

Senate  
Senate Chamber  
Room 245 Engineering Building  
WEDNESDAY, May 14, 2003  
1:30 p.m.

## **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.

The Senate Executive Committee recommends that the report be considered in closed session at the end of the Senate meeting.

### **II ELECTION OF SENATE REPRESENTATIVES**

#### **1. To the Board of Governors Page 17**

#### **2. To the Senate Executive Committee Page 19**

### **III CANDIDATES FOR DEGREES, DIPLOMAS AND CERTIFICATES - MAY 2002 Page 21**

This report will be available at the Senate meeting. A copy of the list of graduands will be kept at the front table for examination by members of Senate.

### **IV REPORT ON MEDALS AND PRIZES TO BE AWARDED AT THE MAY CONVOCAATION**

This report will be available at the front table in the Senate Chamber for examination by members of Senate.

### **V MATTERS RECOMMENDED FOR CONCURRENCE WITHOUT DEBATE**

#### **1. Report of the Senate Committee on Curriculum and Course Changes re Minor Course and Curriculum Changes Page 22**

### **VI MATTERS FORWARDED FOR INFORMATION**

#### **1. Report of the Senate Committee on Awards Page 37**

#### **2. Correspondence from the Vice-President (Research)**

	<u>re: the Establishment of a Psychiatric Neuroimaging Reserach Group</u>	Page 41
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3.	<u>Senate Membership List 2003-2004</u>	Page 46
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4. Annual Reports of Standing Committees of Senate

a)	<u>Academic Computing</u>	Page 52
b)	<u>Academic Dress</u>	Page 53
c)	<u>Academic Review</u>	Page 54
d)	<u>Admissions</u>	Page 55
e)	<u>Admission Appeals</u>	Page 58
f)	<u>Animal Care</u>	Page 59
g)	<u>Appeals</u>	Page 62
h)	<u>Approved Teaching Centres</u>	Page 63
i)	<u>Awards</u>	Page 64
j)	<u>Calendar</u>	Page 66
k)	<u>Curriculum and Course Changes</u>	Page 67
l)	<u>Ethics of Research Involving Human Subjects</u>	Page 69
m)	<u>Honorary Degrees</u>	Page 71
n)	<u>Instruction and Evaluation</u>	Page 72
o)	<u>Medical Qualifications</u>	Page 73
p)	<u>Nominations</u>	Page 74
q)	<u>Planning and Priorities</u>	Page 75
r)	<u>Rules and Procedures</u>	Page 77
s)	<u>University Research</u>	Page 78
t)	<u>Correspondence from the University Secretary</u>	Page 82

VII REPORT OF THE PRESIDENT

1.	<u>President's Report</u>	Page 83
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VIII 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.

IX CONSIDERATION OF THE MINUTES  
OF THE MEETING OF MARCH 6, 2002

X BUSINESS ARISING FROM THE MINUTES

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

1.	<u>Report of the Senate Executive Committee</u>	Page 98
2.	<u>Report of the Senate Planning and Priorities Committee</u>	

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

## XII REPORTS OF OTHER COMMITTEES OF SENATE, FACULTY AND SCHOOL COUNCILS

- |    |   |          |
|----|---|----------|
| 1. | <u>Proposal of the Faculty of Graduate Studies for a M.Sc. In Management</u>                              | Page 99  |
|    | a) <u>Report of the Senate Planning and Priorities Committee</u>  | Page 116 |
| 2. | <u>Report of the Senate Committee on Instruction and Evaluation</u>                                       | Page 117 |
| 3. | <u>Proposal to Establish a Research Chair. In Orthopaedic Surgery</u>                                     | Page 121 |
| 4. | <u>Report of the Senate Committee on University Reserach re: a Periodic Review of the Centre on Aging</u> | Page 125 |
| 5. | <u>Report of the Senate Committee on Appeals</u>  |          |

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

### XIII ADDITIONAL BUSINESS

**XIV ADJOURNMENT**

/jml

## Election of Senate Representatives to the Board of Governors

### General

Section 11.2 of the *Senate Handbook* outlines the procedures to be followed for the election of members of Senate to the Board of Governors. Among the more important procedures are the procedures governing nominations, the means of balloting, and the procedures to be followed in the event of a tie vote.

Special attention is directed to Clause 11.2.3, which reads in part "...If the person nominated is not present, the nominator must state that the person nominated has consented to the nomination."

### Election of Senate Representatives to the Board of Governors

1. The following resolution was approved by Senate on June 4, 1997: *"That Senate rescind its resolution of March 9, 1976 reserving one of its seats on the Board of Governors for a student Senator"*.
2. The following resolution was approved by Senate on June 4, 1997: *"That in the future, as openings occur, Senate assure itself that at least one of the three individuals who represent it on the Board of Governors has no administrative responsibilities greater than those of department head at the time of election"*.
3. Not eligible for election are: the Chancellor; the President and the Board representatives on Senate, Mr. G. Dureault and Dr. V. Dhruvarajan.
4. Terms of Senate representatives on the Board are normally for three years.
5. Present Senate representatives on the Board:
 

Professor A Secco (Science)	2003
Professor J. Hoskins (St. John's College)	2004
Professor H. W. Duckworth (Science)	2005

An election is required to replace Professor Secco whose term is ending.

### 6. Members-at-large

According to Section 27(4) of *The University of Manitoba Act* (the "Act"), a member of Senate elected by a faculty or school council who has been subsequently elected by Senate to the Board and whose term of office on Senate expires before his or her term of office on the Board, shall be appointed by Senate to be a member-at-large of Senate for the remainder of his or her term on the Board unless re-elected to Senate.

Professor H.W. Duckworth was not re-elected to Senate. He has indicated however, that he would like the opportunity to complete his term as a Senate representative on the Board of Governors. It would be appropriate to adopt a motion appointing Professor Duckworth as a member-at-large for the remainder of his term on the Board of Governors which expires May 31, 2005.

Recommendation

1. That Senate appoint Professor H.W. Duckworth as a member-at-large on Senate for the remainder of his term on the Board of Governors which expires on May 31, 2005.

Procedures

1. Nominations for the position shall be received from the floor.
2. Senators shall vote for no more than one candidate on the ballot provided.
3. The candidate receiving the largest number of votes shall be declared elected for a three-year term.
4. In the event of a tie, the question shall be resolved by another ballot involving those candidates who have tied.

/jml

# **Election of Senate Representatives to the Senate Executive Committee**

1. One representative is to be elected from among the Vice-Presidents, Deans of Faculties and Directors of Schools, to be elected for a three-year term (June 1, 2003 - May 31, 2006) to replace Dean A. Percival, whose term of office ends on May 31, 2003.

(1) Eligible for election are:

- (a) Vice-Presidents: E. Goldie, J. Keselman, M. McAdam
- (b) Deans: H. Bjarnason, D. Witty, R. O'Kell, J. de Vries, J. Wiens, D. Ruth, R. Bird, H. Sector, J. Gray, B. Hennen, D. Gregory, D. Collins, D. Hrycaiko, J. Jamieson and D. Fuchs
- (c) Directors: D. Amundson and D. Lonis

(2) Presently serving:

Dean A. Percival (Cont Education)	2003
Dean M. Collins (Pharmacy)	2004
Dean R. Bird (Human Ecology)	2005

(3) Procedures:

- (a) Nominations for the position shall be received from the floor.
- (b) Senators shall vote for no more than one candidate on the ballot provided.
- (c) The candidate receiving the largest number of votes shall be elected for a three-year term.
- (d) In the event of a tie, the question shall be resolved by another ballot involving those candidates who have tied.

2. Three Senators elected by faculty/school councils need to be elected for three-year terms (June 1, 2003 - May 31, 2006), to replace Professors Angel, Bright and Christie whose terms on the Executive Committee expire on May 31, 2003.

(1) Presently serving:

Professor A. Angel (Medicine)	2003
Professor B. Bright (Arts)	2003
Professor W. Christie (Dentistry)	2003
Professor B. Stimpson (Engineering)	2004
Professor A. Secco (Science)	2004
Professor J. Cooper (Medicine)	2005
Professor R. Sparling (Science)	2005

## (2) Procedures:

- (a) Nominations for the positions shall be received from the floor.
- (b) Senators shall vote for no more than five candidates on the ballot provided.
- (c) The three candidates receiving the largest number of votes shall be elected for three-year terms.
- (d) In the event of a tie, the question shall be resolved by another ballot involving those candidates who have tied.

/jml

## CANDIDATES FOR DEGREES, DIPLOMAS AND CERTIFICATES

### 1. Degrees Notwithstanding a Deficiency

A list of students to be considered for degrees notwithstanding a deficiency will be distributed at the meeting.

Deans and Directors should note that they may be asked to explain the circumstances leading to the recommendations from their respective Faculties or Schools.

At the conclusion of discussion of the report, the Speaker of the Senate Executive Committee will make the appropriate motion(s).

### 2. Report of the Senate Committee on Appeals

An oral report will be presented to Senate by the Chair of the Committee only if the Committee has heard an appeal which will result in the recommendation of the award of a degree notwithstanding a deficiency.

### 3. List of Graduands

A list of graduands will be provided to the University Secretary on the day of the meeting. The list will not be distributed to members of Senate but will be open for inspection by individual members of Senate.

The list to be provided to the University Secretary will be a compilation of the lists of the graduands of each Faculty and School.

The Speaker for the Senate Executive Committee will make the appropriate motion approving the list of graduands, subject to the right of Deans and Directors to initiate late changes with the Director of Student Records up to May 16, 2003



March 21, 2003

## **Report of the Senate Committee on Curriculum and Course Changes - Submitted to Senate for Concurrence Without Debate**

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### **Preamble**

The Senate Committee on Curriculum and Course Changes (SCCCC) met on March 21, 2003 to consider course and curriculum changes from faculties and schools.

### **Observations**

#### **1. General**

In keeping with past practice most changes for departments totalling less than ten credit hours are forwarded to Senate for concurrence without debate. This is in accordance with the Senate's recommendation approved 3 July 1973 that course changes would cease to go to the SPPC when the resource implications are intra-faculty. Deans and directors are to assess the resource implications to the respective units when course changes are proposed. Major changes in existing programs are to be referred to the SPPC for assessment of resource implications.

#### **2. Architecture**

The Environmental Design Program is proposing new course **079.3XX Introduction to Landscape Architecture Theory**. This new course will provide a dedicated theory course for Landscape Architecture and will serve as a base for a recently approved graduate course in Landscape Architecture Theory.

**079.266 Construction Materials and Assemblies 2** is being deleted and re-introduced as **079.2XX Construction Materials and Assemblies 3**, in order to account for the same course name being used with two courses.

#### **3. School of Dental Hygiene**

Courses **070.241 Preclinical Dental Hygiene** and **070.442 Dental Hygiene Care for Persons with Disabilities** are being modified by reducing the number of credit hours in each course to two and three respectively. This is being done to correct an omission in the B.Sc. in Dental Hygiene program approved by Senate last year. In an effort to further augment the Baccalaureate program in Dental Hygiene, courses **070.4ATP Advanced Teaching Practicum** and **070.4SL Advanced Independent Study II** are being introduced.

#### **4. Faculty of Education**

##### **Department of Educational Administration, Foundations and Psychology**

The Faculty of Education is proposing the introduction of course **129.5XX Ethics in Counselling**.

#### **5. Faculty of Engineering**

The Committee recommended course modifications to courses **130.112**, **130.118**, **130.135** and **130.140**. These modifications stemmed from the Faculty of Engineering requirement that all

Engineering students have a grade of 60% or better in high school mathematics, chemistry and physics 40S. As University 1 students may also enrol in these courses, it was deemed expedient and fair to add the same requirement to the course description, such that all students would be treated in the same manner. Senate Executive referred the matter back to the Committee at its January 22, 2003 meeting. It should be noted that there are other first year courses that have such a requirement. The Committee reviewed its recommendations and sends them back to Senate without change.

#### **Biosystems Engineering**

The Department is proposing the deletion of 034.457 **Manure Management**, to be replaced by 034.4XX **Management of By-Products from Animal Production**. Further, the Department proposed the deletion of courses 034.412 **Drainage Systems Management** and 034.418 **Irrigation Systems Design**, to be replaced by 034.4WM **Design of Water Management Systems**. Finally, the Department is proposing the introduction of 034.4XY **Design of Assistive Technology Devices**. This course will be an engineering design elective.

#### **Electrical and Computer Engineering**

Courses 024.377 **Digital Systems Design** and 024.424 **Microprocessor Interfacing** are being modified by changing course prerequisites. The course content will remain the same. Courses 024.446 **Parallel Processing** and 024.447 **Simulation and Modelling** are being deleted and re-introduced as 024.4XX **Parallel Processing** and 024.4XY **Simulation and Modelling**. The new courses will be four credit hours as opposed to three and will include a laboratory component.

#### **Mechanical and Industrial Engineering**

The Department is proposing that course 025.342 **Vibrations and Acoustics** be added as a core course in the Aerospace Option, noting that the material related to the field of vibrations and acoustics is important for Aerospace engineers.

### 6. **Faculty of Human Ecology**

#### **Department of Human Nutritional Sciences**

The Department of Human Nutritional Sciences is proposing that course 030.334 **Food Service Management** be modified by adding courses 027.207 or 027.208 as alternative prerequisites to 027.203.

The Department is also proposing that the degree requirements for the Human Nutritional Sciences program be changed from requiring 17.120 **Introduction to Psychology** to allow any six credit hours of either psychology or sociology, or combination of the two areas. This change is intended to make the program more flexible for transfer students.

### 7. **Faculty of Law**

The Faculty is proposing the deletion of the two credit hour 045.313 **Crime, Law and Society** along with the introduction of the three credit hour 045.3AA **Crime, Law and Society**. In an effort to have the course title more accurately reflect course content, 045.395 **Criminal Procedure** is being deleted and re-introduced as 045.3AB **Charter Issues in Criminal Law**.

### 8. **Faculty of Management**

### Accounting and Finance

The Department is proposing that course 009.350 Database Management Systems be modified by adding 009.351 as a prerequisite and adding 074.101 as a co-requisite. Further course 009.351 would be modified by deleting 009.350 and 074.101 as prerequisites and adding 009.200 C+ as a prerequisite. These modifications allow for a more logical sequencing of these two courses.

### 9. School of Music

Course 033.442 **Diction for Singers** is being deleted effective the 05R academic session. Currently this course includes diction training in French, Italian and German, with each language being the focus of the course in alternating years. The School is proposing the introduction of three courses, 033.4AB **French Diction and Repertoire**, 033.4AD **Italian Diction and Repertoire** and 033.4AA **German Diction and Repertoire** in an effort to allow for further in-depth study of each area.

Course 033.363 **Music Theory 5** is being deleted effective in the 05R academic session and re-introduced as 033.3CC **Orchestration**. The goal of this change is to ensure that the course title more accurately reflects the course content.

In an effort to reflect current practice and to correct a course name misnomer, course 033.446 **Pedagogy and Repertoire** is being modified to remove the vocal component of the course. A new course, 033.4AC **Vocal Pedagogy** is being introduced to solve this problem.

### 10. Faculty of Physical Education and Recreation Studies

After having the opportunity to review a list of courses that have not been offered in a number of years, the Faculty is proposing the deletion of a large number of courses. They include: 057.140, 057.240, 057.253, 057.254, 057.302, 057.303, 057.353, 057.385, 057.386, 057.387, 057.401, 057.402, 057.403, 057.404, 057.431, 057.432, 057.433, 057.434, 057.438, 057.447, and 057.481.

### 11. Faculty of Science

#### Computer Science

Presently Honours Co-op students must maintain a minimum of 80% of a course load per academic term whereas regular Honours students must maintain an 80% course load per session. The Department is proposing that students in the Honours Co-op program be allowed to take less than an 80% course load in a term as long as they complete 24 credit hours (i.e. an 80% course load) over both terms in an academic session, which may include summer session depending on a student's co-op work term.

#### Mathematics

As 136.375 **Calculus 4** is a requirement in the Joint Honours 074M program, the Department is proposing that the course be amended to remove the restriction of this course from Honours programs.

As they have not been offered in many years, the department is also proposing that the following

courses be placed on the "not currently offered" list: 136.100 College Mathematics with Applications, 136.201 Mathematical Modelling without Calculus, 136.205 Number Systems and Geometry with Applications, 136.206 Introduction to Algebraic Structures, 136.320 Set Theory and Logic and 136.312 Topology.

## 12. Undergraduate Timetable 2003-2004

The timetable outlines deadlines for the submission of undergraduate program, curriculum and course changes.

### Recommendation:

The Senate Committee on Curriculum and Course Changes recommends:

1. That the undergraduate timetable for 2002-2003 be approved by Senate;
2. That curriculum and course changes from the units listed below be approved by Senate:

Faculty of Architecture  
 School of Dental Hygiene  
 Faculty of Education  
 Faculty of Engineering  
 Faculty of Human Ecology  
 Faculty of Law  
 Faculty of Management  
 School of Music  
 Faculty of Physical Education and Recreation Studies  
 Faculty of Science

Respectfully submitted,

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

Terms of Reference: *Senate Handbook* (revised 1992), pp. 70-71.

/jml

### Comments of the Senate Executive Committee:

The Senate Executive Committee endorses the report to Senate.

### Architecture

Courses to be introduced:

079.3XX Introduction to Landscape Architecture Theory +3  
 An examination of philosophical thinking *from* the late twentieth and early twenty-first centuries which has had an influence on the theory and practice of landscape architecture. Philosophical writings and their impacts on/manifestation constructed landscape architectural works are examined through lectures, set readings, seminars and essay assignments. *Prerequisite for ED students:* 079.262 Design Fundamentals.

079.2XX Construction Materials and Assemblies 3 +3  
 An examination of structural and construction systems applied in a variety of building and site conditions. Introduction of the principles associated with foundation system selection and design. Masonry, timber

framing structural systems and basic principles of building enclosure are reviewed through lectures, laboratory assignments and design studio projects. Prerequisite: 079.170

Course to be deleted:

079.266 Construction Materials and Assemblies 2 -3

**NET CHANGE IN CREDIT HOURS** +3

### School of Dental Hygiene

Courses to be modified:

070.241 Preclinical Dental Hygiene (2) -2

This course provides the student with foundation knowledge and skills enabling them to acquire sufficient basic skills to allow them to begin to provide client care. The major focus is on the development of instrumentation skills in the dental simulation laboratory, progressing ultimately to the provision of clinical care on humans. This course is at the novice level of the competency continuum. Term I/Lab&Clinic/ 90 total.

070.442 Dental Hygiene Care for Persons with Disabilities (3) -1

This course focuses on the development of individualized, client-driven and -centered dental hygiene care plans that meet the need(s) of persons with disabilities. Spokesperson from support groups or organizations for persons with disabilities and their families will share experiences/stories with the participants so that they may develop an empathetic understanding of the client's unique needs. Students will work in small groups to prepare dental hygiene care plans based on client cases. Model. Term 1, Lecture/45.

Courses to be introduced:

070.4ATP Advanced Teaching Practicum +3

This course is a continuation of 070.453 (Teaching Practicum) and provides the opportunity to extend the practice teaching experience into a second term, thus strengthening the individuals skills as a dental hygiene educator. This experience will occur under the supervision and mentorship of dental hygiene faculty members.

070.4SL Advanced Independent Study II +3

This course is a continuation of 070.452 (Advanced Independent Study) and provides the opportunity for the student to pursue a more complex project which cannot be completed within the first course. Students will have selected their project topic in 070.452 and will continue their exploration and write-up of this topic with the guidance of a dental hygiene faculty mentor.

**NET CHANGE IN CREDIT HOURS:** +3

### Faculty of Education

#### Educational Administration, Foundations and Psychology

Course to be introduced:

129.5XX Ethics in Counselling +3

In this course, participants will be introduced to the Codes of Ethics for counsellors. Major ethical issues related to the following topics will be discussed: informed consent, confidentiality, record- keeping,

boundary issues, training and competence, clinical supervision and multicultural and diversity issues. Participants will get an opportunity to practice various ethical decision-making models.

### Faculty of Engineering

Courses to be modified:

#### 130.112 Thermal Science (4)

Properties of pure substances; First Law for Closed Systems; First Law for Open Systems; Second Law; Heat Transfer; Psychrometry. Not to be held with 025.100. *Prerequisites:* A minimum grade of 60% in Pre-calculus Mathematics 40S, or the former Mathematics 40S (300), Physics 40S, and Chemistry 40S.

#### 130.118 Introduction to Electric Circuits (4)

Resistors; DC Circuits; Circuit Theorems and Analysis Methods; Energy Storage Elements; RC and RL Circuit Transient Response; Alternating Current Steady State Circuit Analysis; Power in AC Circuits. Corequisite: 136.171. Not to be held with 024.210. *Prerequisites:* A minimum grade of 60% in Pre-calculus Mathematics 40S, or the former Mathematics 40S (300), Physics 40S, and Chemistry 40S.

#### 130.135 Engineering Statics (4)

Statics of Particles; Rigid Bodies, Equilibrium of Rigid Bodies; Analysis of Structures; Distributed Forces. Not to be held with 023.135. *Prerequisites:* A minimum grade of 60% in Pre-calculus Mathematics 40S, or the former Mathematics 40S (300), Physics 40S, and Chemistry 40S.

#### 130.140 Engineering Design (4)

The Creative Process; The Design Process; Working in a Team; Drawing, Sketching and Drafting; Descriptive Geometry; Design Studio; Graphics Tutorials. *Prerequisites:* A minimum grade of 60% in Pre-calculus Mathematics 40S, or the former Mathematics 40S (300), Physics 40S, and Chemistry 40S.

