

Senate
Senate Chamber
Room E3-262 Engineering Building
WEDNESDAY, March 2, 2011
1:30 p.m.
Regrets call 474-6892

A G E N D A

I MATTERS TO BE CONSIDERED IN CLOSED SESSION - none

II MATTERS RECOMMENDED FOR CONCURRENCE WITHOUT DEBATE

- | | | |
|----|--|--------|
| 1. | Report of the Executive Committee of the Faculty of Graduate Studies on course and curriculum changes in the Department of Agribusiness and Agricultural Economics | Page 3 |
| 2. | Report of the Executive Committee of the Faculty of Graduate Studies on course and curriculum changes in the Department of Biological Sciences and the Natural Resources Institute | Page 5 |

III MATTERS FORWARDED FOR INFORMATION

- | | | |
|----|--|----------|
| 1. | <u>Report of the Senate Committee on Awards – Part A [January 24, 2011]</u> | Page 7 |
| 2. | <u>Report of the Senate Committee on Awards [dated February 2, 2011]</u> | Page 17 |
| 3. | <u>Annual Report of the University Discipline Committee</u> | Page 19 |
| 4. | <u>Student Advocacy Annual Report (2009-2010)</u> | Page 95 |
| 5. | <u>Senate Committee on Appeals</u> | |
| | The Chair will make an oral report of the Committee's activities. | |
| 6. | <u>Items approved by the Board of Governors [January 25, 2011]</u> | Page 106 |
| 7. | Report on Research Contract Funds Received
<u>July 1, 2010 – December 31, 2010</u> | Page 107 |
| 8. | Report of the Senate Committee on Curriculum and Course Changes
<u>RE: Deletion of lapsed undergraduate courses</u> | Page 111 |

IV REPORT OF THE PRESIDENT

V QUESTION PERIOD

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

VI CONSIDERATION OF THE MINUTES OF THE MEETING OF FEBRUARY 2, 2011

VII BUSINESS ARISING FROM THE MINUTES

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

1. Report of the Senate Executive Committee Page 117
2. Report of the Senate Planning and Priorities Committee

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

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

1. Periodic Review of Research Centres and Institutes
RE: Centre for Research and Treatment of Atherosclerosis Page 118
2. Proposal from the Senate Committee on University Research
RE: Modification to Terms of Reference Page 122
3. Reports of the Senate Committee on Instruction and Evaluation
 - a) RE: Modification to entry, continuation and graduation GPA
requirements for the B.Sc. in Geological Sciences (Major) Geology
and Geophysics programs, Clayton H. Riddell Faculty of
Environment, Earth and Resources Page 125
 - b) RE: Modification to Scholastic Standards and Academic
Assessment Rules for Undergraduate Program, Faculty of
Kinesiology and Recreation Management Page 127
4. Report of the Senate Committee on Awards – Part B [January 24, 2011] Page 129
5. Report of the Senate Committee on Admissions
RE: School of Dental Hygiene Page 133
6. Proposal from the Senate Committee on University Research
RE: Centres/Institutes Review Extension Page 135

X ADDITIONAL BUSINESS

XI ADJOURNMENT

Please call regrets to 474-6892 or meg_brolley@umanitoba.ca

Report of the Executive Committee of the Faculty of Graduate Studies on Course and Curriculum Changes

Preamble

1. The Faculty of Graduate Studies has responsibility for all matters relating to the submission of graduate course, curriculum and program changes. Recommendations for new programs or program changes are submitted by the Faculty Council of Graduate Studies for the approval of Senate.
2. In October 2007, the Faculty of Graduate Studies approved a process of *Streamlining Course Introductions, Modifications, & Deletions* which allows the Executive Committee to approve these changes in lieu of Faculty Council when the courses are not associated with a new program or program changes.
3. The Faculty of Graduate Studies Executive Committee met on the above date to consider proposals from the Dept. of Agribusiness and Agricultural Economics.

Observations

1. The Dept. of Agribusiness and Agricultural Economics, Faculty of Agriculture and Food Sciences proposes the deletion of one course, **ABIZ 7100 Advanced Agricultural Marketing (3)** and the introduction of one course, **ABIZ 7950 Advanced Agricultural Demand Analysis (3)** to change the title of the course, which necessitates giving it a new number. This course is cross listed with ECON 7950 in the Dept. of Economics.

Recommendations

The Executive Committee recommends THAT: the course and program changes from the units listed below be approved by Senate:

Dept. of Agribusiness and Agricultural Economics

Respectfully submitted,

Dean J. Doering, Chair
Graduate Studies Executive Committee

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

Dept. of Agribusiness and Agricultural Economics

Course Deletion

ABIZ 7100 Advanced Agricultural Marketing (3)

Course Introduction

ABIZ 7950 Advanced Agricultural Demand Analysis +3
Critical evaluation of economic theory as applied to agricultural demand. Topics include demand systems; equilibrium; product transformation over time, place and form; and price analysis. Also offered as ECON 7950 by the Dept. of Economics. Not to be held with the former ABIZ 7100 or the former ECON 7900.

