

Senate  
Senate Chamber  
Room E3-262 Engineering Building  
WEDNESDAY, October 5, 2005  
1:30 p.m.  
Regrets call 474-6892

## **PRESENTATIONS**

1. The United Way Campaign at the University of Manitoba will make a presentation regarding the 2005 campaign.

## **AGENDA**

### **I      CANDIDATES FOR DEGREES, DIPLOMAS AND CERTIFICATES - OCTOBER 2005** Page 17

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.

### **II      REPORT ON MEDALS AND PRIZES TO BE AWARDED AT THE OCTOBER CONVOCATION**

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

### **III      MATTERS TO BE CONSIDERED IN CLOSED SESSION – NONE**

### **IV      MATTERS RECOMMENDED FOR CONCURRENCE WITHOUT DEBATE - NONE**

### **V      MATTERS FORWARDED FOR INFORMATION**

1. Report of the Senate Committee on Awards Page 18

### **VI      REPORT OF THE PRESIDENT** Page 27

### **VII      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.

### **VIII      CONSIDERATION OF THE MINUTES OF THE MEETING OF SEPTEMBER 7, 2005**

### **IX      BUSINESS ARISING FROM THE MINUTES - NONE**

### **X      REPORTS OF THE SENATE EXECUTIVE COMMITTEE AND THE SENATE PLANNING AND PRIORITIES COMMITTEE**

1. Report of the Senate Executive Committee Page 48

**2. Report of the Senate  
Planning and Priorities Committee**

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

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

**1. Report of the Faculty of Graduate Studies on graduate  
program proposal-Master of Public Health Program Page 49**

**a) Report of the Senate  
Planning and Priorities Committee Page 86**

**2. Report of the Senate Committee on Admissions**

**a) re: Proposal from the Faculty of Pharmacy to  
increase minimum GPA admission requirement Page 88**

**b) re: Proposal from the Faculty of Dentistry to  
amend the subcategories of its Special Applicant  
Category admission guidelines Page 89**

**c) re: Proposal from the Faculty of Dentistry to amend  
"distant-past" academic history  
admission requirements Page 90**

**3. Report of the Senate Committee on Nominations  
re: Student Vacancies on Senate Committees**

This report will be distributed at the meeting.

**XII ADDITIONAL BUSINESS**

**XIII ADJOURNMENT**

Please Call Regrets to 474-6892.

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## **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 October 7, 2005.

## Report of the Senate Committee on Awards respecting Awards – September 1, 2005

### Preamble

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

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

At its meeting on September 1, 2005 SCOA reviewed 10 new awards offers, 13 award amendments, and one award withdrawal and reports as follows.

### Observation

On behalf of Senate, the Senate Committee on Awards approved and recommends that the Board of Governors approve 10 new awards, 13 award amendments and one award withdrawal as set out in Appendix "A" of the Report of the Senate Committee on Awards (dated September 1, 2005). These award decisions comply with the published guidelines of November 3, 1999, and are reported to Senate for information.

Respectfully submitted,



Professor R. Baydack, Chair  
Senate Committee on Awards

**APPENDIX "A"**

**OFFERS**

**WILLIAM LESACK FAMILY MEMORIAL BURSARY**

An endowment fund of \$20,000 has been established to provide support for a high school graduate from Roblin, Manitoba pursuing studies at the University of Manitoba. The Manitoba Scholarship and Bursary Initiative has made a contribution to this fund. The award, valued at the available annual interest, will first be offered in 2006.

William Lesack was a merchant in Roblin, Manitoba from 1943-1956. He served as a member of the school board, the town council and was a founding member of St. John's Ukrainian Orthodox Church in Roblin. His wife, Lena, was also active in community affairs. They valued education very highly. Their daughter, Martha (Mrs. Samuel Lebedovich) taught in Roblin for many years and was a leader in numerous community endeavours. Their son, Dr. Bohdan J. Lesack, graduated from the University of Manitoba in 1953 and practiced medicine in Manitoba and British Columbia until his untimely death in 1986. This bursary is being established to perpetuate their values and to recognize the friendship and support the community gave them.

The award will be offered each year to a student who:

- (1) is enrolled as a first year student at the University of Manitoba in any direct-entry Faculty or School (or a continuing student if there is no first year student eligible);
- (2) graduated from a high school in Roblin, Manitoba;
- (3) achieved a minimum 70 percent average on the high school courses used for entrance to the University of Manitoba (a continuing student must have achieved a minimum cumulative grade point average of 2.5);
- (4) has demonstrated financial need on the standard University of Manitoba bursary application form.

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

**BETTY PERROW MEMORIAL SCHOLARSHIP**

An endowment fund with initial donations totaling \$12,065 has been established to support a scholarship in memory of Betty Perrow (nee Shepherd), a 1952 graduate of the Faculty of Arts at the University of Manitoba. The first scholarship will be offered in 2006.

The scholarship, valued at the available annual interest, will be offered to a student who:

- (1) is enrolled as a full-time student in the Faculty of Arts at the University of Manitoba;
- (2) has completed a minimum of 30 credit hours towards a Bachelor of Arts degree (work completed in University 1 qualifies);

- (3) has achieved the highest cumulative grade point average among all eligible students.

In the case of a tie, the following tie breaking mechanisms shall be employed:

- (1) highest course load completed in the last year of study;
- (2) greatest number of credit hours with A+ grades, A grades, etc.

If a tie cannot be broken using these two mechanisms, the scholarships may be split between the tied candidates.

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

#### **MANITOBA LAW SCHOOL FOUNDATION ENTRANCE SCHOLARSHIP**

The Manitoba Law School Foundation was created in 1965 to celebrate the 50<sup>th</sup> anniversary of the Manitoba Law School. The Foundation has decided that its *raison d'être* has expired and that the use of its capital will be best served to provide an entrance scholarship for the Faculty of Law. With a contribution of \$45,000 matched by the Manitoba Scholarship and Bursary Initiative, an endowment of \$90,000 has been established. The scholarship, first offered in 2007, is intended to provide financial support to a student who accepts an early offer of admission from the Faculty of Law. The scholarship will be offered to a student who:

- (1) has applied for admission to the Faculty of Law at the University of Manitoba and has met the required standards for admission;
- (2) has accepted the offer of admission on or before March 15<sup>th</sup> in the year of application;
- (3) has demonstrated both high academic achievement and the personal characteristics associated with the highest standards of the profession.

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

#### **MANITOBA CANOLA GROWERS ASSOCIATION SCHOLARSHIP**

In order to recognize and encourage the continued academic achievement of students within the Faculty of Agricultural and Food Sciences, the Manitoba Canola Growers Association has contributed \$25,000, matched equally by the Manitoba Scholarship and Bursary Initiative, to establish an endowment fund of \$50,000 at the University of Manitoba. The first scholarship, valued at the available annual income, will be offered in 2006.

The Manitoba Canola Growers Association was originally established as the Manitoba Rapeseed Growers Association in 1970. In 1983, the organization was incorporated as the Manitoba Canola Growers Association (MCGA). The MCGA is a non-profit organization comprised of producers who share the goal of developing and promoting the production and marketing of Manitoba-grown canola. The MCGA works to represent the interests of Manitoba canola growers in matters relating to canola research, development, and extension.

## SENATE COMMITTEE ON AWARDS REPORT TO SENATE - SEPTEMBER 1, 2005

The scholarship will be offered to a student who:

- (1) is enrolled full-time in the third or fourth year of study in the degree program in the Faculty of Agricultural and Food Sciences at the University of Manitoba;
- (2) has achieved a minimum cumulative grade point average of 3.5;
- (3) has demonstrated involvement in extracurricular activities.

Applicants will be required to submit an application form along with a statement (maximum one-page) outlining their extra-curricular involvements on or before the designated deadline date.

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

### SHIRLEY REMPEL MEMORIAL AWARD

The family, friends and colleagues of Shirley Rempel have established an award for student athletes at the University of Manitoba. Shirley Rempel was a person who believed strongly in the value of post-secondary education and institutions of higher learning. Although an extremely bright, articulate and intelligent person, she never had the opportunity to attend a post-secondary institution, but she always understood how important furthering one's education could be to a person.

Two awards, each valued at \$750, will be offered to students who:

- (1) have completed a minimum of one year of study at the University of Manitoba in any Faculty or School, and have completed a minimum of 24 credit hours in the previous academic year;
- (2) have completed a minimum of one year as a Bison student athlete on the Bison Women's Hockey Team;
- (3) have achieved a minimum sessional grade point average of 3.25 in their previous year as a Bison student athlete;
- (4) best exemplify the qualities of compassion and concern for others, hard work and diligence, dedication to a task and intelligence;
- (5) are eligible to compete in C.I.S. competition in the year in which the award is tenable.

The selection committee will include the Head Coach of the Bison Women's Hockey Team and the Athletic Director (or designate) from the Faculty of Physical Education and Recreation Studies. The selection will be made in consultation with the Rempel family.

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

**UNIVERSITY OF MANITOBA ATHLETE COUNCIL (UMAC)  
LEADERSHIP AWARD**

The UMAC Leadership Award is intended for student athletes at the University of Manitoba who display a high level of leadership abilities within their team and within the community. A combination of the annual interest generated by the endowment fund and annual gifts will support two awards valued at \$500 each. The awards will be offered annually beginning in 2005 with one offered to a male student athlete and one to a female student athlete who:

- (1) have completed a minimum of one year of study at the University of Manitoba, in any Faculty or School, and are eligible to compete in C.I.S. competition in the year in which the award is tenable;
- (2) have completed a minimum of one year as a Bison student athlete;
- (3) have achieved a minimum sessional grade point average of 2.5 in their previous year as a Bison student athlete;
- (4) have demonstrated a high level of leadership abilities within their team and within the community.

Preference will be given to student athletes who are members of the University of Manitoba Athlete Council (UMAC).

In order to be considered, student athletes must complete and submit the required application form by December 1<sup>st</sup> of the year in which the award will be tenable.

The selection committee will include the Athletic Director (or designate) and three current UMAC representatives.

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

**JAMES DALY ATHLETIC SCHOLARSHIP**

An endowment fund to support awards directed to Bison Track & Field / Cross Country student athletes at the University of Manitoba has been established through a \$25,000 gift from Mr. James Daly. A member of the Manitoba Sport Hall of Fame, Mr. Daly was the Head Coach for Track and Field / Cross Country at the University of Manitoba between 1959 and 1978. Jim was the first to run cross country and indoor track meets in Manitoba resulting in their inclusion in school programs. Jim has served in many capacities including consultant, coach, color commentator and Chef de Mission for 24 major Games across the globe. Closer to home Jim was the Chair of the Bid and Organizing Committee for the 1967 Pan Am Games.

The scholarships, valued at the available annual interest, will be offered to students who:

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- (1) have been admitted to University 1 or any faculty or school of the University of Manitoba which admits students direct from high school or are continuing students enrolled in any faculty or school at the University of Manitoba;
- (2) have achieved a minimum average of 80 per cent (or equivalent) on the courses used for admission (as determined by the Financial Aid and Awards Office) or, as a continuing student, have achieved a minimum sessional grade point average of 3.5;
- (3) have demonstrated athletic ability in track and field / cross country as determined by the selection committee;
- (4) are CIS eligible and are enrolled in a minimum 18 credit hour course load in the year in which the award is tenable.

The selection committee will have the discretion to determine the number and value of annual awards up to the available annual interest. Awards will be offered equally between male and female athletes.

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

(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 50.10.3.5 in the CIS Operations Manual.)

### **BERT AND LEE FRIESEN GRADUATE BURSARY IN CHEMISTRY**

Bert and Lee Friesen have made a contribution of \$100,000 to establish an endowment fund at the University of Manitoba to provide bursary assistance to graduate students in Chemistry. The contribution has been matched by the Manitoba Scholarship and Bursary Initiative for a total fund of \$200,000. The first bursaries will be offered in 2006. Bert Friesen is a graduate of the University of Manitoba (B.Sc./69, M.Sc./71, Ph.D./82), received the University of Manitoba's Distinguished Alumni Award in 2003 and the Order of Manitoba in 2005.

The available annual interest will be offered as one or more bursaries to students who:

- (1) are enrolled full-time in the Faculty of Graduate Studies, in the M.Sc. or Ph.D. programs in the Department of Chemistry;
- (2) have achieved a minimum cumulative grade point average of 3.0 (or equivalent) over the last two regular academic sessions;
- (3) have demonstrated financial need on the standard University of Manitoba bursary application form.

The selection committee will have the discretion of determining the number and value of bursaries offered annually.

The selection committee will be named by the Head of the Department of Chemistry.

### **DR. GERHARD HIEBERT MEMORIAL BURSARY**

Catherine E. Brown (B.Sc.H.Ec./38) has made a contribution of \$20,000 to establish an endowment fund in memory of her father, Dr. Gerhard Hiebert. With a contribution from the Manitoba Scholarship and Bursary Initiative the fund is valued at \$40,000. Dr. Hiebert graduated from McGill in Medicine at the turn of the century, followed by postgraduate work in Berlin, Germany (1905/06) and Vienna Austria (1910). He was Surgeon to Winnipeg General Hospital and Lecturer in Clinical Surgery at the Manitoba Medical College.

This bursary in memory of Dr. Hiebert will be valued at the available annual income from the fund and it will be offered for the first time in the fall of 2005 (for 2005 the value will be fixed at \$1,000) to a student who:

- (1) is enrolled full-time in the second year of study in the Faculty of Medicine at the University of Manitoba;
- (2) has demonstrated financial need on the standard University of Manitoba bursary application form.

The selection committee will be named by the Dean of the Faculty of Medicine.

### **ADA BRONSTEIN BURSARY FUND**

With a gift of \$5,000 from Ada Bronstein, and a matching contribution from the Manitoba Scholarship and Bursary Initiative, an emergency bursary assistance fund of \$10,000 has been established at the University of Manitoba. The purpose of this fund is to provide immediate emergency bursaries to students in Music who are under unexpected financial strain. Beginning in 2006, the available annual interest will be offered to a student who:

- (1) enrolled in the Faculty of Music (including the Integrated Bachelor of Music / Bachelor of Education Program) either full-time or part-time at the University of Manitoba;
- (2) have achieved a minimum cumulative grade point average of 2.0 (or equivalent);
- (3) have outlined their emergency situation during an interview with the Dean of the Faculty of Music.

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

### **AMENDMENTS**

#### **FRIDRIK KRISTJANSSON SCHOLARSHIP IN ARCHITECTURE**

The final two paragraphs of the terms of reference for this graduate scholarship will be amended. First, the designation of the selection committee will be simplified to, *"The selection committee shall be named by the Dean of the Faculty of Architecture and shall include the Dean of the Faculty of Graduate Studies (or designate)"*. This will remove from the terms of reference

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the requirement for three members of the Faculty of Architecture, one of who would be the Director of the Faculty's Housing Studies, Research and Development Program, to sit on the selection committee. Second, transcripts will no longer be required as part of the application for this scholarship but a maximum 1500 word proposal outlining the proposed travel or research to be undertaken will now be required.

### **DR. ELIZABETH B. SMITH AWARD**

The terms of reference for this graduate award in nutrition will be amended to clarify that first priority will be given to a student proceeding into graduate work at the University of Manitoba. In addition, if there is no suitable candidate at the University of Manitoba, a student proceeding into graduate work in nutrition at another institution may be considered.

