preamble**

1. The terms of reference for the Senate Executive Committee are found in Section 7.2 of the *Senate Handbook* (revised 2000).
2. The Senate Executive Committee held its regular monthly meeting on March 19, 2003

Observations

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

Professor B. Stimpson will be the Speaker for the Executive Committee for the April meeting of Senate.

2. **Nominations to the Senate Committee on Nominations**

The report of the University Secretary on the Senate Committee on Nominations is attached. Members of the Committee are nominated by the Senate Executive Committee and elected by Senate (see recommendation below).

3. **Comments of the Senate Executive Committee**

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

Recommendation

The Senate Executive Committee recommends that the following nominations to the Senate Committee on Nominations be approved by Senate for three-year terms ending May 31, 2006:

- a) Agriculture and Human Ecology: Professor Bernie Dronzek (Senator) (re-elected)
- b) Education and Physical Education: Dean Dennis Hrycaiko (Senator)
- c) Music, Fine Arts, NRI and Libraries: Professor Richard Burleson (Senator) (re-elected)

Respectfully submitted,

Dr. Emőke Szathmáry, Chair
Senate Executive Committee

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

/jml

**Report of the Senate Executive Committee regarding Procedures for the Election of a
Student Member to the Senate Executive Committee**

Observations

1. The composition of the Executive Committee makes provision for one student member and three student assessors. The President of UMSU serves in an *ex-officio* capacity as one of the three assessors as does the President of the GSA.
2. The terms of the student member and the student assessor named by the Student Senate Caucus are of one-year duration, from April 1 to March 31 of the following year. The terms of the UMSU President and the GSA are from May 1 to April 30 of the following year.

Recommendations

1. That a caucus of student Senators, to be convened by the President of UMSU, prepare for presentation to the April meeting of Senate, a slate of candidates for the election of a student member to the Senate Executive Committee.
2. That the caucus of student Senators name one of its members as an assessor to the Senate Executive Committee and advise Senate of the person so chosen.

Respectfully submitted,

Dr. E.J.E. Szathmáry, Chair
Senate Executive Committee

/jml

Report of the Faculty Council of Graduate Studies from their meeting of February 26, 2003

The Faculty Council of Graduate Studies met on February 26, 2003 and approved the Supplemental Regulations for the Master of Occupational Therapy Program (MOT). Two specific regulations require Senate approval.

Observations

► The supplementary regulations are based on the proposal for a professional master's program in occupational therapy which was passed by the Faculty Council of Graduate Studies on May 24, 2002 and by the University of Manitoba Senate and Board of Governors on August 14 and September 24, 2002, respectively.

► The supplemental regulations go into further detail than were available in the original proposal and some of the items required approval by Faculty Council as they do not adhere to the normal requirements of the Faculty of Graduate Studies.

► In addition, there are two specific items that need approval from Senate. These items are listed below.

- i) **Admission Priority to Aboriginal Peoples, Manitobans and Canadians**
FGS regulations are silent on priority of admission or quotas.

Aboriginal people are given priority for admission into the MOT degree program in order to promote the advancement of aboriginal peoples into the profession. Up to fifteen percent of places in the program can be allocated on a non-competitive basis to Canadian aboriginals who meet entry requirements.

- ii) **Criminal Records Check/Child Abuse Registry Check**
Not a standard requirement of admission for FGS applicants.

The criminal record check is required in many facilities in which students will be doing their fieldwork courses. This requirement is also being written into provincial licensing requirements and will be mandatory for all registered therapists.

The child abuse registry check is required of students attending many of the fieldwork facilities that OT students will be use to complete their program and therefore, is a requirement that OT wants all of their students to have prior to the beginning of any fieldwork courses. This will ensure that students can fully participate in the fieldwork components of the program and will ensure that OT has pertinent information that may influence student placements and student progress.

Recommendation

The Faculty Council of Graduate Studies recommends that the Senate approve the supplemental regulations for the MOT program regarding i) Admission Priority to Aboriginal Peoples, Manitobans and Canadians, and; ii) Criminal Records Check/Child Abuse Registry Check.

Comments of the Senate Executive Committee:

The Senate Executive Committee endorses the report to Senate.