NET CHANGE IN CREDIT HOURS: 0

Report of the Executive Committee of the Faculty of Graduate Studies on Course and Curriculum Changes

Preamble

1. The Faculty of Graduate Studies has responsibility for all matters relating to the submission of graduate course, curriculum and program changes. Recommendations for new programs or program changes are submitted by the Faculty Council of Graduate Studies for the approval of Senate.
2. In October 2007, the Faculty of Graduate Studies approved a process of *Streamlining Course Introductions, Modifications, & Deletions* which allows the Executive Committee to approve these changes in lieu of Faculty Council when the courses are not associated with a new program or program changes.
3. The Faculty of Graduate Studies Executive Committee met on the above date to consider proposals from the Dept. of Biological Sciences and Natural Resources Institute.

Observations

1. The Dept. of Biological Sciences, Faculty of Science, proposes the deletion of one course **BIOL 7140 Advanced Physiology (6)** and the introduction of one course **BIOL 7142 Advanced Physiology (3)** to reduce the course content and cut credit hours in half.

This course change was mistakenly submitted as a 'course modification' in early 2010. In order to reduce credit hours, the course must be deleted and re-introduced. This was noticed at the June 23/10 Senate meeting.

2. The Natural Resources Institute, Clayton H. Riddell Faculty of Environment, Earth & Resources, proposes the introduction of one course, **NRI 7370 Sustainable Livelihoods, Food Resources and Community Food Security (3)** to broaden the scope of NRI's existing programs and fill in the gaps in NRI's program thematic areas using areas of expertise of the faculty.

Recommendations

The Executive Committee recommends THAT: the course and program changes from the units listed below be approved by Senate:

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

Dept. of Biological Sciences
Natural Resources Institute

Respectfully submitted,

Dean J. Doering, Chair
Graduate Studies Executive Committee

Dept. of Biological Sciences

Course deletion

BIOL 7140 Advanced Physiology -6

Course introduction

BIOL 7142 Advanced Physiology +3

An in-depth study of topics selected from physiological research of the department including plant, animal, stress physiology, ecophysiology, electrophysiology, endocrine or neurophysiology and others. Topics will be focused on the research area of each student to acquire specialized knowledge in a particular topic.

NET CHANGE IN CREDIT HOURS: -3

Natural Resources Institute

Course introduction

NRI 7370 Sustainable Livelihoods, Food Resources and Community Food Security +3

About one third of a household's total environmental impact is related to food considering all the effects of livestock, agriculture and the food industry on water, soil and air, the overuse of fish resources, transport and packaging waste. This course analyzes sustainable livelihoods and food security/sovereignty in the food system (production, processing, marketing, etc.).

NET CHANGE IN CREDIT HOURS: +3

REPORT OF THE SENATE COMMITTEE ON AWARDS – PART A

Preamble

Terms of reference for the Senate Committee on Awards 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 the policy on the *Non-Acceptance of Discriminatory Awards*, such offers shall be submitted to Senate for approval. (Senate, October 7, 2009)

Observations

At its meeting of January 24, 2011 the Senate Committee on Awards approved ten new offers, eight amended offers, and the withdrawal of two offers, as set out in Appendix A of the *Report of the Senate Committee on Awards - Part A* (dated January 24, 2011).

Recommendations

On behalf of Senate, the Senate Committee on Awards recommends that the Board of Governors approve ten new offers, eight amended offers, and the withdrawal of two offers, as set out in Appendix A of the *Report of the Senate Committee on Awards – Part A* (dated January 24, 2011). These award decisions comply with the published guidelines of November 3, 1999, and are reported to Senate for information.

Respectfully submitted,

Dr. Philip Hultin
Chair, Senate Committee on Awards

Appendix A
MEETING OF THE SENATE COMMITTEE ON AWARDS
January 24, 2011

1. NEW OFFERS

William Gordon Dodds Award for Archival Studies

In honour of Mr. Gordon Dodds, who was a leading professional archivist and former archivist of Manitoba, his family, friends, and colleagues have established an endowment fund at the University of Manitoba to offer an award in his name. The award recognizes students of archival studies who have completed outstanding work at the graduate level. The available annual interest from the fund will be used to offer one prize to a graduate student who:

- (1) has successfully completed the requirements for the M.A. in History, in the archival studies stream delivered by the Joint Master's Program at either the University of Manitoba or the University of Winnipeg;
- (2) has achieved a minimum degree grade point average of 3.75 in the graduate program;
- (3) has done outstanding work in archival studies including his or her thesis and course work, as determined by the selection committee.

In any given year that there is no candidate who has done work of sufficient merit to warrant receipt of the Gordon Dodds Award for Archival Studies, the prize may not be offered.