### **DR. DIANE DOWLING SCHOLARSHIP**

At the request of the donor contact, the name of this scholarship offered in the Faculty of Science will be amended to the *DR. DIANE DOWLING MEMORIAL SCHOLARSHIP*.

### **MAX STEINKOPF ENTRANCE AWARD MAITLAND STEINKOPF ENTRANCE AWARD BEN A. SHUCKETT ENTRANCE AWARD D'ARCY & DEACON LLP ENTRANCE AWARD JOEL NITIKMAN AND LINY CHAN ENTRANCE AWARD**

These awards offered in the Faculty of Law will be amended to reflect that the offer of admission must be accepted by March 15<sup>th</sup> in the year of application (previously July 1<sup>st</sup>).

### **MANITOBA DENTAL HYGIENISTS' ASSOCIATION AWARD MANITOBA DENTAL HYGIENISTS' ASSOCIATION AWARD FOR EXCELLENCE IN FIRST YEAR DENTAL HYGIENE**

The value of each of these awards will be increased to \$150 (from \$100).

### **MANITOBA INSTITUTE OF AGROLOGISTS SCHOLARSHIP**

The value of this scholarship offered in the Faculty of Agricultural and Food Sciences will be increased to \$2,000 (from \$800). The \$1,000 annual contribution from the Manitoba Institute of Agrologists will be matched annually by the Edward Eric Hildebrand and Anne Palmer Hildebrand Memorial Scholarship Fund for a five year term.

### **RANA-MEDICAL SCHOLARSHIP**

The terms of reference for this scholarship in Respiratory Therapy will undergo one amendment. It is currently offered to a student enrolled in the third year of study. This will be amended to the second year of study.

**EDWIN COHEN SCHOLARSHIP IN FINANCE**

The value of this scholarship will be decreased to \$1,500 (from \$2,000).

**WITHDRAWALS**

**PFIZER CONSUMER HEALTHCARE DRUGS IN SELF-MEDICATION AWARD**

At the request of the donor company and due to a restructuring of the corporate donations program, financial support has been withdrawn from this award.

## PRESIDENT'S REPORT: October 5, 2005

My last report to Senate was submitted for its meeting on September 7. Part A of this report is organized into sections on General, Academic, Research, Administrative, and External matters. Part B contains a list of significant external engagements during the time period of this report.

### I. GENERAL

#### 1. **Enrolments 2005 - 2006**

##### a. Summer session

The Summer Session, which is co-ordinated by the Continuing Education Division offers spring intersession, spring/summer evening, and summer day sessions. Total enrolment for the three sessions rose by 7.7% (from 10,328 to 11,127). When students are counted only once, regardless of their enrolment in multiple sessions, the actual number of the students who attended was 8,479 compared to 7,995. Total credit hours increased by 5.1%

##### b. September 2005

On the first day of classes overall enrolment was 1.8% higher (28,013 students) than last year (27,518), and credit hours have also increased by 0.8%. Both figures represent all-time highs. The biggest gain was in the Clayton H. Riddell Faculty of Environment, Earth, and Resources which recorded an increase of 23.5% (362 students compared to 293).

Total undergraduate enrolment is up by 1.9% to 24,542 while graduate enrolment increased by 1.1% from 2,988 to 3,021. International students increased by 14.7% to reach 2,638 students. International students now form 9.4% of the University population.

University 1 enrolment surpassed 6,000 students for the first time, and increased 3.9% from 5,830 to 6,055 students.

##### c. Mini-University

Mini-University is an element of the University's "outreach" programs, which expose children to a wide range of academic and sporting activities. It also is a significant "employer," with over 200 University students hired each year. Once again, Mini-University was a great success with enrolment of 7,035 compared to 6,911 in 2004.

## **2. Special Grant from the Province**

In early July, the Minister of Advanced Education and Training announced that the University of Manitoba will receive by March 31, 2006, a special, one-time grant of \$6.9 million to support the purchase and implementation of three new administrative systems (the Human Resources Information System, the Financial Management Information System, and the Student Information System). The grant makes it possible for the University to use an equivalent amount it had previously set aside to fund these ongoing systems renewal projects to balance its 2005-06 budget, without having to implement three new ancillary fees. I extend my appreciation to the Minister and her associates, COPSE, and others who were involved in the discussions which resulted in this grant.

## **3. Hurricane Katrina**

The University of Manitoba community is shocked by the magnitude of the Hurricane Katrina disaster. It is difficult to comprehend the stress that individuals are under – many losing loved ones, possessions and their institutions of work and study. To assist students and faculty members displaced from their institutions.

The University will:

- accept undergraduate and graduate students currently enrolled at universities in the affected areas. While students will be accepted, there may be some limited access to certain courses in professional faculties which have, for example, limitations dictated by clinical space;
- for students with no documentation, a letter from them attesting as to their academic background will be sufficient to issue a letter of acceptance;
- deem students to be from Minnesota and therefore pay tuition fees charged to Canadian students (the Province of Manitoba and the State of Minnesota entered into a reciprocal agreement whereby students pay the tuition charged at the university of registration);
- welcome faculty members with the provision of office space, and laboratory space, if requirements can be met. These arrangements might appeal, in particular, to faculty members who have some collaboration with University of Manitoba faculty members;
- arrange accommodation for students and faculty members;

- work with the Association of Universities and Colleges of Canada (AUCC) which is liaising with the Department of Foreign Affairs to expedite entry into Canada for students and faculty members wishing to spend time at a Canadian institution;
- arrange for graduate and undergraduate students to enrol in the University of Manitoba Students' Union Health and Dental plan, which provides coverage for dental and medical services.

#### 4. Fundraising Initiatives

While the very successful fundraising campaign, *Building on Strengths* has ended, fundraising is an ongoing activity of the University with a goal for 2005-2006 of \$30 million. Two exceptional gifts that have been received since my last report are:

- a \$1 million research endowment fund, and an additional \$1.625 over five years to augment government research support programs from Husky Energy Inc. The funds will contribute to the University's research in developing the bio-fuel industry; and
- a \$1 million gift from Dr. Don Wright, who has enjoyed a long and celebrated career as composer, arranger, education, and philanthropist. He is best known for writing hundreds of jingles for many well-known products. His gift will result in a \$800,000 contribution to support the development of the Centre for Music, Art, and Design (CMAD), and \$200,000 for scholarships for music students, which will be matched by funds from the Manitoba Scholarship and Bursary Initiative. Dr. Wright celebrated his 97<sup>th</sup> birthday on September 6!

#### 5. Government Relations

This month marks the second anniversary of the establishment of the Government Relations Office at the University of Manitoba, headed by director, John Alho. The office has resulted in significant improvements in our relations with governments – federal, provincial, and municipal. To illustrate – during the recent visit of the Prime Minister and Federal Cabinet to Winnipeg the Office ensured a visible University presence at a social event with the Prime Minister and Cabinet members, and coordinated and hosted breakfast meetings with Ministers Mitchell (Agriculture), McCallum (Revenue), and Pettigrew (Foreign Affairs). In addition the Office arranged for 29 academic and administrative staff to attend a number of other breakfast meetings. Without this coordination, it is likely the University's presence at these events, and its ability to engage in discussions that influence the shape of government policy, would have been minimal.

## 6. Genome Canada

On August 25, I attended the federal announcement held at CancerCare Manitoba, where the Honourable James Emerson, Minister of Industry and Genome Canada, announced a total of \$346 million in new funding for 33 genomics and proteomics research projects across the country. The \$22.6 million project chosen to highlight the announcement is one headed by Dr. Geoff Hicks, Biochemistry and Medical Genetics, Canada Research Chair in Functional Genomics, and is entitled, "The North American Conditional Mouse Mutagenesis Project." Dr. Hicks is also the Director of the Mammalian Functional Genomics Centre at the Manitoba Institute of Cell Biology, a joint institute of the University of Manitoba and CancerCare. He is a leader in the use of "knockout" mice - genetically modified mice in which one gene has been removed. Such animals can then be used to test the impact the removal of that gene produces in a variety of situations, which range from identifying the function of the given gene, to the effectiveness of a variety of drugs, among others. Dr. Hick's project will be a major part of the International Knockout Mouse Project, a worldwide effort to create knockout mice for every gene in the mouse genome. Genome Canada will contribute up to \$11.3 million for the project, the Government of Manitoba will provide \$960,000, and the balance will come from international partners, including the European Commission and the National Institutes of Health in the U.S. My congratulations to Dr. Hicks, his collaborators, and all who worked on securing this significant support.

## II. ACADEMIC MATTERS

### **Faculty of Agricultural and Food Sciences**

- Ernie Steeves, Lorrie Koroscil, Scott Corbett and Gabi Sponagel-Ridder, farm instructors in the School of Agriculture, have been named the recipients of the prestigious Wilson Loree Award for 2005. The award is given annually by the Canadian Farm Business Management Council (CFBMC) for extraordinary contribution to developing and promoting new and positive change in agricultural business management practices and expertise in Canada. The award was presented in Ottawa at the CFBMC Innovation Day banquet.
- Dr. Martin Nyachoti, Animal Science, has been awarded the Pfizer Young Scientist Award by the Canadian Society of Animal Science (CSAS) for his research accomplishments, particularly his multidisciplinary collaborations. He received the award at the CSAS Awards Dinner in Cincinnati, Ohio. Nominees must have obtained their Ph.D. in the last 7 years. This is the third time an animal scientist from the University of Manitoba has won the award since 2000.
- Dr. Dilantha Fernando, Plant Science, received an Honorary Professorship from the Inner Mongolia Academy of Agricultural Sciences (IMAAS) at a ceremony

held on August 17th in Huhhot, China. The Honourary Professorship was conferred by Professor Wanyu Feng, President of the Academy. Dr. Fernando was awarded this honour in recognition of his outstanding achievements in scientific research and graduate education. This is the first time the Academy has awarded an honorary professorship in its 45-year existence.

- Dr. Stefan Cenkowski, Biosystems Engineering, was awarded the 2005 John Clark Award by the Canadian Society for Bioengineering/La Société Canadienne de Génie Agroalimentaire et de Bioingénierie for his outstanding contributions to Biological Systems Engineering through his teaching and research in drying theory and bio-processing activities.

#### **Faculty of Architecture**

- The Department of Interior Design and the Department has received the maximum six year accreditation for its program (2005 - 2011).
- The Department of Landscape Architecture has received the maximum five year accreditation for its program (2005 - 2010).

#### **School of Art**

- Amy Karlinsky, Sessional Instructor, was curator for the Ivan Eyre Retrospective for the Winnipeg Art Gallery from May to August 2005. She wrote the book for the exhibition, and an article for Encyclopedia Saskatchewan on Ivan Eyre. She has been appointed to the Board of Directors for MAWA (Mentoring Artists for Women's Art) and will be visiting the University of Regina as a visiting critic this fall.

#### **Faculty of Arts**

- Dean Emeritus Robert O'Kell, English, has been appointed to the Historic Site and Monuments Board of Canada. He will serve a five-year term as Manitoba's representative, from 2005 to 2010. The Board recommends which places, persons and events having national historic significance should be commemorated by the Government of Canada.

#### **Clayton H. Riddell Faculty of Environment, Earth and Resources**

- Dr. Fikret Berkes, Natural Resources Institute, was one of five editors of *Breaking Ice: Renewable Resource and Ocean Management in the Canadian North*. (University of Calgary Press, 396 pp. 2005).

- Dr. C. Emdad Haque, Director of the Natural Resources Institute, was a member of the Canadian national delegation (representing as a Non-Governmental Organization member with the Government of Canada) to the World Conference on Disaster Reduction (WCDR), United Nations Development Program and International Strategy for Disaster Reduction, Kobe, Japan. The significance of this conference was that it formulated the Hyogo Declaration for Action 2005-2015 to reduce disasters risks and vulnerability throughout the world.

### **IH Asper School of Business**

- The Department of Supply Chain Management, has been invited by the Purchasing Management Association of Canada to design a new accreditation model for professionals, managers and strategic thinkers in supply chain management. Project leaders for this initiative are: Dr. Paul Larson (Department Head), Dr. Glenn Feltham (Dean) and Dr. Ed Tyrchniewicz (Associate Dean). The value of this project is \$300,000.
- Tobin Hayward, a business student, received an "Award of Excellence" for his essay submission to the "Hon. Willard Z. Estey Undergraduate Essay Competition in Business Ethics". The award was announced at the Canadian Academic Accounting Association Conference in June, and he has received a plaque commemorating his achievement.

### **Faculty of Law**

- At the annual Robson Hall reception which recognizes support for student achievement and accessibility, a major new fellowship for graduate students and eight new entrance awards were announced. The new awards arise from new endowments, and when coupled with the full implementation of the Faculty's tuition surcharge, will bring the Faculty close to its target of \$750,000, which is to be distributed in the form of student aid and awards by 2008.

### **Faculty of Nursing**

- Dr. Sandy Cosgrove Kluka was recently honoured with the President's Award at the 22nd Annual National Conference of the Canadian Association for Enterostomal Therapy (CAET) for contributions to CAET.