**NET CHANGE IN CREDIT HOURS:**

**0**

### Biosystems Engineering

Courses to be introduced:

#### 034.4XX Management of By-Products from Animal Production

**+4**

Topics covered include solid and liquid manure, manure characteristics, manure collection, storage, land application and utilization, biological treatment, design of equipment and facilities for manure handling. Environment issues, such as odour and water pollution associated with manure management will also be discussed. *Prerequisites:* 023.279 or 025.226.

#### 034.4WM Design of Water Management Systems

**+4**

To introduce the basic theoretical principles in the design of irrigation and drainage systems. Topics covered include the determination of irrigation depth and interval, evapotranspiration, measurement and analysis of precipitation, design of sprinkler and drip irrigation systems, selection of pumps, surface and subsurface drainage design, water quality issues, salinity management, and the environmental impact of water management practices. (Not to be held with 34.418 and 34.412) Co-requisite 40.406.

#### 034.4XY Design of Assistive Technology Devices

**+4**

Application and design of technology for individuals with disabilities; emphasizing the development of the requisite knowledge, skills, and attitudes to evaluate, design, and implement client-centred assistive technology. A multi-disciplinary approach to learning and applying knowledge will be emphasized with engineering and medical rehabilitation students collaborating on a design project. *Prerequisite:* 065.220

## Courses to be deleted:

034.457	Manure Management	-4
034.412	Drainage Systems Design	-4
034.418	Irrigation Systems Design	-4

**NET CHANGE IN CREDIT HOURS:** 0

**Electrical and Computer Engineering**

## Courses to be introduced:

024.4xx      Simulation and Modeling (3-1.5:0-0)      +4  
 Monte Carlo Methods, random processes, simulation of complex systems in the design of computer systems. Use of statistical interference and measures of performance in hardware and software systems. *Prerequisites:* 005.222 or the former 005.250 and 074.214 or the former 074.206.

024.4xx      Parallel Processing (3-1.5:0-0)      +4  
 Classification of parallel processors, SIMD vs. MIMD, multiprocessing Vs parallel processing, interconnection topology, communications, and node complexity, pipelining and vector processors, array processors, connection machines, multiprocessors, data flow and VLSI algorithmic machines. *Prerequisites:* 024.376 and 074.214 or the former 074.206.

## Courses to be modified:

024.377 Digital Systems Design 2 (3-1.5:0-0) 4  
 Executable system specification and a methodology for system partitioning and refinement into system-level components. Models and architectures, specification languages, translation to an HDL, system partitioning, design quality estimation, specification refinement into synthesizable models. *Prerequisite:* 024.424 and 136.312.

024.424      Microprocessor Interfacing (3-1.5:0-0)4  
 Interfacing of microcomputers to the external world: interfacing of I/O devices with minimum hardware and software; data acquisition with and without microprocessors; data communication, transmission and logging with small computers. *Prerequisites:* 024.216 and 24.361.

## Courses to be deleted:

024.446	Parallel Processing	-3
024.447	Simulation and Modelling	-3

**NET CHANGE IN CREDIT HOURS:** +2

**Mechanical and Industrial Engineering**

## Program Change:

That 025.342 Vibrations and Acoustics (4 credit hours) be added as a core course in the Aerospace Option.

**Faculty of Human Ecology****Human Nutritional Sciences**

Course to be modified:

**30.334      Food Service Management Systems (3)**

Cost control principles and techniques as applied to food service management, including basic accounting principles, interpretation of financial statements and human resource management. *Prerequisites* 030.120 and 027.203 or 27.207 or 27.208. Not to be held with the former 030.318.

Program Change:

That the degree requirements for the Human Nutritional Sciences program be changed from requiring 17.120 Introduction to Psychology to allow any six credits of either psychology or sociology, or combination of the two areas.

**NET CHANGE IN CREDIT HOURS:**

0

**Faculty of Law**

Courses to be introduced:

045.3AA      Crime, Law and Society (3-0:0-0) or (0-0:3-0) or (2-0:1-0) or (1-0:2-0)      +3

A study of various social problems in legal and sociological perspectives with emphasis on criminal law and the administration of criminal justice. Topics may include police discretion, preventive detention, plea bargaining, sentencing theory and practice in correction, drug abuse and the mentally ill.

045.3AB      Charter Issues in Criminal Law (3-0:0-0) or (0-0:3-0) or (2-0:1-0) or (1-0:2-0)      +3

The rules of Criminal Procedure and principles underlying and unifying such rules with a particular emphasis on the effect of the Charter of Rights and Freedoms on those rules.

Courses to be deleted:

045.313      Crime, Law and Society      -3

045.395      Criminal Procedure      -3

**NET CHANGE IN CREDIT HOURS:**

0

**Faculty of Management**

**Accounting and Finance**

Courses to be modified:

009.350      Database Management and Systems (3)

This course is designed for students who are interested in learning how to design, develop and maintain databases. Students will be introduced to methodologies to design their systems and then implement them using currently popular end user tools. *Prerequisites:* 009.351 and 074.101 as a corequisite.

009.351      Systems Analysis & Design (3)

This course is designed for students who are interested in developing information systems. Working in teams, students will learn how to employ methodologies, techniques and popular end user tools to design and implement a functioning business information system. *Prerequisites:* 9.200 C+.

**School of Music**



## Courses to be introduced:

033.3CC      Orchestration      +3  
 A study of the technical capabilities and tonal characteristics of orchestral instruments, as well as practical scoring and arranging for various groups from chamber to full orchestra and band. Prerequisite: 033.212 or consent of the School of Music. Required course for composition majors.

033.4AB      French Diction and Repertoire      +3  
 Specialized instruction in French diction, translation and transcription using the International Phonetic Alphabet, with direct application to performance activities in French vocal repertoire.  
 This course will be rotated on a three-year cycle with 033.4AD and 033.4AA.

033.4AD      Italian Diction and Repertoire      +3  
 Specialized instruction in Italian diction, translation and transcription using the International Phonetic Alphabet, with direct application to performance activities in Italian vocal repertoire. This course will be rotated on a three-year cycle with 033.4AB and 033.4AA

033.4AA      German Diction and Repertoire      +3  
 Specialized instruction in German diction, translation and transcription using the International Phonetic Alphabet, with direct application to performance activities in German Vocal repertoire.  
 This course will be rotated on a three-year cycle with 033.4AD and 033.4AB

033.445      Vocal Pedagogy      +3  
 An exploration of the foundations of the singer's art and craft, including the physical nature of the singing voice, stages of development, and various national, historical, and individual pedagogical approaches to the teaching of singing. Required course for voice majors in Performance and General concentrations.

## Courses to be deleted:

033.442	Diction for Singers	(effective 05R)	-3
033.363	Music Theory 5	(effective 05R)	-3

## Course to be modified:

033.446      Pedagogy and Repertoire (3)  
 A consideration of approaches to the teaching of style and technique, through an examination of the repertoire for the student's major practical study. Required course for organ and piano majors in Performance and General concentrations.

**NET CHANGE IN CREDIT HOURS:**      +9

Faculty of Physical Education and Recreation Studies

## Courses to be deleted:

057.140 -3, 057.240-3, 057.253 -3, 057.254 -3, 057.302 -12, 057.303 -3, 057.353 -1, 057.385 -3,  
 057.386 -3, 057.387 -3, 057.401 -3, 057.402 -3, 057.403 -3, 057.404 -3, 057.431 -3, 057.432 -3,  
 057.433 -3, 057.434 -3, 057.438 -3, 057.447-3, 057.481 -3

**NET CHANGE IN CREDIT HOURS:**      -70

## Faculty of Science

### Computer Science

Program Change to the Computer Science Honours Cooperative Option Regulation: [new part in bold]

Students should note that the course and grade requirements for the Cooperative Option are the same as that of the regular Honours program but the assessment of a Sessional Grade Point Average is computed differently. To continue in the Honours Cooperative program, i.e., to proceed from Year 3 to Year 4, and to complete Year 4 of the Honours Cooperative program successfully, a student must have a Grade Point Average of 2.50 on the combined 3A and 3B academic terms (24 credit hours) in Year 3 and on the combined 4A and 4B academic terms (24 credit hours) in Year 4, and in addition, must have a 3.00 cumulative Grade Point Average. An assessment of a student's sessional Grade Point Average will only take place if two academic terms containing a minimum of 24 credit hours have been completed since the last assessment. **REMINDER: Students must complete at least 24 CH per Regular Session to remain in the Honours program.**

**In addition to the above, assessment will take place not only on the combined A and B academic terms, that is, the academic terms for each of Year 3 and Year 4, but also on the student's combined course load. Over the combined 3A and 3B, and the combined 4A and 4B academic terms, students must complete 80% of a course load per session (not necessarily 80% of a course load per term).**

Transition Period:

The new regulation will be effective immediately.

**NET CHANGE IN CREDIT HOURS:**

0

### Mathematics

Course to be modified:

136.375      Calculus 4 (6)

Uniform convergence of series and integrals. Transformations, inverse and implicit function theorems. Vector analysis including Green's and Stokes' theorems. May not be used in an Honours program. Not to be held with 136.376 (or the former 013.340) or the former 013.332. *Prerequisites:* 136.230 (or the former 013.246), 136.270 (or the former 013.239), 136.271 (or the former 013.249), or consent of the instructor.

Courses to be placed on the "Not Currently Offered" List:

136.100	College Mathematics with Applications (3)L
136.201	Mathematical Modelling without Calculus (3)
136.205	Number Systems and Geometry with Applications (6)
136.206	Introduction to Algebraic Structures (6)
136.320	Set Theory and Logic (3)
136.321	Topology (3)

**NET CHANGE IN CREDIT HOURS:**

0

**SENATE COMMITTEE ON CURRICULUM AND COURSE CHANGES**

**UNDERGRADUATE TIMETABLE - 2003-2004**

Note: There are three separate timetables for submission of new undergraduate programs and curriculum and course changes.

1. Timetable for submission of curriculum and course changes with inter-faculty resource implications.
2. Timetable for submission of curriculum and course changes without resource implications.
3. Procedures and Timetable for submission of new undergraduate programs with or without additional funding.

1. Timetable for submission of curriculum and course changes with inter-faculty resource implications

---

Department and Faculty Council meetings with respect to proposed changes in curriculum and courses with inter-faculty resource implications.

Faculty decisions reached on curriculum and course changes.

FRIDAY, August 29, 2003

Information on all proposed course changes forwarded to University Secretariat for consideration by SCCCC. After initial screening, submissions in which possible overlap could exist are forwarded to all interested parties and to SPPC for assessment against proposed new programs. If no objections are received by Friday, September 5, 2003, assent will be assumed.

THURSDAY, October 2, 2003

SPPC provides listing of all courses with resource implications for Senate Executive agenda of October 15, 2003 for debate at the November 5, 2003 meeting of Senate.

WEDNESDAY, October 15, 2003

Meeting of Senate Executive - consideration of course changes with resource implications.

WEDNESDAY, November 5, 2003

Meeting of Senate.

2. Timetable for submission of curriculum and course changes without resource implications

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Department and Faculty Council meetings with respect to proposed changes in curriculum and courses, excluding proposed new programs.

Faculty decisions reached on curriculum and course changes.

FRIDAY, September 26, 2003

Information on all proposed course changes forwarded to University Secretariat for consideration by SCCCC. After initial screening, submissions in which possible overlap could exist are forwarded to all interested parties. If no objections are received by Thursday, October 9, 2003, assent will be assumed.

FRIDAY, October 10, 2003

All faculty comments received by SCCCC.

FRIDAY, November 7, 2003

SCCCC completes deliberations on all proposed course and curriculum changes - preparation of report to Senate.

THURSDAY, November 20, 2003

Agenda sent to printers.

WEDNESDAY, December 3, 2003

Meeting of Senate.

**NOTE: Faculties and Schools whose course change proposals involve an increase of more than nine credit hours in any department shall submit such course change proposals to the Senate Planning and Priorities Committee at the same time as to the Senate Committee on Curriculum and Course Changes.**

Note: Faculties and Schools whose courses are offered at Approved Teaching Centres are asked to ensure that the teaching centres are apprised of approved course changes.

FRIDAY, February 27, 2004

Information on all proposed minor course changes forwarded to University Secretariat for consideration by SCCCC.

THURSDAY, April 22, 2004

Agenda sent to printers.

WEDNESDAY, May 12, 2004

Meeting of Senate.

### 3. Procedures and timetable for submission of new undergraduate programs with or without additional funding

Note: As of April 1, 1997, the Universities Grants Commission has been replaced by the Council on Post-Secondary Education, which has now formulated its own rules of procedure, as follows. These procedures are also available in electronic format (See Policy #413 *Council on Post-Secondary Education: Program Approval Process* in the Policy and Procedure Manual).

- (1) Faculty/School Councils recommend the forwarding of a Statement of Intent.
- (2) Dean/Director forwards to the Vice-President (Academic) and Provost a draft Statement of Intent having the content and format required by the Council on Post-Secondary Education (COPSE) as described in the *Program Approval Process: Policies and Procedures* - January 1998.
- (3) The Vice-President (Academic) and Provost reaches decision on Statement of Intent.
- (4) The President, after receiving the advice of the Vice-President (Academic) and Provost, transmits a formal Statement of Intent to the Council, a copy of which is provided to Senate for its information.
- (5) Upon COPSE response to the Statement of Intent, the Faculty/School Council develops a formal proposal as outlined in Appendix B of the *COPSE Program Approval Process: Policies and Procedures* (January 1998), for approval of Council.
  - (a) Where appropriate, the Vice-President (Academic) and Provost will make arrangements so that the formal proposal includes an external assessment.
- (6) Approved program forwarded to the University Secretariat for distribution to SCCCC and SPPC.

At the February 6, 1979 meeting of Senate, the following recommendations were approved:

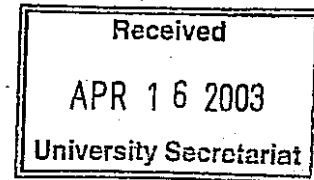
- (a) Submissions for new programs from Faculties and Schools must contain statements from the Directors of Student Records, Admissions, Computer Services, the Instructional Media Centre, and the Director of Libraries regarding possible resource implications which are not immediately apparent;
  - (b) Before any new program is listed in the *Calendar*, or otherwise published as available, the budgeting faculty or school concerned must provide the Vice-President (Academic) and Provost with satisfactory information about implementation of the program.
- (7) Comments to be received by SCCCC on all new programs from interested faculties and schools within one month following distribution of proposed programs by the University Secretariat.

- (8) Within one-and-a-half months of the formal proposal for a new program<sup>1</sup> being submitted to the University Secretariat, SCCCC completes deliberations on new program and formulates recommendations to Senate for inclusion in the next Senate Executive agenda.
- (9) Meeting of Senate Executive to consider SCCCC's recommendations and SPPC's assessment.
- (10) Meeting of Senate - consideration of Senate Executive recommendations on the new program(s).
- (11) When Senate has approved a proposal, it is forwarded to the Academic Affairs Committee and then to the Board of Governors.
- (12) Once the proposal has been approved by the Board of Governors, it is forwarded to the Council on Post-Secondary Education.
- (13) Any new program will be implemented only when the Vice-President (Academic) and Provost is convinced that sufficient financial resources are in place.

S:\REPORTS AND SUBMISSIONS\SenateFourCs\Timelines\Timetable03-04.wpd

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<sup>1</sup> NOTE: While SCCCC is willing to consider new proposals as quickly as possible, its responsibility for processing course and curriculum changes in existing programs will limit its ability to act quickly on its consideration of new program proposals from October to December or during customary vacation periods.

Report of the Senate Committee on Awards respecting AwardsPreamble

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 March 31, 2003, SCOA reviewed two new awards offers and four 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 two new awards, four award amendments as set out in Appendix "A" of the Report of the Senate Committee on Awards (dated March 31, 2003). These award decisions comply with the published guidelines of November 3, 1999, and are reported to Senate for information.

Respectfully submitted,

*Diana Andrie (for)*

Professor R. Baydack, Chair  
Senate Committee on Awards



APPENDIX "A"

## OFFERS

**THE ROD MACKENZIE INTERNATIONAL STUDENT EXCHANGE PROGRAM  
TRAVEL AWARD**

The Rod MacKenzie International Student Exchange Program Travel Award has been established in memory of Roderick Andrew MacKenzie, who was a student in the I.H. Asper School of Business when he suddenly passed away shortly before his graduation in 2002. During his program of studies, Rod MacKenzie's international travel experiences added immensely to his learning and personal development. His family and friends wish to sponsor an award that encourages business students to engage in learning experiences beyond the classroom, particularly those of an international nature.

One award valued at \$1,000 will be offered annually. The award will be funded by the D. Elaine Anderson Foundation, Inc. The award will be made subsequent to the selection of students who will participate in the International Student Exchange Program (normally in January-February). The award will be tenable for the following academic year during their exchange term or terms.

The award will be offered to a student who:

- (1) is enrolled as a full-time student in the I.H. Asper School of Business;
- (2) has been accepted into the School's International Student Exchange Program;

Criteria for establishing the ranking of students will include:

- (1) cumulative grade point average (a minimum of 3.0 is required to apply to the program);
- (2) demonstrated leadership abilities
- (3) demonstrated involvement in extra-curricular activities either on or off-campus.

The Selection Committee will include the Dean of the I.H. Asper School of Business (or designate), the Coordinator of the International Student Exchange Program, and at least one member from the MacKenzie family.

An alternate will be selected (but not announced) in the event that the recipient is unable to fulfill the commitment to participate in the International Student Exchange Program.

**THE DAVID ASPER BURSARY FOR BISON FOOTBALL**

Mr. David Asper has established a fund of \$50,000 at The University of Manitoba to provide four bursaries for Bison Football players in any year of study. Ninety per cent of the annual available income will be used to support the awards and the remaining ten percent will be reinvested into the capital of the fund. Four bursaries of equal value will be offered to students who:

- (1) are Canadian citizens or permanent residents;
- (2) are enrolled full-time in any program at the University of Manitoba (including Continuing Education);
- (3) have achieved a minimum grade point average of 2.0 (or equivalent) on the work of the previous full year or if entering from high school a minimum average of 70 percent on the required high school entrance courses;
- (4) have demonstrated athletic ability in football as determined by the selection committee
- (5) have demonstrated financial need on the standard University of Manitoba bursary application form.

The selection committee shall be named by the Dean of the Faculty of Physical Education and Recreation Studies and shall include the Head Coach of the Bison Football team and Mr. David Asper (or designate).

(The terms of this award will be reviewed annually against the Canadian Interuniversity Sport (CIS) Criteria governing University Academic Scholarships with an Athletic component, currently numbered C.5 in the CIS Operations Manual).

## AMENDMENTS

### THE NORMA E. WATTS WALKER AWARD

This award in the Faculty of Human Ecology shall undergo an amendment due to changes in the Department of Family Studies program. The scholarship is currently offered to a student or students in the Child Studies minor in the Faculty of Human Ecology. Under the amended terms the offer will be made to a student or students in the Child and Adolescent Option in the Faculty of Human Ecology.

### MARGARET H. TYLER AWARD IN MUSIC

The terms of reference for this award in the School of Music currently state that one award valued at the available annual interest will be offered to a student each year. Due to the significant amount of interest being generated by this endowment fund, the terms will be amended so that multiple awards can be offered to students each year. The number and value of awards will be determined at the discretion of the selection committee.

### DR. DONALD PATERSON MEMORIAL FUND

The value of this award in the Faculty of Medicine shall be increased to \$1,000 (from \$500). It will be left to the discretion of the selection committee to offer either one award of \$1,000 to two awards of \$500.

**DR. FRANK HECHTER AWARD**

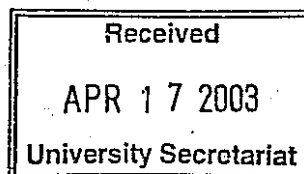
The terms of reference for this award in the Faculty of Dentistry will undergo several amendments. The award is currently offered to the student who attains highest standing in Clinical Orthodontics in third year Dentistry. The earnings on the fund will now support an award to be offered to a student entering the second year of the program in the Faculty of Dentistry who demonstrates financial need on the standard University of Manitoba bursary application form. The selection committee shall be the Scholarship Committee of the Faculty of Dentistry. Finally, the name of the award shall be amended to the SUE AND FRANK HECHTER BURSARY.



UNIVERSITY  
OF MANITOBA

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OFFICE OF THE  
VICE-PRESIDENT (RESEARCH)



204 Administration Building  
Winnipeg, Manitoba  
Canada R3T 2N2  
Telephone (204) 474-9404  
Fax (204) 474-7568  
[www.umanitoba.ca/vpresearch](http://www.umanitoba.ca/vpresearch)

April 14, 2003

TO: Ms Bev Sawicki, University Secretary

FROM: Joanne C. Keselman, Vice-President (Research) and  
Chair, Senate Committee on University Research (SCUR)

SUBJECT: Notification to Senate

Policy 1405, *Research Centres, Institutes, and Groups*, section 3.4, Procedures for Establishing Research Groups, states that "the official recognition and designation of a research group is at the approval of the Vice-President (Research), normally on the recommendation of the department head (where applicable) and dean/director."

Accordingly, the Dean of Medicine had forwarded a recommendation for the establishment of the Psychiatric Neuroimaging Research Group to me as Vice-President (Research). I subsequently reviewed and approved the proposal and informed members of SCUR at the March 12, 2003 meeting of the formation of the research group.

As Chair of SCUR, I am now requesting that Senate be informed of the establishment of the Psychiatric Neuroimaging Research Group.