Proposal from the Faculty of Environment to establish admission requirements for the Bachelor of Arts (Geography), Bachelor of Environmental Science, Bachelor of Environmental Studies, Bachelor of Science (Geology) and Bachelor of Science (Geophysics) for a September 2003 intake (2003.02.25)

Preamble

This proposal is to establish admission requirements for the Faculty of Environment as well as the five undergraduate programs it will administer in September 2003, namely the Bachelor of Arts in Geography, Bachelor of Environmental Science, Bachelor of Environmental Studies, Bachelor of Science (Geology) and Bachelor of Science (Geophysics).

Background

The Faculty of Environment will offer the Bachelor of Arts (Geography), the Bachelor of Science (Geology), the Bachelor of Science (Geophysics) and, pending COPSE approval, the Bachelor of Environmental Science and the Bachelor of Environmental Studies. In December 2002, Senate approved the Faculty of Environment's undergraduate regulations and the regulations for the new degree programs including the Bachelor of Environmental Science and the Bachelor of Environmental Studies.

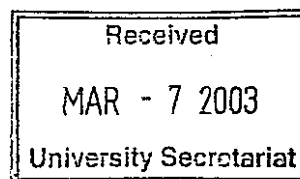
The B.A. (Geography), B.Sc. (Geology) and B.Sc. (Geophysics) were previously delivered by the Faculties of Arts and Science. Each degree will transfer to the Faculty of Environment without any modifications in its regulations. A set of degree regulations has been developed for the Bachelor of Environmental Science and Bachelor of Environmental Studies. Consequently, admission to the Faculty of Environment will only be granted to a student if they have completed the entry requirements for the intended degree program.

FACULTY OF ENVIRONMENT

Students must apply for admission both to the Faculty of Environment as well as their intended degree program. Faculty admission is based on the completion of a minimum of 24 credit hours through University 1 or another faculty in the University of Manitoba (*these applicants are considered internal*) or another recognized post-secondary institution (*these applicants are considered external*). Normally only students who have attained a minimum cumulative Grade Point Average of 2.00 are admissible to the Faculty of Environment. Students applying to the B.A. (Geography) General degree program will have their Grade Point Average calculated on the basis of a proportion of completed courses as outlined in Table 1.

Students possessing a first degree from a recognized university program with a minimum cumulative Grade Point Average of 2.00 may be eligible for admission as Second Degree students provided they have completed the minimum course work entry requirements for their intended degree program. The Second Degree requirements may be shortened by up to 60 credit hours and, once admitted to a Second Degree Program, students will be expected to conform with all continuation and graduation requirements.

Students enrolled in the B.Sc. in Environmental Science, offered through the Faculty of Science, may elect to transfer to the Faculty of Environment to complete the Bachelor of Environmental Science or the Bachelor of Environmental Studies degree program. Similarly, students in the Bachelor of Arts in Geography may elect to transfer from the Faculty of Arts to complete the remaining degree requirements in Faculty of Environment.



B.A. (GEOGRAPHY) PROGRAMS

The Faculty of Environment will offer a Bachelor of Arts in Geography with General, Advanced, and Honours degree programs. Students seeking admission to the B.A. (Geography) General must have completed a minimum of 24 credit hours which satisfy the following requirements:

- Minimum grade of "C" in 053.120 (or in each of 053.128 and 053.129).
- 6 credit hours in each of 3 subject fields (for example, 6 credit hours in Anthropology, 6 credit hours in Economics, and 6 credit hours in Biology).
- Grade Point Average of 2.00 calculated on the basis of the number of credit hours attempted as defined in Table 1.

Table 1: B.A. (Geography): Calculation of Grade Point Average (GPA) for the General Degree Program

Number of Credit Hours Attempted	Credit Hours Used in the Calculation of GPA (only the best grades included)	Minimum Grade Point Average Required	Number of Credit Hours Attempted	Credit Hours Used in the Calculation of GPA (only the best grades included)	Minimum Grade Point Average Required	Number of Credit Hours Attempted	Credit Hours Used in the Calculation of GPA (only the best grades included)	Minimum Grade Point Average Required
24	12	2.00	57	27	2.00	90	60	2.00
27	12	2.00	60	30	2.00	93	63	2.00
30	15	2.00	63	33	2.00	96	66	2.00
33	15	2.00	66	36	2.00	99	69	2.00
36	18	2.00	69	39	2.00	102	72	2.00
39	18	2.00	72	42	2.00	105	75	2.00
42	21	2.00	75	45	2.00	108	78	2.00
45	21	2.00	78	48	2.00	111	81	2.00
48	24	2.00	81	51	2.00	114	84	2.00
51	24	2.00	84	54	2.00	117	87	2.00
54	27	2.00	87	57	2.00	120 to 138	90	2.00

Students admitted to the B.A. (Geography) General may wish to transfer to either the Advanced or Honours degree program. Entrance requirements to these degrees are as follows:

- Admission to the B.A. (Geography) General degree program.
- Cumulative Grade Point Average of 2.00 for entry to the Advanced degree; cumulative Grade Point Average of 3.00 for entry to the Honours degree. (Note: This calculation is based on all courses attempted and/or completed.)
- Completion of the application form available in the Faculty of Environment general office and approval by a student advisor.