### **III. RESEARCH MATTERS**

#### **Honours and Distinctions**

- The Canadian Society for Bioengineering (CSBE) held its annual awards ceremony in Winnipeg on June 28. Two University of Manitoba faculty members were honoured:
  - ▶ Dr. Digvir Jayas, Associate Vice-President (Research) and Canada Research Chair in Stored-Grain Ecosystems, was named as a CSBE Fellow in recognition of his outstanding contributions to the engineering profession, through his academic, research and international activities.
  - ▶ Dr. Stefan Cenkowski, Biosystems Engineering, received the CSBE John Clark Award for his outstanding contributions to Biological Systems Engineering through his teaching and research in drying theory and bio-processing activities.
  - ▶ Dr. Gary Glavin, Pharmacology and Therapeutics, has been appointed to the Canada Foundation for Innovation (CFI) Board of Directors for a three-year term. Dr. Glavin also serves as Deputy Director of the National Microbiology Laboratory in Winnipeg, and sits on the Board of Directors of the Saskatchewan Health Research Foundation. He has won numerous awards for teaching and is the author of more than 140 peer-reviewed papers. Dr. Glavin has been invited to give presentations around the world on gastrointestinal pathology and pharmacology.
  - ▶ Dr. Harvey Chochinov, Psychiatry, has been appointed to the Governing Council of the Canadian Institutes of Health Research (CIHR) for a three-year term. Dr. Chochinov, Canada Research Chair in Palliative Care, established the Manitoba Palliative Care Research Unit at CancerCare Manitoba and spearheaded the development of the Canadian Virtual Hospice. His work, which examines ways of preserving dignity at the end of life, has been internationally recognized by the American Academy of Psychosomatic Medicine. Dr. Chochinov was appointed to the Order of Manitoba in 2004.
  - ▶ On July 7, the Royal Society of Canada (RSC), the Canadian Academy of the Sciences and Humanities, announced the election of sixty new Fellows and three Foreign Fellows. Election to the Royal Society of Canada is the highest honour that can be attained by scholars, scientists and artists in Canada, and this year's new Fellows include two faculty members from the University of Manitoba:

- Dr. Emőke Szathmáry, President and Vice-Chancellor, was elected to the Academy of Humanities and Social Sciences. Dr. Szathmáry was recognized for her pioneering research on the genetics of Indigenous people of the arctic and subarctic, including her examination of genetic diversity through linguistic, ethnological and archaeological contexts. The award also cited Dr. Szathmáry's research on the cause of type-2 diabetes, which provides an essential baseline for future research into the factors involved in diabetes onset.
- Dr. John Loxley, Economics, was also elected to the Academy of Humanities and Social Sciences. He was recognized as one of Canada's leading critical economists, having spent his career critiquing the impact of orthodox economic policies and institutions on the poor in developing countries and in Canada. The award also cites his internationally recognized work on the theory, design, and implementation of IMF/World Bank structural adjustment programs, and his writing on community and Aboriginal economic development in Canada.
- On July 19, Dr. Digvir Jayas, Associate Vice-President (Research) and Canada Research Chair in Stored-Grain Ecosystems, was named a fellow of the American Society of Agricultural Engineers (ASAE). Dr. Jayas has distinguished himself worldwide as a leading expert in the field of grain handling, drying and storage. He was honoured for his dedication and outstanding accomplishments as a research, administrator, teacher, author and contributor to technical societies.
- Dr. Arnold Naimark, Director of the Centre for Advancement of Medicine, has been appointed chair of Health Canada's science advisory board for a three-year term. Dr. Naimark has had a long and distinguished career at the University of Manitoba, where he has held a number of senior positions, including Dean of Medicine and President and Vice-Chancellor. He was also the founding chair of both the Canada Health Services Research Foundation and the Canadian Biotechnology Advisory Committee.
- On June 27, the St. Boniface Hospital and Research Foundation announced Dr. Frank Plummer and Dr. Allan Ronald as co-recipients of the 2005 International Award for their work in the fight against HIV/AIDS in Africa.
  - ▶ Dr. Plummer, Medical Microbiology and Infectious Diseases, is Canada Research Chair in Resistance and Susceptibility to Infections, and Director of the National Microbiology Laboratory in Winnipeg. He is currently working on one of the most promising paths to a cure for HIV/AIDS,

based on a natural immunity he discovered among African sex-trade workers.

- ▶ Dr. Ronald, Professor Emeritus, Medical Microbiology and Infectious Diseases, is a physician who has spent more than 27 studying HIV/AIDS in Africa. In 1978 he created one of the first clinical investigation units studying the disease in Africa, and recently spearheaded the establishment of the first large-scale HIV clinic in Uganda.

The award will be presented on November 30, 2005. Past recipients include Jonas Salk, Mother Theresa, Pope John Paul II, and Sir Edmund Hillary.

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

- ▶ Three researchers received a combined total of \$299,908 in funding from the Canada Foundation for Innovation (CFI) through the New Opportunities Fund program. They are:
  - ▶ Dr. Eric Bibeau, Mechanical & Manufacturing Engineering, received \$100,000 for equipment to establish an alternative energy research facility for distributed power generation. Research will lead to optimization of a new energy-conversion method which will harness sources of energy while meeting the challenges of global warming and environment protection.
  - ▶ Dr. David Moore, Internal Medicine, received \$100,000 to enhance existing magnetic resonance diffusion spectral imaging infrastructure. Research will focus on exploring alterations in tissue material properties during brain injury and the therapeutic delivery of neuroprotective agents.
  - ▶ Dr. Genyi Li, Plant Science, received \$99,908 to establish a high-throughput genomics laboratory. The lab will facilitate the development of genomic tools for trait improvements that are essential to advancing Canola and rapeseed cultivar development.
- Dr. Wayne Lutt, Pharmacology, received a CFI Career Award of \$263,366 to establish a diabetes and obesity lifestyle intervention facility. Research will focus on determining lifestyle impact on diabetes, testing whether diabetes can be diagnosed at the pre-diabetic state and determining appropriate interventions.
- The Crohn's and Colitis Foundation of Canada has announced its awards from the Fall 2004 competition, and one faculty member received an award as follows:

- ▶ Dr. Charles Bernstein, Internal Medicine, was awarded an operating grant of \$200,000 over two years for his project, "A Population-based Characterization of Potential Microbial Etiologies of IBD Using Geographically Defined High and Low Rate Prevalence/incidence Area in Manitoba."
- The Canadian Arthritis Network has announced its awards from the Spring 2005 competition, and one faculty member has received an award as follows:
  - ▶ Dr. Hani El-Gabalawy, Internal Medicine, was awarded an operating grant of \$130,000 over one year for his project, "Synovitis in early RA: a bedside to bench approach."
- On June 27, the Bill and Melinda Gates Foundation announced funding of US \$436.6 million for 43 international research projects under the Grand Challenges in Global Health initiative. Three of the funded projects are Canadian, including:
  - ▶ "Comprehensive Studies of Mechanisms of HIV Resistance in Highly Exposed Uninfected Women," led by Dr. Frank Plummer. Dr. Plummer and his team will receive US \$8.3 million in funding to expand on past research that has identified groups of commercial sex workers in Kenya who do not become infected with HIV.
- The Canadian Institutes of Health Research (CIHR) has announced its awards from the Spring 2005 International Collaborative Indigenous Health Research Partnership on Resilience Request for Applications grant competition, and one faculty member has received an award as follows:
  - ▶ Dr. Judith Bartlett, Community Health Sciences was awarded \$1,997,030 over five years for her project, "Resilient Indigenous Health Workforce Networks: Constructing an International Framework."

## **Related Initiatives**

- The Biotechnology Industry Organization (BIO) 2005 international convention was held at the Pennsylvania Convention Centre in Philadelphia from June 19 to 22. The Office of the Vice-President (Research) exhibited within the Manitoba Pavilion, along with nine other exhibitors from the province of Manitoba.

BIO represents more than 1,100 biotechnology companies, academic institutions, state biotechnology centres and related organizations in 50 U.S. states and 31 other nations. BIO members are involved in the research and development of health-care, agricultural, industrial and environmental biotechnology products. This year's conference attracted 19,000 attendees from 63 countries, and 1,500

exhibiting companies and organizations. The representatives from the University of Manitoba were Dr. Joanne Keselman, Vice-President (Research); Dr. Peter Cattini, Associate Vice-President (Research); and Garold Breit, Executive Director, Technology Transfer.

- The University of Manitoba Technology Transfer Office led the Region's academic and health care institutions in a successful grant application entitled, "Intellectual Property Mobilization Program 2005 Competition-Manitoba IPM Partnership."

Under this \$1.2 million grant, the University of Manitoba, Brandon University, the University of Winnipeg, the Health Sciences Centre, CancerCare Manitoba, St. Boniface General Hospital and Red River College will provide a comprehensive array of intellectual property services to their constituencies.

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

##### **Information Services and Technology (IST)**

- Wireless network policies and standards have been developed and circulated and are also available on the web. All building renovations and new construction will include wireless audits and installation of wireless access points where appropriate.
- A review of department names within Information Services and Technology was undertaken, and changes were made to reflect recent re-organization of units. The following changes in unit names have been implemented:
  - ▶ Classroom and Media Services, Educational Support Services becomes Classroom Technology Group
  - ▶ Production, Imaging and Special Events Services, Educational Support Services becomes Media Production Group
  - ▶ IST Bannatyne, Classroom, Imaging and Production Services becomes Bannatyne Information Technologies Group
- The Media Production Group is duplicating distance education course materials for the September term on CD and DVD format replacing the previously utilized audio and video cassette format. The current orders exceed 8700 individual CDs.
- EITC will become the first "Voice Over Internet Protocol" (VOIP) building on campus, offering telephone service through network cabling.

- **Administrative Systems Renewal:**
  - ▶ The new Human Resources (VIP) system went live with all payroll cycles as of July 15th. The legacy employee records system has now been retired.
  - ▶ Interfaces continue to be developed on the Finance project.
  - ▶ For the Student system, implementation teams are completing the definition of the various models and are preparing for scenario testing. An admissions solution has been purchased from SunGard SCT and implemented. Terms are being negotiated with SunGard SCT for the development of a Canadian Financial Aid solution. This development is being done through a consortium involving five universities (Manitoba, Dalhousie, McGill, Saskatchewan, Victoria) and Centennial College.
  - ▶ The Library system and web registration is now a single sign-on service available through JUMP.
  - ▶ Corporate Time calendar system is in the process of being replaced by the JUMP Calendar. The Corporate Time system is no longer supported, as Oracle bought out the Corporate Time vendor.

#### **Associate Vice-President (Administration)**

- Tundra Oil will be doing more exploration work on land to which the University has mineral rights. As the price of crude has moved significantly higher a more favourable bonus payment and rental rate on these lands has been negotiated.

#### **Ancillary Services**

- ARAMARK will open a new Tim Horton's kiosk in September 2005 within the atrium of the new Engineering Information Technology Complex.
- The advertising campaign for Medical Information Line for the Elderly (MILE) has expanded with the distribution of posters throughout the University, hospitals, physicians' offices and all pharmacies in the city and rural Manitoba. An increased response was immediate and feed back has been very positive. MILE outreach this summer has included: Riverview Health Centre; Lindenwood Manor; Seven Oaks Hospital; Consumer Advocacy Group for Seniors Health Living.

- Conferences held on campus this summer included: Canadian Applied Industrial Mathematics Society Conference (CAIMS); Integrating Aboriginal People into Natural Resource Management ( IAPNRM); National Criminal Law Conference; Evangelical Lutheran Church in Canada (ELCIC); Canadian Labour Congress; 10th World Congress on Total Quality Management; Canadian Quaternay Association (CANQUA).

## Physical Plant

- **Campus Flooding:** In spite of campus-wide efforts, the combination of high river water and exceptionally heavy rainstorms caused water to backup into a number of buildings on four separate occasions. Serious damage, estimated at over \$1.5 M has occurred to date, resulting in four separate insurance claims to CURIE (the University's insurer). This damage occurred in spite of pump rentals and worker overtime costs of over \$60,000. The most serious damage was in the Gritty Grotto, Continuing Education and University Centre. Staff in Physical Plant should be commended for their outstanding efforts to clean up the flooded areas.
- **Status of Building Projects:**
  - ▶ **Pathology Department Laboratory Development** - An architectural review has taken place and the contractor is working to address the deficiencies. The electrical work is 99% complete and a few mechanical items remain to complete. The project should be completed by September 2, 2005.
  - ▶ **EITC** – Work on the new building is almost complete. Occupancy began September 1, 2005. Renovation work in Engineering I will commence once the users have moved into the new building and adjacent spaces.
  - ▶ **Environmental Safety Building** - The majority of the work has been completed. The estimated occupancy date is September 26, 2005.
  - ▶ **Roofing Projects** - Dentistry, Music, Education, Max Bell, University Centre 500 level, Medical Services and Armes Link roofing projects are underway. The Continuing Education east portion roofing project is now complete.
  - ▶ **Pharmacy Building** - The apartment building has now been demolished and the grading and levelling of the site is underway.
  - ▶ **St. Paul's College** - Phase II foundation repairs are underway; completion is scheduled for September.

- ▶ **Richardson Centre for Functional Foods and Nutraceuticals -** Building commissioning began in September. Occupancy is slated for October.
- ▶ **Russell Building Exterior Wall Upgrade -** The major component of the asbestos abatement has been completed in that all existing plaster ceilings have been removed. Additional work was required to remove sprayed-on urethane foam insulation and asbestos containing spray-on insulation at beams. Installation of the new exterior wall is underway. Overall the project is 20% complete. Demolition of the exterior walls is 90% complete. Completion of the project is slated for mid December.
- ▶ **485 Selkirk Avenue -** Building occupants moved in on June 23, 2005. The official opening was held on September 15.
- ▶ **Wallace Building Addition/Renovations -** Work is progressing well. Move in may be delayed due to internet networks switches not arriving until October.
- ▶ **Bannatyne Parkade -** a “design build” contractor has been selected and construction will commence in October.

#### **Financial Services**

- Shirley Chang, Assistant Manager of Supplier Services, was recognized by the People's Republic of China and invited to participate in a delegation touring Beijing, Yunnan and Guangzhou.

#### **Human Resources**

- All Payroll cycles were implemented in the new HRIS system (VIP) on the following dates: Bi-weekly, May 13; Semi-Monthly, April 15; Hourly: Sessionals and Scholarships (former monthly), June 17; Hourly; Sessionals & Scholarships (former bi-monthly), June 30; Hourly: all casual and part-time employees, July 15.
- An HRIS transition team has been developed to ensure identified Phase A maintenance issues are completed. Project Team Leads from IST, Payroll, Staff Benefits and HR have been identified to carry on with project responsibilities.
- The following projects were funded by the Employment Equity Incentive Fund (EEIF). Faculty of Education: Internationally Educated Teachers as Professional Development Providers in Teacher Education (\$2,650); Faculty of Social Work, Student Counselling & Career Centre: The Identifying Allies – A Safe Space

Project (\$5,000); Student Affairs, International Centre for Students, ICS: Program Intern to assist the ICS Program Coordinator (\$4,510); Faculty of Arts: Enhancing Options for Recruitment of Faculty and Academic Support Staff Positions Among Persons from the Four Designated Groups (\$2,000); University Teaching Services: Teaching and Learning with Aboriginal Students (\$3,000).

- The St. Boniface General Hospital Research Centre has asked for assistance from Environmental Health and Safety Office in setting up a Biosafety program.
- A joint conference was held on June 20-23 for the Canadian Radiation Protection Association and Campus Radiation Safety Officers. Approximately 170 Canadian and international delegates attended to discuss topics specific to radiation in the University setting as well as international regulatory trends.

### Smart Park

- Dafoe Road West linking Smartpark to the University has now been completed, including lighting and landscaping.
- Innovation Drive will be extended westward and a portion of Technology Trail off Chancellor Matheson Road as well as a second drainage pond will be installed on the 'west 50' acres this year. Sidewalks will also be constructed along Innovation Drive from Rh Way and Research Road.
- In September, Winnipeg Transit routes 51 (St. Vital Centre to the University and return) and route 78 (Polo Park to the University and return), will turn into Smartpark from Chancellor Matheson onto Research Road and then east on Innovation Drive to the University.
- Smartpark in collaboration with the Faculty of Music and Continuing Education sponsored a jazz concert on Thursday, August 18th featuring the jazz instructors from the faculty of music's summer jazz camp. The concert was deemed a great success and received a favourable review from Chris Smith of the *Winnipeg Free Press*.
- Two representatives from the University of Concepción Chile, visited Smartpark on Thursday, July 14, 2005. The delegation was on a fact finding mission to Smartpark. What was learned will assist their efforts in an attempt to establish a research and technology park in Chile.

## **V. EXTERNAL MATTERS**

### **Special Events**

- A special recognition event was held in honour of Dr. Donald Wright on August 29th, in honour of his \$1 million gift to the Centre for Music, Art and Design and the Faculty of Music. Dr. Wright, a renowned music educator, composer and Canada's "Jingle King" came with his daughter, Priscilla Wright, from Toronto. The Faculty of Music performed some of his jingles and compositions with a choir and jazz band.