Please contact me should you require further information. A copy of the proposal for the research group is attached for your information.

JCK/tt

Encl.

c.c. Dr. Digvir Jayas, Associate Vice-President (Research)  
Dr. Brian Hennen, Dean, Faculty of Medicine  
Dr. Patrick Choy, Associate Dean (Research), Faculty of Medicine  
Dr. Samia Barakat, Professor and Head, Department of Psychiatry  
Dr. Jeff Reiss, Associate Professor, Department of Psychiatry



UNIVERSITY  
OF MANITOBA

42  
Faculty of Medicine

Office of the Dean  
753 McDermot Avenue  
Winnipeg, Manitoba  
Canada R3E 0W3  
Telephone (204) 789-3557  
Fax (204) 789-3928

July 1, 2002

To: Dr. Joanne Keselman  
Vice-President (Research)

From: Dr. Brian Hennen  
Dean

UNIVERSITY OF MANITOBA

JUL 02 2002

OFFICE OF THE VICE-PRESIDENT (RESEARCH)

Re: Psychiatric Neuroimaging Research Group Proposal

On behalf of Dr. Jeff Reiss, I am submitting a proposal for the establishment of the Psychiatric Neuroimaging Research Group in the Faculty of Medicine, in accordance with University Policy 1405.

The Psychiatric Neuroimaging Research Group will be based within the Department of Psychiatry, although by the nature of the research, will include other specialists in Radiology, Neurology, Neurosurgery, and Medical Physics. The list of full members and associate members has been carefully documented in the proposal. The proposal has the enthusiastic support of Dr. Samia Barakat, Head of Psychiatry.

Psychiatric neuroimaging using functional magnetic resonance imaging and other techniques has been listed as an emerging area of research excellence in our strategic research plan last year. The formal establishment of this research group will enhance the ability of group members to produce high quality, innovative and collaborative research in the field of psychiatric neuroimaging. I support this proposal enthusiastically and without reservation.

c.c. Dr. Patrick Choy, Associate Dean (Research)  
Dr. Samia Barakat, Professor and Head, Department of Psychiatry  
Dr. Jeff Reiss, Associate Professor, Department of Psychiatry



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UNIVERSITY  
OF MANITOBA

Faculty of Medicine

June 3, 2002

Department of Psychiatry  
771 Bannatyne Avenue  
Winnipeg, Manitoba  
Canada R3E 3N4

Dr. Brian Hennen  
Dean, Faculty of Medicine  
Room A101, Chown Building  
University of Manitoba

Dear Dean Hennen,

re: Psychiatric Neuroimaging Research Group Proposal

Enclosed please find a description of the proposed Psychiatric Neuroimaging Research Group, drafted by Dr. Reiss, in accordance with University Policy 1405.

To date, these faculty members have been actively pursuing individual projects and establishing a cohesive program. The recent acquisition of additional MRI research resources will provide significant opportunities for our researchers. Collaborations with researchers from the National Research Council - Institute for Biodiagnostics, as well as with other medical researchers within and outside of the Faculty of Medicine are in progress. The Research Group, as it is initially proposed, will have representation from the Department of Radiology, and from Neuroscience, Medical Physics, Physical Chemistry, as well as with Psychiatric Researchers from the University of California San Diego. I am in full support of the formation of a formally recognized research group, as recommended by Dr. Choy, so as to enhance their success in producing high quality innovative research in the field of Psychiatric Neuroimaging.

Continued space will be made available for the conduct of Psychiatric Neuroimaging Research. As well, full members of the research group within the Department of Psychiatry will have dedicated time allocated to the conduct of the research. The recovery of indirect costs associated with contract research will be done in accordance with University and Hospital policies.

At this time, your support to the formation of the Psychiatric Neuroimaging Research Group is being sought, preceding the final determination of the Vice President (Research) and External Programs to grant research group status.

Thank you for your consideration.

Sincerely,

Samia Barakat, MD, FRCPC  
Professor and Head

## PSYCHIATRIC NEUROIMAGING RESEARCH GROUP PROPOSAL

### 1. Name of Research Group

Psychiatric Neuroimaging Research Group

### 2. Objectives and Rationale for Formation of the Research Group

- (1) To produce high quality, innovative research in the field of psychiatric neuroimaging using functional magnetic resonance imaging and other techniques.
- (2) That the results of the aforementioned research be ultimately used to enhance the healthcare of Manitobans and others with psychiatric illness.
- (3) To provide a focussed forum to bring together scholars from both within Psychiatry and different disciplines for the purpose of conducting psychiatric neuroimaging research.
- (4) To promote and maintain a higher level of research productivity than could be accomplished by individuals working in isolation.
- (5) To foster the training of future researchers in the interdisciplinary areas of neuroimaging research.
- (6) To better attract post-doctoral and residency fellows, visiting professors, and other scholars.
- (7) To further accelerate local growth in the biotechnology field, with the corresponding economic and other advantages associated with this development.
- (8) To enhance the cooperation and collaboration with other researchers at the National Research Council - Institute for Biodiagnostics and other universities/institutions.
- (9) To increase the likelihood of success in competition for external grant funding.
- (10) To establish the legitimacy of the Psychiatric Neuroimaging Research Group both within and outside of the University of Manitoba.

The establishment for the Psychiatric Neuroimaging Research Group will not in any way detract from existing academic programs.

### 3. Description of the Constitution of the Research Group

- (a) The Psychiatric Neuroimaging Research Group will be based within the Department of Psychiatry, although by the nature of the research, will (potentially) include other specialists in Radiology, Neurology, Neurosurgery, etc., as well as other researchers in Neurosciences, Neuropsychology, Medical Physics and

Physical Chemistry. Membership categories will include: Member, Associate Member and Student/Research Assistant.

- (b) Full membership will require the individual to have a substantial dedication to the psychiatric neuroimaging research program and its goals and objectives.

Associate membership will be extended to individuals having involvement or collaboration on particular or limited projects.

Student or Research Assistant status within the research group is self-explanatory.

- (c) Through its Director, The Psychiatric Neuroimaging Research Group will report to the Head of the Department of Psychiatry, who in turn reports to the Dean of the Faculty of Medicine. Through the Department of Psychiatry, Director of Research, an annual report including the work of the Psychiatric Neuroimaging Research Group will be broadly disseminated.
- (d) The workings of the Psychiatric Neuroimaging Research Group will be informally reviewed on a monthly basis with the Head of the Department of Psychiatry. Faculty of Medicine based reviewing requirements will be adhered to. A brief annual report will be made to the Vice-President, Research and ~~External Programs~~.

#### 4. List of Members

<b>Director</b>	Dr. Jeffrey Reiss, University of Manitoba
<b>Associate Director</b>	Dr. William Leslie, University of Manitoba
<b>Members</b>	Dr. Krisztina Malisza, National Research Council Dr. Joseph Polimeni, University of Manitoba Dr. Jitender Sareen, University of Manitoba Dr. Patrick Stroman, National Research Council Plus 2 additional members to be recruited
<b>Associate Members</b>	Dr. Mark Lander, University of Manitoba Dr. Kevin Kjernisted, University of Manitoba Dr. Martin Paulus, University of California San Diego Dr. Murray Stein, University of California San Diego
<b>Students/ Research Assistants</b>	Darren Campbell, University of Manitoba Brendon Foot, University of Manitoba Michael Hochman, University of Manitoba



SENATE MEMBERSHIP 2003-2004

(a)	President	Emőke Szathmáry	01.07.96
(b)	Chancellor	William Norrie	01.06.01
(c)	Vice-Presidents	Robert Kerr	01.07.02
		Michael McAdam	01.10.98
		Joanne Keselman	01.09.97
		Elaine Goldie	01.04.01
(d)	Deans of Faculties		
	Agricultural & Food Sciences	Harold Bjarnason	01.07.99
	Architecture	David Witty	01.08.01
	Arts	Robert O'Kell	01.07.99
	Dentistry	Johann deVries	01.10.98
	Education	John Wiens	01.08.01
	Engineering	Doug Ruth	01.07.99
	Environment	Wendy Dahlgren (Interim)	01.07.02
	Graduate Studies	Tony Secco (Acting)	01.07.02
	Human Ecology	Ranjana Bird	01.07.00
	Law	Harvey Sector	01.07.99
	Management	Jerry Gray	01.01.96
	Medicine	Brian Hennen	01.07.99
	Nursing	David Gregory	01.09.98
	Pharmacy	David Collins	01.07.99
	Phys Ed & Rec Studies	Dennis Hrycaiko	01.04.97
	Science	Jim Jamieson	01.08.94
	Social Work	Don Fuchs	01.07.92
(e)	Directors of Schools		
	Art	Dale Amundson	01.07.93
	Music	Dale Lonis	01.07.01
(f)	Dean, Continuing Education	Anne Percival	15.11.99
(g)	Director, Libraries	Carolynne Presser	01.10.90
(h)	Vice-Provost (Student Affairs)	Dave Morphy	01.10.82
(i)	Heads of Constituent or Member Colleges		
	St. John's College	Janet Hoskins	01.07.97
	St. Paul's College	John Stapleton	01.07.95
	University College	Eugene Walz	01.09.97
(j)	Vice-Deans of Arts and Science		

(k)	Appointed by the Board of Governors	Vanaja Dhruvarajan	01.07.01-30.06.05
		Gerald Dureault	01.07.01-30.06.05
(l)	President of UMSU	Shawn Alwis	01.05.03-30.04.04
(m)	Appointed by Alumni Association	TBA	01.06.02-31.05.03
		TBA	01.06.02-31.05.03
(n)	Members-at-large		
(o)	Elected by Faculty and School Councils (R=Re-elected)		
	Agricultural & Food Sciences	Bernie Dronzek (R)	01.06.03-31.05.06
		Gary Crow	01.06.01-31.05.04
		Rene van Acker (R)	01.11.02-31.05.05
	Architecture	Nada Subotincic	01.06.02-31.05.05
		Alan Tate (R)	01.06.03-31.05.06
	Art	Ted Howorth (R)	01.06.02-31.05.05
	Arts	Timothy Anna	01.06.02-31.05.05
		Robert Bright	01.06.01-31.05.04
		Judith Owens	01.06.03-31.05.06
		Mark Gabbert (R)	01.06.03-31.05.06
		Tammy Ivanco	01.06.03-31.05.06
		Jill Oakes	01.01.03-31.05.06
		Barbara Payne (R)	01.06.03-31.05.06
		G.N. Ramu	01.06.02-31.05.05
		Mary Kuzmieniuk (R)	01.06.03-31.05.06
		John Whiteley	01.01.03-31.05.04
	Continuing Education Division, Counseling Services & Natural Resources Institute	Hannah Friesen	01.06.01-31.05.04
		Lori Wallace (R)	01.06.03-31.05.06
	Dentistry	Amazis Louka	01.06.01-31.05.04
		William Christie(R)	01.06.99-31.05.05
	Education	John Long (R)	01.06.01-31.05.04
		James Welsh	01.01.03-30.06.03
		(* replaces Lynn Taylor(R))	01.06.02-31.05.05
	Engineering	Udaya Annakkage	01.06.02-31.05.05
		Brian Stimpson (R)	01.06.02-31.05.05
		Douglas Strong	01.06.01-31.05.04

Human Ecology	Gustaaf Sevenhuysen	01.06.01-31.05.04
Law	John Irvine (R)	01.06.01-31.05.04
Libraries	Jan Horner	01.06.03-31.05.06
	Carol Steer	01.06.03-31.05.06
Management	Michele Bowring	01.06.01-31.05.04
	Charles Mossman (R)	01.06.02-31.05.05
Medicine	Judy Anderson (R)	01.06.03-31.05.06
	Sharon Bruce	01.06.02-31.05.05
	Pat Choy	01.06.01-31.05.04
	Kevin Coombs	01.06.03-31.05.06
	Juliette Cooper (R)	01.06.03-31.05.06
	Evelyn Forget	01.06.03-31.05.06
	Leslie Graff	01.06.01-31.05.04
	Cheryl Kristjanson	01.06.02-31.05.05
	Barbara Law	01.06.01-31.05.04
	Sora Ludwig	01.06.01-31.05.04
	Sabine Mai	01.06.03-31.05.06
	Grant McClarty (R)	01.06.01-31.05.04
	James Nagy	01.06.03-31.05.06
	Wes Palatnick	01.06.02-31.05.05
	Steven Pistorius	01.06.03-31.05.06
	Anju Sen	01.06.02-31.05.05
	Pawan Singal	01.06.01-31.05.04
	Donald Smyth (R)	01.06.01-31.05.04
	Maria Vrontakis	01.06.03-31.05.05
	Klaus Wrogemann (R)	01.06.01-31.05.04
	Peter Zaharadka	01.06.02-31.05.05
Music	Richard Burleson	01.06.02-31.05.05
Nursing	Sandy Gessler	01.06.01-31.05.04
	Bill Diehl-Jones	01.06.02-31.05.05
	Pamela Hawranik	01.06.02-31.05.05
Pharmacy	Keith Simons (R)	01.06.02-31.05.05
Phys Ed & Rec Studies	Kelly Mackay	01.01.03-31.05.05
	Gary Thompson	01.06.03-31.05.06
Science	Tom Berry	01.06.03-31.05.06
	Smiley Cheng	01.06.02-31.05.05
	David Punter	01.06.01-31.05.04
	Peter King* (R)	01.06.02-31.05.03
	(*replaces A.S. Secco)	(01.06.02-31.05.05)
	Phil Hultin	01.06.03-31.05.06
	Richard Sparling	01.06.02-31.05.05
	John van Rees (R)	01.06.03-31.05.06
	John Page (R)	01.06.03-31.05.06

Social Work

Len Kaminski (R)  
Len Spearman01.06.01-31.05.04  
01.01.02-31.05.05

(p) Heads of Affiliated Colleges

St. Andrew's College  
St. Boniface CollegeRoman Bozyk (Acting)  
Paul Ruest01.05.03  
10.08.81

(q) Deputy Minister of Education

Patricia Rowantree (designate - Dan Smith)

ELECTED BY THE STUDENTS (April 1, 2003 to March 31, 2004)

Agricultural & Food Sciences	TBA
Architecture	TBA
Art	TBA
Arts	TBA TBA TBA TBA
Dentistry	TBA
Education	Jason Dueck Ken Yost
Engineering	Graham Stewart
Graduate Studies	M. Mahmud Ahsan Shamsul Islam Aezeden Mohamed
Human Ecology	TBA
Law	Louay Alghoul
Management	Rochelle Jaramilla Ted Mariash
Medical Rehabilitation	Randy Bodnaryk
Medicine	TBA
Music	TBA
Nursing	TBA
Pharmacy	TBA
Phys Ed & Rec Studies	TBA
Science	Omolayo Famuyide Kunaal Jindal Maneesh Puri
Social Work	Maureen Feaver

ASSESSORS

Vice-Provost (Academic Affairs)	Karen Ogden (to June 30, 2003) Karen Grant (from June 30, 2003)
Vice-Provost (Programs)	Richard Lobdell
Associate Vice-President (Research)	Digvir Jayas
Associate Dean of Grad Studies	Vacant
Associate Dean of Continuing Education	Bill Kops
Chair of SPPC	Norman Halden
UMFA Representative	Betsy Troutt
St. Boniface College	Raymond Th��berge
Director of Admissions	Peter Dueck
Director of Student Records	Neil Marnoch
Natural Resources Institute	C. Emdad Haque
President, Canadian Mennonite Bible College	G. Gerbrandt
President, William & Catherine Booth College	Jonathan Raymond
Vice-President of UMSU	Erin Prosser (01.05.03-30.04.04)
President of Grad Students Association	Suzanne Ronald (01.05.03-30.04.04)
Director of University I	Bev Cameron
University 1 Students	Dharma Bhatt (01.11.02-31.10.03) Tanis Mitchell (01.11.02-31.10.03)

/jml

Monday, April 21, 2003

S:\COMMITTEE LISTS - BOG & SENATE\COMMITTEE LISTS\2003-2004\Senate\Senate membership03-04As at it  
should be at June 1 2003.wpd

April 15, 2003

Annual Report of the Senate Committee on Academic Computing

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Preamble

1. The terms of reference for the Senate Committee on Academic Computing are found in Section 8.9 of the *Senate Handbook* (revised 2000).
2. The Committee is charged with providing advice and recommendations to Senate on:
  - a) the University's general policies relating to the development and use of computing and networking in instruction and research;
  - b) prioritizing support for the development and delivery of computing and network services; and
  - c) computer services policies and their effect on faculty and students.

Observations

1. Members of the Committee for 2002-2003 were: Dr. D. Jayas (Associate Vice-President Research), Mr. G. Miller (Executive Director of Information Services & Technology), Ms. C. Presser (Director of Libraries Administration), Dean D. Fuchs (Social Work), Dean D. Collins (Pharmacy), Professor M. Doob (Science), Professor B. Luterbach (Management), Professor C. Donatelli (Arts), Professor D. Thomson (Engineering), Professor M. Brabston (Dentistry), Professor E. Scott (University Teaching Services), Mr. P. Tittenberger (Student), Mr. R. Riyaz (Student), Mr. A. Robertson (Student), Ms. L. Robbins (Student), Mr. D. Muller (Student) and Dr. R. Lobdell as Chair.
2. The Committee was involved in commenting on the IST white Paper "A Discussion Paper on Information Technology at the University of Manitoba".
3. The Committee also considered the role that the Senate Committee on Academic Computing should play and is currently reviewing its terms of reference to better assume the role that the Committee plays within the University Community.
4. The Committee discussed the issue of copyright of digital materials on University Websites, and subsequently Senate supported the proposal for a Digital Copyright Clearance Pilot Project.

Respectfully submitted,

Dr. R. Lobdell, Chair  
Senate Committee on Academic Computing.

/lrj

March 20, 2003

Annual Report of the Senate Committee on Academic Dress for 2002 -2003Preamble

The Terms of Reference for the Senate Committee on Academic Dress are found in the Senate Handbook (revised, 1993), page 10.4.

Observations

1. The membership of the Senate Committee on Academic Dress during the past year was as follows:

Prof. Dale Amundson, Chair  
Prof. L. Chalmers  
Mr. N. Marnoch  
Prof. L. Horne  
Ms. T. Desrochers  
Mr. M. Banman

2. The Senate Committee on Academic Dress met once during the reporting period to recommend to Senate hood colours for the following degrees:

Master of Music  
Master of Occupational Therapy  
Bachelor of Medical Rehabilitation (Respiratory Therapy)

3. The Committee expects to make recommendations on hood colours for the following degrees in the coming year:

Bachelor of Science in Dental Hygiene  
Bachelor of Allied Health Science (Radiation Therapy)  
Bachelor of Environmental Science  
Bachelor of Environmental Studies

Respectfully submitted,

D. Amundson, Chair

Senate Committee on Academic Dress



March 4, 2003

**Annual Report of the Senate Committee on Academic Review**

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**Preamble**

The Terms of Reference for the Senate Committee on Academic Review were not revised in the 2002-2003 year; the terms of reference are found in Section 8.13 of the online *Senate Handbook*.

**Observations**

1. The membership of the Committee for 2002-2003 included: Dr. R. Lobdell, (Vice-Provost Programs), Dr. R. Kerr, (Vice-President Academic and Provost), Dr. A. Secco (Dean, Faculty of Graduate Studies), Dr. J. de Vries, (Dean, Faculty of Dentistry), Dr. D. Witty, (Dean, Faculty of Architecture), Mr. G. Ramos, (student member of Senate), Mr. M. Singh (student member of Senate), Prof. J. Van Rees, (Science), Prof. B. Dronzek (Agricultural and Food Sciences).
2. The Committee met once during the reporting period concerning the feasibility of Undergraduate Program Reviews.

Respectfully submitted,

Richard Lobdell, Chair  
Senate Committee on Academic Review

/cpk

ANNUAL REPORT OF THE  
SENATE COMMITTEE ON ADMISSIONS (SCADM)  
FOR THE YEAR FROM MAY 1, 2002 TO APRIL 30, 2003

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

Subsequent to the 2002 annual report, the committee met on May 14, 2002, September 30, 2002, and February 25, 2003. The following matters were addressed by the Committee:

1. Faculty of Human Ecology – An amendment to the minimum entrance requirements for Human Ecology was reviewed. The proposal would require applicants to present six credit hours each from Arts and Science plus 12 to 18 credit hours of other University 1 courses, leaving any outstanding University 1 requirements to be completed as part of the Human Ecology degree program. Approved by SCADM on May 14, 2002 and by Senate on June 26, 2002.
2. University 1 – An amendment to the 'specific subject and performance requirements' for applicants to University 1 was reviewed. In addition to the two admission options now in existence, a third option was proposed that would allow admission to students who are able to demonstrate academic excellence in a balanced program which does not include the English or mathematics courses required in the other two options. This option would require the applicant to present a minimum average of 80 percent (or equivalent) in three courses chosen from a list of five different subject areas. Approved by SCADM on May 14, 2002 and by Senate on June 26, 2002.
3. University 1 – In light of changes to the Ontario high school curriculum, new specific subject entrance requirements for applicants from Ontario high schools were proposed. Under these new guidelines, Ontario applicants would be required to present passing grades in six Grade 12 'U' or 'U/C' courses and meet the specific subject and performance requirements of University 1 with (a) a minimum of 60 percent in any Grade 12 'U' English (or French) course, and (b) a passing grade in any Grade 12 'U' or 'C' (or Grade 11 'U') mathematics course, and (c) an average of at least 63 percent on six 'U' or 'U/C' courses. Approved by SCADM on May 14, 2002 and by Senate on June 26, 2002.
4. Pharmacy – The Faculty of Pharmacy proposed a revision to the weighting of the overall ranking criteria used for admission selection, eliminating the use of the 'personal profile evaluation' and leaving the 'adjusted grade point average' (AGPA) with a weighting of 70 percent and the 'written essay and problem-solving exercise' with a weighting of 30 percent. Approved by SCADM on September 30, 2002 and by Senate on December 4, 2002.
5. Pharmacy – The Faculty of Pharmacy proposed new wording for its policy concerning repeated attempts of core courses used for admission selection. In the new wording, "if a course has been repeated once, the higher grade will be used in calculating the core GPA, and if a course has been repeated more than once, then the grades for all of the attempts will be averaged." Approved by SCADM on September 9, 2002 and by Senate on December 4, 2002.