ENVIRONMENTAL SCIENCE & STUDIES PROGRAMS

The Faculty of Environment will offer a Bachelor of Environmental Science and a Bachelor of Environmental Studies. Students will select from the Major, Honours, Major (Coop), Honours (Coop) or General to complete their degree.

Bachelor of Environmental Science (B.Env.Sc.) Eligibility Requirements

B.Env.Sc.Degree Program	Minimum Number of Credit Hours	Minimum Cumulative Grade Point Average	Additional Entrance Requirements
Major	24	2.00	12 credit hours in 128.100, 128.200, 071.125, 002.130, 002.131, 005.100, 005.200, 136.150 (or 136.120, 136.130, 136.131, 136.151, 136.152, 136.153), 007.134 (or 007.123), 016.102 (or 016.105), 016.103 (or 016.107), with a grade of "C+" or better in six of the 12 credit hours, and a grade of "C" or better in the remaining six credit hours.
Honours	48	3.25	Current enrolment in the Major; no failures on entry; a grade of "B" or better in 128.100 and 128.200 as well as a minimum "C+" in 071.125 or 002.131 and "C" in the other course.
Major (Coop)	60	2.50	Current enrolment in the Major; 128.100, 128.200, 128.205, 128.217, 128.255 (002.255), 128.290, 005.100, 005.200, 001.237 (022.237 or 065.237), 007.134 (or 007.123), 018.239 (061.239), and 071.125.
Honours (Coop)	60	3.25	Current enrolment in the Honours; 128.290; 128.100, 128.200, 128.205, 128.217, 128.255 (002.255), 128.290, 005.100, 005.200, 001.237 (022.237 or 065.237), 007.134 (or 007.123), 018.239 (061.239), and 071.125.
General	48	2.00	Current enrolment in the Major

Bachelor of Environmental Studies (B.Env.St.) Eligibility Requirements

B.Env.St.Degree Program	Minimum Number of Credit Hours	Minimum Cumulative Grade Point Average	Additional Entrance Requirements
Major	24	2.00	12 credit hours taken from 128.100, 128.200, 071.101 (or 071.125), 005.100, and/or 100 and 200 level courses in Geography, Native Studies, Anthropology, Economics, History, Philosophy, Political Studies, Sociology, Women's Studies; with a grade of "C+" or better in six of the 12 credit hours, and a grade of "C" or better in the remaining six credit hours.
Honours	48	3.25	Current enrolment in the Major; no failures on entry; a grade of "B" or better in 128.100 and 128.200; 053.128 and 053.129 (or 053.120), 032.122 and 032.124 (or 032.120) with a grade of "C+" or better in six of the 12 credit hours, and a grade of "C" or better in the remaining six credit hours.
Major (Coop)	60	2.50	Current enrolment in the Major; 128.100, 128.200, 128.205, 128.290, 053.128 and 053.129 (or 053.120); 032.122 and 032.124 (or 032.120), 007.144 (or other 100 level Geology), 018.239 (061.239), 005.100, one of 001.228 (022.229) or 001.237 (022.237 or 065.237), and one of 071.101 or 071.125.
Honours (Coop)	60	3.25	Current enrolment in the Honours; 128.100, 128.200, 128.205, 128.290, 053.128 and 053.129 (or 053.120), 032.122 and 032.124 (or 032.120), 007.144 (or other 100 level Geology), 018.239 (061.239), 005.100, one of 001.228 (022.229) or 001.237 (022.237 or 065.237), and one of 071.101 or 071.125.
General	48	2.00	Current enrolment in the Major

Students admitted to either the Bachelor of Environmental Science or Studies are placed in the respective Major degree program. Students must complete a minimum of 48 credit hours with at least one year in the Faculty of Environment before they are eligible to transfer to either the Honours or General degree programs. External students and Second Degree students seeking admission to the Faculty of Environment will be assessed for entry to these programs on an individual basis. Students intending to complete the Coop Option should contact the program administrator for further details regarding entry requirements.