### **Alumni Affairs**

- To bring alumni together and to raise awareness in the community, the Alumni Association is hosting Homecoming 2005, scheduled for September 22 to 25th. This year's celebrations offer more events than last year including: a gala concert, campus tours, a Bison football game complete with a pre game party and half time show involving local media personalities, a banquet, reunions, Dean's receptions, a fraternity and sorority reception, and a President's lunch for the classes of 1935 and 45. To date, 33 classes have planned a reunion or reception during Homecoming.
- To increase the university's presence in the community, the Alumni Association partnered with Public Affairs to sponsor University of Manitoba Night at the Winnipeg Goldeyes on August 24. Alumni Association President Bruce Miller threw the first pitch.
- The Committee of the Alumni Fund met in June and approved travel grants for 77 graduate students to present their research at conferences around the world.
- This summer, the Alumni Association launched its new affinity Mosaik MasterCard from the BMO Bank of Montreal which features Airmiles.

### **Public Affairs**

- The Public Affairs Department and Red River College communications office are developing a web site to promote the joint programs and agreements.
- The extensive survey of *Bulletin* readership is complete and some of the recommendations implemented in the September 8 issue.

## **Government Relations Office**

- The office coordinated the registration of University of Manitoba lobby activities with the Lobbyist Registrar.
- The Director is chairing the provincial organizing group for "Business of Science – Post Secondary Stream".

## **Department of Development**

- The goal for 2005-06 is \$30 million including raising capital funds for university priorities such as: The Aboriginal Student Centre and The Centre for Music, Art and Design (CMAD).

## **Department of Advancement Services**

- Karen Woloschuk has been appointed the Director of Advancement Services, effective August 1, 2005. She replaces Chris Horbachewski who has assumed a new position as Vice-President at the University of Lethbridge.
- The transition to the new fundraising software, Raiser's Edge is progressing well. Significant progress has been made in the areas of gift processing and reporting. Training on the new software is ongoing for Development and External Relations staff.

**PART B - Notable Events (External)**  
**Emőke J. E. Szathmáry**  
**June 20, 2005- September 15, 2005**

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**Monday, June 20, 2005**

- Attend meeting of the Board of Directors of the St. Boniface General Hospital.
- Attend meeting of Council of Presidents of Universities in Manitoba (COPUM).
- Attend dinner with Presidents and Board Chairs of Manitoba Universities.

**Tuesday, June 21, 2005**

- Attend Ben Gurion University of the Negev luncheon honouring Dr. Harry Walsh.

**Wednesday, June 22, 2005**

- Attend Red River College Convocation Ceremony as member of the Platform Party.

**Thursday, June 23, 2005**

- Host dinner for Deans and Directors at 37 King's Drive.

**Monday, June 27, 2005**

- Meet with member of the Progressive Conservative Shadow Cabinet.

**Tuesday, June 28, 2005**

- Attend and bring greetings to the University of Manitoba Alumni Association Annual General Meeting.
- Attend Alumni Association reception honouring Gary and Janice Filmon, the 2006 recipients of the Distinguished Alumni Award.

**Wednesday, June 29, 2005**

- Meet with University Benefactors, along with Vice-President (External), Elaine Goldie.

**Friday, July 29, 2005**

- Host and bring greetings at the reception in honour of the visit to the University of the Prime Minister of Iceland, Halldór Ásgrímsson and his wife, Sigurjóna Sigurdardóttir, along with the Minister of Education, Citizenship and Youth for the Province of Manitoba, Honourable Peter Bjornson.
- Attend a dinner in Gimli hosted by Prime Minister Paul Martin in honour of the Prime Minister of Iceland Halldór Ásgrímsson and his wife, Sigurjóna Sigurdardóttir.

**Monday, August 1, 2005**

- Attend a dinner hosted by Premier Gary Doer in honour of the Prime Minister of Iceland Halldór Ásgrímsson and his wife, Sigurjóna Sigurdardóttir.

**Thursday, August 4, 2005**

- Attend announcement by Anita Neville, Member of Parliament for Winnipeg South Centre, on behalf of Minister of Health Ujjal Dosanjh. Ms. Neville announced a federal contribution of \$1,131,675 to the University of Manitoba to train future health professionals in team approach to geriatric care.

**Monday, August 8, 2005**

- Meet with a delegation from Saga University, Japan, and sign a Memorandum of Agreement between our institutions.

**Friday, August 12, 2005**

- Meet with delegation from Southwest Jiaotong University, Sichuan, China, along with Dr. James Gardner.
- Meet with representatives of St. Paul's College, Rector John Stapleton, Chair of the Board, Mr. Tom Dooley, Chancellor, Archbishop James Weisgerber, and benefactor Dr. Arthur V. Mauro.

**Tuesday, August 16, 2005**

- Meet with the new President of Genome Prairie, Jerome Konecsni and Past President, Randal Johnston.

**Monday, August 22, 2005**

- Bring greetings at opening of the 10<sup>th</sup> World Congress for Total Quality Management.

**Thursday, August 25, 2005**

- Be the Master of ceremonies at an event in honour of Dr. Henry Friesen, at which his portrait, commissioned by Genome Canada and presented to the University was unveiled.
- Attend Genome Canada News Conference on new awards.
- Attend social event with the Prime Minister and members of the federal Cabinet.

**Monday, August 29, 2005**

- Present remarks at the announcement of the \$1 million gift from University benefactor, Dr. Don Wright.
- Host luncheon in honour of Dr. Don Wright at Chancellor's Hall .

**Tuesday, August 30, 2005**

- Present a keystone lecture at the American Dental Education Association International Women's Leadership Conference in Montreal.

**Wednesday, August 31, 2005**

- Attend the St. Boniface Hospital and Research Foundation Annual Chair's barbeque.

**Friday, September 1, 2005**

- Provide an interview (on-line) to Richard Cloutier of radio station CJOB.

**Thursday, September 8, 2005**

- Attend Winnipeg Blue Bombers Night at the Manitoba Club, and host a table of guests, including Coleen Defresne, Athletic Director, Coach Brian Dobie, Assistant Coach Richard Urbanovitch, and six members of the Bison Football team.

**Friday, September 9, 2005**

- Attend a Manitoba Chambers of Commerce Breakfast to hear a presentation by Premier Gary Doer.

**Monday, September 12, 2005**

- Attend a Winnipeg Chamber of Commerce Breakfast to hear the Honourable Ralph Goodale, Minister of Finance, and meet with him at a head-table reception preceding the breakfast.

**Tuesday, September 13, 2005**

- Host a table for guests of the University of Manitoba at the Health Sciences Centre Foundation Laureate of Excellence Dinner in honour of Lieutenant General Roméo A. Dallaire. The Health Sciences hospital is a partner of the University.

**Thursday, September 15, 2005**

- Present remarks at the Official Opening of 485 Selkirk Avenue.

September 21, 2005

**Report of the Senate Executive Committee**

**Preamble**

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

**Observations**

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

Dean Leslie King will be the Speaker for the Executive Committee for the September meeting of Senate.

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

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

Respectfully submitted,

Dr. Emőke Szathmáry, Chair  
Senate Executive Committee  
Terms of Reference: *Senate Handbook* (Revised 1992), Section 9.

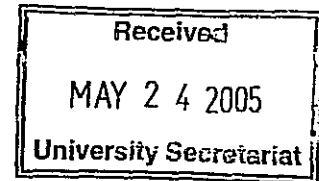
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UNIVERSITY  
OF MANITOBA

## Faculty of Graduate Studies

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### MEMORANDUM

Date: May 24, 2005

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

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The Faculty Council of Graduate Studies met on May 17, 2005, and endorsed the proposed Master of Public Health Program to Senate for its approval.

If you have any questions please do not hesitate to call Kevin Slippert at 9573.

/jc

(att.)

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

### **Preamble**

The Programs and Planning Committee (PPC) of the Faculty of Graduate Studies (FGS) has the responsibility of considering modifications to existing graduate programs and to make recommendations to FGS Council. PPC met on March 21, 2005 and made the following recommendation regarding the proposal of a Master's of Public Health in the Department of Community Health Sciences.

### **Observations**

1. The program would meet an unmet demand in the health care field for professionals with Master's level training and relevant practical experience in applied community health sciences to fill leadership, administrative and consultant roles.
2. The external review committee endorsed the proposed program, concluding that the strengths of the department would give credibility to the program and help attract high-quality applicants.
3. A statement from the Library indicated that the University of Manitoba Libraries is able to support the program.
4. The proposal received support statements from Student Records and IST.
5. The written proposal (including new course introduction forms and the Library Support Statement), external reviewer reports and the response to the external reviewer reports are attached.

### **Recommendation**

The Programs and Planning Committee of the Faculty of Graduate Studies recommends that the Faculty Council of Graduate Studies endorse the proposed Master of Public Health program to Senate for approval.

Endorsed by the Faculty Council of Graduate Studies May 17, 2005

## EXECUTIVE SUMMARY OF PROPOSAL

This document describes the proposed Master of Public Health (MPH) Program to be based in the Department of Community Health Sciences. The Department feels that this is a very timely opportunity for the University of Manitoba to provide Masters-level applied training in public/community health sciences, due to the current unmet and anticipated increased demand for graduates with this training, in Manitoba, across Canada, and throughout the world. Recent events (bioterrorism threats, large waterborne outbreaks in Walkerton and North Battleford, West Nile Virus and SARS) have accentuated the need for enhanced applied public health capacity and leadership. Our Department's current thesis-based graduate programs address the need for research training in these areas; but do not fully meet the needs for applied training and practice in public health. Current and prospective students as well as governmental and non-governmental community health agencies support the rationale for providing a coursework/field placement-based Masters Degree program leading to an internationally-recognized credential, the Master of Public Health (MPH) Degree. By implementing the proposed program, the University of Manitoba would become one of the few universities in Canada to have a Master of Public Health Degree training program.

The program aims to provide core and elective knowledge and skills in community/public health practice, including a foundation in the fundamental sciences of community health, community health assessment, program planning and evaluation, principles of prevention and population health promotion, health services management, administration and policy development.

The proposed program consists of 4 core courses (12 credit hours) and 6 elective courses (18 credit hours), plus a 3 month (full-time equivalent) supervised field placement in an approved community health or governmental agency. The student's program of study and field placement will be selected in consultation with a Faculty Advisor and MPH Program Committee, and tailored to his/her specific career interests and learning needs. Particular areas of strength in the program include: infectious disease control, international health, health services research and policy development, aboriginal health, aging and health, and community medicine/medical officer of health training.

Successful completion of the program will require successful completion of the above coursework as well as a passing grade on the field placement (based on written evaluation from the field supervisor and a written report to be marked by Faculty Advisor).

The anticipated enrollment in the program is an average of 4 students per year for the first 5 years. Courses and infrastructure for the program will be shared with the existing Departmental Graduate and Residency programs. Thus, the resource implications of the proposed program for the Department and the University are minimal.

# **Proposal for a Master of Public Health (MPH) Degree Program in Community Health Sciences at the University of Manitoba**

## **A. PROGRAM DESCRIPTION**

### **1. Rationale, objectives and features**

The rationale for a new Master of Public Health (MPH) program at the University of Manitoba is as follows:

- The existing M.Sc. program in Community Health Sciences requires completion of a thesis and is primarily a research degree, producing graduates with excellent research skills, many of whom go on to careers in research.
- There is an unmet demand in the rapidly changing health care environment in Manitoba for professionals with Masters-level training and relevant practical experience in applied community health sciences to fill leadership, administrative and consultant roles with agencies including Health Canada, Manitoba Health, Regional Health Authorities, and non-governmental community health agencies.
- The University of Manitoba is the only major Canadian university which has a Department of Community Health Sciences (or equivalent), but does not offer a non-thesis based Masters Degree for individuals intending to pursue professional practice in the community health field.
- There are past and current registrants in the existing M.Sc. program who have expressed a preference for an applied, non-thesis Masters Degree option, if there were one available. Over the past 10 years, approximately 30% of students enrolled in our M.Sc. program have required one or more extensions beyond the 5-year statutory limit to complete their thesis, and 25% have withdrawn without completing a thesis or graduating. While all Community Medicine residents at the University of Manitoba (training to be medical specialists in community medicine and public health) have been required to register in the M.Sc. program, only 50% of residents over the last 10 years have actually completed the thesis component and been awarded the M.Sc. degree in addition to their Fellowship in Community Medicine.
- Recent major emerging public health issues in Canada, such as the SARS outbreak, West Nile Virus, and the threat of bioterrorism, have generated national recommendations for increased training and capacity in applied community health, as evidenced by the establishment of the new National Public Health Agency, which has one of its two main pillars based in Winnipeg.

In summary, this is a very timely opportunity for the University of Manitoba to provide a new applied Masters degree in Public Health, the MPH degree program. The target audience for the program is Community Medicine Residents and experienced health professionals.

## **Objectives of the Program:**

The objectives of the program are:

- To attract high-calibre students wishing to further their training in applied community health at the Masters level.
- To provide training which provides core and elective knowledge and skills in community health and public health practice, including:
  - A foundation in the fundamental sciences of community health, including epidemiology, biostatistics and research methods;
  - Principles, methods and practical skills in community health assessment;
  - Community health program development, planning, and evaluation;
  - Principles and practice of prevention and population health promotion;
  - Health services management and administration, including strategic planning, business plan development, budget, finance and human resource management.
  - Additional more specialized knowledge and skills relevant to career plans.
- To provide supervised field placement opportunities which enable application of academic knowledge and skills, and which are most relevant for future career development.

## **Fit of the Program Within the Research/Academic Priorities of the Department, Faculty and University:**

Population and public health is an identified area of strength in the University, Faculty of Medicine and the Department of Community Health Sciences. The Department of Community Health Sciences, with a complement of 23 full-time and 75 part-time faculty has enjoyed remarkable success over the past decade. For the three year period 2000 – 2003, CHS generated \$53.8m in research grants and contracts. The Department is home to the CIHR-funded Western Regional Training Program in Health Services Research (a partnership with the university of British Columbia that supports students interested in health research), a CIHR funded ACADRE centre that supports Aboriginal health researchers, and is affiliated with the CIHR funded International Centre for infectious Disease that supports interdisciplinary training for students interested in the public health aspects of infectious disease. The Department has offered thesis-based MSc and PhD degrees since 1989 and the program has grown substantially with a total enrollment in 2002/03 of 70 students. The five year Community Medicine residency program (leading to Royal College certification) has maintained an enrolment of 4-6 resident physicians in various training levels. The Department has recently initiated discussions with the University and its partners regarding the potential for developing the first School of Public Health in Canada. With the emergence of Winnipeg as a base for the new Public Health Agency of Canada, support for this proposal is growing. Both the department and the faculty have identified the allocation of new academic positions in fields related to public health as a priority over the next three years.

### **Innovative Features of the Program:**

The main innovative features of the Program include the following:

- This applied Masters degree will include a supervised field placement in an approved governmental or non-governmental agency, providing a unique opportunity to consolidate and integrate coursework learning into community health practice;
- The field placement will be tailored to the student's specific career interests and learning needs, and determined in discussion with the Faculty Advisor and MPH Program Committee;
- Many of the available field placements will be modeled on successful established practical rotations of the Department's existing Community Medicine Residency Program, and the Western Regional Training Centre for Health Services Research (WRTC);
- For some of the available field placements, the collaborations with community agencies will be novel, and therefore increase the presence of the Department in the community, and potential for further collaborations in research and education;
- The learning and experiences gained by the student on the field placement will be shared with the Department;
- Some of the existing course offerings of the Department of Community Health Sciences will be reviewed and renewed, to ensure the availability of core and elective training content for this program. (See below: "Course requirements")
- Opportunities may arise for students to participate in international electives or practicum placements (for example, "HIV Prevention and Control in India") as part of their training.