6. Education – The removal of the breadth requirement for admission to the After-Degree B.ED was proposed. The breadth requirement called for applicants to present 24 credit hours consisting of at least three credit hours from each of written English and mathematics plus another nine credit hours from each of (a) the humanities and social sciences and (b) natural sciences and mathematics or statistics. Approved by SCADM on September 9, 2002 and by Senate on December 4, 2002.
7. School of Medical Rehabilitation – Admission requirements for the Bachelor of Allied Health Science in Radiation Therapy (BAHSc-RTT) were proposed for a September 2003 intake. Approved by SCADM on September 9, 2002 and by Senate on December 4, 2002.
8. Faculty of Environment – 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) were proposed for a September 2003 intake. Approved by SCADM on February 25, 2003 and by Senate on April 2, 2003.
9. Faculty of Nursing – Amended criteria were proposed for the 'special consideration category' to allow for the consideration of applicants from Aboriginal populations of Canada and the University of Manitoba Nursing Access Program at the Fort Garry and Brandon sites. Approved by SCADM on February 25, 2003 and by Senate on April 2, 2003.
10. School of Medical Rehabilitation – The Department of Physical Therapy proposed numerous changes to its admission criteria. These included clarifying its minimum academic admission standards, allowing for the substitution of human anatomy and physiology for introductory biology, 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. Approved by SCADM on February 25, 2003 and by Senate on April 2, 2003.
11. Faculty of Education – Three amendments were proposed to the admission requirements for the Bachelor of Education program. These included a slight modification to the scoring scheme used in the admission selection process, a clarification of how 'pass/fail' and Advanced Placement and International Baccalaureate '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. Approved by SCADM on February 25, 2003 and by Senate on April 2, 2003.

Respectfully submitted,

Dr. D.R. Morphy, Chair,  
Senate Committee on Admissions

2003.04.17

SENATE COMMITTEE ON ADMISSIONS (SCADM)  
 COMMITTEE LISTING  
 FOR THE YEAR FROM MAY 1, 2002 TO APRIL 30, 2003

Dr. Robert Kerr	Chair
Dr. David Morphy	Vice-Chair
Mr. Peter Dueck	Enrolment Services, Director
Mr. Gaurav Bhatt	Faculty of Science Student Representative
Professor Parshotam Dass	Faculty of Management
Dr. Dennis Hrycaiko	Faculty of Physical Education & Recreation Studies
Dr. John Wiens	Faculty of Education
Dr. Tom Nesmith	Faculty of Arts
Mr. Brian Okoth	Faculty of Arts Student Representative
Dr. John Whiteley	Faculty of Arts
Dr. John Perry	Faculty of Dentistry
Dr. Gordon Robinson	Faculty of Science
Dr. Lori Wallace	Distance Education
Ms. Sandra Gessler	Faculty of Nursing
Mr. Harpreet Singh	Faculty Management Student Representative
Dr. George Tabisz	Faculty of Science
Ms. Jane Lastra	Enrolment Services, Recording Secretary

Preamble

1. The terms of reference for the Senate Committee on Admission Appeals are found in Section 8.15 of the *Senate Handbook*.
2. The Committee is charged to hear and determine appeals from:
  - a) decisions of faculty and school Selection Committees;
  - b) administrative decisions affecting the admission process;
  - c) decisions related to the transfer of credit policy of the faculty/school; and
  - d) the possible granting of advance standing;
3. The Committee is to report to Senate on the determination of all appeals submitted to it; and recommend on any changes in admission policies and procedures which should be considered as a result of the appeal.

Observations

1. Members of the Committee for 2002-2003 were Dr. A. Gerhard (Science), Dr. J. Dean (Arts), Dr. M. Abrahams (Science), Dr. N. Fetterman (Human Ecology), Professor R. Burleson ( Music), Dr. A. Sloane-Seale ( Continuing Education), Professor P. Paterson (Music), Dr. R. W. Menzies ( Engineering), Dr. D. Jenkinson (Education ), Mr. B. McKenty (Student), Mr. R. Gill (Student) and Professor P. Osborne as Chair.
2. Sections 10.3.1 of the *Handbook* outlines the requirement that all Standing Committees of the Senate prepare an annual report to represented normally at the May meeting of Senate. The Senate Committee on Admission Appeals is one which reports to Senate on an ongoing basis as appeals are heard. These reports, which are contained in the Senate minutes are summarized below:

During the period from April 1, 2002 to March 31, 2003 the Committee received 2 appeals 1 being heard during this time period.

FACULTY	DECISION
Management	denied
Social Work	withdrawn

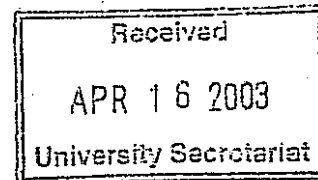
Respectfully submitted,

Professor P. Osborne  
Chair of the Senate Committee on Admission Appeals

312011111  
February 28, 2003**ANNUAL REPORT OF THE SENATE COMMITTEE ON ANIMAL CARE**  
for the period May 2002 to April 2003

The Senate Committee on Animal Care (SCAC) consists of:

Digvir Jayas, Associate Vice-President (Research) and Chair  
Ed Kroeger (for B. Hennen), Faculty of Medicine  
Geoff Eales (for J. Jamieson), Faculty of Science  
Roger Wilson (for R. O'Kell), Faculty of Arts  
Harold Bjarnason, Faculty of Agricultural and Food Sciences  
Pawan Singal, (for T. Secco), Faculty of Graduate Studies  
Elliot Scott, Faculty of Dentistry  
Jim House, Department of Animal Science  
Carla Taylor, Department of Human Nutritional Sciences  
Ann Charter, Faculty of Social Work (on leave)  
Don Smyth, Department of Pharmacology  
Lloyd Campbell, Department of Animal Science  
Kathie McCutcheon, University Veterinarian  
Nora Lewis, Associate University Veterinarian  
Randy Aitken, St. Boniface General Hospital Research Centre  
Sandeep Chandana, Graduate Student Representative  
Robert Borgersen, Undergraduate Student Representative  
Brent Thomas, Community Representative



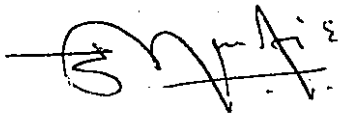
During the 2002-03 year, the SCAC has:

1. Conducted the spring meeting of the committee on April 29, 2002. This meeting focussed on the receipt and review of reports on the activities of the PMRCs (Fort Garry and Bannatyne Campus), the Education Sub-Committee (ESC), the Infrastructure Planning Committee (IPC), and the activities of the Local Animal Users Committees (LAUCs). The SCAC accepted the recommendations presented for new and renewed committee membership. Other business included:
  - i revising section 1.4 of Policy 1404 as it pertains to off-site housing of animals. The wording was changed to reflect that off-site housing (housing other than on University property or associated facilities) of animals is not ordinarily allowed due to the difficulty of monitoring husbandry practices, research procedures and protocol adherence. Exceptions to this may be considered by the PMRC committee if scientific justification is provided.
  - ii increasing the honorarium that is given to community representatives on the PMRCs from \$300.00 to \$500.00.
  - iii discussing the need to develop a closer working relationship between the PMRCs and the Environmental Health and Safety Office as it relates to protocol review and potential exposure to hazardous and the inspection of animal facilities. It was agreed that a meeting with these groups be scheduled to discuss these issues.

- iv review of the "Proposed Guidelines" prepared by the ESC in order to support the implementation of CCAC's guidelines on: institutional animal user training. The proposed guidelines were accepted and will be distributed with the revised protocol form upon its completion.
  - v consideration of rescheduling facilities inspections from fall to spring in order to accommodate work load of PMRC members and allow for better weather conditions. This was accepted by the SCAC.
  - vi an update from the ESC on the CCAC web based training program currently under development. It was agreed that the ESC should cease further development of the university's web based training program until the CCAC web based program is released. Upon release of CCAC's training program, the ESC will review the content and determine which sections of the university's course will still need to be made available to personnel using animals in research, teaching, and testing.
2. Conducted the fall meeting of the committee on November 5, 2002. Verbal reports from the Chairs of the PMRCs, the ESC and the IPC were heard. In addition to verbal reports, other business included:
- i acknowledgement that the university submitted their implementation report (in response to CCAC's 2001 site visit) to the CCAC on August 16, 2002. To date, the university has not been advised by CCAC regarding their status (compliance, conditional compliance, probation or non-compliance).
  - ii acknowledgement of a meeting of the Chairs of the PMRC and representatives from the Environmental Health and Safety Office (EHSO) to discuss more involvement by the EHSO in protocol review and facilities inspections. The EHSO agreed to participate in the protocol review as it relates to potential hazards by reviewing the applicable schedule that pertains hazardous material. The EHSO also agreed to accompany the PMRCs during their facilities inspections.
  - iii recognizing the ongoing difficulty in obtaining community representation on the PMRCs. It was suggested that retired veterinarians be contacted.
  - iv addressing the issue of recognizing, evaluating, and documenting existing technical skills in support of CCAC's guidelines on institutional animal user training. Revisions to the Animal Use Protocol Form to support and document training of personnel is ongoing.
  - v acknowledgement of the prioritized lists for required infrastructure upgrades submitted to the IPC by the animal holding facilities. The prioritized list of infrastructure upgrades was submitted to the Vice-President (Administration) for funding consideration. Funding in the amount of \$350,000 to upgrade animal holding facilities was granted.

- vi agreement by the SCAC that the university continue with it's efforts to incorporate mandatory attendance at the core components of the animal user training program as of January 1, 2003. A letter to this effect was distributed to Deans, Directors, and Department heads in December 2002.
3. The spring 2003 meeting of the SCAC will be held on March 25, 2003. The meeting will focus on the receipt and review of reports on the activities of the PMRCs (Fort Garry and Bannatyne Campus), the ESC, the IPC, and the activities of the Local Animal Users Committees (LAUCs). The SCAC will also review the recommendations presented for new and renewed PMRC membership.

Respectfully submitted,



Dr. Digvir S. Jayas, Associate Vice-President (Research)  
and Chair, Senate Committee on Animal Care



Preamble

1. The terms of reference for the Senate Committee on Appeals are found on page 10.16 of the *Senate Handbook* (Rev. 1992).
2. The Committee is charged to hear and determine appeals from:
  - a) decisions made by academic administrators involving Senate regulations in which faculty or school councils have no jurisdiction; and
  - b) appeals against decisions taken by Awards Selection Committees of faculties and schools.
3. The Committee is to report to Senate on the determination of all appeals submitted to it; and advise the Executive Committee of any Senate regulations affecting students which appear to be creating particular difficulties.

Observations

1. Members of the Committee for 2001-2002 were, Professor D. Amundson (School of Art), Dr. D. Hrycaiko (Physical Education and Recreation Studies), Dr. B. Stimpson (Engineering), Professor A. Young (Arts), Dr. D. Bose (Medicine), Professor C. Mossman (Management), Professor J. Page (Science), Professor M. Tobin (Counselling Services), Dean I. Diallo (St. Boniface College), Mr. S. Kemp (Student), Mr. M. Singal (Student), Ms. D. DeFries (Student), Ms. K. Heidrick (Student), Mr. J. Ahorro(Student), Ms. A Lenoski (Student) and Dr. J. Hoskins as Chair.
2. Sections 10.3.1 of the *Handbook* outlines the requirement that all standing committees of Senate prepare an annual report to be represented normally at the May meeting of Senate. The Senate Committee on Appeals is one which reports to Senate on an ongoing basis as appeals are heard. These reports, which are contained in the Senate minutes are summarized below:

During the period from April 1, 2002 to March 31, 2003 the Committee received 14 appeals with 11 being heard during this time period.

FACULTY	DECISION
Arts	denied
Arts	withdrawn
Dentistry	granted
Dentistry	denied
Education	denied
Education	denied
Engineering	granted
Graduate Studies	granted
Law	denied
Law	granted
Nursing	denied
Social Work	denied

Respectfully submitted,

Dr. J.A. Hoskins, Chair  
Senate Committee on Appeals

March 18, 2003

**Annual Report of the Senate Committee on Approved Teaching Centres**

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**Preamble**

The Terms of Reference for the Senate Committee on Approved Teaching Centres (SCATC) are found on pages 10.10 and 10.11 of the *Senate Handbook*.

**Observations**

1. The current Approved Teaching Centres are:  
  
Prairie Theatre Exchange  
William and Catherine Booth College
2. In 2002-2003 the SCATC conducted its regular spring business of reviewing cross-registered courses to be offered by the Approved Teaching Centres, together with the proposed instructors, and recommending the same to Senate at its June meeting.

Respectfully submitted,

B. Payne, Chair  
Senate Committee on Approved Teaching Centres

/jml



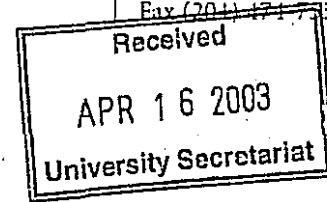
UNIVERSITY  
OF MANITOBA

## Enrolment Services

March 31, 2003

64

Financial Aid & Awards  
422 University Centre  
Winnipeg, Manitoba  
Canada R3T 2N2  
Telephone (204) 474-9531  
Fax (204) 474-7554



### ANNUAL REPORT OF THE SENATE COMMITTEE ON AWARDS

1. The Committee met nine times between May 1, 2002 and April 30, 2003 (in the same time period last year, we met seven times).
2. The terms of reference for the Senate Committee on Awards are found in the Senate Handbook on pages 10.10-10.11.
3. The Committee members are:

Professor R. Baydack, Natural Resources Institute (Chair of the Committee)  
Professor B. Dronzek, Faculty of Agricultural and Food Sciences  
Professor D. Punter, Faculty of Science  
Acting Dean A. Secco, Acting Dean, Faculty of Graduate Studies (or his designate)  
Professor B. Ferguson, Faculty of Arts  
Professor W. Diehl-Jones, Faculty of Nursing  
Professor A. Louka, Faculty of Dentistry  
Mr. P. Dueck, Director, Enrolment Services  
Ms. C. Richardson, Awards Selection Coordinator, Enrolment Services  
Ms. D. Cindric, acting Awards Establishment Coordinator, Enrolment Services / Private Funding (Secretary of the Committee)

### OBSERVATIONS

1. 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)
2. The Committee reported to Senate on the following:
  - (a) the approval of 92 new awards (compared to 63 new awards last year);

- (b) the approval of amendments to 68 existing awards (compared to 76 amendments to existing awards last year);
  - (c) the withdrawal of 7 awards previously approved by Senate (compared to 13 withdrawals last year).
3. There was one request (compared to one last year) for exemptions to the University policy on Non-Acceptance of Discriminatory Bursaries and Scholarships. The Committee continues to monitor requests for special consideration of acceptance of awards in this category.

Respectfully submitted,

*Liana Cindrie (for)*

R. Baydack, Chair  
Senate Committee on Awards

March 18, 2003

**Annual Report of the Senate Committee on the Calendar**

**Preamble**

1. The terms of reference for the Senate Committee on the *Calendar* are found in Section 8.20 of the *Senate Handbook* (revised 2000).
2. The Committee is charged with preparing the University Calendars and providing advice on matters referred to it concerning the University Calendars.

**Observations**

1. Members of the Committee for 2002-2003 were: Professor J Svenne (Science), Ms N Michaud-Oystrik (Libraries), Ms L Hamilton (*Calendar* editor), Mr J Kusie (student), Mr N Marnoch (Director of Student Records), Professor A Secco (Graduate Studies), and Ms B Sawicki (University Secretary) as the Chair.
2. The Committee met on two occasions during the reporting period, on August 26, 2002 and on December 10, 2002.
3. At its meeting on August 26, the Committee recommended that the Student Records Office ensure that the web version of the *Calendar* be released within 30 days of the paper version. The Committee also undertook a major discussion of future plans for the *Calendar*. Among the observations of the Committee were the following:
  - the *Calendar* budget is still under-funded;
  - the role of the web version of the *Calendar* needs to be re-evaluated;
  - the future of the mass distribution of the paper *Calendar* also needs to be re-evaluated.
4. At its meeting on December 10, the Committee discussed the future of the *Calendar* and the possibility of moving to make the web version the official version at some point in the future. The Committee also created a sub-committee, styled the "Working Group on *Calendars* and Registration Guides" that will be advisory to the Senate Committee on the Calendar and is comprised of the Director of Student Records, faculty representatives, a representative of Enrolment Services, a representative of IST and a representative of the University Secretary. The Working Group has already met, and the Committee looks forward to periodic reports from the Committee.

Respectfully submitted,

Ms B M M Sawicki, Chair  
Senate Committee on the *Calendar*.

/jml

April 9, 2003

## Annual Report of the Senate Committee on Curriculum and Course Changes

### Preamble

The terms of reference for the Senate Committee on Curriculum and Course Changes (SCCCC) are found in Section 8.21 of the *Senate Handbook* (revised 2000). SCCCC is "to recommend to Senate on the introduction, modification or abolition of undergraduate programs, curricula or courses".

### Observations

1. Members of the Committee for 2002-2003 were: Professor G. Robinson (Science), Professor J. Scanlan (Nursing), Professor H. Davidson (Continuing Education), Professor J Cooper (Medical Rehabilitation), Professor D. Stewart (Arts), Professor J. Bond (Human Ecology), Dr. R. Lobdell (Vice-Provost (Programs)), Ms. J. Horner (Libraries), Mr. K. Toyne (student), Mr. J. Kusie (student), Mr. G. Walker (student) and Professor B. Dronzek (Agricultural and Food Sciences) as Chair.
2. During the reporting period the Committee reported to Senate on:
 

May 15, 2002	-	course changes from departments totalling less than nine credit hours in University 1, Medical Rehabilitation, Nursing, Engineering, Human Ecology, Law, Dentistry, Art, Science, Agricultural and Food Sciences and Architecture.
June 26, 2002	-	course changes from the Faculty of Arts.
	-	program proposal for a B.Sc. in Dental Hygiene.
	-	course changes to the Respiratory Therapy Baccalaureate Program.
August 14, 2002	-	program proposal for an International Dentists Degree Program
November 6, 2002	-	course changes from departments totalling less than nine credit hours in Medicine, Nursing and Pharmacy.
	-	proposal for a B.Sc. Minor in Ecology.
December 4, 2002	-	course changes from departments totalling less than nine credit hours in Agricultural and Food Sciences, Arts, Education, Engineering, Human Ecology, Management, Physical Education and Recreation Studies, Science and Social Work.
	-	course changes from departments totalling more than nine credit hours in Arts, Law, Pharmacy and Science.
	-	proposal for a Bachelor of Allied Health Science (Radiation Therapy).

- proposal for a Bachelor of Environmental Science.
- proposal for a Bachelor of Environmental Studies.
- proposal for a Diploma in Labour Relations and Workplace Studies.

February 5, 2003 - proposal for new majors in the Business Administration program at Collège Universitaire de Saint-Boniface.

Supporting documentation for these reports is available for inspection in the Office of the University Secretary (312 Administration Building) upon request.

Respectfully submitted,

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

/jml

## ANNUAL REPORT OF THE SENATE COMMITTEE ON THE ETHICS OF RESEARCH INVOLVING HUMAN SUBJECTS (SCERIHS)

for the period May 2002 to April 2003

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The **Senate Committee on the Ethics of Research Involving Human Subjects (SCERIHS)** consists of:

Digvir Jayas, Associate Vice-President (Research), (*ex-officio*), Chair  
 Michael Thomas, Faculty of Arts  
 Shirley Gelskey, Faculty of Dentistry  
 John McCoshen, Faculty of Medicine  
 John Brewster, Faculty of Science  
 Len Spearman, Faculty of Social Work  
 vacant  
 Donna Goodridge, Riverview Health Centre  
 John Irvine, Faculty of Law  
 Scott McCulloch (undergraduate student)  
 Adam Allentuck (graduate student)

and, **Research Ethics Boards (REBs) Chairs** (*ex-officio*), appointed by SCERIHS:

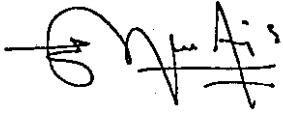
Nick Anthonisen (Faculty of Medicine), Chair of **Biomedical Research Ethics Board (BREB)**  
 Alan Katz (Faculty of Medicine), Chair of **Health Research Ethics Board (HREB)**  
 – replaced by Ken Brown (Faculty of Medicine) March 2003  
 Lorna Guse (Faculty of Nursing), Chair of **Education/Nursing Research Ethics Board (ENREB)**  
 – replaced by Stan Straw (Faculty of Education) November 2002  
 Wayne Taylor (Faculty of Arts), Chair of **Joint-Faculty Research Ethics Board (JFREB)**  
 Bruce Tefft (Faculty of Arts), Chair of **Psychology/Sociology Research Ethics Board (PSREB)**

1. The EPIC sub-committee (Ethics Policy Implementation Committee) met four times between April 1, 2002 and March 31, 2003. The sub-committee consists of the five REB chairs and is chaired by Dr. Karen Grant, ethics policy coordinator. EPIC is currently developing an assessment checklist to assist both researchers and reviewers in the protocol submission process. Updates to the Human Ethics web pages were also recommended by EPIC. Members of EPIC are investigating ways to provide educational opportunities for new and existing REB members, in an effort to improve consistency in protocol reviews. The EPIC sub-committee met in response to issues as they occurred, and was available as a resource for the many questions that arose during the year.
2. Two instances of non-compliance with Policy #1406 (The Ethics of Research Involving Human Subjects) occurred during the 2002 - 2003 year. Both were satisfactorily resolved at the appropriate Dean level.