GEOLOGICAL SCIENCES PROGRAMS

The Faculty of Environment will offer a Bachelor of Science in Geology as well as a Bachelor of Science in Geophysics. Students can select from the Major or Honour to complete their degree.

B.Sc. (Geology) Eligibility Requirements

Entry into the B.Sc. (Geology) degree program is based on a minimum cumulative Grade Point Average of 2.00 on at least 24 credit hours of completed course work. This must include at least 6 credit hours of Geology chosen from the list below. To enter the Major, students must have attained minimum "C+" grades in the Geology courses; to enter the Honours, students must have attained minimum "B" grades in the Geology courses.

Course No.

Credit Hours

Either

007.123	Physical and Historical Geology	
or		
007.124	Earth and Planetary Science	6

OR a combination of:

Either

007.134	The Dynamic Earth	
or		
007.144	Introduction to Dynamic Earth	3

and one of:

007.135	The Evolving Earth,	
007.136	Environmental Geology,	
007.137	The Earth in Space	3

A science background is recommended.

B.Sc. (Geophysics) Eligibility Requirements

Entry into the B.Sc. (Geophysics) degree program is based on a minimum cumulative Grade Point Average of 2.00 on at least 24 credit hours of completed course work. This must include at least 6 credit hours in each of Geology, Calculus and Physics chosen from the list below. To enter the Major, students must have attained minimum "C+" grades in the Geology, Calculus and Physics courses; to enter the Honours, students must have attained minimum "B" grades in these courses.

<i>Course No.</i>	<i>Credit Hours</i>
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6 credit hours of Geology chosen from:

Either	007.123	Physical and Historical Geology	
or	007.124	Earth and Planetary Science	6

OR a combination of:

Either	007.134	The Dynamic Earth	
or	007.144	Introduction to Dynamic Earth	3

and one of:

007.135	The Evolving Earth,		
007.136	Environmental Geology,		
007.137	The Earth in Space		3

6 credit hours of Calculus:

136.150 ¹	Applied Calculus I		3
136.170 ²	Applied Calculus II		3

6 credit hours of Physics:

016.105 ³	Physics 1: Mechanics		3
016.107	Physics 2: Waves & Modern Physics		3

¹136.151, 136.152, 136.153 or 136.169 may be used in lieu of 136.150; ²136.171 or 136.169 may be used in lieu of 136.170; ³016.102 may be used in lieu of 16.105.

Recommendation:

The Senate Committee on Admissions recommends that Senate approve the admission requirements for the Faculty of Environment as well as the five undergraduate programs it will administer beginning in September 2003, namely the Bachelor of Arts in Geography, Bachelor of Environmental Science, Bachelor of Environmental Studies, Bachelor of Science (Geology) and Bachelor of Science (Geophysics), as outlined above. These admission requirements are to be effective for the 2003-2004 academic year.

Respectfully submitted,

Dr. Robert Kerr, Chair
Senate Committee on Admissions

The terms of reference for the Senate Committee on Admissions (SCADM) are found in section 8.14 of the Senate Handbook (on-line version).

Comments of the Senate Executive Committee:
The Senate Executive Committee endorses
the report to Senate.

Report of the Senate Committee on Admissions re: a Proposal from the Faculty of Nursing to amend the admission criteria for the 'special consideration category' (2003.02.25)

Preamble

1. The terms of reference for the Senate Committee on Admissions are found in section 8.14 of the *Senate Handbook*.
2. The Committee met on February 25, 2003 to consider a proposal from the Faculty of Nursing to amend their admission criteria for the 'special consideration category' in their Baccalaureate Nursing Program.