## **2. Context**

### **Extent to Which the Program Responds to Current or Future Needs of Manitoba and/or Canada:**

As detailed in the "Rationale" section above, and attested to by the attached letters of support from the Chief Medical Officer of Health for Manitoba, the Director of Public Health for Manitoba, and the President of the Winnipeg Regional Health Authority, there is a current and anticipated increased need for Masters-trained public health practitioners in Manitoba and Canada. As alluded to in Dr. Kettner's letter of support and as detailed in the Naylor Report on the Renewal of Public Health in Canada (2004), there is a shortage of human resource capacity in applied public health in Canada, which has led to recommendations to expand public health capacity through increased training opportunities. The current proposal addresses these recommendations.

### **Particular Strengths and Areas for Which Program will be Known to Outsiders :**

The strengths of the Program arise from the established strengths and active research and training collaborations of the Department of Community Health Sciences in the following areas:

- Infectious Disease Control and International Health (HIV/AIDS and STI)
- Health Services Research, Administration and Policy Development
- Aboriginal Health
- Aging and Health
- Community Medicine / Medical Officer of Health Training

### **Extent to Which Program Extends or Uses Existing Programs at the University of Manitoba as a Foundation:**

The new Program will largely use existing programs of the Department of Community Health Sciences as its foundation, i.e. the current courses and Faculty of the Department's Graduate Program, and the established community agency relationships of the Community Medicine Residency Program and the Western Regional Training Program in Health Services Research as the basis of most of the proposed field placements.

### **Extent to Which Program Enhances Co-operation among Manitoba's universities:**

There is strong potential for co-operation of the Program with other Universities which offer specific training in certain areas (e.g. University of Winnipeg in "Project Management"), as well as taking advantage of existing collaborations between Universities (e.g. the annual Summer Institute in Population Health Promotion, a collaboration between the University of Manitoba and Brandon University).

### **Extent to Which Program will Enhance the National / International Reputation of the University of Manitoba:**

As indicated in "Rationale", above, the University of Manitoba is the only major Canadian university which has a Department of Community Health Sciences (or equivalent), but does not offer a non-thesis based Masters Degree for individuals intending to pursue professional practice in the community health field. This new program will enhance the reputation of the University, the Department of Community Health Sciences, and the Community Medicine Residency Program, nationally, and internationally, by providing this applied, non-thesis option with an internationally-recognized credential, the Master of Public Health degree. The Program will improve our competitiveness in attracting top national and international students. Our Graduate

Program Director receives e-mail or phone messages daily from around the world, inquiring about the availability of a MPH training program. Graduates of this program will be well-suited to take on leadership and supporting roles with many governmental and non-governmental health agencies, thus enhancing the national and international reputation of the University of Manitoba. The current demand for increased capacity in the public health response system provides an opportunity and challenge for the University of Manitoba to provide educational leadership in this area.

### **Similar Programs Offered Elsewhere in Canada and United States:**

The University of Alberta is the only Canadian university currently offering a Master of Public Health (MPH) degree program, although several other universities are also developing proposals for this new degree program. McGill, McMaster, and the Universities of Toronto, Calgary and British Columbia all offer non-thesis Masters degrees in community health (M.H.Sc. or M.Sc.) which are based on a combination of coursework plus either practicum or comprehensive exam.

There are 250 MPH degree programs in the United States, including 35 based at Schools of Public Health associated with a major University. All of these include non-thesis options, based on a combination of coursework, field placements or practica.

### **3. Specific Description of Program**

#### **Credential:**

The credential to be granted on successful completion of the program is the Master of Public Health degree (MPH). This is an internationally-recognized credential, awarded by similar training programs at Universities and Schools of Public Health in the United States, Australia, and the University of Alberta. As indicated in the previous section, some other Canadian universities use the Master of Health Sciences (M.H.Sc.) or Master of Science (M.Sc.) degrees for similar non-thesis-based programs; however, consultation with administrators of these programs revealed that some of these programs are considering changing their credential to the MPH degree, mainly due to its wider international recognition. In Manitoba, the Chief Medical Officer of Health, the Director of Public Health, and the President of the Winnipeg Regional Health Authority all supported the MPH as the choice of credential for this Program.

In Canada, there is no requirement of accreditation of the new degree by an external body.

## **Eligibility and Admission Requirements:**

Eligible candidates for admission to the program will include University of Manitoba Community Medicine Residents, and other experienced health professionals. Recommendation for admission to the Faculty of Graduate Studies will be based on an assessment of a student's academic record and related work experience. There will be an Admissions selection process, conducted by the Departmental Graduate Studies Committee, involving the review of a completed application form, personal letter of interest, reference letters, and possibly an interview. Selection criteria will include the degree of fit between the applicant's career plans/aspirations and the range of training options offered, as well as other merit-based criteria such as relevance and depth of work experience in the health sector.

The Admissions committee reviews all applications and selects students, taking into account grade point average standards of the Faculty of Graduate Studies. The Department recognizes that a number of prospective students may have taken their undergraduate work some years earlier and their work experience will be considered along with their academic record.

The following represent the standard minimum undergraduate degree requirements for admission to the MPH program: a Medical Doctor degree or equivalent (e.g. M.B. Ch.B.), a 4-year arts or science degree, or a degree from a 4-year health or health-related professional university program such as dentistry, veterinary medicine, nursing, medical rehabilitation, nutrition, pharmacy, social work, and education.

## **Faculty Advisor:**

At the time of admission, each student will be assigned a Faculty Advisor. The Faculty Advisor will serve as the key contact person for the student for the duration of the program. The faculty Advisor will provide advice on core course content, elective course selection and field placement coordination. The Advisor will normally be a full-time or geographic full-time member of the Department of Community Health Sciences and eligible for membership in the Faculty of Graduate Studies. The Advisor will be a member of the standing MPH Program Committee (see below). In exceptional cases the Advisor may be a part-time or adjunct member of the Department of Community Health Sciences. Such an appointment must be approved by the Graduate Studies Committee.

## **MPH Program Committee**

This standing Committee will consist of the Director of the CHS Graduate Program, the Director of the Community Medicine Residency Program, and one other Faculty member who is actively involved as an Advisor in the MPH Program. The MPH Program Committee will provide final approval on all student programs of study, including coursework and field placement selections. The MPH Program Committee will also

make the final determination of the grade on the field placement, based on the written evaluation by the field placement supervisor, and the grade assigned to the written paper by the Advisor.

### **Program Requirements:**

The MPH program consists of completion of core courses, elective courses and a supervised field placement component. Thirty (30) credit-hours will be required for completion of the degree: twelve (12) credit hours from core courses and eighteen (18) credit hours from elective courses. The field placement is a zero (0) credit hour component.

Core courses (each 3 credit hours) include:

- Principles of Epidemiology I
- Biostatistics I
- Core Concepts in Public Health
- One of:
  - Principles of Epidemiology II
  - Biostatistics II
  - Research Methods

Depending on career plans, and chosen after discussion with the Faculty Advisor, elective courses (each 3 credit hours) might include:

- Prevention and Health
- Health Promotion
- Hospital Medical Administration (Health Administration and Management)
- Managing Health Systems
- Economic Evaluation of Health Care
- Epidemiology of Health Care
- Methods in Health Services Research and Evaluation
- Health and Health Care in Developing Countries
- Health and Health Services of Native People
- Health Policy and Planning
- Measurement of Health and Disability
- Epidemiology of Communicable Diseases
- Epidemiology of Chronic Diseases
- Epidemiology of Cancer
- Epidemiology of Obesity
- Environmental and Occupational Health
- Advanced Biostatistics
- Principles of Epidemiology II, Biostatistics II, or Research Methods (if not taken as 4<sup>th</sup> core course)

### **Field Placement Regulations and Procedures:**

All students must complete an approved field placement in a governmental or non-governmental community health agency (the Agency). The field placement will include a minimum of three months full-time equivalent spent on-site, and completion of a project. The site of the field placement will be based on the student's career interests and learning needs, and determined in discussion with the Faculty Advisor, and approved by the MPH Program Committee.

If a student requests that the field placement be located at his/her current agency of employment, this request may be considered by the Faculty Advisor; however, the proposed educational objectives and student project must be distinct and independent from the student's current roles and responsibilities as an employee of the agency, and the local supervisor (see below) must be someone other than the student's employment supervisor.

Written educational objectives and a letter of understanding regarding the field placement arrangements must be agreed to and signed by all parties prior to commencement. It may be completed on a part-time basis for approved part-time students.

Many of the available field placements will be modeled on successful established practical rotations of the Department's existing Community Medicine Residency Program, and the Western Regional Training Centre for Health Services Research (WRTC). The field placement will be supervised by both the Faculty advisor (based in the Department) and a local supervisor (based in the Agency). All local supervisors must have at least Masters-level qualification or its equivalent in training and experience. All local supervisors will be required to attend a Faculty-run orientation.

### **Procedures for Student Evaluation:**

Evaluation will be based upon grades obtained in core and elective courses, and a grade for the field placement. A written mid-term and final evaluation of the field performance will be provided by the local supervisor, on a standard form provided by the Department. The learning and experiences gained by the student on the field placement will be shared with Department through a required written report on the placement, to be graded by the Advisor. The final grade for the field placement will be determined by the MPH Program Committee, based on the local supervisor's evaluation and the written report grade. The annual progress report to the Faculty of Graduate Studies will be provided by the Faculty Advisor, based on the above evaluative components.

## **Ability to Transfer Courses into the MPH Program:**

Core or elective courses which have already been successfully completed with a grade of "B" or better, but have not been credited to the awarding of another degree, may be transferred into the MPH program. All courses transfer for credit will conform to the procedures established by the Faculty of Graduate Studies. Courses completed at other universities may be considered for exemptions from the required courses, by the Director of the Graduate Program.

## **4. Projections and Implementations**

The following are sample programs and timelines for two typical students, one full-time completing the program in the minimum time of one calendar year, and one part-time completing the program over 2 calendar years.

### **1. Full-time student (1 calendar year to completion):**

Career direction: Program Manager, Diabetes Prevention Program

Term 1 (Fall): Epidemiology I; Biostatistics I; Core Concepts in Public Health; Organization and Financing of the Canadian Health Care System; Health Policy and Planning

Term 2 (Winter): Research Methods in Health Care; Epidemiology II; Prevention and Health; Health Administration and Management; Epidemiology of Obesity

Field Placement (May, June, July): Diabetes and Chronic Disease Prevention Policy and Programming, WRHA or MB Health

Written report on field placement: August, Year 1.

### **2. Part-time student (2 calendar years to completion):**

Career direction: Public health epidemiologist for rural regional health authority

Term 1 (fall): Epidemiology I; Biostatistics I; Core Concepts in Public Health

Term 2 (winter): Epidemiology II; Biostatistics II;

Term 3 (fall): Advanced Biostatistics; Epidemiology of Communicable Diseases; Organization and Financing of the Canadian Health System

Term 4 (winter): Epidemiology of Health Care; Methods in Health Services Research and Evaluation

Field Placement (half-time during May – July of both Year 1 and 2):  
Community Health Assessment, Epidemiology and Surveillance, Rural  
Regional Health Authority .

Written report on field placement: August, Year 2.

**Estimated enrollment for the first 5 years of the Program:**

We estimate that an average of four students accepted each year into the program, including one Community Medicine Resident and three other appropriately qualified students. This estimate is based on statistics on thesis completion rates for past students and residents enrolled in the M.Sc. program, as well as information obtained from current residents and students. Enrollment will be capped at a maximum of five students per year for the first 5 years of the Program to ensure total Graduate Student enrollment in the Department does not exceed current levels.

**Intent to Provide Some Aspects of the Program through Distance Education:**

Some available courses have distance education access, but the majority of Program components will be provided on-site in the immediate future. The Department has long-term plans (not part of the current proposal) to develop the capacity to offer some of the core courses through distance education, including Telehealth linkup, closed circuit television, Internet, and off-site teaching in a rural/northern centre. This capacity will be phased in over time. This option will then be available to all students in the Graduate Program.

**First Intake of Students for New Program: September 2006.**

## **B. HUMAN RESOURCES**

### **1. Faculty**

List of all Full-time and Part-time Faculty members in the Department of Community Health Sciences is attached (see Appendix). All full-time members are eligible to be Faculty Advisors for students in the Program. Curriculum Vitae for full-time members are attached (see Appendix). Based on the projected numbers of students in the MPH program, compared to the existing M.Sc. and Ph.D. programs, the extent of participation of Faculty Advisors in the new program relative to the existing graduate programs would be approximately 90/10 (existing programs/new program).

The impact of the proposed program on Faculty teaching loads is anticipated to be negligible over the next five years, due to the limited total enrollment projected during this period, and the fact that the majority of students initially enrolling in the program will be residents and students who normally would have enrolled in the existing M.Sc. program. Similarly, net effect on Advisorships will be nil.

### **2. Support Staff**

The new program would utilize the existing clerical and technical support staff who currently provide this support to the existing graduate and residency programs; the small number of students would not require new positions in these areas. As a new program with different regulations and procedures, there will be an added administrative load; however, this will be offset by a reduction in the administrative load pertaining to thesis administration.

### **3. Others**

All field placements will be co-supervised by both the Faculty Advisor and a local supervisor (based in the agency). Many of these field placements and local supervisors currently participate in the Department's existing Community Medicine Residency training program or the Western Regional Training Centre for Health Services Research (WRTC). All local supervisors must have at least Masters-level qualification or its equivalent in training and experience, and will be required to attend a Faculty-run orientation.

### **C. PHYSICAL RESOURCES**

#### **Impact on Physical Resources (space, offices, study carrels, computers, seminar rooms, and library usage):**

It is anticipated that there will be minimal if any net impact in these areas due to the small number of students and common usage and overlap with existing Graduate and Residency Programs, and no new facilities or equipment are required beyond those already planned by the Department. The Resource Implication Statements from the Director of Information Services Technology, the Neil John Maclean Health Sciences Library and the Director of Student Records are attached; we concur with these statements.

Classrooms and teaching equipment for the existing courses are already in place and will be utilized for the new program. The Department's graduate student room currently contains 5 computers and accessories, and 24 carrels. In addition, the teaching computer laboratories in the NJM Library house a total of 32 computers, which are available and actively used for teaching in our Graduate programs.

### **D. FINANCIAL RESOURCES**

A financial plan for the proposed program is attached. The program is expected to be revenue neutral in the first two years of the program. The department has requested, and the faculty has prioritized recruitment of three new full-time Faculty over the next five years with expertise in public health/international health. Since these new Faculty will be expected to play a significant role in the MPH program, and may facilitate expansion of the program if student demand warrants it, these positions have been included in the financial plan for this program. Funding for these positions may be only partially the responsibility of the university. We expect to fund a significant portion of the salaries for these positions from external resources available through the new Public Health Agency of Canada. Additional financial resources "requested" in this proposal will be generated through contract overhead revenues available to the Department.