The Gordon Dodds Award for Archival Studies may be held with the W.L. Morton Gold Medal and Prize in History.

The Dean of the Faculty of Graduate Studies (or designate) will ask the Chair of the Joint Discipline Committee in History to convene the selection committee.

The Board of Governors of the University of Manitoba has the right to modify the terms of this award if, because of changed conditions, it becomes necessary to do so. Such modification shall conform as closely as possible to the expressed intention of the donor in establishing the award.

Lila MacDonald Goodspeed Centenary Bursary

In recognition of the 100th anniversary of the Faculty of Human Ecology, Mrs. Lila MacDonald Goodspeed (B.Sc.H.Ec./64, Cert. Ed./68, B.Ed./79) has established an endowment fund at the University of Manitoba with an initial gift of \$5,120, in 2010. The Manitoba Scholarship and Bursary Initiative has made a contribution to the fund. The available annual interest from the fund will be used to offer one bursary to an undergraduate student who:

- (1) is enrolled full-time in the Faculty of Human Ecology;
- (2) has achieved a minimum degree grade point average of 2.5;
- (3) has demonstrated leadership through involvement in volunteer work;
- (4) has demonstrated financial need on the standard University of Manitoba bursary application form.

Candidates must submit an application including a statement (maximum one page) in which they (a) describe their involvement in volunteer activities and (b) outline specific experiences that speak to their leadership abilities.

The selection committee will be the Student Standing and Awards Committee of the Faculty of Human Ecology.

The Board of Governors of the University of Manitoba has the right to modify the terms of this award if, because of changed conditions, it becomes necessary to do so. Such modification shall conform as closely as possible to the expressed intention of the donor in establishing the award.

Ahava Halpern and Frank Lavitt Entrance Scholarship for Law

Frank Lavitt (LL.B./79) and Ahava Halpern have established an endowment fund at the University of Manitoba with an initial gift of \$25,000 in 2010. The fund will be used to provide scholarships for students entering the Faculty of Law. The available annual interest from the fund will be used to offer one scholarship to a student who:

- (1) has applied for admission to the Faculty of Law and has met the required standards for admission under the category Individual Consideration Student;
- (2) has accepted the offer of admission, normally on or before March 15th in the year of the application;
- (3) has demonstrated both high academic achievement and the personal characteristics associated with the highest standards of the profession.

The selection committee will be the Faculty of Law Awards Committee.

The Board of Governors of the University of Manitoba has the right to modify the terms of this award if, because of changed conditions, it becomes necessary to do so. Such modification shall conform as closely as possible to the expressed intention of the donor in establishing the award.

Human Ecology Centenary Legacy Fund Bursary

The Faculty of Human Ecology has established the Human Ecology Centenary Legacy Fund, to mark the 100th anniversary of the Faculty of Human Ecology, in 2010. The endowment fund has been established at the University of Manitoba with contributions from alumni, faculty, and friends and will be used to offer both the Human Ecology Centenary Legacy Fund Bursary and the Human Ecology Centenary Legacy Fund Scholarship (Award #00000). The Manitoba Scholarship and Bursary Initiative has made a contribution to the fund. Sixty percent (60%) of the available annual interest from the fund will be used to offer one or more bursaries to undergraduate students who:

- (1) are enrolled full-time in the Faculty of Human Ecology;
- (2) have achieved a minimum degree grade point average of 2.5;
- (3) have demonstrated financial need on the standard University of Manitoba bursary application form.

The selection committee will have the discretion to determine the number and value of bursaries offered each year based on the available revenue.

The selection committee will be the Student Standing and Awards Committee of the Faculty of Human Ecology.

The Board of Governors of the University of Manitoba has the right to modify the terms of this award if, because of changed conditions, it becomes necessary to do so. Such modification shall conform as closely as possible to the expressed intention of the donor in establishing the award.

Human Ecology Centenary Legacy Fund Scholarship

The Faculty of Human Ecology has established the Human Ecology Centenary Legacy Fund, to mark the 100th anniversary of the Faculty of Human Ecology, in 2010. The endowment fund has been established at the University of Manitoba with contributions from alumni, faculty, and friends and will be used to offer both the Human Ecology Centenary Legacy Fund Bursary (Award # 00000) and the Human Ecology Centenary Legacy Fund Scholarship. The Manitoba Scholarship and Bursary Initiative has made a contribution to the fund. Forty percent (40%) of the available annual interest from the fund will be used to offer one or more scholarships to undergraduate students who:

- (1) are enrolled full-time in the Faculty of Human Ecology;
- (2) have achieved a minimum degree grade point average of 3.5.

The selection committee will have the discretion to determine the number and value of scholarships offered each year based on the available revenue.

The selection committee will be the Student Standing and Awards Committee of the Faculty of Human Ecology.