Observations

1. The current policy for Special Consideration applicants allows for applications from two groups of prospective students, those from Aboriginal populations of Canada and those who have demonstrated a commitment to a health-related field. The policy has been in place for at least 15 years. Over time, the second criterion has lost meaning and become vague, and, in any case, applications under this criterion have been rare. It is proposed that the second criterion be replaced to allow for applications from the University of Manitoba Nursing Access Program.
2. Since the development of the original policy, Nursing now offers the BN program at three University of Manitoba sites - Brandon, Norway House Cree Nation (NHCN), and Fort Garry. The NHCN site serves predominantly Aboriginal students. This proposal increases access for students at the Fort Garry and Brandon sites where Aboriginal students are under-represented.
3. Since applicants in the Special Consideration Category are required to meet the minimum academic admission standards, but not necessarily the competitive GPA in any given year (an almost universal feature of this category in other programs), it is thought that success in the pre-requisite courses would be a better indicator of potential success in the program. Therefore, at the Fort Garry site applicants in this category will have to meet the minimum requirements of the Option 1 admission stream, the "focused approach" in the Faculty. Students are required to complete pre-requisite courses, (e.g., Anatomy of the Human Body, 022.132, Physiology of the Human Body, 022.133, and Essentials of Microbiology, 060.122). Meanwhile, students at the Brandon site are admitted from high school or as transfer students, making the route to admission different from Fort Garry.

Recommendations

The Senate Committee on Admissions recommends that the admission criteria in the Faculty of Nursing's Special Consideration Category be amended as follows:

1. THAT the Special Consideration Category will consider applicants from Aboriginal populations of Canada and the University of Manitoba Nursing Access Program.
2. THAT the Special Consideration Category shall include applications to the Fort Garry and Brandon sites only.
3. THAT, in considering applications in this category, less weight will be given to background academic performance. Applicants in this category must meet the minimum entrance requirements of the site at which they apply; however, they do not have to meet the competitive grade point average

of admitted students in the admission year. Fort Garry site applicants are required to meet the Option 1 entrance requirements.

4. THAT up to five percent of admission spaces will be offered to Special Consideration Category applicants. This percentage is taken from the total number of spaces for the Fort Garry and Brandon sites of the Faculty of Nursing. The actual number of students admitted each year and at each site will vary. The allocation of available spaces is entirely at the discretion of the Faculty of Nursing.
5. THAT the Faculty's Admissions Committee shall not be bound to admit the maximum percentage of applicants in the Special Consideration Category in any given year.
6. THAT the Faculty's Admissions Committee reserves the right to consider the applicant who has applied for Special Consideration under the regular admission category, if it benefits the applicant.
7. THAT appeals of decisions are limited to the question of procedural regularity only. The merits of the decision will not be reviewed.

Respectfully submitted,

Dr. Robert Kerr, Chair,
Senate Committee on Admissions

Comments of the Senate Executive Committee:
The Senate Executive Committee endorses
the report to Senate.

Proposal from the Department of Physical Therapy, School of Medical Rehabilitation, to amend numerous of its admission criteria (2003.02.25)

Preamble

The Physical Therapy Admissions Committee has been very active over the past year and is bringing several recommendations forward for consideration. These include clarifying its minimum academic admission standards, allowing for the Introductory Biology requirement to be replaced by Human Anatomy and Physiology, setting a minimum score for applicant interviews, expanding slightly its 'special consideration category' for aboriginal students, and clarifying the minimum academic standards for this latter category.

A review of the admission requirements (as of September, 2001) of all 13 physiotherapy programs across Canada was done as a part of this initiative to renew admission requirements for this program. The faculty members in Physical Therapy and the School of Medical Rehabilitation Executive Council support the proposed changes.

Observations

1. It has long been thought that students require an adjusted GPA of at least 3.0 to be successful in the Physical Therapy program. This has been a requirement of our 'special consideration category' for some time. Clarifying this requirement will increase the transparency of the admission process.
2. The courses in Human Anatomy and Physiology are thought to be just as relevant to Physical Therapy as Introductory Biology. Many of our applicants already have these courses. Our Department of Zoology has been contacted about this proposed change, and, as long as this remains an alternative to Introductory Biology, they are not predicting a significant impact on their classes. The Universities of Winnipeg and Brandon offer equivalent six-credit hour courses in Human Anatomy and Physiology, 1112 (6) and 94.132 (6) respectively. In the case where a student has taken both courses, then the higher grade will be used to calculate their adjusted grade point average.
3. The introduction of a minimum interview score would allow the Physical Therapy Division to ensure that only acceptable candidates be admitted to the program. A minimum score of 21 out of a potential total score of 35, which is the minimum score of an "average" candidate, will be piloted this year to monitor the potential impact.
4. The Physical Therapy Department began considering applicants through a special SPSP/ACCESS category in 1986-1987. It is unclear how many students have been accepted into the Physical Therapy program through this category since its inception, but it is known that only four students have been admitted through this category from 1994 to 2001. Given that people with Aboriginal origins make up about 12 percent of Manitoba's population, this is a far cry from the equitable representation that could be expected. With the expansion of this category, it is hoped that the Physical Therapy Division may attract more Aboriginal students into the program. The expansion of this category to include residents from across Canada

acknowledges the absence of physiotherapy programs of study in the Territories and the University of Manitoba's goal to be the university of choice for Canadian Aboriginal students.