3. The REBs meet and review protocols on a monthly basis. The Bannatyne Campus REBs reviewed 413 protocols between January 1 and December 31, 2002. The Fort Garry REBs reviewed 335 protocols between January 1 and December 31, 2002.

Respectfully submitted,



Dr. Digvir S. Jayas, Associate Vice-President (Research)  
and Chair, Senate Committee on the Ethics of Research Involving Human Subjects

March 4, 2003

**Annual Report of the Senate Committee on Honorary Degrees****Preamble**

The terms of reference for the Senate Committee on Honorary Degrees are found in Section 8.25 of the *Senate Handbook* (revised 2000).

**Observations**

1. The membership of the Committee for 2002-2003 included: Dr. E. J. E. Szathmáry (President), Mr. N. Louizos (President of UMSU), Mr. J. Raftis (President of Alumni Association), Dean J. C. Jamieson (Science), Professor J. E. Cooper (Medicine), Dean J. Gray (Management), Dean R. O'Kell (Arts), Mr. E. B. Pollard (community representative) and Dr. W. Norrie (Chancellor) as Chair.
2. The Committee on Honorary Degrees reports to Senate as required in closed session on candidates for honorary degrees, special convocations, and the naming of buildings, parts of buildings, roadways and special units.
3. During the period April 1, 2002 to March 31, 2003, the Committee reported to Senate on five occasions: March 6, 2002, May 15, 2002, October 2, 2002, December 4, 2002, and January 8, 2003. Details of these reports are available in the Office of the University Secretary (312 Administration Building) upon request by eligible members of Senate.

Respectfully submitted,

Dr. W. Norrie, Chair  
Senate Committee on Honorary Degrees

Terms of Reference: *Senate Handbook* (revised 2000), Section 8.25.

/cpk

April 9, 2003

Annual Report of the Senate Committee on Instruction and Evaluation

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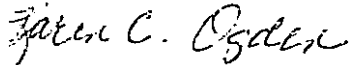
Preamble:

The terms of reference for the Senate Committee on Instruction and Evaluation (SCIE) are found in Section 8.26 of the *Senate Handbook* (revised 2000).

Observations

1. Members of the Committee for 2002-2003 were: Professor C. Kristjanson, Professor S. Arntfield, Professor J. Rempel, Professor G. Baldwin, Dean A. Percival, Prof. J. Long, Prof. L. Secco, Ms. E. Prosser, Ms. K. Spiers, Mr. C. Kozier, Ms. S. Ronald and Dr. W. Dahlgren as Acting Chair to June 30, 2002 and Professor K. Ogden as Chair from July 1, 2002. Mr. J. Kusie, Dr. L. Taylor, Mr. S. Greenberg and Dr. L. Smith served as *ex-officio* resource members to the Committee.
2. The committee met on two occasions during the reporting period, on April 17, 2002 and March 25, 2003.
3. The sub-committee to consider issues relating to the electronic release of SEEQ data reported to the Committee on April 17, 2003 and its report was endorsed and forwarded to the Acting Vice-President (Academic) and Provost. The sub-committee was then disbanded.
4. At its meeting on March 25, 2003, the Committee considered a revised proposal for the continuous release of grades, and will be making recommendations to Senate under separate cover. The Committee also established a sub-committee, chaired by Dr. Lynn Smith, to examine and report on issues relating to the detection of plagiarism and plagiarism detection software.

Respectfully submitted,



Professor Karen C. Ogden, Chair  
Senate Committee on Instruction and Evaluation

/jml



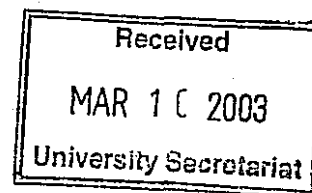
UNIVERSITY  
OF MANITOBA

Faculty of Medicine

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Office of the Dean  
753 McDermot Avenue  
Winnipeg, Manitoba  
Canada R3E 0W3  
Telephone (204) 789-3557  
Fax (204) 789-3928

March 5, 2003



Ms. Bev Sawicki  
Secretary of Senate  
Office of the Secretary of Senate  
244 Engineering Building  
Fort Garry Campus

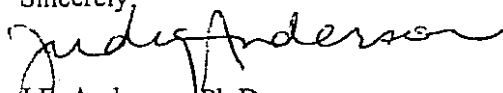
Dear Ms. Sawicki:

Re: Annual Report of the Senate Committee on  
Medical Qualifications – 2002-2003

There have not been any meetings of the Senate Committee on Medical Qualifications since its last report to you, dated March 6, 2002. Current committee membership is:

Dr. Alec Chochinov  
Dr. Bill Pope  
Dr. Samia Barakat  
Dr. Bryan Kirk  
Dr. Judy E. Anderson, Chair, effective January 1, 2003

Sincerely,

  
J.E. Anderson, Ph.D.  
Associate Dean (Academic)

## Annual Report of the Senate Committee on Nominations

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### Preamble

1. The Terms of Reference for the Committee are found on page 10.21 of the *Senate Handbook* (Rev. 1993).
2. The Senate Committee on Nominations is responsible for recommending academic staff and student nominees for standing, *ad hoc* and special committees of Senate, as well as recommending Senate representatives on other University committees and outside boards. The Committee's recommendations are forwarded to Senate for consideration and approval.

### Observations

1. Members of the Committee for 2002-2003 were: Dr. J. Long (Education), Professor R. Burleson (Music), Dr. W. Christie (Dentistry), Dr. W. Kops (Continuing Education), Dr. N. Hunter (Science), Dr. D. Bracken (Social Work), Professor A. Tate (Architecture), Professor A. McGillivray (Law), Professor A. Young (Arts), Mr. K. Toyne (Student), Mr. J. Kusie (Student) and Dr. B. Dronzek as Chair.
2. The Committee reported to Senate at the August 14, 2002 and November 6, 2002 Senate meetings to consider academic staff nominees for vacancies on standing committees of Senate.
3. Student nominees for standing committees of Senate are prepared by a special sub-committee. Membership of the sub-committee includes three members of student Senate caucus, three members of UMSU Council and the President (or designate) of UMSU. A list of nominees was received from this group and recommendations were made by the Senate Committee on Nominations at the October 2, 2002 meeting.

Respectfully submitted,

B. Dronzek, Chair  
Senate Committee on Nominations

/lrj

**Annual Report of the Senate Planning and Priorities Committee -  
April 1, 2002 to March 31, 2003**

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**Preamble**

The terms of reference for the Senate Planning and Priorities Committee are found in section 8.32 of the *Senate Handbook*.

**Observations**

1. Members of the Committee for the reporting period included:

**Elected by Senate:**

Prof. N. Halden (Chair from July, 1999)	Prof. A. Angel
Prof. D. Bailis	Prof. M. Bartell
Prof. M. Gabbert	Prof. S. Onyshko
Prof. J. Svenne (Vice-Chair from September, 2001)	Prof. A. Tate

**Student Members:**

Mr. S. Alwis	Mr. M. Kula
Mr. H. Singh	

**Ex-officio Members:**

Dr. R. Lobdell - designate for President	Professor K.C. Ogden, Acting Vice-President (Academic) and Provost
Mr. M. McAdam, Vice-President (Administration)	Dr. W. Dahlgren, designate for Acting Vice-President (Academic) and Provost
Ms. D. McCallum, designate for Vice-President (Administration)	Dr. D.R. Morphy, Vice-Provost (Student Affairs)

2. The work of the Committee is carried out by three subcommittees:

Program and Curriculum Planning - chaired by J. Svenne  
 Space Planning - chaired by A. Tate  
 Budget Planning - chaired by N. Halden

3. During the period April 1, 2002 to March 31, 2003, the following matters have been referred to the Committee and have been reported to Senate:

**Program and Curriculum Planning Area:**

SPPC reported to Senate on the following dates regarding program and curriculum matters:

June 26, 2002	B.Sc. in Dental Hygiene
August 14, 2002	International Dentists Degree Program
	Master of Occupational Therapy Program
November 6, 2002	B.Sc. Minor in Ecology
December 4, 2002	Bachelor of Allied Health Science (Radiation Therapy)
	Bachelor of Environmental Science
	Bachelor of Environmental Studies
	Diploma in Labour Relations and Workplace Studies
February 5, 2003	New Majors in the Business Administration program (CUSB)

#### **Budget Planning Area:**

Members of the Budget Planning area were involved with the preparation of commentary on the fall spending estimates documents and they contributed to discussion of the University Budget at the President's Budget Advisory Committee, six meetings involving extensive presentations, consultation and advice were held from December, 2002 through March, 2003. The Committee has had an opportunity to provide input on the University's budget at each step of the resource allocation process. The Committee has had the opportunity to review faculty priorities in the context of University planning and resource allocation. The Committee has commented on the list of capital priorities.

4. In addition to these normal activities, the Committee:

Commented on recommendations pertaining to the Information technology development at the University of Manitoba.

5. I wish to thank the members who served on SPPC during the period covered by this report for their hard work, enthusiasm and dedication to the task. I want also to thank the University senior administration for attending meetings and providing the Committee with all pertinent information.

Respectfully submitted,

Norman M. Halden, Chair  
Senate Planning and Priorities Committee

/jml

Preamble

The terms of reference for the Committee on Rules and Procedures are found on page 10.22 of the *Senate Handbook* (1993).

1. The Committee is charged with providing advice and making recommendations to Senate on:
  - (a) proposed rules and procedures governing Senate and its Standing Committees; and
  - (b) proposed amendments to Faculty/School Council Bylaws.
3. On behalf of Senate, the Committee reviews new or amended bylaws proposed by department councils prior to consideration by a Faculty or School Council.

Observations

1. Members of the Committee for the 2002-2003 were: Dr. J. Long (Education), Dr. A. Percival (Continuing Education), Professor H. Sector (Law), Mr. J. Kusie (Student) and Dr. A. Secco as Chair.
2. Requests to consider amendments to Faculty/School Council Bylaws were received from the Faculties of Nursing, and Architecture; comments were solicited from the Committee members and where appropriate, relayed to the appropriate individuals.
3. Requests to consider amendments to Department Council Bylaws were received from the departments of Medical Microbiology, Dental Diagnostic and Surgical Sciences, and Preventative Dental Science; comments were solicited from the Committee members and relayed to the appropriate individuals.
4. Requests to consider changes to Senate Governing Documents were received from the Joint Master's Program in Religion Governing Documents.

Respectfully submitted,

Dr. A. Secco, Chair  
Senate Committee on Rules and Procedures



SENATE REPORT ON UNIVERSITY RESEARCH  
For the period April 2002 to March 2003

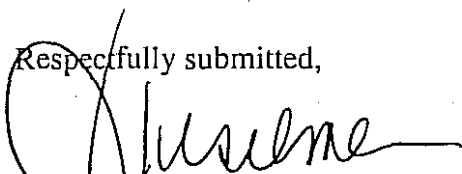
During April 1, 2002 – March 31, 2003, the Senate Committee on University Research (SCUR):

1. Received status reports on Canada Foundation for Innovation competitions and results.
2. Received status reports on the Canada Research Chair Program allocation and nominations.
3. Received information on the issue of gender distribution among Canada Research Chairs.
4. Approved the composition of the Rh Award Selection Committee for the 2002 Winnipeg Rh Institute Foundation Award.
5. Reviewed and provided input on the Report of the U of M Working Group on the Humanities which included both recommendations to the University and recommendations to SSHRC.
6. Recommended for approval to Senate, the establishment of an Endowed Chair in Rheumatology.
7. Learned of the recipient of the Winnipeg Rh Institution Award for the Year 2002: Dr. Frank Plummer, Departments of Medical Microbiology and Internal Medicine.
8. Established sub-committees to review activities of the following Research Centres and Institutes: Centre on Aging, the Legal Research Institute and the Institute for the Humanities.
9. Established a sub-committee to review a proposal to formally approve the Spinal Cord Research Centre.
10. Received and commented on the Manitoba Innovation Framework document.
11. Discussed research development within the context of the University's new strategic planning process and provided input to the Co-Vice-Chair of the Strategic Planning Committee.
12. Received information on the indirect costs of university research program.

13. Reviewed and discussed the proposed revisions to Policy 1401 on Research Integrity.
14. Discussed and concluded that the current postdoctoral fellowship guidelines should remain unchanged regarding the normal three year limit for length of appointment for postdoctoral fellows as well as the normal requirement of the initial appointment of the postdoctoral fellow to occur within three years of receipt of the Ph.D.
15. Approved the composition of the 2002 Rh Awards Selection Committee.
16. Received the results for the University Research Grants Program and UM/SSHRC Awards for the October 15, 2002 Competition.
17. Reviewed and recommended to Senate the continuation of the Centre on Aging for a five-year term.
18. Reviewed and recommended to Senate the establishment of the Spinal Cord Research Centre for a five-year period.
19. Recommended for approval to Senate, the establishment of a Chair in Orthopaedic Surgery and Research.
20. Learned of the establishment of the Psychiatric Neuroimaging Research Group.
21. Learned of the Year 2002 recipients of the Winnipeg Rh Institute Award: Drs. James House, Department of Animal Science; Hope Weiler, Department of Human Nutritional Sciences; Lorrie Kirshenbaum, Department of Physiology; Johannes Wolfart, Department of Religion; Annemieke Farenhorst, Department of Soil Science; and Jacquie Vorauer, Department of Psychology.

The committee membership list for 2002/03 is attached for information.

Respectfully submitted,



Joanne C. Keselman  
Vice-President (Research) and  
Chair, Senate Committee on University Research

# SENATE COMMITTEE ON UNIVERSITY RESEARCH: Membership - 2002/03

CHAIR	Dr. Joanne C. Keselman Vice-President (Research)
EX-OFFICIO	Dr. Emőke Szathmáry President and Vice-Chancellor
	Dr. Robert Kerr Vice-President (Academic) and Provost
	Dr. Digvir Jayas Associate Vice-President (Research)
	Dr. Pawan Singal, Associate Dean Faculty of Graduate Studies
(Non-voting)	Ms Barbara Crutchley Senior Research Development Officer, ORS
(Non-voting)	Ms Nancy Klos Research Development Officer, ORS

## MEMBERS/TERMS

(Dean appointment yet to be determined)

Dr. Doug Ruth (05/05)  
Dean, Faculty of Engineering

Dr. Harold Bjarnason (05/03)  
Dean, Faculty of Agricultural and Food Sciences

Dr. Don Fuchs (05/04)  
Dean, Faculty of Social Work

Dr. Peter Cattini (05/05)  
Department of Physiology

Dr. Karen Grant (05/05)  
Associate Dean, Faculty of Arts

Dr. Jim Davie (05/05)  
Department of Biochemistry & Medical Genetics

Dr. David Barber (05/05)  
Department of Geography

Dr. Harry Duckworth (05/03)  
Department of Chemistry

Dr. Paul Fortier (05/03)  
Department of French, Spanish and Italian

Dr. Rachael Scarth (05/04)  
Department of Plant Science

Dr. Douglas Thomson (05/04)  
Assoc. Dean, Faculty of Engineering

#### STUDENTS

Ms Tina Fehr-Kehler  
Graduate Students' Association (10/03)

Mr. Jesus Luna (resigned Jan/03)

#### SECRETARY

Mrs. Terry Thorlakson  
Office of the Vice-President (Research)

#### OBSERVER

Ms Carolynne Presser  
Director, Libraries

End of term is shown in brackets for each Senate-appointed member



UNIVERSITY  
OF MANITOBA

Office of the University Secretary

82

312 Administration Building  
Winnipeg, Manitoba  
Canada R3T 2N2  
Telephone (204) 474-9593  
Fax (204) 474-7511

DATE: April 15, 2003  
TO: Members of Senate  
FROM: Beverly M.M. Sawicki,  
University Secretary

SUBJECT: Annual Reports - Senate Committees 2002-2003

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This report is submitted on behalf of the following standing Committees of Senate:

Senate Committee on Academic Freedom

Terms of Reference are found in the *Senate Handbook*, page 10.5. No matters were referred to the Committee for consideration, therefore, no meetings were held during the reporting period.

Senate Committee on the Libraries

The Committee did not meet during the reporting period, nor did it report to Senate.

Joint Senates Committee on  
Joint Master's Programs

The Committee did not meet during the reporting period, nor did it report to Senate.

Joint Senates Committee on Joint Master's  
Program Appeals

The Committee did not meet during the reporting period, nor did it report to Senate.

/jml

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## PRESIDENT'S REPORT May 14, 2003

My last report to Senate was submitted for its meeting on April 2, 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. Strategic Planning

Following the three public hearings, at which the Committee received 14 presentations on its interim report, the Strategic Planning Committee has met to review the presentations received at the public hearing and analyse what information should be included in the final report that was not a part of the interim report. The Committee met on May 8 and reviewed an initial draft of a final report.

#### 2. University of North Dakota

I hosted a visit by Dr. Charles Kupchella, President, The University of North Dakota and 10 of his colleagues on March 27 - 28, 2003. Attending with Dr. Kupchella were the Vice-President Research; the Vice-President for Academic Affairs and Provost; Vice-President for Health Affairs and Dean, School of Social Work and Health Sciences; the Deans of the College of Business and Public Administration and of the School of Engineering and Mines; Associate Vice-President for Health Affairs and Medical Research; The Associate Deans of the Odegard School of Aerospace Sciences; Director of the Energy and Environmental Research Centre; and Academic Specialist, American Indian Student Services. A representative of the Dean of Arts and Science was unable to be present at the last minute. The UND visitors met with their counterparts from the University of Manitoba and a return visit by a U of M delegation will be made to UND. A luncheon was held at Smartpark for a presentation by Alan Simms on Smartpark and technology and commercialization initiatives. President Kupchella also summarized the concept of the Red River Research Corridor, which is currently under discussion by North Dakota's two research universities, the state and industries; the goal is to include Manitoba and the University of Manitoba and South Dakota. The purpose of the visit was to explore further the many possibilities for collaboration which were identified when President Kupchella visited the University of Manitoba in September and when I visited UND in December.

#### 3. Reception for Retirees

Each Fall and Spring the *President's Reception for Retirees* is held for retirees and their spouses/guests. There is a guest speaker at each reception and I alternate with a Vice-President to present an update on activities of interest to retirees. The most recent reception was held on April 12, with over 150 in attendance. The featured speaker was Dr. Frank Stockl, Department of Ophthalmology who spoke on "AMD: Its causes and developments and treatments". There was much interest in Dr. Stockl's presentation on Age-related Macular Degeneration (AMD). In

my remarks I had the opportunity to thank retirees for their continuing interest in, and support of, the University. For example, the retirees' group has been very active in the staff campaign for *Building on Strengths* and the annual United Way Campaign.

The University is also supporting the formation of the College and University Retiree Associations of Canada and will be a founding member at the inaugural meeting of the Association on May 26, 2003 in Halifax. Representing the retirees from the University will be Dr. John Mundie and Dr. Nora Losey.

#### 4. United Way

The 2002 United Way Campaign at the University has now formally ended, and thanks to the generosity of University staff, including retirees, and students, has resulted in the University campaign raising 9.3% more than last year for a total of \$359,275. Our appreciation is extended to the large number of volunteers and contributors from the University. Special thanks is due to Dr. Louise Renée, French Spanish and Italian, and Mr. Randall Kinley, Executive Assistant to the Associate Vice-President (Administration) who co-chaired the Fort Garry Campus Campaign; and to Dr. Brent Kvern, Family Medicine and Dr. Brendan MacDougall, Associate Dean, Continuing Medical Education, who co-chaired the Bannatyne Campus Campaign.

#### 5. UMSU Election

I offer my congratulations to Shawn Alwis (St. Paul's College and the Faculty of Arts) and Erin Prosser (IH Asper School of Business) on their election as President and Vice-President of the University of Manitoba Students' Union. I look forward to working with them during the next year.

I would also like to express my personal appreciation and that of the University community for the contributions that Nick Louizos and James Kusie have made during the past two years as President and Vice-President of UMSU. In addition to service on many Senate, University and Board Committees, Nick and James have spearheaded a number of initiatives, including: renovations to UMSU controlled space in University Centre; the Archival Walk and UMSU Council Chamber in the Helen Glass Centre; the new health and dental plan for students; continuing support for scholarship and bursaries; and sponsoring of the National Forum on Post-Secondary Education. My best wishes are extended to Nick in his future endeavours and to James as he assumes the position of National Director of the Canadian Alliance of Student Associations.

#### 6. NSERC Undergraduate Student Awards (USRA)

The National Science and Engineering Research Council of Canada has announced an increase of 700 awards in the number of Undergraduate Students Awards it will grant in 2003-04. The University of Manitoba will receive an additional 21 awards, each of which is worth \$4500.00. In addition, each successful student will receive a minimum allocation from the

University worth 25% of the award (\$1,125), as required by NSERC.