The Board of Governors of the University of Manitoba has the right to modify the terms of this award if, because of changed conditions, it becomes necessary to do so. Such modification shall conform as closely as possible to the expressed intention of the donor in establishing the award.

Donald K. Johnson Student Leadership Award in Engineering

An endowment fund (\$150,000) has been established at the University of Manitoba to offer an award to student leaders in the Faculty of Engineering who are elected to serve on the University of Manitoba Engineering Society (UMES) Council. The Manitoba Scholarship and Bursary Initiative has made a contribution to the fund. The available annual interest from the fund will be used to offer a variable number of scholarships to undergraduate students who:

- (1) are enrolled full-time or part-time in the Faculty of Engineering;
- (2) have achieved a minimum degree grade point average of 3.0;
- (3) have been elected to serve either as Senior Stick or as Vice-Stick, on the University of Manitoba Engineering Society (UMES) Council, in the academic session for which the award is tenable.

The selection committee will have the discretion to determine the number and value of scholarships offered each year based on the available revenue from the fund and the number of qualified candidates, with the following *provisos*; (i) the value of scholarships offered to each Vice-Stick will be equal and (ii) the value of the scholarship offered to the Senior Stick will be twice the value of the scholarships for Vice-Sticks.

The award will be disbursed in two equal instalments; one in the Fall term and one in the Winter term provided that the student continues to serve as either Senior Stick or Vice-Stick on the UMES Council. The selection committee will contact Financial Aid and Awards at the beginning of the Winter term to authorize the disbursement of the second award instalment for those students who continue to qualify.

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

The Board of Governors of the University of Manitoba has the right to modify the terms of this award if, because of changed conditions, it becomes necessary to do so. Such modification shall conform as closely as possible to the expressed intention of the donor in establishing the award.

Frederick Johnson Admission Scholarship

The Frederick Johnson Admission Scholarship has been established in honour of Frederick Johnson, to commemorate his long association with the Department of Commerce, now incorporated into the I.H. Asper School of Business. The Scholarship has been created by his son, Dr. Frederick A. Johnson (B.Sc.(Hons.)/45) who bequeathed \$800,000 to the University of Manitoba, in 2010, to establish an endowment fund for the award. The fund will be used to offer the Frederick Johnson Admission Scholarship and the Frederick Johnson Scholarship for Accounting (Award #000000).

The Frederick Johnson Admission Scholarship is tenable in the recipient's second year of full-time study at the University of Manitoba. One scholarship valued at \$10,000 will be offered to a student who:

- (1) applies for admission to University 1;
- (2) has indicated his or her intention to apply for admission to the I.H. Asper School of Business in his or her second year of study at the University in order to pursue a B.Comm.(Hons.) with a Major in Accounting;
- (3) from among those candidates who meet criteria (1) and (2), has achieved the highest admission average, with a minimum average of 80 percent on those courses considered for the University of Manitoba general entrance scholarship program.

The Scholarship is tenable in the recipient's second year of study at the University provided that he or she:

- (1) has successfully completed the Asper School Track 1 Qualifying Year requirements in University 1 with a minimum admission grade point average (AGPA) of 3.5 and no grade less than a C;
- (2) in the next ensuing academic session, is enrolled full-time (minimum 80 percent course load) in the B.Comm.(Hons.) degree and has declared Accounting as his or her major.

Candidates will be required to submit an application that includes a copy of their high school transcript(s), a statement of intent to pursue an Accounting Major, and a description of their career goals (maximum 500 words).

In the event that a recipient does not register in the B.Comm.(Hons.) and declare a Major in Accounting, the Scholarship will be offered by reversion to the next qualified candidate.

The selection committee will be named by the Dean of the I.H. Asper School of Business (or designate).

The Board of Governors of The University of Manitoba has the right to modify the terms of this award if, because of changed conditions, it becomes necessary to do so. Such modification shall conform as closely as possible to the expressed intention of the donor in establishing the Award.

Frederick Johnson Scholarship for Accounting

The Frederick Johnson Scholarship for Accounting has been established in honour of Frederick Johnson, to commemorate his long association with the Department of Commerce, now incorporated into the I.H. Asper School of Business. The Scholarship has been created by his son, Dr. Frederick A. Johnson (B.Sc.(Hons.)/45) who bequeathed \$800,000 to the University of Manitoba, in 2010, to establish an endowment fund for the award. The fund will be used to offer the Frederick Johnson Admission Scholarship (Award #000000) and the Frederick Johnson Scholarship for Accounting (Award #000000).

The Frederick Johnson Scholarship for Accounting, valued at \$5,000 each, will be offered to one or more undergraduate students who:

- (1) during the previous academic session, were enrolled full-time (minimum 80% course load) in the I.H. Asper School of Business, in the B.Comm.(Hons.) program;
- (2) have achieved a minimum degree grade point average of 3.5;
- (3) in the next ensuing academic session, are enrolled full-time (minimum 80 percent course load) in the I.H. Asper School of Business, in the B.Comm.(Hons.) program and have declared a Major in Accounting.