### **E. SUPPORTING DOCUMENTS, SUPPLEMENTARY REGULATIONS AND APPENDICES (ATTACHED)**

**PROGRAM APPROVAL PROCESS - PROPOSAL  
FINANCIAL**

INSTITUTION: UNIVERSITY OF MANITOBA, FACULTY OF MEDICINE, COMMUNITY HEALTH SCIENCES  
PROGRAM REQUEST: NON-THESIS BASED MASTERS PROGRAM

	2005/06 (1) FUNDING REQUEST YEAR 1	2006/2007 (2) FUNDING REQUEST YEAR 2	2007/08 (3) FUNDING REQUEST YEAR 3	(4) 3 YR. TOTAL AMOUNT PROGRAM FUNDING	2008/09 (5) FUNDING REQUEST YEAR 4	(6) TOTAL PROGRAM FUNDING
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**DIRECT PROGRAM COSTS** (YEAR 1 & 2 ARE REVENUE/COST NEUTRAL)

NUMBER OF POSITIONS						
HIRE 1 ASST. APR. '07	0	0	1	1	0	1
HIRE 1 SESSIONAL INST. (1 Sept '07 & 1 Sept '08)	0	0	1	1	1	2
NO. OF ACAD. POSITIONS (INCL. ABOVE)	0	0	1	2	1	3
<b>2a. SALARIES</b>						
ASST. PROFESSOR APR. '07 (REQUI RE 1)			73,755	73,755	77,500	151,275
SESSIONAL INSTR. (2 X 3 HR/YR) 5000 each - 1 Yr 3, 1 Yr 4			5,000	5,000	11,000	16,000
<b>2b. OPERATING</b>						
RECRUITING, REMOVAL		5,000	5,000	10,000		10,000
INCENTIVES & TRAVEL			3,000	3,000	3,000	6,000
<b>2c. CAPITAL REQUIRED</b>						
COMPUTERS (APPROX. \$2,500 EACH)			7,500	7,500		7,500
DESK/CHAIR/FILING CABINETS/TELEPHONE/ETC.			12,000	12,000		12,000
<b>(2) TOTAL DIRECT PROGRAM COSTS (2a + 2b + 2c)</b>	<u>0</u>	<u>5,000</u>	<u>106,255</u>	<u>111,255</u>	<u>91,500</u>	<u>202,775</u>

<b>(3) CONTRIBUTION OR COST BEFORE INDIRECT COSTS (1-2)</b>	0	0	0	0	0	0
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**INDIRECT PROGRAM COSTS**

NUMBER OF POSITIONS			3	3	3	
<b>4a. SALARIES</b>						
SPECIAL ACADEMIC						
<b>4b. OPERATING</b>						
SUPPLIES, TESTS, ETC.			5,000	5,000	6,500	11,500
<b>4c. CAPITAL (IDENTIFY) CAPITAL REQUIRED</b>						
<b>(2) TOTAL INDIRECT PROGRAM COSTS (4a + 4b + 4c)</b>	<u>0</u>	<u>0</u>	<u>5,000</u>	<u>5,000</u>	<u>6,500</u>	<u>11,500</u>

**PROGRAM REVENUE**

<b>1a. TUITION FEES</b>	16,708 (4 x 4177)	33,416 (8 x 4177)	33,416	83,540	33,416	116,956
<b>1b. CONTRIBUTION FROM COLLEGE OR UNIVERSITY</b>						
<b>ACADEMIC CONTRIBUTIONS:</b>						
O'Neill 10%	10,223	10,734	11,270	32,227	11,833	44,060
Hassard 10%	16,465	17,288	18,153	51,906	19,060	70,966
Elliott 10%	5,700	5,985	6,284	17,969	6,598	24,567
Academic 5%	5,000	5,250	5,512	15,762	5,788	21,550
Academic 5%	5,000	5,250	5,512	15,762	5,788	21,550
Academic 5%	5,000	5,250	5,512	15,762	5,788	21,550
<b>SUPPORT STAFF CONTRIBUTIONS:</b>						
Kennedy 20%	8,124	8,530	8,957	25,611	9,405	35,016
Owens 5%	3,812	4,003	4,203	12,018	4,413	16,431
Bell 5%	2,197	2,307	2,422	6,926	2,543	9,469
Erickson 10%	3,073	3,227	3,388	9,688	3,557	13,245

**PROGRAM APPROVAL PROCESS - PROPOSAL  
FINANCIAL**

INSTITUTION: UNIVERSITY OF MANITOBA, FACULTY OF MEDICINE, COMMUNITY HEALTH SCIENCES  
PROGRAM REQUEST: NON-THESIS BASED MASTERS PROGRAM

	2005/06 (1) FUNDING REQUEST YEAR 1	2006/2007 (2) FUNDING REQUEST YEAR 2	2007/08 (3) FUNDING REQUEST YEAR 3	(4) 3 YR. TOTAL AMOUNT PROGRAM FUNDING	2008/09 (5) FUNDING REQUEST YEAR 4	(6) TOTAL PROGRAM FUNDING
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OTHER  
2 OFFICES  
8 GRAD. STUDENT CARRELS

<b>1b. CONTRIBUTIONS</b>	<b>64,594</b>	<b>67,824</b>	<b>71,213</b>	<b>203,631</b>	<b>74,773</b>	<b>278,404</b>
1c. OTHER SPONSORS	0	0	0	0	0	0
1d. OTHER REVENUE	0	0	0	0	0	0
<b>(1) TOTAL DIRECT PROGRAM REVENUE (1a+1b+1c+1d)</b>	<b>81,302</b>	<b>101,240</b>	<b>104,629</b>	<b>287,171</b>	<b>108,189</b>	<b>395,360</b>

**PROGRAM FUNDING REQUEST**

5. TOTAL NET PROGRAM CONTRIBUTION OR (COST): (3-4)	0	0	9,000	9,000	11,000	20,000
6. FUNDING REQUEST (DIRECT + INDIRECT COSTS) IF BASELINE PROVIDED EACH YEAR	0	5,000	111,255	116,255	98,000	214,275
<b>RESIDUAL FUNDING REQUESTED</b>	<b>0</b>	<b>5,000</b>	<b>111,255</b>	<b>116,255</b>	<b>98,000</b>	<b>214,275</b>
7. ENROLLMENT: HEADCOUNT	4	8	8	8	8	8
TOTAL FULL-TIME EQUIVALENT ENROLLMENTS (NOTE 6)	4	8	8	8	8	8
9. TOTAL NET PROGRAM CONTRIBUTION OR (COST) PRE ENROLLMENT (5/7)	0	0	1125	1125	1375	2500
10 TOTAL NET PROGRAM CONTRIBUTION OR (COST) PER FTE ENROLLMENT (5/8)	0	0	1125	1125	1375	2500

ASSUME FISCAL FUNDING APRIL 1 - MARCH 31 OF EACH YEAR

**FIRST AND SECOND YEAR ACTIVITY**  
PROGRAM LEARNING APPROVAL  
CALENDAR INFORMATION  
TIMETABLE AND SCHEDULING

**ACADEMIC HIRING COST ESTIMATES**  
RECRUITMENT OF ONE NEW ASSISTANT PROFESSOR APRIL 2005  
(SEE THREE YEAR STAFFING PLAN COMMUNITY HEALTH SCIENCES  
2004-2007) AND TWO SESSIONAL INSTRUCTORS SEPT '07  
AND SEPT '08 TO TEACH ONE COURSE (3 HOURS COURSE)  
PER YEAR  
NEW AND CURRENT ACADEMIC STAFF REQUIRED FOR  
PROGRAM PLANNING COURSES AND SUPERVISORS FOR  
FIELD PLACEMENT  
ADDITIONAL COMPUTERS, DESKS, STORW ALLS REQUIRED  
FOR NEW FACULTY/INSTRUCTOS

**ACADEMIC CONTRIBUTIONS**  
O'NEIL 10%  
HASSARD 10%  
LIOTT 10%  
SEE ADDITIONAL CURRENT ACADEMICS ON STAFF  
CH PROVIDING 5% OF THEIR TIME

**PROGRAM APPROVAL PROCESS - PROPOSAL  
FINANCIAL**

INSTITUTION: UNIVERSITY OF MANITOBA, FACULTY OF MEDICINE, COMMUNITY HEALTH SCIENCES  
PROGRAM REQUEST: NON-THESIS BASED MASTERS PROGRAM

	2005/06 (1)	2006/2007 (2)	2007/08 (3)	(4) 3 YR. TOTAL AMOUNT PROGRAM FUNDING	2008/09 (5)	(6) TOTAL PROGRAM FUNDING
	FUNDING REQUEST YEAR 1	FUNDING REQUEST YEAR 2	FUNDING REQUEST YEAR 3		FUNDING REQUEST YEAR 4	

**SUPPORT STAFF COSTS**

GRAD/RESIDENT OFFICE ASSISTANT 20%  
DEPARTMENT ADMINISTRATOR 5%  
ADMIN ASSISTANT TO DEPT. HEAD 5%  
COMPUTER TECHNICIAN 10%

**SUPPLIES**

COMPUTERS, TELEPHONE, PHOTOCOPY EXPENDITURES  
FACULTY DESK, CHAIR, STORWALL

**SPACE: - INDIRECT COSTS**

2 1/2 - 3 FACULTY/INSTRUCTOR OFFICES  
8 ADDITIONAL STUDENT CARRELS  
CLASSROOM USE - SUPPLIED BY FACULTY OF MEDICINE  
CARETAKING - SUPPLIED BY PHYSICAL PLANT ENERGY  
MANAGEMENT  
LIBRARY FACILITIES, EQUIPMENT - SUPPLIED BY UNIVERSITY

**ENROLLMENT TARGETS**

4 STUDENTS IN YEAR 1, 4 MORE STUDENTS IN YEAR 2  
FOR A TOTAL OF 8 STUDENTS/YEAR

320 HOURS CLASSROOM YEAR 1 (24 credits)  
480 HOURS FIELD PLACEMENT (12 weeks)



UNIVERSITY  
OF MANITOBA

Faculty of Nursing

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Fax (204) 474-7682

June 11<sup>th</sup> 2004

Dr. John O'Neil  
Professor and Head  
Department of Community Health Sciences  
Faculty of Medicine  
University of Manitoba  
Winnipeg, Manitoba  
R3E 0W3

Dear Dr. O'Neil:

**Re: Proposal for a New Master of Public Health (MPH) Degree Program in Community Health Sciences**

Thank you for the opportunity to review the above proposal which I understand is under review by the Faculty of Graduate Studies. This proposed program will address a need for public health professionals with enhanced knowledge and skills in various areas of public health sciences through 24 credits of courses and a three month field work. I fully support the development of this program. This type of program at the master's level will enhance the capacity of senior public health practitioners to provide the leadership needed for preventing and ameliorating many public health problems.

The Faculty of Nursing in the Master of Nursing Program offers major areas of study in community health nursing and administration. However, I do not see any real overlap with our offerings. As I understand the proposed program, it will serve mainly a small number of medical residents. Our program is geared solely for registered nurses who wish to pursue advanced education. Our students are also in field placements in community health and institutional settings, and in a few cases, in policy departments in Manitoba Health or regional health authorities. However, given the small number of students that we have in these majors and the large numbers of potential field placements available, I do not anticipate any difficulty in continuing to secure relevant placements. Also, there may be opportunities for collaborative educational initiatives in the future.

I am fully supportive of this proposed educational program and wish you every success with the approval and implementation processes.

Sincerely,



Karen Chalmers RN, PhD  
Professor and  
Associate Dean Graduate Program

file:H:\graduatestudies\John O'Neil letter of support MPH June 2004

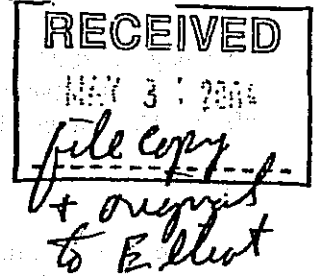


UNIVERSITY OF MANITOBA | Faculty of Medicine  
Department of Family Medicine

Room E6003  
St. Boniface General Hospital  
409 Taché Avenue  
Winnipeg, Manitoba  
Canada R2H 2A6  
Telephone (204) 235-3655  
Fax (204) 231-0302

May 26, 2004

Dr. John O'Neil  
Professor & Head  
Department of Community Health Sciences  
P120 Pathology Building



Dear Dr. O'Neil:

Re: Master of Public Health Degree

I am writing to support the proposal for a non-thesis based Masters of Public Health degree. There is a clearly identified need for applied community health sciences to fill administrative consultant and leadership roles in health agencies, both in Manitoba and in other provinces.

This degree track would be very attractive to family physician clinicians and teachers.

I believe this proposal is well designed and academically credible, and it has my unreserved support.

Sincerely,

J. L. Reynolds, MD, CCFP, MSC, FCFP, MHSc.  
Professor & Head

ld

**Kathleen Bell**

---

**From:** John O'Neil [oneilj@Ms.UManitoba.CA]  
**Sent:** Tuesday, May 11, 2004 11:26 AM  
**To:** Kathy Bell  
**Subject:** FW: MPH Degree Program

Re MPH support letters

-----Original Message-----

**From:** Hammond, Gregory (HEALTH) [mailto:GHammond@gov.mb.ca]  
**Sent:** May 11, 2004 9:29 AM  
**To:** 'oneilj@ms.umanitoba.ca'  
**Subject:** MPH Degree Program

John:

Thank you for your recent letter in which you have described the proposed Practicum-Based Applied Master's Degree Program in Community Health Sciences at the University of Manitoba.

Several recent reviews of public health capacity and recent public health events (eg: SARS) have clearly indicated the need to strengthen public health.

A key gap in public health capacity is knowledgeable leaders and staff in public health organizations who are trained in epidemiology, health policy, health hazards, health systems biostatistics and related fields and who have learned to apply these skills in a supervised environment.

Manitoba and Canada need strong training programs in applied public health.

On behalf of the health programs of the Public Health Branch of Manitoba Health (Communicable Disease Control, Diabetes and Chronic Diseases, Environmental Health, Epidemiology and the Cadham Provincial Public Health Laboratory), I strongly support a Practicum-Based Applied Masters Degree Program to be offered by the Department of Community Health Sciences.

Staff of the Public Health Branch staff are interested in training and supervision of students in such a program.

Best wishes for this proposal to Senate.

Greg Hammond, MD, FRCP(C)  
 Director  
 Public Health Branch  
 Communicable Disease Control  
 Manitoba Health  
 Professor  
 Departments of Internal Medicine and  
 Medical Microbiology and Infectious Diseases  
 University of Manitoba

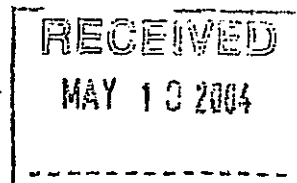


## Office of the Chief Medical Officer of Health

4<sup>th</sup> Floor – 300 Carlton St.  
Winnipeg MB R3B 3M9  
Canada

Dr. Joel Kettner  
Chief Medical Officer of Health  
Ph. (204) 788-6666  
Fax. (204) 948-2204  
Email: jkettner@gov.mb.ca

May 10, 2004



Dr. John O'Neil  
Professor & Head  
Community Health Sciences  
Faculty of Medicine  
P120 – Pathology Building  
770 Bannatyne Ave  
Winnipeg MB R3E 0W3

Dear Dr. O'Neil

I am very pleased to indicate my strong support for the development and implementation of a one year non-thesis Masters of Public Health at the Dept of Community Health Sciences, University of Manitoba.