The number of awards granted to a university is based on a formula that includes the three-year rolling average of the ratio of all Postgraduate Scholarships received by the institution and all NSERC grantees at the institution, relative to those received at all eligible institutions (67 in all). The University of Manitoba's numbers have been growing steadily: in 2001 - 73; in 2002 - 78, and in 2003 - 100 awards will be available.

NSERC augments the number of USRAs by providing, above an institution's limit, extra awards to aboriginal students. Last year two aboriginal students from the University of Manitoba received these USRAs, and were part of a select group of 26 aboriginal students across Canada. In 2003, 8 of our aboriginal students will receive USRAs, which - according to Financial Aid and Awards Office - may be the highest number of awards in the current year given to aboriginal students in Canada.

## **II. ACADEMIC**

### **Faculty of Agriculture**

- Dr. Jared Carlberg, Agribusiness and Agricultural Economics, has been chosen as one of three recipients of the 2002 Williams Outstanding Thesis Awards by the College of Agricultural Sciences and Natural Resources at Oklahoma State University. His PhD dissertation encompassing three essays, "Beef Packer Conduct, Alternative Approaches to Price Discovery and Success Factors for New Generation Cooperatives", was selected in the Social and Engineering Sciences area.
- Dr. Don Flaten, Soil Science, was elected to the Manitoba Rural Adaptation Council's board of directors. Dr. Daryl Kraft, Agribusiness and Agricultural Economics, has now completed his term on the board.

### **Faculty of Architecture**

- In the 2002 fall term each student in the Construction Materials & Assemblies course was required to analyse an exemplary shelter form anywhere in the world. The research focussed on primitive/vernacular building forms that respond to the natural regional environment; local culture; human thermal comfort factors; regional materials/technology and skills. Students then built a scale model of the shelter in its physical context. Twenty eight of these projects were the feature item on the 'Grand Avenue' in the Manitoba Home Builder's Association Home Expressions Show March 6 - 9, 2003.
- Professor Jean Trottier, Sharon Ackerman, sessional instructor, Sasha Radulovic, student in the Master of Architecture, and the firm Cohlmeier Architects have been retained as one of 5 finalist teams in the International Competition for Montreal's new concert hall,



music and theatre conservatory, and provincial administrative complex. The winning team will be announced in mid-April. The competition attracted 112 entries, from 23 countries.

- Ms. Vania Tse, an M-2 Architecture student has been selected to participate in the EDAW Summer Student Program in Beijing, China sponsored by architectural firm EDAW. Each year and for the past 23 years, EDAW has sponsored a Summer Student Program to further the landscape architecture, architecture and planning fields by offering study in a business setting at one of its worldwide offices. The program accepts no more than 20 participants each year, from over one hundred applicants, Ms. Vania was the only Canadian student selected for this program.

### **Faculty of Arts**

- Dr. Rhonda Martens, Philosophy, has been named a Senior Fellow of The Dibner Institute for the History of Science and Technology for the academic year 2003-2004, and will take up her appointment in Boston for the fall term of 2003. The Dibner Institute, an international centre for advanced research in the history of science and technology, is made up of a consortium of the Massachusetts Institute of Technology, the host institution; Boston University; and Harvard University.
- To commemorate the on-going career of Dr. Anthony Waterman, Economics and in celebration of a "milestone" birthday, St. John's College and the Department of Economics held a reception in his honour on March 14 at St. John's College. Early in his career Dr. Waterman published in mainstream macroeconomics, as well as Anglican Church history or practices and, before becoming an academic economist, served in the military and, in 1963, was ordained an Anglican priest. He resigned his orders in 1982 to devote his full time to academic scholarship, and has served St. John's College and the University of Manitoba his entire career. He continues to pursue his research on Malthus, intellectual history, religion and economics – all areas in which he has established an authoritative voice.

### **Faculty of Engineering**

- Dr. Lot Shafai, Electrical and Computer Engineering was named the recipient of the 2003 R.A. Fessenden Award of the Institute of Electrical and Electronics Engineers of Canada. He was also appointed Academy Representative (Academy III, Applied Science and Engineering) of the Royal Society of Canada to represent the University of Manitoba.

### Faculty of Graduate Studies

- The Faculty of Graduate Studies held its Distinguished Dissertation Awards ceremony at a Luncheon hosted by the President on April 14, 2003. The Distinguished Dissertation Award recognizes and honours doctoral students in the fields of Health Sciences, Natural Sciences and Engineering and Social Sciences and Humanities for their academic achievements and scholarly contributions. The award consists of a \$4,000 prize and a citation certificate. This year's recipients are: Health Sciences: Dr. Ian Corbin, Pharmacology and Therapeutics; Natural Sciences and Engineering: Dr. Chithra Karunakaran, Biosystems Engineering; Social Sciences and Humanities: Dr. Hans Werner, History.

### I.H. Asper School of Business

- The Asper School of Business team PlasiaTEK won first place in the second annual Northwest Venture Championship hosted by Boise State University over the March 20-22 weekend. The PlasiaTEK team consisted of two students, Asper School student Kevin Michaluk and Dr. Michal Miller from the Faculty of Medicine. For their efforts the team won \$10,000 US in cash along with prizes worth approximately \$2,000 US. But most important, they also won a birth in the "Super Bowl" of business plan competitions, MOOT Corp. This competition will be held April 29 - May 4 at the University of Texas at Austin and will feature teams from around the world. The PlasiaTEK team also competed April 12-13 at the University of Oregon Business Plan Competition. The team finished first and won \$25,000 (US) in prize money. Finishing 2<sup>nd</sup>, 3<sup>rd</sup>, and 4<sup>th</sup>, were Stanford, Yale, and the Wharton School.

### Faculty of Law

- In March, 2003, students from Robson Hall won the Sopinka Cup, a national moot court competition, for the second time in the five-year history of the competition.
- The Asper Chair in International Business and Trade Law held its first conference, "Dirty Money, Clean Hands," on March 21, 2003. The conference, sponsored by both the Asper Chair and the Canadian Credit Management Foundation, provided members of the profession and students from Robson Hall the opportunity to learn about current federal and provincial initiatives addressing ill-gotten gains. Based on the success of this conference, a second conference is being planned for 2005.

### Faculty of Science

- Dr. Jacky Baltes and Dr. John Anderson of the Department of Computer Science, along with a group of students affiliated with the Autonomous Agents Laboratory, qualified for competition and will be presenting a series of papers at the 2003 International RoboCup Conference in Padua, Italy in July. The RoboCup conference encourages research in

robotics and artificial intelligence by providing standard problems where a wide range of technologies can be examined and integrated. Only two teams from the research institutions in Canada that submitted entries to the small-sized robot league (the most competitive category) were judged acceptable to the conference standard for competition - the University of Manitoba and the University of Alberta.

- A Mathematics team, consisting of Roger Woodford, Matthew Hasselfield and Nick Harland, placed 23rd out of 475 teams in North America in the 43rd annual Putnam mathematics contest. This is the most prestigious mathematics contest in North America. Credit is also due to their coaches: Profs. R. Craigen, D. Gunderson, and K. Kopotun.

### III. RESEARCH MATTERS

#### Honours and Distinctions

- Dr. Peter Loewen, Microbiology, has received the University of Manitoba's 21<sup>st</sup> Canada Research Chair. Dr. Loewen is recognized as a world leader in the field of oxidative stress and has been awarded a seven-year, Tier I Chair worth \$1.4 million. Oxidative stress occurs when activated oxygen molecules impair cellular function. This presents a challenge to organisms because oxygen is also required for normal growth. Dr. Loewen's Chair in Protein Chemistry aims to determine the molecular mechanisms of stress response systems. Dr. Loewen also received \$117,768 in infrastructure funding from the Canada Foundation for Innovation to establish a protein biochemistry laboratory.
- Six young investigators have each received the annual Rh Award. The purpose of the Rh Award is to support researchers who are in the early stages of their research careers and who display exceptional innovation, leadership and promise in their respective fields. The Rh Awards program was established in 1973 by the Winnipeg Rh Institute, which is now the Winnipeg Rh Institute Foundation.

The 2002 winners of the Rh Awards are:

- *Dr. Jim House*, Animal Science, is an innovative investigator with exceptional promise in the field of swine and poultry nutrition. His work has already enhanced the nutritional information and biological tests available for these animals. He has also developed a folate-fortified egg that contains three times the level of folate, a vitamin found in vegetables like broccoli, as a standard egg. Studies show increased intake of this important vitamin may help lower the risk factors for heart disease and reduce the chances of pregnant women having babies born with spina bifida.
- *Dr. Hope Weiler*, Human Nutritional Sciences, has combined her keen intellect and discerning perception with tremendous industry to develop an outstanding

research program. The objective of Weiler's research is to improve lifetime health of vulnerable infants by combining basic and clinical research, and expertise from within nutritional and medical sciences. Bone health is important throughout life and its health in later life may very well be influenced by its health in the very early stages of life – perhaps even fetal life – and Weiler's research is aiming to unravel some of these mysteries.

- ▶ *Dr. Lorrie Kirshenbaum*, Physiology, has emerged from a stellar post-doctoral training period to become a leader in cardiovascular research. Kirshenbaum has focussed his energies in the area of programmed cell death or apoptosis, and the prospect of reprogramming heart muscle cells after a heart attack to survive rather than die. If his work is successful, his research will have enormous ramifications for the quality of life for heart attack survivors as well as contributing to whether some individuals survive at all. So far, his research accomplishments have established principles and methods that have become internationally accepted and referenced.
- ▶ *Dr. Johannes Wolfart*, Religion, is recognized as an innovative scholar and one of the finest academic historians and scholars of religion in the country. He is an extremely well-trained historian of Germany who is aware of the intellectual state of the profession in general and is willing to engage issues critical to all historians of religion. In 2002, he published a book, *Religion, Government and Political Culture in Early Modern Germany: Lindau 1520 – 1628*. Based on primary research in German archival material, the book analyses a range of themes, from interpersonal relations to clerical and legal professionalization as well as local practices of church and government in an era of confessionalization and state building.
- ▶ *Dr. Annemieke Farenhorst*, Soil Science, has made major strides in pesticide research and contributed significantly to her discipline. Recognized by her peers as an expert in her field, Farenhorst is highly sought after as a scientific co-investigator nationally and internationally due to her knowledge not just in the field of pesticide chemistry, but in pedology, geology, weed science, engineering, chemistry and biology. Through her research, Farenhorst has provided quantifiable data on the scientific basis for pesticide fate and efficacy in various production and agricultural management systems such as manure application, weed management, pest control, pesticide behaviour and modulation in agroecosystems.
- ▶ *Dr. Jacquie Vorauer*, Psychology, is an internationally recognized leading expert on perceptions and metaperceptions. Her research program represents a unique approach to the study of the interplay between self-perceptions and social perceptions. Her original and creative work has had a tremendous impact on the field and the fact that she has published not once, but five times, in the prestigious

*Journal of Personality and Social Psychology*, attests to the calibre of her research. Vorauer's work in the area of meta-stereotypes, defined as a belief regarding other people's stereotypes about one's own group, is relevant to issues such as relationship formation and other kinds of social negotiation, health sciences and communication between patients and medical practitioners and intercultural relations.

### **Grants Received and/or Applied for**

- Dr. Lisa Lix, Community Health Sciences, received a two-year grant, totalling \$216,506 from the Canadian Institutes of Health Research (CIHR) in support of her research on "Mental health service utilization and population mobility in Manitoba: A longitudinal analysis." Funding is being provided through the CIHR request for applications program on Improving Access to Appropriate Health Services for Marginalized Groups.
- Eighteen awards were made in the recent Standard Research Grant competition of the Social Sciences and Humanities Research Council (SSHRC), totalling \$1.5 million over three years, including two research time stipends (RTS). This is an increase from last year's total of \$1 million. Five of these awards are to new scholars. Grants were awarded to researchers in the Faculties of Arts, Education, Management, Physical Education and Recreation Studies, Natural Resources Institute, and School of Art.
- Results from the NSERC's (Natural Sciences and Engineering Research Council) recent Discovery Grants competition indicate that 67 university researchers were awarded grants totalling \$1,922,826 for the 2003-04 fiscal year. Sixteen of these are to new faculty. There are currently 257 university researchers holding NSERC individual, group and project grants, totalling \$7.3 million. This is an increase from last year's total of \$6.8 million.

### **Related Initiatives**

- CancerCare Manitoba and the Manitoba Institute of Cell Biology (MICB) have officially opened their new and renovated space at 675 McDermot Avenue. Over 100 people attended the event hosted by Dr. Brent Schacter, president and CEO of CancerCare Manitoba, including Manitoba premier, The Honourable Gary Doer, provincial health minister, Honourable Dave Chomiak, and Dr. Joanne Keselman who was there both as the and Vice-President (Research) and as the new chairperson of the management board of MICB. The new \$31 million building has two floors dedicated to MICB, a joint institute of CancerCare Manitoba and the University of Manitoba.

#### **IV. ADMINISTRATIVE MATTERS**

##### **Financial Services**

- A review of moving current system contract vendors to payment via VISA has been completed and implemented. This will improve the overall efficiency in the time to process supplier invoices and reduce the number of cheques being issued.
- Financial Services is hosting a conference which will be attended by Western Universities Finance Offices (WUFO) and Western Universities Supply Management Association (WUSMA) on October 1, 2, 3. A Web site has been developed for the conference.

##### **Information Systems and Technology**

###### *Academic Computing and Networking*

- Spam mail continues to increase. A software facility was installed which deletes such mail and has been well received. The criteria is not content but volume of messages. For example, if say 100 messages from the same sender are received in a minute it may be spam and are blocked. Each day the University receives about 300,000 e-mails. Of these 80,000 or about 25% are blocked.
- Wireless networks are starting to appear as faculty installed infrastructure. A standards document for implementing 802.11 wireless network technology is being developed as there are concerns about security.

###### *UMInfo*

- Red Dot, content management software, has been installed which allows units to manage their own for the web content within standard templates supplied centrally.

###### *Administrative Systems*

- The implementation of the new Library System will be completed by July, 2004.
- SCT Banner has been selected as the new Student Information System (SIS). Final acceptance of the system is subject to successful contract negotiations, a final evaluation process of key functional areas, and a commitment by SCT to the development of a Canadian Financial Aid module.

## Associate Vice-President (Administration)

### *Food Services*

- Discussions are continuing on the possibility of installing an A & W outlet in Centre Court on the main floor of University Centre. The objective is to relieve the present congestion on the lower level of University Centre.
- ARAMARK will be constructing a convenience store in the Arthur V. Mauro Residence

### *Parking Services*

- T2 Systems Canada, Inc. has been chosen as the successful vendor for the new Parking Management System. Implementation of the system and the hand held computers is scheduled for summer 2003. Effective April 1, 2003, the responsibility for parking enforcement will be transferred from Security Services to Parking Services. The Commissionaires, who are responsible for the majority of parking enforcement at both campuses, will now report directly to the Manager, Parking Services.

### *Residences*

- Applications for Mary Speechly, Tache and University College Residences have now exceeded the space available and applicants are being placed on a waiting list. Applications for the Arthur V. Mauro Residence (not available for first year students) have been received for 80% of the available rooms. At the request of residence students, it has been decided that a two bedroom suite in the Arthur Mauro Residence may, upon request of both parties, be occupied by members of the opposite sex. Also, effective September 1, 2003 all University residences will become no smoking facilities. This was the preference of the majority of the students.

### *Construction Update*

- Construction of the new Agricultural Engineering and Structures Laboratory Building is now complete.
- Work is progressing well on the Arthur V. Mauro Residence for completion by September 1, 2003.
- Work has been completed on the removal and salvage of mechanical and electrical items from Engineering II, as has the relocation of Voice Data Services in preparation of the demolition of the building.

- Structural steel has now been erected for the Robson Hall Library addition. It should be completed by summer 2003.

#### **Office of Institutional Analysis**

- OIA will be conducting the pilot phase of a survey of currently enrolled graduate students to determine such matters as demographic information, views on financing of their programs and program satisfaction.

### **V. EXTERNAL MATTERS**

#### **Alumni Affairs**

- An All-Canadian University alumni reception was held in Washington, D.C. on April 12 with about a dozen University of Manitoba alumni in attendance. Plans are confirmed for alumni events coordinated with the Faculty of Engineering in Calgary and Edmonton in May.
- The April issue of *On Manitoba*, focussing on international connections, has been mailed to approximately 123,000 alumni. This issue also contains 13 faculty newsletters as inserts.
- The Alumni Association received a gold award from the Council for Advancement and Support of Education (District VIII) for its web page, coordinated by Russell Medvedev and Karen Gamey, and a bronze for Homecoming 2002 in the alumni relations category.

#### **Public Affairs**

- An Integrated marketing meeting of 17 individuals at the University involved with marketing or communications for various units, was organized by Public Affairs

#### **Development Communications and Special Events**

- The launch of the faculty and staff campaign portion of *Building on Strengths: Campaign for the University of Manitoba* was held on March 26, 2003, attended by over 200 faculty and staff.
- The launch of the campaign for the Faculty of Physical Education and Recreation Studies was held at the residence of Ruth and David Asper on April 10, 2003, attended by over 100 people. The event featured the announcement of major gifts by Ruth and David Asper, and the Winnipeg owners of Boston Pizza restaurants.



### Private Funding

- Campaign achievement to April 11, 2003 is \$183.8 million. or 92% of the \$200 million minimum goal.
- Recent major gifts include:
  - ▶ David and Ruth Asper - \$100,000 to student awards in Phys. Ed. and Rec. Studies and for Bison athletes.
  - ▶ Certified General Accountants Assoc. - \$305,000 to the Asper School endowment.
  - ▶ Boston Pizza - \$150,000 to provide annual awards and to endow awards in Physical Education and Recreation Studies and for Bison athletes.
  - ▶ Since February 11, 2003 the university has received 20 gifts over \$10,000.
- The Alumni database (currently IMS) will be replaced with a new system. Sierra Systems has been contracted to guide private funding through the selection of a vendor and appropriate software package.
- Chris Horbachewski, campaign director, received the Rising Star award from the Council for the Advancement and Support of Education (District VIII). The award recognizes accomplishments to date and expectations of greater achievements in the future.

**PART B - Notable Events (External)**  
**Emőke J. E. Szathmáry**  
**March 18, 2003 - April 27, 2003**

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Saturday, March 22, 2003

- Present remarks at St. Paul's College Graduation Dinner and Dance

Monday, March 24, 2003

- Host dinner and provide remarks at Knight Visiting Lecturer Reception and Dinner in honour of Dr. Evelyn Fox Keller
- Provide remarks at Knight Visiting Lecture, presented by Dr. Evelyn Fox Keller

Wednesday, March 26, 2003

- Provide remarks at Fort Garry Campus Faculty and Staff Capital Campaign kickoff
- Host dinner and provide remarks at dinner for visitors from University of North Dakota (Grand Forks)

Thursday, March 27, 2003

- Provide remarks at reception celebrating 50<sup>th</sup> Anniversary of the Elizabeth Dafoe Library
- Meet with Dr. Charles Kupchella, President, University of North Dakota
- Host reception at 37 King's Drive for the winners of the Winnipeg Rh Institute Awards and provide remarks.

Friday, March 28, 2003

- Participate in Round Table discussion at the invitation of Honourable Tim Sale, Minister of Energy, Science and Technology
- Present awards to male and female Athlete of the Year at the Brown and Gold Athletic Awards Dinner

Saturday, March 29, 2003

- Provide remarks at Faculty of Engineering Graduation Dinner and Dance

Tuesday, April 1, 2003

- Meet with The Honourable Sharon Carstairs, Leader of the Government in Senate and Minister of Palliative Care, in Ottawa
- Meet with The Honourable Stephen Owen, Secretary of State, Western Economic Diversification and for Indian Affairs and Northern Development, in Ottawa
- Meet with The Honourable Rey Pagtakhan, Minister of Veteran Affairs and Secretary of State, Science, Research and Development in Ottawa

Wednesday, April 2, 2003

- Attend breakfast meeting with The Honourable Susan Whelan, Minister for International Cooperation, in Ottawa

Friday, April 4, 2003

- Meet with potential University benefactor, in Toronto

Monday, April 7, 2003

- Host dinner for distinguished graduate, Dr. Monty Hall

Tuesday, April 8, 2003

- Attend Association of Universities and Colleges of Canada (AUCC) dinner at The University of Western Ontario, London, which honoured Prime Minister Chrétien and Madame Aline Chrétien on the 40<sup>th</sup> anniversary of his election as a Member of Parliament. The Honourable Alan Rock, Minister of Industry and The Honourable Jane Stewart, Minister of Human Resources Development Canada were also in attendance, as well as the presidents of the federal granting agencies.

Wednesday, April 9, 2003

- Participate in the meeting of AUCC Standing Committee on International Relations
- Attend AUCC luncheon, and join the table held for His Excellency John Ralston Saul and Dr. Dyane Adam, Commissioner of Official Languages
- Attend AUCC workshops on "Public Attitudes and University Priorities", "Leadership in an Era of Change, parts I and II", and on future challenges to universities - "Building on Success"

Thursday, April 10, 2003

- Attend Annual Business Meeting of Association of Universities and Colleges in Canada

Saturday, April 12, 2003

- Provide remarks and host semi-annual reception for University of Manitoba retirees

Monday, April 13, 2003

- Host luncheon at 37 King's Drive and provide remarks at Faculty of Graduate Studies Dissertation Awards recipients luncheon
- Provide remarks at School of Medical Rehabilitation Opening

Wednesday, April 16, 2003

- Meet with potential corporate University benefactor in Calgary, along with Ms. Elaine Goldie, Vice-President (External)

Thursday, April 17, 2003

- Provide remarks at Official Opening of the Thermofluids Engineering Laboratory
- Provide remarks at recognition luncheon for Canada Foundation for Innovation New Opportunities Award Recipients

Saturday, April 19, 2003

- Provide remarks at the official opening of the new residence at the Delta Marsh Field Station

Monday, April 21, 2003

- Attend breakfast meeting with Dr. Gerald Niznick, distinguished graduate and Dr. Johann De Vries, Dean, Faculty of Dentistry

Tuesday, April 22, 2003

- Present Sigma Xi Lecture at East Tennessee State University in Johnson City, Tennessee
- Present seminar at East Tennessee State University

Wednesday, April 23 - Sunday, April 27, 2003

- Attend 72<sup>nd</sup> meeting of the American Association of Physical Anthropologists in Tempe, Arizona

April 30, 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 April 30, 2003.