The number of Scholarships will be determined based on the available revenue from the fund after the Frederick Johnson Admission Scholarship has been disbursed.

The selection committee will be named by the Dean of the I.H. Asper School of Business (or designate).

The Board of Governors of The University of Manitoba has the right to modify the terms of this award if, because of changed conditions, it becomes necessary to do so. Such modification shall conform as closely as possible to the expressed intention of the donor in establishing the Award.

Medicine Class of 1969 Medical Student Bursary

The Medicine Class of 1969 has established an endowment fund at the University of Manitoba, to recognize the accomplishments and to honour the memory of those classmates who have passed away. The fund will be used to offer bursaries to undergraduate students in the Faculty of Medicine. The available annual income from the fund will be used to offer one or more bursaries to students who:

- (1) are enrolled full-time in any year of study in the Undergraduate Medical Education Program in the Faculty of Medicine and are in good standing;
- (2) have demonstrated financial need on the standard University of Manitoba bursary application form.

Preference may be given to students who have completed at least one year of the B.Sc.(Med.) program.

The selection committee will have the discretion to determine the number and value of bursaries offered each year based on the available funding.

The selection committee for this award will be named by the Dean of the Faculty of Medicine (or designate).

The Board of Governors of the University of Manitoba has the right to modify the terms of this award if, because of changed conditions, it becomes necessary to do so. Such modification shall conform as closely as possible to the expressed intention of the donor in establishing the award.

Nora Jane Rowe Bursary in Fine Arts Graduate Studies

In honour of Nora Jane Rowe (B.A./48) and in recognition of her lifelong love of learning, Joy Cohnstaedt has established an endowment fund at the University of Manitoba, with an initial gift of \$12,000 in 2010. The Manitoba Scholarship and Bursary Initiative has made a contribution to the fund. The donor has provided an additional gift of \$1,000 to offer the initial bursary in the 2011/2012 academic session. In subsequent years, the available annual interest from the fund will be used to offer one bursary to a graduate student who:

- (1) is a Canadian citizen, permanent resident, or refugee;
- (2) is enrolled full-time in the Faculty of Graduate Studies, in any year of the Master of Fine Arts program;
- (3) has achieved a minimum degree grade point average of 3.0 (or equivalent) based on the last 60 credit hours (or equivalent);
- (4) has demonstrated financial need on the University of Manitoba general bursary application form.

In any given year that there is no qualified candidate, the bursary will not be offered and the revenue will be carried forward to offer an additional bursary in a subsequent academic session.

The selection committee will be named by the Director, School of Art (or designate).

The Board of Governors of the University of Manitoba has the right to modify the terms of this award if, because of changed conditions, it becomes necessary to do so. Such modification shall conform as closely as possible to the expressed intention of the donor in establishing the award.

2. AMENDMENTS

Dr. Donalda Margaret Huggins Scholarship in Anesthesia

A number of amendments have been made to the terms of reference for the Dr. Donalda Margaret Huggins Scholarship in Anesthesia.

- The scholarship funds a clinical resident, fellow or physician who is qualified in Anesthesia and wishes to develop additional skills. The revised terms qualify that these may be clinical, research or educational skills.
- The award will continue to be open to students enrolled full-time in the Faculty of Graduate Studies or the Postgraduate Medical Education Program in one of the following areas: (a) an established M.Sc., Ph.D. of Basic Science relevant to the practice of anesthesiology; (b) an M.Sc. or Ph.D., in clinical epidemiology, biostatistics, or population health relevant to the practice of anesthesiology; or (c) an M.Ed. or Ph.D. Ed., relevant to medical education, specifically as it affects teaching of anesthesiology. Each of these three areas has been modified to include, 'or similar program.'
- In addition, the following qualified area has been added as criterion (1)(d): "advanced clinical, research or educational training relevant to the practice of anesthesiology."
- A statement has been added to indicate that only one recipient may hold the Scholarship between October 1 and September 30 in any given year.
- The value of the scholarship has been changed from: \$50,000 tenable for a two year period to: \$25,000. The award will not be automatically renewable but previous recipients may reapply.
- A number of editorial changes have been made.

Joan Kennett Memorial Award

The following revisions have been made to the terms of reference for the Joan Kennett Memorial Award.

- The name of the award has been changed to: Joan Kennett Memorial Award for Thesis Writing.

- The prize will be offered to a graduate student who has successfully defended an excellent thesis as part of the requirements of an M.A. or Ph.D. in French. Previously, the prize was offered to a student who had demonstrated a high level in graduate studies in French, either in formal examinations or in quality of research.
- A statement has been added to clarify that, to be considered for the award, candidates must be recommended to the selection committee by their examining committee.
- The description of the selection committee has been revised to read: “The Dean of the Faculty of Graduate Studies (or designate) will call upon the Graduate Chair of French, Department of French, Spanish, and Italian, to name the selection committee.”
- A number of editorial changes have been made.