I would also like to indicate my support for and commitment to assist with the provision of the supervised field experience that would be part of the program.

There is an ongoing and anticipated increased need for trained public health practitioners in Manitoba and Canada. In addition to the current shortage of such human resources is the anticipated expansion of public health capacity in Canada.

An intensive one year program for practitioners is a needed addition to the present thesis-based Masters program designed to accommodate the academic stream in community health.

I anticipate that such a program would attract many good applicants not only from Manitoba and Canada but around the world.

If I can provide any further information or be of any further assistance, please do not hesitate to let me know.

Yours truly,

Joel Kettner MD MSc FRCSC FRCPC



**Winnipeg Regional  
Health Authority**

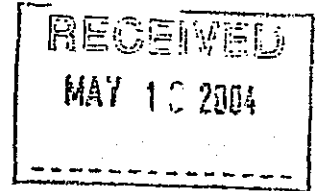
**Office régional de la  
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TEL: 204| 926.7000  
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TÉLÉC: 204| 926.7007  
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May 5, 2004

**Dr. J.D. O'Neil**  
**CIHR Senior Investigator**  
**Professor and Head**  
**Department of Community Health Sciences**  
**750 Bannatyne Avenue**  
**Winnipeg, MB R3E 0W3**

Dear Dr. O'Neil:

This is in reply to your April 27, 2004 letter regarding the proposal for a Masters of Public Health degree in the Department of Community Health Sciences.

I have read the draft attached to your letter and feel that the proposal addresses an area of important need in the field of community health both provincially and nationally. I am pleased to offer my support to this initiative and will encourage the use of WRHA facilities for supervised field experience where appropriate.

Sincerely,

**Dr. B. Postl**  
**President & CEO**

/nb

The University of Manitoba

Neil John Maclean Health Sciences Library  
Memorandum

**Date:** April 13, 2004

**To:** Dr. Lawrence Elliott, Department of Community Health Sciences

**From:** Bill Poluha, Neil John Maclean Health Sciences Library *Bill*

**CC:** Ada M. Ducas, Head, Neil John Maclean Health Sciences Library  
Jan Horner, Collections Management, U of M Libraries

**Re:** Proposed Graduate Program: Applied Masters Degree in  
Community Health Sciences – Masters of Public Health

Thank you for informing the Libraries of the proposed introduction of the new graduate program noted above.

A collection statement was completed for the Graduate Diploma in Population Health program in 1999. The evaluation at that time indicated research level/PhD program support. The Masters of Public Health program is based on the same core and range of elective courses that are already offered in the existing Masters and PhD programs in Community Health Sciences which the UM Libraries presently supports. The main difference in this program is a fieldwork practicum instead of a thesis. As well, the Neil John Maclean Health Sciences Library has since 1999 received funding from the Manitoba Centre for Health Policy and Evaluation to maintain the public health collection at a research level.

Based on the above information, a detailed library statement for this program will not be required.

## Lawrence Elliott

---

**From:** marnochn@Ms.UManitoba.CA  
**Sent:** Thursday, June 03, 2004 12:28 PM  
**To:** Lawrence Elliott  
**Cc:** 'John O' Neil'; 'Dr. Robert B. Tate'; sherman\_greenberg@umanitoba.ca  
**Subject:** Re: Impact Statement for Master of Public Health Degree Proposal

Lawrence, based on the revisions made to this program, Student Records will have no difficulty supporting this program as a one year Masters with fees assessed on a program basis. Please be reminded that students who are awarded transfer of credit will be assessed the full tuition fee.

Neil

On 28 May 2004 at 11:06, Lawrence Elliott wrote:

>  
 > To: Neil Marnoch, Director of Student Records  
 >  
 > From: Lawrence Elliott, Associate Head, Department of Community Health  
 > Sciences  
 >  
 >  
 > Re: Impact Statement for Master of Public Health Degree Proposal  
 >  
 >  
 > Thank you for reviewing the earlier draft of the proposal and for your  
 > comments. After our  
 > meetings with the Dean and Associate Dean of Graduate Studies, and based on feedback  
 > received from other stakeholders, we revised the proposal such that it is based on a  
 > one-year  
 > fulltime program, with an option to complete it part time over a longer period. This is  
 > detailed in  
 > the attached final proposal submitted to Graduate Studies. Thus, we would expect that  
 > the full  
 > tuition fee would apply to Year 1 of the program, with the continuation fee applied for  
 > re-  
 > registration in the subsequent year(s).  
 >  
 > Please contact me if you have any further questions or concerns. The  
 > Proposal is being  
 > considered at the next meeting of the Faculty of Graduate Studies PPC Committee on  
 > Monday  
 > June 7. Therefore, we would greatly appreciate it if the Impact Statement could be  
 > forwarded us  
 > next week if at all possible.  
 >  
 > It can be sent by mail or fax to:  
 >  
 > Dr. John O'Neil  
 > Professor and Head  
 > Department of Community Health Sciences  
 > Room P120, Faculty of Medicine  
 > Fax: 789-3905  
 >  
 > Thanks again for your assistance.  
 >

Neil Marnoch  
 Director, Student Records  
 400 University Centre  
 University of Manitoba  
 Winnipeg, MB R3T 2N2

Final Report of External Review Of Proposed Master of Public Health Program,  
Department of Community Health Sciences, Faculty of Medicine, University of Manitoba  
12/05/2004

Dr. Richard Mathias  
Department of Health Care &  
Epidemiology  
University of British Columbia

Dr. Duncan Saunders  
Department of Public Health Sciences  
University of Alberta

### **Background**

This report is based on a site visit on October 28 and 29, 2004 that we undertook at the invitation of Dr. Pamela Hawranik, Associate Dean, Faculty of Graduate Studies, University of Manitoba. Prior to the site visit we received a copy of the Proposal for the New Master of Public Health Degree Program in Community Health Sciences (Appendix 1) and background material relating to the Department of Community Sciences including its biennial report 2000/2001 and quarterly bulletins for October 2003, February 2004 and June 2004.

During the two-day site visit we had the opportunity to have frank and open discussions with a wide variety of stakeholders (Appendix 2).

### **Comparisons with other programs**

The Department of Public Health Sciences, University of Alberta offers a two-year course-based professional MPH program in Health Policy and Management in addition to thesis-based MSc and PhD programs. Beginning in September 2002 it started to offer course-based MPH programs in Clinical Epidemiology, Occupational and Environmental Health, Health Technology Assessment and Global Health that can be completed in 12 months. These latter programs all require the successful completion of ten 3-credit courses and either a field practicum or a research project.

The Department of Health Care & Epidemiology, University of British Columbia offers MSc and PhD programs in Epidemiology. It also offers an MHSc for professionally qualified candidates. The MHSc is a one-year program consisting of 30 credits, a written exam and a major paper. The users of the MHSc are Community Medicine residents, Research Fellows, International Medical Graduates and Public Health and Occupational Health Physicians. This program has been in place for 19 years.

A scan of MPH programs offered by Schools of Public Health in the United States was carried out. Two types of MPHs are offered. Those limited to professionally or experientially qualified applicants are, in general, one-year programs with several streams. Although there are methodological courses in each stream, the emphasis is on content courses, such as communicable disease control and environmental health. In addition, they also offer two-year courses to individuals who have completed a bachelor's degree. These students have greater course requirements but again the emphasis is on some methodology courses but more on content area courses. Several Canadian schools are also considering MPHs based on varying models.

## **Breadth and depth of curriculum**

The focus of the proposed program was discussed at some length. It was explained that the proposed focus on applied community health sciences was based both not only on the perceived need for applied community health training to fill leadership, administrative and consultant roles in agencies, including Health Canada and Manitoba Health, but also on the current strengths of the Department (aboriginal health, health services research and policy development, aging and health, and infectious disease control and international health). The need for clinical epidemiology training within the Faculty of Medicine, for clinical trainees in preparation for obtaining CIHR fellowships or future academic appointments, was acknowledged. However as clinical epidemiology was not a current Departmental strength a decision had been made not to focus on clinical epidemiology. Similarly a focus on health services administration was not proposed. For those wanting health services administration training, an MBA was considered the current option.

Concern was expressed that the MPH may be seen as a less rigorous degree than the currently offered MSc because only eight courses were required compared with the ten for the MSc and also because it was to be a terminal degree. However, this was not seen as a major concern by most discussants.

In general the discussants were supportive of the focus on applied community health sciences and not research methods. However, as might be expected, there were several suggestions for core course content including law, ethics and accountability, management of change, implementation of policy, guidelines and other public health methods, critical analysis of policy, working with stakeholders, utilization of databases, surveillance methods, program and economic evaluation, quality assurance, and leadership skills in public health practice. One group was particularly concerned that the skills being taught should to be defined by the needs of the workplace. There was concern that the current courses do not reflect the needs of employers. Also, flexibility was needed to take into account the different backgrounds and experience of the students. One group recommended that the core courses be reduced to two to allow for more flexibility for adult learners. Another suggestion was for a program focusing on the great need in aboriginal communities for training emphasizing leadership and management skills. In discussions with core faculty it emerged that different streams, as a way to accommodate different needs, had been considered but the anticipated numbers were too small to allow separate streams to be feasible.

## **Demand for graduates with the proposed credential**

The intention of the Department was only to admit about five students a year into the MPH program. To accommodate this increased graduate student enrolment the number of incoming MSc students would be reduced by the number of MPH students admitted. In this way the program would be resource neutral. It was noted that choosing between MPH and MSc applicants might be difficult, as applicants for the different degree programs would have different backgrounds and goals.

From our discussions it seems likely that there will sufficient demand for the proposed MPH program from Community Medicine Residents and from experienced health-care professionals wanting to upgrade their skills. The Community Medicine Residents expressed their support for the MPH option in their training. They noted that with the commitment to their field placements, it was very difficult to finish the MSc thesis requirement. The MPH would be a more suitable option. Those who had completed a thesis noted that they had found it to be a valuable learning experience. Therefore not all Community Medicine Residents are likely to enroll in the MPH. The Community Medicine Residents noted that there are Fellowship requirements that need to be accommodated when considering course requirements. Several of the groups we spoke to expressed confidence that there was a large pool of health professionals working in the Regional Health Authorities and Manitoba Health and also Family Practitioners who were looking to broaden their career options. The proposed MPH program was likely to be more attractive to them than an MSc program both because of its being a one-year degree rather than a two-year degree and because its focus was applied community health sciences rather than research.

### **Excellence of faculty and breadth of experience**

In general, students reported satisfaction with the departmental course offerings although concern was expressed about the workload of one particular course.

One discussant, while very supportive of the proposed program, had concerns about the conduct of the placements. He noted that already stretched health authorities had little or no funding available to support placements. Another challenge will be to provide high-quality teaching and supervision within busy public health practices. The choice of placements was important, as a good match between projects and the skills of the supervisors was essential to success. Concerns were expressed that the proposed evaluation of the field-placement (written mid-term and final evaluations by the local supervisor and final oral and written reports from the student) were unduly onerous and may detract from the field experience.

### **Adequacy of facilities, space and other resources**

The facilities, space, and resources for Community Health Sciences students appear to be very adequate. As the total number of Departmental graduate students will not increase with the introduction of the MPH program no additional resources are anticipated apart from the need for workplace placement supervisors

### **Support for the proposed program**

All groups we spoke to strongly supported the establishment of the proposed MPH program. The Graduate Student Council members expressed support for the MPH although they noted that, as it was intended for non-researchers, it would not have been their personal choice. No concerns were expressed about potential overlaps with other public health programs, for example in nursing

## **Strengths and weaknesses of the program proposal**

### **Strengths**

Overall, we think this is a strong program proposal. Strengths include:

- **An existing successful MSc program**  
The Department of Community Health Sciences has experience in managing graduate level training. In addition a range of relevant courses are already being offered
- **A strong rationale or the need for the new program**  
There is a well-documented need for an applied community health program in Manitoba. This was supported by the wide range of stakeholders we met
- **Particular strengths of the Department**  
The Departments strengths in aboriginal health, health services research, and policy development, aging and health, and infectious disease control and international health give credibility to the program and should help to attract high-quality applicants. In addition the proposal has a clear focus on community health sciences reflecting the above strengths
- **Support for the proposed program**  
There is wide support for the program from both within the University of Manitoba (Central Administration, within the Department of Community Health Sciences and from other Departments) and from relevant outside agencies.

### **Weaknesses**

There are some issues that we think require additional discussion

- **Course requirements**  
The current requirement that students do six-core courses and two-elective courses does not reflect the diverse backgrounds and needed skills of the targeted audience for the program
- **Field-placements**  
The level of support agencies e.g. Manitoba Health are able to make available for field placements may have been overestimated. Additional discussion is needed to investigate how field placements can be viable. The evaluation requirements for the field placement seem unduly onerous

## **Recommendations**

- 1) We strongly recommend the Community Health Sciences Department offer a coursework/field placement-based MPH in applied public/community health sciences starting in September 2006 with:
  - A target audience of Community Medicine Residents and experienced health care professionals
  - Requirements of 30 course-credits and a field-placement.
    - Currently, 24 course-credits (8 3-hour courses) are being proposed. Increasing this to 30 course-credits would make the program comparable with other programs.
    - Evaluation of the field-placement could be reduced to a final written evaluation from the field supervisor and a written report to be marked by the Faculty advisor
    - Field placement requirements should be actively discussed with the agencies that will be responsible for delivering them to maximize the benefit to the student and agency.
  - A minimum of core-courses (possibly only epidemiology and biostatistics) so that course-work can be tailored to meet the specific needs of the students
  - A program that will allow the students to have a reasonable expectation of graduation with an MPH in one year.
- 2) We recommend that there should be an ongoing assessment of need and demand for addition MPH programs e.g. a MPH in Clinical Epidemiology.

**PROPOSAL FOR A NEW  
MASTER OF PUBLIC HEALTH (MPH)  
DEGREE PROGRAM  
IN COMMUNITY HEALTH SCIENCES**

**Prepared by:**

**Department of Community Health Sciences  
Faculty of Medicine  
University of Manitoba**

**Revised May 2005**



UNIVERSITY  
OF MANITOBA

Faculty of Medicine

Department of  
Community Health Sciences  
750 Bannatyne Avenue  
Winnipeg, Manitoba  
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Fax (204) 789-3905

February 25, 2005

Dr. Pamela Hawranik  
Associate Dean (Programs and Planning)  
Faculty of Graduate Studies  
The University of Manitoba

Dear Dr. Hawranik:

Thank you for your letter of December 13, 2004, summarizing the Report of the External Review of our Department's proposed new Master of Public Health (MPH) program, and requesting a response to the report's recommendations.

This Report and its recommendations have been thoroughly discussed by our Department members, at three Committee levels: our Education Program Committee, our Department Executive, and our Departmental Council (which includes all Faculty and student representatives). The Report was very well-received by Department members, and was felt to provide some useful external perspectives and recommendations.