**Observations**

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

Dean Anne Percival will be the Speaker for the Executive Committee for the May meeting of Senate.

2. **Appointments to Appeals Committees**

The Senate Executive Committee is charged with appointing the Chair of the Senate Committee on Appeals and the Vice-Chair of the Senate Committee on Admission Appeals. At its last meeting, the Senate Executive Committee appointed Dr. Janet Hoskins as Chair of the Senate Committee on Appeals and Dr. Arthur Gerhard as Vice-Chair of the Senate Committee on Admission Appeals. Both appointments are for three-year terms ending May 31, 2006.

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

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

Respectfully submitted,

Dr. R. Kerr, Acting Chair  
Senate Executive Committee

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

/jml

**SUBMISSION TO THE FACULTY OF GRADUATE STUDIES**

**from the**

**I.H. ASPER SCHOOL OF BUSINESS**

**in support of**

**THE ESTABLISHMENT OF A  
MASTER OF SCIENCE PROGRAM  
IN  
MANAGEMENT**

**Prepared by:**

**I.H. Asper School of Business  
University of Manitoba**

Comments of the Senate Executive Committee:

Senate Executive Committee endorses

Report to Senate.

Revised February 2003

### Executive Summary

This proposal describes the formulation of a M.Sc. program to be offered in the I.H. Asper School of Business at the University of Manitoba. The program's areas of specialization will build upon the existing strengths of the Faculty of Management and other Faculties on campus. Students completing the program will possess specialized education in their chosen field of management with an emphasis on research methodology. Our goal is to develop strong academically qualified master's candidates who are prepared for further work at the PhD level, or who have a desire to pursue research or technically-based management career paths in industry or government. Students will be drawn from Faculties of Management, or disciplines with a close affinity to management from universities in Manitoba, other Canadian provinces, and from foreign locations. This program is expected to fill a gap in our educational offering. At the present time, our MBA programs are aimed at the generalist manager and no program in Manitoba offers specialized master's degree programs. Our research indicates that a sizeable number of our undergraduate students are interested in master's degree programs and, particularly, the M.Sc. in Management option. The new M.Sc. in Management program involves no new resources since classes are already being offered in the PhD and MBA programs. The proposed M.Sc. combines existing courses from our PhD and MBA programs and from courses offered by the Faculties of Arts and Science to create the specialized master's degree. The existing administrative and academic structure of the Asper School is fully capable of absorbing the additional 5-10 M.Sc. students. Furthermore, the program is supported by the Asper School faculty and local industry.

## A. PROGRAM DESCRIPTION

### 1. Objectives and features

#### I. *Clearly state the objectives of the program.*

The objective of this program is to produce graduates who have an academically more in-depth, rigorous training in their chosen management field than is normally the case either for B.Comm. (Hons.) graduates or MBA graduates from most typical North American MBA programs. In addition, the program seeks to develop strong research skills for the graduates in order to meet the needs of employers as well as to more effectively prepare Master's students for doctoral work.

#### II. *Highlight novel or innovative features of the proposed program.*

The creation of the M.Sc. in Management as a specialist degree, coupled with AACSB accreditation, opens an opportunity for the Asper School of Business to reconsider the structure of graduate programs within the Faculty. This novel Masters program in Management will differ from an MBA program in that it will have a research orientation, require a thesis or practicum, have an in-depth curriculum in a particular discipline of Management, and involve one-on-one work with faculty mentors. The MBA programs we offer now prepare students for general management functions with little depth of expertise in research or technical aspects of business operations. The graduates of this proposed program will be uniquely positioned to undertake additional graduate work (e.g., at the doctoral level), to take up staff/research/consultative positions in private or public sector organizations in Canada, or to teach in smaller colleges in Canada or overseas.

### 2. Context

#### I. *Indicate the extent to which the program responds to current or future needs of Manitoba and/or Canada.*

This program will respond to the current and future needs of Manitoba and Canada in at least four ways:

- i.) There is a growing complexity in the world of management. As markets have become globalized and management knowledge increasingly advanced, there is need of specialists who are not only fully versed in the practices of a particular area, but also capable of understanding and critically assessing new knowledge claims and developments in this



area. In particular, there is a need for specialists who can collect information first-hand for their organization or, at minimum, are able to critically scrutinize the work of those paid to do so (e.g., consultants). The MBA program produces potential managers who are much more generalist in nature and do not possess strong research skills. The M.Sc. program will fill this gap.

- ii.) The past few decades have witnessed a substantial increase in consultancy as an occupation. Yet, there is at present little opportunity for consultants to receive advanced training — especially as most Ph.D. programs are focused on training future academics. Coupled with the generalized nature of most MBA programs, this means not only that students interested in a career in consultancy are unable to acquire the training they seek, but perhaps more importantly, that a great many consultants may have an underdeveloped knowledge base with which to advise clients.
- iii.) A number of professional associations have begun to be concerned about the qualification and credential levels of their members. There may be a variety of reasons for this, but it tends to be aggravated by limited course offerings at the undergraduate and MBA levels. An M.Sc. program may address this problem. While it will not be tailored to specific credentialing requirements of professional associations (which often entail only undergraduate courses), it will prepare students to be highly qualified in their areas, providing a *more advanced* credential than that typically required where credentialing processes currently exist (e.g., in Human Resource Management). See Appendix VI for letters of support from Manitoba firms.
- iv.) At present, it is difficult for Manitoba students interested in eventually acquiring a doctorate in management to obtain the necessary level of preparation. In particular, MBA programs (while often a prerequisite) do not prepare students for advanced research-based graduate studies. As a result, there is not only a problem of small numbers in our Ph.D. program, but also a lack of Manitobans able to qualify for Ph.D. training. This has a number of possible implications. Perhaps most important, Manitobans with Ph.D.s can be more readily expected to locate and remain in Manitoba after completion of their graduate programs. Because the M.Sc. would in effect serve as a "feeder" into either our doctoral program or doctoral programs offered elsewhere, it would increase the

number of Manitobans with Ph.D.s in business. In so doing, it may help to address recruitment and retention problems currently faced by management programs in post-secondary institutions throughout the province.

- II & III. *What is (are) the particular strength(s) of the program?  
What will outsiders know the program for in terms of areas of concentration or specialization?*

Unlike the current MBA programs, which are known for the breadth of knowledge conveyed to students, the M.Sc. in Management program allows for specialization in one of the areas of management education and the development of theses and practicums that further develop the areas of specialization. The Asper School is staffed with a number of highly skilled academics who have established a well-respected PhD program over the last ten years. The M.Sc. program will more effectively utilize the faculty and resources in developing highly competent university academics and industry specialists. The program and its graduates will be known for their specialization in one of the core areas of management study (i.e., Human Resources Management, Industrial Relations, Management of Organizations, and Marketing). In addition, the program will be known for producing graduates well versed in research methods and specialized knowledge in these areas. (See Appendix VI for acknowledgement of industry support).

- IV. *Indicate the extent to which the program enhances or uses existing programs at The University of Manitoba.*

The program will be intertwined with both the Ph.D. and the MBA programs which already exist at the University of Manitoba. No new courses are proposed in the new M.Sc. in Management program.

- i. The M.Sc. students will take courses in their program which are already being offered for the Asper School's Ph.D. and MBA programs. Once *completing* the M.Sc. degree, if they apply for and are accepted into the Ph.D. program, these courses may not be given credit toward the Ph.D. If, however, a student applies for and is accepted into the Ph.D. program *before* completing the M.Sc. degree, courses may be transferred for credit toward the Ph.D.<sup>1</sup> Conversely, students who have taken courses within the Ph.D. program but decide to transfer into the M.Sc. may

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<sup>1</sup> Note also that if a student transfers from the M.Sc. to the Ph.D. prior to completing the requirements for the M.Sc., time spent in the M.Sc. program will be included in the time spent in the Ph.D. program.

apply to have their credits for all completed Ph.D. courses transferred for credit toward the M.Sc., subject to the approval of the Graduate Committee.

- ii. The M.Sc. students will also take courses in advanced statistics, research methods, etc. from other Departments across campus (see Appendix I for examples). A number of courses offered in the program from outside the Asper School are housed in the Faculty of Arts. The Departments of Psychology, Economics, and Sociology will provide courses for our M.Sc. students.
- iii. Because of the differing emphasis of the M.Sc. and the MBA programs, we do not believe that one will be in direct competition with the other. However, students may take MBA courses, subject to the approval of the Graduate Committee.<sup>2</sup>

V. *Indicate the extent to which the program enhances cooperation among Manitoba's universities.*

No other university in Manitoba offers graduate-level education in management. Students from other Manitoban universities with the required prerequisites would be eligible to apply for the program.

VI. *Indicate the extent to which the program is likely to enhance the national/international reputation of The University of Manitoba.*

This will be one of a handful of M.Sc. programs in Management available in Canada<sup>3</sup>, most of which are concentrated in Francophone universities in Quebec. The program will help enhance the reputation of the University of Manitoba and the Asper School of Business among the Canadian business community as well as other Canadian business schools in two ways. First, it will help build our reputation as a leader in management education. Specialized master's programs are becoming more common in North America (See Appendix III for an article on the topic). Second, it will build our reputation as one of the few programs where a student can obtain basic research training to become a consultant or advance to doctoral programs.

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<sup>2</sup> Note that students will not be able to transfer freely from the M.Sc. program to the MBA program.

<sup>3</sup> See Appendix II for a listing of other Canadian M.Sc. programs offered by Business Schools.

VII. *Indicate the extent to which the program complements and strengthens the other programs at The University of Manitoba.*

This program will complement other graduate and undergraduate programs at the University of Manitoba. Students who have an undergraduate degree from another Faculty with a minor in Management may have the prerequisite courses to enter this program. M.Sc. students in Management will be taking courses in other Departments/Faculties such as Recreation Studies, Family Studies, Clothing and Textiles, Psychology, Economics, Sociology and Nursing (see Appendix I). Faculty members from these Departments/Faculties may serve on students' theses committees. This program will also strengthen the present Ph.D. program in Management by enhancing the research culture among management graduate students.

1. Specifics

I. *Describe the program under the following headings:*

a. *Admission requirements:*

- i. Degree Requirements and GPA: Students admitted to the M.Sc. (Management) will possess at least a 4-year honours or equivalent degree from a recognized university in either a) management/business with a major in the same area or a similar area to that pursued in the M.Sc. or b) a degree from another Faculty with a closely related major. Applicants must have a GPA of at least 3.2 in their most recent 60 credit hours of university course work.
- ii. Aptitude Tests: Applicants will be required to have completed either the GMAT or GRE. Scores necessary for admittance will conform to the standards established by the Graduate Committee.
- iii. TOFEL or Equivalent Tests: As per Faculty of Graduate Studies regulations, a successfully completed English Language Proficiency Test is required of all applicants unless they have received a high school diploma or university degree from Canada or one of the countries listed on the Faculty of Graduate Studies' English Language Proficiency Test Exemption List. Scores more than two years old are not acceptable. Applicants must have a score at or above the thresholds outlined by the Faculty of Graduate Studies.

All students must have also completed, during the program (on an auxiliary basis) or prior to entry into the program, at least one undergraduate or graduate level course in each of: accounting; finance; marketing; organizational behaviour or organizational theory; and industrial relations/human resource management. Additional courses may be required subject to the discretion of the Graduate Committee if it is deemed that their undergraduate preparation is not sufficient for their area of specialization. For instance, a student wishing to specialize in Marketing would be expected to have taken undergraduate university courses in Consumer Behaviour and Marketing Research Methods. If the student is lacking these courses, the Graduate Committee may require the student to take such courses to make up for this deficiency.

iii. Application: Prospective students will complete an application form including a statement of purpose. The application will also require letters of reference from two (2) referees.

For i, ii, and iii above, these requirements may be waived in exceptional cases, subject to the discretion of the Faculty Graduate Committee, and provided that Faculty of Graduate Studies' admission requirements are not violated.

*b. Course requirements:*

Students will be required to complete a minimum of 18 credit hours plus a thesis/practicum. This minimum will include:

- i) at least 6 credit hours of required graduate-level courses;
- ii) up to 12 credit hours of optional courses (subject to the approval of the Graduate Committee);
- iii) thesis/practicum.

A complete detailed listing of this program is attached in Appendix I (for both the Management and Marketing course programs). Note that this program will not require the introduction of any new courses. Students will take courses already being offered in the Ph.D. and MBA programs as well as graduate-level courses from other Faculties.

There will be no language requirement for this program.

*c. Evaluation Procedures:*

Students will be evaluated in each course on the basis of examinations, term papers, and term projects. In addition students will be evaluated on the research/practicum proposal and either a thesis or research practicum.

*d. Thesis/practicum procedures:*

A listing of thesis or practicum regulations is attached (See Appendix VII).

*e. Ability to transfer courses into the program:*

Transfer credits will be granted subject to the approval of the Faculty of Graduate Studies and the Asper School's Graduate Committee.

*f. Other procedures:*

N/A

II. *Indicate the credential (degree or diploma) to be granted a student on successful completion of the program.*

The Degree to be granted will be called the Master of Science.

- a) The rationale for the Master of Science designation is that it is the standard designation across Canada for such a research-based degree at the Master's level.
- b) This degree is offered under the same name at such universities as the University of Guelph, University of Saskatchewan, and Queen's University.
- c) N/A
- d) No accreditation is required by an external body; however, this program will come under the review of the American Assembly of Colleges and Schools of Business when the entire Asper School of Business is re-evaluated for accreditation as well as the evaluation of the Faculty of Graduate Studies review of graduate programs.

## 2. Projections and Implementation

### I. *Sample program listing for a typical student and timeline for completion.*

The sample program is contained in the details of the degree proposal. The typical student will be able to finish the program in 18 months. Students should finish their course work during the first two academic terms, followed by their proposal and thesis/practicum.

### II. *Enrollment estimate for the first 5 years and evidence for this projection.*

The projected enrollment is five students in the first year and up to ten by year three with this number at any one time remaining constant. In Appendix IV, Part B, an analysis of the demand for the M.Sc. (Management) degree program is presented. Based on a survey of 326 final-year undergraduate students, evidence of a high likelihood of securing the 5 to 10 students per year is supported. Our best estimates indicate that approximately 14% of all students interested in a graduate degree in management would be interested in the M.Sc. (Management) option. In addition, approximately 7.4% of final-year undergraduate students in our potential student market (i.e., students from management, economics, psychology, computer science, agribusiness) indicate an interest in pursuing the M.Sc. (Management) degree. We estimate that 24 students per year will indicate an interest in the M.Sc. (Management) degree program. This estimate represents the student interest level without the existence of the program and without promotion and publicity occurring to stimulate interest and demand. Furthermore, in Part C of Appendix IV, results of a focus group involving industry executives indicate strong endorsement by this group. Appendix VI presents letters of endorsement from the focus group participants. Several companies participating in the focus group offered student support for the program during the group session. It is likely the demand for the program may exceed our ability to respond in the short run. However, due to resource limitations the program will not be larger than 10 students. These enrollment projections are based on research reported in *Review of Existing Master's Programs in Management Degree Programs in Canadian Universities* found in Appendix IV.

- III. *State whether there is an intent to provide some aspects of the program through distance education and if so, how this will be effected.*

There is no intention to provide any aspects of the program through distance education.

- IV. *Provide a schedule for implementation.*

It is proposed that the program begin in September 2004. The first set of 5 students will be admitted in the Spring term 2004 for that September. Each year the enrollment will increase until a steady-state of 10 students are enrolled in the program at any one time. We expect that within 3 years from program launch a total of ten students will be registered in the M.Sc. (Management) program. A total of 10 students per year will be maintained until student demand and resource availability make it feasible to increase the program size.

## B. HUMAN RESOURCES

- I. *List all faculty members associated with the program (include Adjuncts).*

Faculty: The following faculty would be eligible to be thesis or practicum supervisors, and course teachers. Their abbreviated CVs are attached (See Appendix VIII).

### Department of Business Administration:

Name	Academic Credentials	Specialization
Marvin Bartell	Ph.D.	Organizational Behaviour
Chaju Bector	Ph.D.	Operations Research
Suresh Bhatt	Ph.D.	Operations Research
Michele Bowring	Ph.D. Candidate	Organizational Theory
Sue Bruning	Ph.D.	Organizational Behaviour
Parshotam Dass	Ph.D.	Business Strategy
Bruno Dyck	Ph.D.	Organizational Theory
Norman Frohlich	Ph.D.	Business & Gov't Relations
John Godard	Ph.D.	Industrial Relations
Tracy Hecht	Ph.D.	Human Resource Mgt.
Raymond Lee	Ph.D.	Organizational Behaviour
Ron McLaughlin	Ph.D.	Operations Management



Bill Notz	Ph.D.	Organizational Behaviour
Heejoon Park	Ph.D.	Industrial Relations
Earl Rosenbloom	Ph.D.	Operations Research
Christina Sue-Chan	Ph.D.	Human Resource Mgt.
Xiaoyun Wang	Ph.D.	Organizational Behaviour

#### Department of Marketing

Name	Academic Credentials	Specialization
Namita Bhatnagar	Ph.D. Candidate	Services Marketing/ Internet Marketing
Edward Bruning	Ph.D.	International Marketing
Walter Good	Ph.D.	Marketing Strategy
Reginald Litz	Ph.D.	Small Business/ Entrepreneurship
Rajesh Manchanda	Ph.D.	Consumer Behaviour/ Advertising
Sridhar Samu	Ph.D.	Consumer Behaviour/ Brand Management
Subramanian Sivaramakrishnan	Ph.D.	Consumer Behaviour/ Research Methods
Malcolm Smith	Ph.D.	Consumer Behaviour

The coursework for the M.Sc. program will consist of courses already being taught at the Ph.D. and MBA levels. In addition, we will be relying on courses offered in other Faculties of the university to offer research methods and substance courses to our students. Therefore, it should not have a significant impact on teaching loads. Any increased time commitment will be the result of serving on a student's thesis or practicum committee.

#### 2. Support Staff

*Indicate the role or participation, if any, of clerical or technical support staff in the delivery or administration of the program.*

Support staff will assist in processing applications and in providing administrative support as they do for the MBA and Ph.D. programs. The additional workload will come from additional students. The type of work will not change.

#### 3. Other

*Indicate participation of individuals or groups external to the University of Manitoba.*

There will be no such groups participating in the program.

## C. PHYSICAL RESOURCES

### 1. Space

- I. Students: Students would require up to 10 study carrels. These are already in place in the Drake Centre on the third floor. The students will have access to the Drake computer lab.
- II. Administrative: No additional administrative space is required.

### 2. Equipment

- I. Teaching: There will be no new instructional equipment needed in the delivery of courses.
- II. Research: There will be no new major research equipment requirement.

### 3. Computer

Students will be expected to own their own computers. They will also have access to the Drake computer laboratory. These are supported by the student surcharge (approximately \$500/year per student) paid by all students in the Asper School. There are no additional computer resource implications for launching the M.Sc. (Management) program (see Appendix V for a letter to this effect from the Computer Services Coordinator).

Each student will require a University computer account for email, access to the internet, and use of other statistical software used in the Asper School.

### 4. Library

- a) *Describe existing resources available for use in the program.*

Existing library resources include the necessary journals for teaching graduate seminars due to the fact that the Asper School already has a Ph.D. program in place. Students will also have

access to journal articles by means of the Library's NETDOC program (e.g., Proquest Direct). At the present time, resources for launching the M.Sc. (Management) are adequate. If it appears that the program will enlarge over time, a review of library resources should be undertaken in order to ensure that adequate support is provided our students for their graduate work. At this time, however, no new library resources are necessary since the PhD and MBA programs are judged to be adequately resourced for conducting academic research.

b) *Describe new resources required.*

No new library resources will be required. See letter provided by library services indicating the status of our library capabilities to launch the program (see Appendix V).

D. FINANCIAL RESOURCES

1. Delivery Costs

*List and describe immediate and projected additional costs involved in running the program.*

i. *Costs associated with Human Resource implications under the above headings B.1, 2 & 3.*

No new faculty, support staff, or other human resources.

ii. *Costs associated with Physical Resources implications under the above headings B.1, 2 & 3.*

No new costs for physical resources.

iii. *Costs associated with research not covered above.*

No additional costs for research.

2. Student Support

*Indicate how and to what extent support of students is anticipated and indicate what commitment is made for student recruitment.*

Our students will be qualified to compete for the University of Manitoba Graduate Fellowships. As the Asper School's endowment campaign develops and monies are identified that could be used to enhance our graduate programs, consideration

will be given to provide scholarships, assistantships, and stipends to qualified applicants.

Budget for recruiting:

Website: No additional expense since this has already been established for other Asper School recruiting and promotional activities.