W.L. Morton Gold Medal and Prize in History

The terms of reference for the W.L. Morton Gold Medal and Prize in History have been amended to make the selection criteria more specific. Previously, the award was offered to a student who had fulfilled the requirements for an M.A. in History and who, in the opinion of the selection committee, had done outstanding work. The selection criteria set out in the revised terms will provide an award for the student who:

- (1) has successfully completed the requirements for the M.A. in History in either (a) the thesis or course/comprehensive stream, at the University of Manitoba or (b) the archival studies stream of the Joint Master’s Program at either the University of Manitoba or the University of Winnipeg;
 - (2) has achieved a minimum degree grade point average of 3.75 in the graduate program;
 - (3) in the opinion of the examination committee, has passed the oral examination with distinction.
- Candidates for the award will be nominated by their examining committee who will submit a copy of the candidate’s thesis or comprehensive examination scripts to the selection committee.
 - A statement has been added to indicate that the W.L. Morton Gold Medal and Prize in History may be held with the Gordon Dodds Award for Archival Studies.
 - The description of the selection committee has been revised to read: “The Dean of the Faculty of Graduate Studies (or designate) will ask the Chair of the Joint Discipline Committee in History to convene the selection committee, which will include the Head, Department of History of the University of Manitoba.”
 - A number of editorial changes have been made.

Mel Myers, Q.C. Award

Two changes have been made to the terms of reference for the Mel Myers, Q.C. Award, which is offered to a student who has completed the second year of study in the Faculty of Law.

- Criterion (3) has been amended to offer the award to the student who has achieved highest standing in either section A01 or A02 of LAW 3530 Administrative Law. Formerly, the award was offered to the student with the highest standing in section L01 of the same course.

- A new requirement (criterion (4)) has been added to specify that the award will be offered to the student who, in addition to meeting all other requirements set out in the terms, has achieved the highest overall standing.

Jack Rice Memorial Prize in Administrative Law

Two changes have been made to the terms of reference for the Jack Rice Memorial Prize in Administrative Law, which is offered to a student who has completed the second year of study in the Faculty of Law.

- The revised terms offer the award to the student who has achieved highest standing in either section A01 or A02 of LAW 3530 Administrative Law. Formerly, the award was offered to the student with the highest standing in section L01 of the same course.
- A statement has been added to indicate that the Jack Rice Memorial Prize in Administrative Law may not be held with the Mel Myers, Q.C. Award.
- Several editorial changes have been made.

Steel Structures Education Foundation Scholarships

Several amendments have been made to the terms of reference for the Steel Structures Education Foundation Scholarships.

- The opening paragraph has been amended to reflect the donor's commitment to offer the scholarships for an additional term of three years beginning with the 2010/2011 academic session.
- Criterion (1) has been amended to open the award to undergraduate students enrolled in the Faculty Architecture, in the Bachelor of Environmental Design, Architecture Masters Preparation (AMP) program, in addition to students in the Master of Architecture program. Formerly, the scholarships were also open to students in the pre-Master's program in Architecture, but this program has been closed.
- The description of the selection committee has been revised to read: "The Dean of the Faculty of Graduate Studies (or designate) and the Dean of the Faculty of Architecture (or designate) will jointly name the selection committee for this award."
- A number of editorial changes have been made.

Judy Storey Memorial Scholarship

Criterion (3) of the terms of reference for the Judy Storey Memorial Scholarship has been revised to lower the minimum required degree grade point average to: 3.0 from:3.5.

John Edward Watkins Memorial Bursary

Terms of reference for the John Edward Watkins Memorial Bursary have been amended, as follows, as the request of the donor representative.

- The bursary will be offered to undergraduate students in the I.H. Asper School of Business who have declared a Major in Marketing. Previously, the bursary was open to students registered in any faculty or school at the University.

- The minimum degree grade point average has been lowered to 3.0 from: 3.5.
- The description of the selection committee has been revised to read: “The selection committee will be named by the Dean of the I.H. Asper School of Business.”
- The revised terms clarify that the value of the award will be equal to the available annual interest from the endowment fund that supports the award.
- A number of editorial changes have been made.

3. WITHDRAWALS

Mark and Dorothy Danzker Bursary

Terms of reference for the Mark and Dorothy Danzker Bursary, an annually funded bursary for students in the Bachelor of Jazz Studies program, are to be withdrawn. The award was established for a term of three years which has come to an end.

TD Bank Financial Group Bursary

Terms of reference for the TD Bank Financial Group Bursary, a general bursary open to students in any degree or diploma program at the University, are to be withdrawn as funds for the award have been exhausted.