I have been asked to summarize our responses to the Report's recommendations, on behalf of Dr. O'Neil and the Department. The following is a list of the main recommendations, and our Department's response.

***Recommendation 1: That the target audience for the MPH program be Community Medicine Residents and experienced health care professionals.***

**Departmental Response:** Accept recommendation, with minor amendment to "...and experienced health professionals." This wording change ensures that applicants with relevant experience in such areas as health policy and planning (not necessarily only in "health care") would also be eligible.

***Recommendation 2: That total course credit-hours be increased from 24 to 30.***

**Departmental Response:** Accept recommendation, for reasons of comparability with other programs.

**Recommendation 3:** *Reduce the number of required core course from 6 to approximately 2 ("possibly only epidemiology and biostatistics") so that course-work can be tailored to meet the specific needs of the students.*

**Departmental Response:** Our Department members felt that the objective of increasing flexibility while ensuring an appropriate balance of core content and methodological training would best be achieved by reducing the core course requirements to four, including:

- Epidemiology I
- Biostatistics I
- One additional methods course (one of: Epidemiology II, Biostatistics II, or Research Methods)
- Current Topics in Community Health (with a lecture section devoted to MPH students, to provide core content required as basis for field placement)

**Recommendation 4:** *That evaluation of the field placement be reduced to a final written evaluation from the field supervisor and a written report to be marked by the Faculty Advisor.*

**Departmental Response:** Accept recommendation, for valid reasons cited in the Report.

**Recommendation 5:** *Field placement requirements should be actively discussed with the agencies that will be responsible for delivering them, to maximize the benefit to the student and agency.*

**Department Response:** Accept recommendation. We have commenced these discussions, which will be ongoing. In addition to the Letters of Support from key governmental and non-governmental agencies and departments which accompanied our original proposal, our most recent discussions resulted in e-mail expressions of interest and possible content areas for MPH field placements from the following Faculty (and their associated agencies):

<u>Faculty</u>	<u>Agency</u>	<u>Field Placement Content</u>
Dr. Carole Beaudoin	MB Health	Communicable Disease Control
Dr. Michael Routledge	MB Health	Environmental Health
Drs. M. Moffatt, R. Robson	WRHA	Patient Safety, Quality of Care
Dr. Bruce Martin	North. Medical Unit	Northern/Aboriginal Health
Dr. James Blanchard	Dept. CHS	HIV Control in India
Dr. Les Roos	MCHP	Health Policy and Planning
Dr. Donna Turner	CancerCare MB	Cancer/Chronic Disease
Dr. Colleen Metge	Faculty of Pharmacy	Pharmaceutical Policy/Planning
Dr. Sandor Demeter	Dept. CHS, Radiology	Health Technology Assessment
Dr. Rob Chase	MFL Occup. Health	Occupational Health
Dr. Elise Weiss	Brandon RHA	Rural / Regional Public Health

The revised Proposal and Appendices are attached. We hope that we have satisfactorily addressed all of the recommendations of the External Review. Please contact us if you or the Committee have any further questions or suggestions.

Yours sincerely,



Lawrence Elliott, MD, MSc, FRCP(C)  
Associate Department Head  
Director, Community Medicine Residency Program

c.c. Dr. John O'Neil, Department Head; Dr. Tom Hassard, Graduate Program Director

**Subject:** RE: response to MPH review

**From:** "Lawrence Elliott" <elliottl@cc.umanitoba.ca>

**Date:** Fri, 4 Mar 2005 10:14:45 -0600

**To:** "'Pamela Hawranik'" <Pam\_Hawranik@umanitoba.ca>

**CC:** "'John O'Neil'" <oneilj@Ms.UManitoba.CA>, "'Tom Hassard'" <hassard@Ms.UManitoba.CA>

Dear Pam,

We propose that the evaluation of the field placement be as per i) and ii) below, i.e. that there be a written mid-term and final evaluation of the student's field performance by the field ("local") supervisor; and that there be a written report by the student of their learning experience which is graded by the Advisor. Therefore the mid-term evaluation is still in place; we agree with you that this is an essential process element for field placements.

I hope this clarifies the response to this recommendation. Please let us know if there are any other questions.

Thanks

Lawrence

-----Original Message-----

**From:** Pamela Hawranik [mailto:Pam\_Hawranik@umanitoba.ca]

**Sent:** Thursday, March 03, 2005 11:29 AM

**To:** Lawrence Elliott

**Cc:** John O'Neil; Tom Hassard

**Subject:** response to MPH review

Thank you for responding so thoroughly to the review by including all your faculty and students. Your response was easy to read and well organized. I would like a clarification on one of the reviewer's recommendations and your response prior to the Programs and Planning Committee meeting.

**Recommendation #4:** *That evaluation of the field placement be reduced to a final written evaluation from the field supervisor and a written report to be marked by the Faculty Advisor.*

**Your proposal included** the following evaluative requirements for the field placement:

- i). a written mid-term and final evaluation of the student's field performance by the local supervisor;
- ii). a written report by the student of their learning experience which is graded by the Advisor; and
- iii). an evaluation by the local supervisor.

The final grade for the field placement would be determined by the MPH committee, based on the local supervisor's evaluation and the written report grade.

The reviewers recommended that the evaluation of the field placement be reduced to:

- a) a final written evaluation from the field supervisor (is that item #iii above?) and
- b) a written report to be marked by the Faculty Advisor ( is that item #ii, which will consist of the student's learning experience?). Therefore the mid-term evaluation will be eliminated. Is that Correct? If the mid-term evaluation will be omitted, by what means will the student be informed of whether their performance is satisfactory/unsatisfactory during the placement. It is important that the student be informed of their performance prior to the conclusion of the placement. If there is an unsatisfactory performance or areas that need to be improved, the student needs to be informed of this early on in the placement so they can improve in the specific areas. If the student is informed in writing only at the conclusion of the experience, they may have grounds for appeal if they receive a grade they did not anticipate. You most likely have talked about this, but this question will be raised at the committee meeting. I would appreciate your response so I can share it with the committee.

Thank you.

---

Pamela Hawranik RN PhD  
Associate Professor, Faculty of Nursing  
Associate Dean, Faculty of Graduate Studies  
500 University Centre  
University of Manitoba  
Winnipeg, Manitoba, Canada. R3T 2N2

Phone: (204) 474-7298  
FAX: (204) 474-7553  
Email: [pam.hawranik@umanitoba.ca](mailto:pam.hawranik@umanitoba.ca)

**Report of the Senate Planning and Priorities Committee on the proposal to introduce a Master of Public Health**

---

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 of the Faculty of Graduate Studies (FGS) has the responsibility of reviewing new graduate programs and makes recommendations to FGS Council.
3. The FGS recommends that Senate approve a new Master of Public Health in the Department of Community Health Sciences.

Observations

1. The proposed program seeks to provide Masters-level applied training in public/community health sciences. The program aims to provide core elective knowledge and skills in community health, community health assessment, program planning and evaluation, principles of prevention and population health promotion, health services management, administration and policy development.
2. The proposed Master of Public Health program will complement the existing Master of Science degree in Community Health Sciences and the Post-Graduate Diploma in Population Health. The proposed program is distinct in that it requires relevant professional experience for admission, and has a supervised field placement, which, according to the program proponents, "allows for integration and application of knowledge and concepts acquired during coursework, and also facilitates career transition".
3. Areas of focus identified by the proponents of the program include infectious disease control, international health, health services research and policy development, aboriginal health, aging and health and community medicine/medical officer of health training.
4. The proposed program will consist of 12 credit hours of core courses and 6 credit hours of elective courses, in addition to a three month, required full time unpaid supervised field placement. There is no thesis or practicum required.
5. Admission will be reserved for University of Manitoba Community Medicine residents, and other experienced health professionals. The Department of Community Health Science's Graduate Committee will assess applicant's

academic history, related work experience, personal letter of interest and reference letters.

6. Demand for the proposed program, and professional opportunities for graduates, are anticipated to be high. Enrollment is estimated at four students per year in the first five years of the program, with the understanding that the total number of students in all graduate programs in the Department of Community Health Sciences will remain the same.
7. The required faculty and staff resources for the proposed program are already in place, as the courses proposed for the program are already offered and there will be no increase in the total number of graduate students in the department. Accordingly, no new resources are required to implement this program, and any incidental costs will be absorbed within the current budget of the Department of Community Health Sciences. The Department has indicated that the educational programs of their Department are supported in part by overhead revenues generated from public health service contracts.
8. The Libraries have indicated that due to the Ph.D. and M.Sc. programs offered by the Department, they are in a position to support the proposed Master of Public Health program without any new resources.
9. Letters of support for the proposed Master of Public Health have been received from the Faculty of Nursing, the Department of Family Medicine, the Public Health Branch of Manitoba, Health, the Chief Medical Officer of Health for Manitoba, and the Winnipeg Regional Health Authority.

**Recommendations:**

**The SPPC recommends that:**

**Senate approve and recommend that the Board of Governors approve the proposed Master of Public Health.**

Respectfully submitted,

**Norman Hunter, Chair  
Senate Planning and Priorities Committee**

/jml

# **Report of the Senate Committee on Admissions concerning a proposal from the Faculty of Pharmacy to increase its minimum GPA admission requirement (2005.09.01)**

## **Preamble**

Currently, all Pharmacy applicants are ranked for admission selection according to the following criteria:

- (a) Adjusted Grade Point Average (AGPA) 70%
- (b) Written essay (problem-solving exercise) 30%

For applicants in both the Academic and Special Consideration Admission Categories an Adjusted Grade Point Average (AGPA) of 3.00 or more is required in order for them to be eligible for further consideration. Students achieving this level will have their essays evaluated.

## **Observations**

Increasing the minimum acceptable AGPA to 3.5 will inform prospective Pharmacy applicants of the level of academic achievement that is more realistically required for them to be considered as competitive applicants. In the past three years, the number of applicants has jumped considerably, as outlined in the following table:

Academic Year	Number of Applicants
03R	219
04R	303
05R	364
06R	340

In 06R, of the 50 students accepted, the lowest AGPA of applicants in the Regular Pool was 3.76. In the Special Consideration Category, the lowest AGPA of accepted applicants was 3.68.

Of the 340 applicants for the current year of study, 198 had AGPA results of 3.5 or better. Of these, 148 had an AGPA of 3.5 or better and an acceptable written essay score of five or better. In addition, there were 50 applicants who had an AGPA of 3.5 or better, but who had written essay scores of less than five. If the proposed minimum AGPA guideline had been in place this year, the ratio of eligible applicants to available first years seats, considering both the AGPA and the written essay scores, would have been about three to one.

## **Recommendation**

The Senate Committee on Admissions recommends to Senate that, effective for the 07R regular academic session, a minimum Adjusted Grade Point Average (AGPA) of 3.50 will be required for applicants to be considered eligible for further consideration in both the Academic and Special Consideration Admission Categories.

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

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

Comments of the Senate Executive Committee:

The Senate Executive Committee has reviewed

the report to Senate.

# **Report of the Senate Committee on Admissions concerning a proposal from the Faculty of Dentistry to amend its admission guidelines concerning the subcategories of its Special Applicant Category (2005.09.01)**

## **Preamble**

Four applicant categories currently exist in the selection process to the undergraduate dentistry program at the University of Manitoba: Regular Applicant Category; Canadian Aboriginal Applicant Category; Special Applicant Category; Transfer Applicant Category. The Special Applicant Category currently has three subcategories: applicants who hold Master's or PhD degrees, with preference given to applicants holding degrees in a health-related field; applicants who have had previous work experience in a health-related field; applicants who hold a dental degree from a university outside of Canada.

## **Observations**

1. The selection of applicants to the undergraduate dentistry program is based on an Adjusted Grade Point Score (AGPS), including prerequisite academic courses, Dental Admission Test (DAT) scores, and performance on an interview. Applicants to the non-Canadian dental degree subcategory of the Special Applicant Category have been exempt from fulfilling the academic requirements that all other applicants must complete, as their pre-dentistry academic courses are most often not comparable to the prerequisite academic courses set forth by the University of Manitoba. Therefore, assessment of non-Canadian dental degree applicants has been made without the benefit of an applicant's pre-dentistry AGPS. Only DAT scores and an interview score can be used in making selection decisions. This factor creates problems in comparing non-Canadian dental degree applicants with applicants from the other subcategories to determine ranking within the Special Applicant Category.
2. With the establishment of the International Dental Degree Program (IDDP) at the University of Manitoba in 2003, holders of non-Canadian dental degrees have an alternative route in obtaining a Canadian dental degree through the completion of years three and four of the undergraduate dental curriculum at the University of Manitoba. The method of selection to the IDDP includes assessment of performance on a national eligibility examination, assessment of dental degree documentation, performance on an interview, and a one-week assessment of the applicant's dentistry knowledge and skills.
3. In proposing the deletion of the non-Canadian dental degree subcategory from the Special Applicant Category, the Faculty of Dentistry encourages holders of non-Canadian dental degrees to access undergraduate dental education through the IDDP route.

## **Recommendation**

The Senate Committee on Admissions recommends to Senate that, effective for the 07R regular academic session, the "holder of a dental degree from a university outside of Canada" be deleted as a subcategory of the Special Applicant Category.

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

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

Comments of the Senate Executive Committee  
The Senate Executive Committee has reviewed the report to Senate.

# **Report of the Senate Committee on Admissions concerning a proposal from the Faculty of Dentistry to amend its admission requirements concerning an applicant's "distant-past" academic history (2005.09.01)**

## **Preamble**

The selection of applicants to the undergraduate dentistry program at the Faculty of Dentistry is based on an Adjusted Grade Point Score (AGPS) related to prerequisite academic courses, Dental Admission Test (DAT) scores, and performance on an interview. These three components are used to establish an overall score that ranks each applicant's relative position in the selection process. The AGPS is derived by a formula based on the applicant's academic performance in required and non-required courses. Applicants must fulfill a yearly course load that includes a minimum of 24 new credit hours for grades to be included in the AGPS. Currently, one course may be repeated with the higher grade obtained used in calculating the AGPS. If other courses are repeated, both grades are averaged in the AGPS calculation.

## **Observations**

1. The Faculty of Dentistry believes that a distant-past poor academic history should not disadvantage an applicant who has recently completed all the prerequisite courses with better academic results.
2. Currently, applicants are significantly disadvantaged in the AGPS calculation when repeating more than one course, since repeated grades are then averaged, and these applicants risk not meeting the "24 new credit hour" rule. This disadvantage would be eliminated through the completion of a more recent program of studies that would involve the repeating of a significant number of courses — provided that the grades from those courses completed in the distant-past were no longer used in the calculation of the AGPS.
3. Eight years is being proposed as the minimum period between courses of study. Furthermore, by the time the most recent pre-requisite series of courses has been completed, at least ten years will have elapsed since completion of the distant-past courses by the time an applicant is eligible for acceptance to the Faculty of Dentistry.

## **Recommendation**

The Senate Committee on Admissions recommends to Senate that, effective for the 07R regular academic session, an applicant, upon written submission at the time of application, may request the elimination of grades obtained at least eight years prior to the commencement of a more recently completed program of studies for the purpose of calculating the Adjusted Grade Point Score. All academic requirements, as stipulated in the applicable Applicant Information Bulletin, must be met in the more recently completed program of studies.

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

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

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