Build awareness poster and brochures: At the present time, the Faculty spends approximately \$3500 per year on posters and brochures. The M.Sc. (Management) program will be included as a graduate option and thus will not incur additional expenditures.

Promotion at MBA fairs: Asper School Graduate Program Managers currently attend MBA and PhD fairs in Vancouver, Victoria, Edmonton, Calgary, Halifax, Montreal, Toronto, and Winnipeg. The M.Sc. (Management) program will be added to the portfolio of program offerings promoted at these fairs. The estimated \$8,000 per fair will be shared by all Asper School graduate programs. No new expenditures for the M.Sc. (Management) Program will occur.

Advertise in newspaper: Most of our MBA Manitoba and all of our MBA Part-time students are residents of Manitoba (and most of them from Winnipeg). Our PhD students, on the other hand, are largely from outside Manitoba.

We expect our M.Sc. (Management) program to draw from Manitoba (Winnipeg); however, a good number are likely to come from other Canadian and foreign universities and will be recommended by faculty from these universities. Thus, a substantial word-of-mouth promotion is expected to occur for the proposed program.

### 3. Identification of new financial resources

*Indicate any new sources of funds that are anticipated for supporting the program.*

No new sources of revenue are contemplated at this time. However, tuition fees, surcharge fees, and grants from the Provincial government will continue.

### 4. Balance Sheet

The program we are proposing has no new revenues or line-item outlays (other than tuition payments from students admitted to the program). Our MBA and PhD programs possess excess capacity and therefore will allow us to increase student enrollments (for the M.Sc. program) without incurring additional

overhead or out-of-pocket expenditures. Thus, our income and balance sheet entries are not substantially affected by providing the proposed M.Sc. (Management) program.

**Report of the Programs and Planning Committee of the Faculty of Graduate Studies on graduate program proposals.**

---

**Preamble**

The Programs and Planning Committee (PPC) of the Faculty of Graduate Studies (FGS) has the responsibility of reviewing new graduate programs and makes recommendations to FGS Council. PPC met on January 27, 2003 and made the following recommendation regarding the proposal of a Master of Science program in Management.

**Observations**

1. The creation of an M.Sc. in Management as a specialist degree, coupled with AACSB accreditation, opens an opportunity for graduates to have in-depth, rigorous academic training in their chosen management field.
2. Since the MBA program does not prepare students for advanced research-based graduate studies, the M.Sc. will effectively serve as a feeder into the U of M's doctoral program in Management.
3. The proposed program was endorsed by the external review committee, concluding that the program represents precisely the form of specialized education required increasingly by employers, as well as an important stepping stone to doctoral level education. The external review committee reports and the unit response to the reports are included with the proposal.
4. The Library Support Statement indicated that the University of Manitoba Libraries "has adequate resources to support the proposed program".
5. The proposal received support statements from the I.H. Asper School of Business, Student Records, IST, units delivering courses outside of the program and, Manitoba groups, agencies and organizations associated with the program.

**Recommendation**

The Programs and Planning Committee of the Faculty of Graduate Studies recommends that the Faculty Council of Graduate Studies approve the Master of Science Program in Management proposal.

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

**Report of the Senate Planning and Priorities Committee on The Faculty of Graduate Studies Proposal to Introduce a Master of Science in Management.**

---

**Preamble:**

1. The terms of reference of the Senate Planning and Priorities Committee (SPPC) are found in the *Senate Handbook*, section 8.32, wherein SPPC is charged with making recommendations to Senate regarding proposed academic programs.
2. The Programs and Planning Committee (PPC) of the Faculty of Graduate Studies has the responsibility of reviewing new graduate programs and makes recommendations to Faculty of Graduate Studies Council.

**Observations:**

1. A Master of Science in Management program is proposed by the Faculty of Graduate Studies to meet a need for more research-oriented graduate studies than are available in the current MBA program.
2. This program, M.Sc. (Management) would serve, in part, to provide preparation for entry to Ph. D. studies in Management.
3. The proposed M.Sc. program requires no additional resources, since existing courses from the MBA and Ph.D. programs would be used, and existing faculty in the I.H. Asper School of Business are available and willing to serve as supervisors for the thesis/practicum. However, it should be noted that this program, and any other new graduate program, increases pressure on already scarce resources for supporting graduate students across the University.
4. External reviews of the proposed program have been carried out. These are generally favourable, and where appropriate, suggestions of the reviewers have been taken into account in the proposal.
5. Supporting statements have been received from the libraries indicating that resources are adequate.

**Recommendation:**

SPPC endorses and recommends that Senate approve the Faculty of Graduate Studies proposal to introduce a Master of Science in Management.

Respectfully Submitted,

Norman M. Halden, Chair  
Senate Planning and Priorities Committee

/jps

March 25, 2003

## Report of the Senate Committee on Instruction and Evaluation

### Preamble

1. The terms of reference for the Senate Committee on Instruction and Evaluation (SCIE) are found in Section 8.26 of the *Senate Handbook*.
2. The Committee met on March 25<sup>th</sup> to consider a number of proposals from various units.

### Observations

1. At the Senate meeting of January 9, 2002, Senate considered the following observations and consequential recommended amendments to Policy 1305 from the Committee:

"At the end of each term, faculties and schools submit grades to the Student Records Office. The grades are loaded to the records system, but are not made available to students until a fixed date, a few days after the deadline for grade submissions. The 21-day period for grade appeals begins on the day of official release. Though this system has worked well, it has two drawbacks. First, students whose grades are in early must either consult instructors' postings or wait until the official release date. Second, students have raised confidentiality concerns about instructors' postings, which are organized by student number. If a student's student number becomes known, other students have access to her/his grades through the postings.

The Student Records Office has proposed that grades be released on the telephone and via the Web as they are submitted by faculties and schools. Accordingly, instructors will no longer post grades unless specific exemptions are granted by the Director of the Student Records Office. Students will have access to their own grades via a personal identification number.

The grade appeal deadline will be established in the Academic Schedule to replace the 21-day period.

Where a department or faculty cannot meet a grade submission deadline, the Student Records Office will attempt to accommodate them where feasible."

2. This matter was referred back to the Committee by Senate at its meeting of January 9, 2002. At the time, Senate was concerned that the recommended changes to Policy 1305 would not allow for departments to post grades. At the time Senators also proposed a number of possible ways to post grades while ensuring confidentiality.
3. The Committee struck a working group to explore these outstanding issues. The working group recommended that rather than forbidding instructors from posting final grades, and in order to protect confidentiality, instructors be allowed to post grades, but in student number sequence only.



4. The Committee agreed with the recommendation of the working group. If Senate approves this report's recommendation, the Committee suggests that the Student Records Office provide instructors with two grade registers - one in alphabetical order and the other in student number order.

**Recommendation**

THAT Senate approve the proposed changes to Section C 1a, c and d, and 5a of policy 1305 *Examination Regulations* as set out in Appendix "A" attached.

Respectfully submitted,

Professor Karen C. Ogden, Chair  
Senate Committee on Instruction and Evaluation

/jml

**Comments of the Senate Executive Committee:**

The Senate Executive Committee endorses  
the report to Senate.

Appendix A

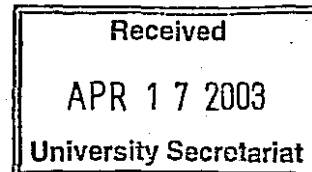
Policy 1305 Current Sections	Policy 1305 Proposed Sections
<p><b>1. Final Grades</b></p> <p>a) Departments are required to establish a procedure for the review and approval of final grades prior to submission to the Director of Student Records.</p> <p>b) All final grades must be submitted in accordance with the instructions received from the Director of Student Records.</p> <p>c) Final grades may only be released in accordance with the procedure established by each faculty or school. In all cases confidentiality regarding the names of the candidates shall be maintained.</p> <p>d) Faculties and schools must post grades (identifying students by student number only) as soon as the grades have been approved by the Faculty/School/Department (as appropriate) and have been submitted to the Student Records Office.</p>	<p><b>1. Final Grades</b></p> <p>a) Departments are required, <u>subject to faculty/school regulations</u>, to establish a procedure for the review and approval of final grades prior to submission to the Director of Student Records.</p> <p>b) All final grades must be submitted in accordance with the instructions received from the Director of Student Records.</p> <p>c) Final grades <u>may only be released in accordance with the procedure established by each faculty or school. In all cases confidentiality regarding the names of the candidates shall be maintained.</u></p> <p>d) <u>Faculties and schools must post grades (identifying students by student number only) as soon as the grades have been approved by the Faculty/School/Department (as appropriate) and have been submitted to will be released to students by the Student Records Office as they are submitted by faculties and schools, except where alternate arrangements have been made between the Dean or Director and the Director of Student Records.</u></p> <p>d) <u>To protect confidentiality, instructors may only post grades in student number sequence.</u></p>
<p><b>5. Appeal of Final Grades</b></p> <p>a) A candidate may enter an appeal, through the Student Records Office, for assessment of one or more grades following the posting of grades by the Faculty/School/Department, but in no instance later than twenty-one (21) days following the release of grades by the Student Records Office. Applications must be made on a prescribed form obtainable from the Student Records Office. On payment of the prescribed fee, such appeals shall be forwarded to the Head of the Department in which the course is offered.</p>	<p><b>5. Appeal of Final Grades</b></p> <p>a) A candidate may enter an appeal, through the Student Records Office, for assessment of one or more grades following <u>the posting of grades by the Faculty/School/Department, but in no instance later than during the twenty-one (21) days following day appeal period specified in the release of grades by the Student Records Office. Academic Schedule.</u> Applications must be made on a prescribed form obtainable from the Student Records Office. On payment of the prescribed fee, such appeals shall be forwarded to the Head of the Department in which the course is offered.</p>

b) Examination scripts are to be held by the teaching unit responsible for the course until six months after the expiration of the appeal period. In individual cases where appeals have been initiated, the holding period will be extended accordingly.	b) Examination scripts are to be held by the teaching unit responsible for the course until six months after the expiration of the appeal period. In individual cases where appeals have been initiated, the holding period will be extended accordingly.
c) Each department, school or faculty is responsible for arranging the proper processing of the appeals, and shall report the results of appeals to the Student Records Office.	c) Each department, school or faculty is responsible for arranging the proper processing of the appeals, and shall report the results of appeals to the Student Records Office.
d) Normally the re-evaluation of a grade shall be undertaken by the instructor(s) responsible for the particular course(section) in consultation with at least one other instructor - in the same or related subject area - who shall independently assess the script and/or other relevant materials.	d) Normally the re-evaluation of a grade shall be undertaken by the instructor(s) responsible for the particular course(section) in consultation with at least one other instructor - in the same or related subject area - who shall independently assess the script and/or other relevant materials.
e) In the event that the appealed grade has been awarded on the basis of an examination only, the entire script will be re-read. Except as noted below, where the grade has been awarded on the basis of an examination in combination with term work, the examination script will be re-read and term mark calculation reviewed. In the case of grades awarded solely on the basis of term work, the calculation will be reviewed. In instances where term work has not been returned to students before the last day of classes, that term work shall also be re-read.	e) In the event that the appealed grade has been awarded on the basis of an examination only, the entire script will be re-read. Except as noted below, where the grade has been awarded on the basis of an examination in combination with term work, the examination script will be re-read and term mark calculation reviewed. In the case of grades awarded solely on the basis of term work, the calculation will be reviewed. In instances where term work has not been returned to students before the last day of classes, that term work shall also be re-read.
f) Grades subject to appeal may not be lowered.	f) Grades subject to appeal may not be lowered.
g) In cases where appeals have resulted in a change of grade, the application fee will be refunded to the student.	g) In cases where appeals have resulted in a change of grade, the application fee will be refunded to the student.
h) Teaching units shall be responsible for arranging to destroy examination scripts held by them in accordance with section (b) above, ensuring in the process, the confidentiality of the document.	h) Teaching units shall be responsible for arranging to destroy examination scripts held by them in accordance with section (b) above, ensuring in the process, the confidentiality of the document.
i) The result of an appeal must be submitted to the Student Records Office within 30 days of the deadline for the student to submit the appeal being considered. In the event this deadline cannot be met, the department must notify the Student Records Office with reasons for the delay. In no case shall an appeal be delayed longer than 60 days.	i) The result of an appeal must be submitted to the Student Records Office within 30 days of the deadline for the student to submit the appeal being considered. In the event this deadline cannot be met, the department must notify the Student Records Office with reasons for the delay. In no case shall an appeal be delayed longer than 60 days.



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April 11, 2003

TO: Beverly M. Sawicki, University Secretary

FROM: Joanne C. Keselman, Vice-President (Research)

RE: Proposal to Establish a Research Chair in Orthopaedic Surgery

Enclosed please find a proposal to establish a Research Chair in Orthopaedic Surgery. The proposed chair will be funded primarily by the investment income from a fund which is held by the Winnipeg Foundation. The purpose of this fund is "to support research and education in orthopaedic surgery at the University of Manitoba Faculty of Medicine," and the amount of this fund is sufficient to support the establishment of this chair.

The enclosed proposal was developed by the Faculty of Medicine and endorsed by both the Dean of Medicine and the Vice-President (Academic) and Provost, in accordance with Policy 428, *Chairs and Professorships*. The proposal has also been endorsed by the members of the Advisory Committee of this fund.

As the primary purpose of the proposed chair is to enhance research at the University, the proposal was forwarded to the Senate Committee on University Research for consideration. The proposal was considered at the March 12, 2003 meeting of this committee, at which time a motion to recommend to Senate the approval of the proposed chair was passed.

Accordingly and as Chair of the Senate Committee on University Research, I would ask that you forward this proposal to Senate for its consideration.

Under separate cover, I have forwarded to you a request that seeks formal approval of the naming of this chair by the Senate Committee on Honorary Degrees.

Thank you.

/tt  
encl.

## Proposal to Establish a Chair in Orthopaedic Surgery and Research

Faculty of Medicine  
December 19, 2002

Type of Appointment: Research Chair

Name: Chair in Orthopaedic Surgery and Research

### Purpose and Objectives of this Chair:

The Chair in Orthopaedic Surgery and Research will provide for leadership, scholarship and mentorship in the development of clinical research as well as strengthen collaborative academic ventures. The primary objectives of this Chair are several fold:

- To develop relevant clinical research in areas of priority and importance in musculoskeletal disease, e.g. joint arthroplasty, spinal disorders.
- To promote collaborative research within the Faculty and University, e.g. joint arthroplasty outcomes and the Centre for Health Policy, orthopaedic surgery and neurosurgery in spinal disorders, orthopaedic surgery and rheumatology in the management of arthritis.
- To provide mentorship and leadership for undergraduate and post-graduate trainees and for junior staff to enable research and scholarly activities in musculoskeletal disease.
- To establish teaching programs in musculoskeletal health and disease not only for medical students but potentially for any student in a related field eg. rehabilitation, engineering, etc.

### Relationship to the Goals of the Department of Surgery:

The Department of Surgery has been encouraging the development of clinical research in its various sections for at least the last seven years. It has provided forums for discussions concerning research promotion among the members as well as for presentation of results. Despite these efforts, research productivity has not been optimized. Little or no funding is available to protect the time of surgeons for research activities. This chair will assist for the protection of time to improve the development of scholarly activities including research. Students often view Orthopaedic Surgery as a specialty where clinical surgical productivity is of paramount importance but there is limited opportunity for scholarly activities.

Funding Method:

The proposed Chair will be funded primarily by the investment income from the Alexander Gibson Funds which is held by the Winnipeg Foundation. Annual income from the Funds will be transferred to the University of Manitoba by the Foundation, and placed in a University donations account to be known as the Alexander Gibson Funds Account. The account will be administered by the Department of Surgery, Faculty of Medicine advised by an Advisory Committee comprised of:

- the President or designate as Chair
- the Dean of the Faculty of Medicine
- the Head of the Department of Surgery
- two other persons appointed by the President.

Academic Qualifications:

As stipulated in University Policy 428, *Chairs and Professorships*, individuals appointed to the Chair position shall have academic qualifications commensurate with an appointment at the rank of Professor. With respect to the proposed Chair, candidates must have an M.D. degree or both M.D. and Ph.D. degrees and be eligible for licensure in Manitoba. The successful candidate will have a strong background in administration and development, a record of research development and the promotion of collaborative research, and a strong record of student mentorship especially as it pertains to career development in research.

Term of Appointment:

The initial term of appointment will be five years. The renewal of the appointment for an additional term(s) will be subject to a successful performance review, such review to be carried out during the fourth year of the term.

A successful performance review will provide evidence of the following:

- the development of clinical research programs in areas of priority and importance in musculoskeletal disease
- evidence of linkages, collaboration and multi-disciplinary research within the University and/or between the University and other research institutions; and
- evidence of mentoring of junior faculty including presentations and publications by mentees, and the attraction of new young clinician-scientists including student trainees.

Other Provisions:

1. The selection and appointment of an individual to the proposed Chair shall be conducted in accordance with Section 2.2 of the University Policy 428.
2. The duties and responsibilities of the individual appointed to the proposed Chair will be in accordance with Section 2.3 of University Policy 428. The Chair holder will have an appointment in the Department of Surgery, Section of Orthopaedic Surgery. The Chair holder will participate in an appropriate amount of teaching activity, including undergraduate and post-graduate medical trainees, trainees in other related disciplines and graduate students, where appropriate.
3. Annual reporting requirements shall also be in accordance with University Policy 428. In addition, the Chair will provide an annual report of activities to the Advisory Committee chaired by the President. In turn, the President shall provide a copy of that report to the designated representative of the Winnipeg Foundation.

Comments of the Senate Executive Committee:

The Senate Executive Committee endorses the report to Senate.



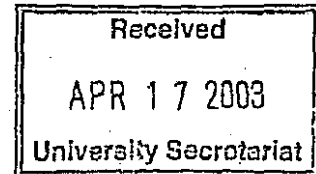
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April 16, 2003



TO: Ms. Beverly Sawicki, University Secretariat

FROM: Joanne C. Keselman, Vice-President (Research) and  
Chair, Senate Committee on University Research

SUBJECT: Periodic Review of Research Centres and Institutes/

Attached please find a report which includes a recommendation relating to the review of the Centre on Aging which was conducted by SCUR, according to Policy 1405, *Research Centres, Institutes and Groups*.

I would ask that you place this recommendation on the next agenda of Senate. Please feel free to contact me should you require any further information.

Thank you.

JCK/tt  
attach.

c.c. Dr. D. Jayas



**THE SENATE COMMITTEE ON UNIVERSITY RESEARCH  
REPORT ON THE REVIEW OF  
THE CENTRE ON AGING**

**Preamble:**

1. Policy 1405, *Research Centres, Institutes and Groups*, stipulates that all research centres/institutes be reviewed by the Senate Committee on University Research (SCUR) on a periodic basis but not less than once every five years. Accordingly and following the approval by Senate of Policy 1405, the Senate Committee on University Research established a schedule for the review of all research centres/institutes.
2. For each research centre/institute identified for review, a sub-committee of the Senate Committee on University Research was established. In accordance with Policy 1405, the task of each sub-committee was to recommend to SCUR on whether a formal, independent review committee should be struck to conduct a full review. If a sub-committee was of the view that a full review of a specific research centre/institute was not warranted, it was further charged with recommending to SCUR on the continuance or termination of the research centre/institute.

**Observations:**

1. The review process followed that which is outlined in section 3.3.1 of Policy 1405, and involved a review of annual reports of the centre/institute as well as a report prepared by the research centre/institute director which contained:
  - a description of how and why the Centre has achieved or revised its original objectives; a detailed listing of its research and training accomplishments; a current membership list; and a detailed financial statement;
  - a five-year plan which identifies (in general) future research directions and development strategies;
  - letters indicating continued support for the centre/institute from appropriate department heads and faculty/school deans/directors; and
  - the names of individuals who could provide external assessments of the research centre/institute.
2. The Centre on Aging review sub-committee has completed its work, and its recommendation has been considered and approved by SCUR. The membership of the sub-committee was as follows:

Dr. Karen Grant, Associate Dean (Research), Faculty of Arts (Chair); Dr. Paul Fortier, Department of French, Spanish and Italian; and Dr. Don Fuchs, Dean, Faculty of Social Work.

3. The assessment of the sub-committee was as follows:

The Sub-Committee was impressed with the detailed submission from the Centre on Aging which provides extensive information on the Centre's activities and accomplishments over the past five years, and the broad outlines of its directions for the future. The Sub-Committee concluded that the Centre is a hub of interdisciplinary research in the area of aging. It has provided numerous faculty and graduate students with training opportunities. Researchers affiliated with the Centre have secured a significant amount of research funding in the past five years, and as a result, numerous government reports and peer-reviewed articles have appeared in journals and books.

The Centre has undertaken a strategic planning process which has aided in the identification of budgetary and planning challenges. This process affirmed the centre's research objectives, and outlined a variety of activities for the continued realization of these objectives over the coming five years.

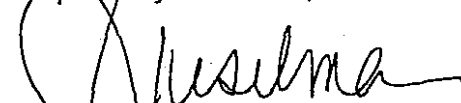
4. At the March 12, 2003 meeting of SCUR, the sub-committee recommended and SCUR approved the recommendation that a full review of the research centre/institute was not warranted and that the Centre on Aging should continue for a five-year period.

**Recommendation:**

On behalf of the Senate Committee on University Research, I am recommending to Senate:

**That the Centre on Aging continue for a five-year period, beginning July 1, 2003.**

Respectfully submitted,



Joanne C. Keselman, Ph.D.  
Vice-President (Research) and  
Chair, Senate Committee on University Research

Comments of the Senate Executive Committee:

The Senate Executive Committee endorses  
the report to Senate.