REPORT OF THE SENATE COMMITTEE ON AWARDS

Preamble

Terms of reference for the Senate Committee on Awards 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 the policy on the *Non-Acceptance of Discriminatory Awards*, such offers shall be submitted to Senate for approval. (Senate, October 7, 2009)

Observations

In an electronic poll conducted between January 27 and February 2, 2011, the Senate Committee on Awards approved one new offer, as set out in Appendix A of the *Report of the Senate Committee on Awards* (dated February 2, 2011).

Recommendations

The Senate Committee on Awards recommends that the Board of Governors approve one new offer, as set out in Appendix A of the *Report of the Senate Committee on Awards* (dated February 2, 2011). This award decision complies with the published guidelines of November 3, 1999, and is reported to Senate for information.

Respectfully submitted,

Dr. Philip Hultin
Chair, Senate Committee on Awards

Comments of the Senate Executive Committee:

The Senate Executive Committee endorses the report to Senate.

Appendix A
MEETING OF THE SENATE COMMITTEE ON AWARDS
February 2, 2011

1. NEW OFFERS

Margaret Toal Scholarship in Voice

Mr. Robert Toal provides an annual contribution of \$1,000 to offer the Margaret Toal Scholarship in Voice for students in the Marcel A. Desautels Faculty of Music at the University of Manitoba. One scholarship, valued at \$1,000, will be offered to an undergraduate student who:

- (1) is enrolled full-time in the Marcel A. Desautels Faculty of Music, in a Bachelor of Music program;
- (2) has achieved a minimum degree grade point average of 3.0;
- (3) is a talented contralto who has demonstrated strong potential as a vocalist.

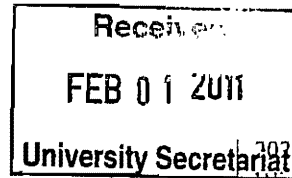
In any given year that there is no eligible contralto, the award may be given to a talented mezzo-soprano. In any given year that there is neither an eligible contralto nor an eligible mezzo-soprano, the Scholarship will not be offered.

The selection committee will be named by the Dean of the Marcel A. Desautels Faculty of Music (or designate).



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Office of the President



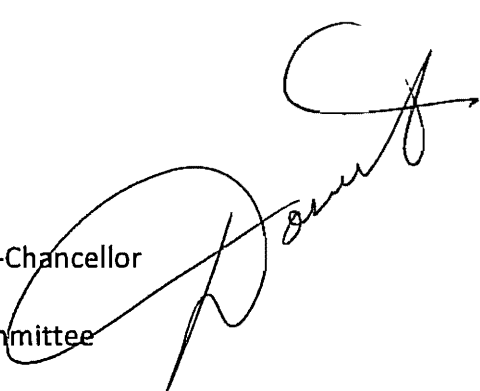
302 Administration Building
Winnipeg, Manitoba
Canada R3T 2N2
Telephone (204) 474-9345
Fax (204) 261-1318

January 31, 2011

TO: Mr. Jeff Leclerc, University Secretary

FROM: Dr. David T. Barnard, President and Vice-Chancellor

SUBJECT: Annual Report: University Discipline Committee



I have enclosed for the information of the Board of Governors, and of Senate, the Annual Report of the University Discipline Committee.

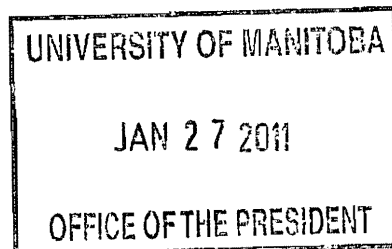
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UNIVERSITY
OF MANITOBA

Office of the University Secretary

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



January 14, 2011

Dr. David. T. Barnard
President
University of Manitoba
Room 200, Administration Building

Dear Dr. Barnard:

In accordance with the Student Discipline By-Law, I hereby submit the Annual Report of the University Discipline Committee (UDC) for the period September 1, 2009 to August 31, 2010. The attached Report on University Discipline cases summarizes all offenses and dispositions reported to me.

The Committee has continued to produce its report in chart format, and we have maintained the two major divisions, the first dealing with varying forms of "Academic Dishonesty" and the second addressing disciplinary matters which involve "Inappropriate Behaviour". Within each of the two major categories, like disciplinary matters have been grouped together for easier reference. Further, we have provided two graphs which offer a visual overview of disciplinary matters. The graphs span a five-year period.

I would make the following observations concerning the report's contents:

- 1) I would note that this report only summarizes the disciplinary actions taken by the University of Manitoba. In the cases of more serious infractions, actions may have been also taken by outside authorities where appropriate.
- 2) The overall numbers of incidents is down this year in relation to last year, both in raw numbers and as a percentage of the student body. The numbers remain generally consistent with recent year's reports.
- 3) The numbers of each type of incident reported in the attached graphs are generally consistent with past years.
- 4) It is also worth noting that of all the disciplinary incidents reported, only four percent of the matters are appealed beyond the initial disciplinary authority. This may be in part due to the excellent work undertaken by the Student Discipline Working Group of the Associate Deans Undergraduate Network.