5. The Department is setting its minimum academic admission standards to ensure consistency between the 'special consideration category' of admission and the 'regular category' of admission.

Recommendations

The Senate Committee on Admissions recommends that Senate approve changes to the admission requirements in Physical Therapy as follows:

1. That all eligible applicants to this program be required to have an 'adjusted grade point average' of at least 3.0 and a minimum grade of B, or 3.0, in all of the core courses.
2. That Human Anatomy and Physiology, 22.132 (3) and 22.133 (3), be accepted as an alternative to Introductory Biology (6), which has long been a pre-requisite course for application to Physical Therapy.
3. That all applicants be required to pass the standardized interview process to be considered eligible for admission, effective for the 2004-2005 academic year.
4. That the 'special consideration category' be expanded to include all applicants of self-declared Aboriginal descent, regardless of which province or territory they currently reside in, with Manitoba residents given the first priority. (A Canadian Aboriginal person is of First Nation, Métis, or Inuit heritage. First Nation includes "Status", "Treaty", or "Registered" individuals, as well as "Non-Status", and "Non-Registered" individuals.)

Respectfully submitted,

Dr. Robert Kerr, Chair
Senate Committee on Admissions

The terms of reference for the Senate Committee on Admissions (SCADM) are found in section 8.14 of the Senate Handbook (on-line version).

Comments of the Senate Executive Committee:

The Senate Executive Committee endorses the report to Senate.

Proposal from the Faculty of Education to amend three of the admission requirements for its Bachelor of Education program (2003.02.25)

Preamble

The Faculty of Education is proposing amendments to three of the admission requirements for its Bachelor of Education program. These changes include a slight modification of the scoring scheme used in the admission selection process, a clarification of how 'pass/fail' and Advanced Placement (AP) and International Baccalaureate (IB) 'teachable' courses are to be treated for the purpose of admission, and a clarification of how graduate-level courses presented by applicants are to be used in this process. The following three proposals dealing with the B.Ed. After-Degree admissions process were approved at the December 13, 2002, meeting of the Faculty of Education Council.

Observations

1. Currently, in Stage 1 of the B.Ed. admission process, applicants receive points for the GPA they have achieved on their 48 hours of course work in their two 'teachable' subjects. The points currently assigned total 40 which would represent an 'A' average. However, the University does have a grade of 'A+', and such letter grades are weighted as 4.5. Therefore, the number of points available should reflect the possibility that applicants could hold a perfect average of 4.5.
2. The possibility exists that applicants may present 'teachable' courses which have only 'Pass/Fail' or 'Satisfactory' grades. Examples would include courses completed in Advanced Placement (AP) and International Baccalaureate (IB) programs for which university credit has been given. As the Faculty's admission procedures are currently silent on the issue of including such courses, the recommendation on this point is put forward in the spirit of clarifying this matter.
3. The Faculty's admission documents are silent on the matter of including graduate level courses among the 48 hours of 'teachable' courses, and the Faculty proposes that these courses be formally integrated into the admission process.

Recommendations

The Senate Committee on Admissions recommends that Senate approve amendments to the admission criteria for the Bachelor of Education program in the Faculty of Education as follows, effective for the 2003-2004 academic year:

1. That the points awarded for the 'teachable' GPA be increased from 40 to 45, with the total score for Parts I and II of the Admission process raised from 70 to 75 points.

2. That 'teachable' courses graded 'Satisfactory' or 'Pass', or Advanced Placement (AP) and International Baccalaureate (IB) courses that have been awarded transfer of credit, may be included within an applicant's 48 credit hours of 'teachable' courses but excluded from the GPA calculation.
3. That courses completed as part of a graduate program may be used to fulfill 'teachable' requirements, and that the grades of such courses will be used in calculating the GPA.

Respectfully submitted,

Dr. Robert Kerr, Chair
Senate Committee on Admissions

The terms of reference for the Senate Committee on Admissions (SCADM) are found in section 8.14 of the Senate Handbook (on-line version).

Comments of the Senate Executive Committee:

The Senate Executive Committee endorses
the report to Senate.