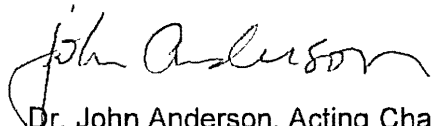
Total Number of Recorded Discipline Incidents in Relation to Total Number of Students

Year	Total # of incidents of Academic Dishonesty and Inappropriate Behaviour	Total # of students at The University of Manitoba	Percentage
2005-2006	432	26,938	1.6%
2006-2007	583	26,931	2.2%
2007-2008	386	25,518	1.5%
2008-2009	574	26,238	2.2%
2009-2010	527	27,476	1.9%

I would respectfully request that this letter and the accompanying Annual Report be circulated to those individuals who have occasion to be concerned with disciplinary matters. The sharing of the information concerned in the report will enable continued improvement on consistency in disciplinary matters.

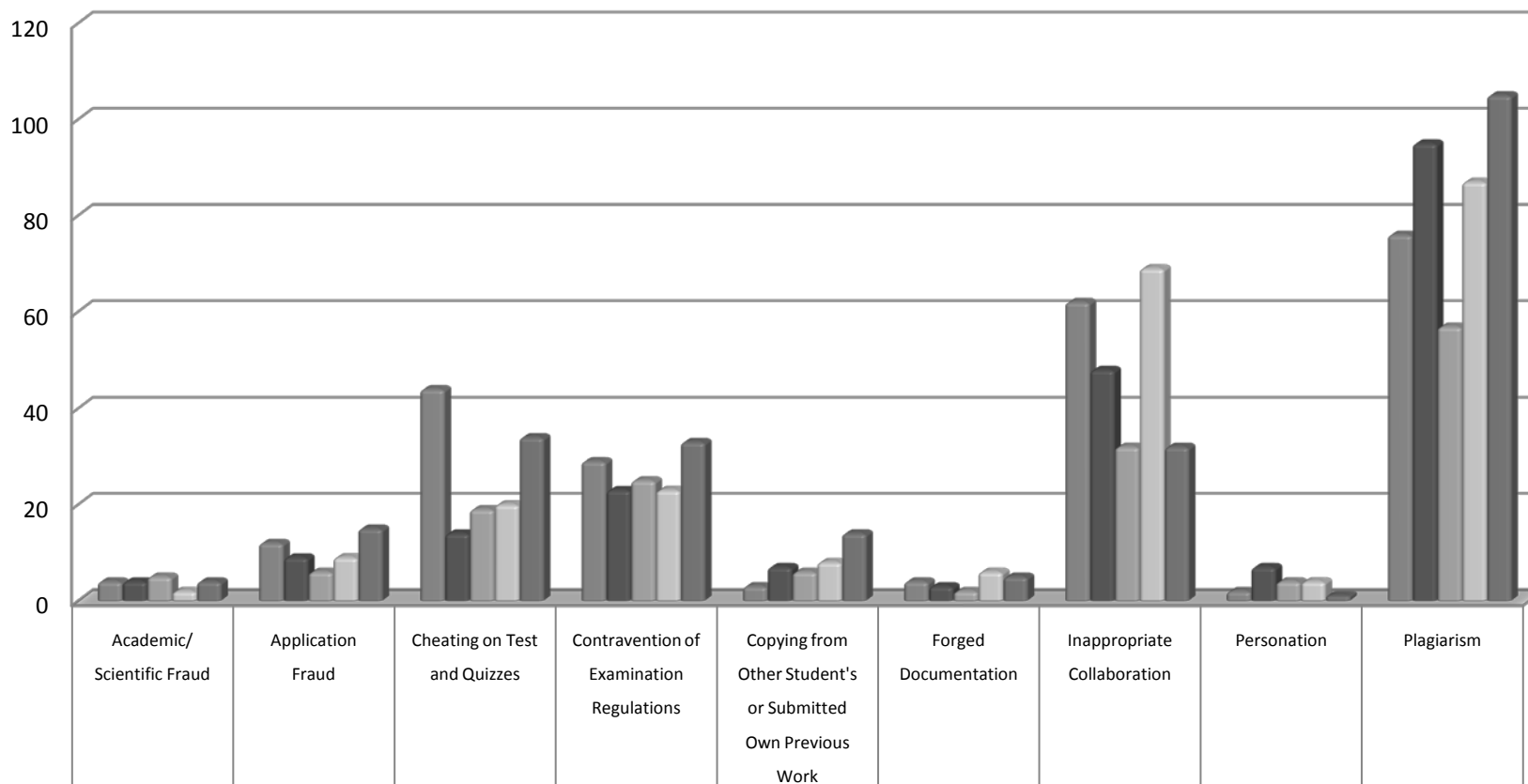
It has been your practice to provide a copy of the Report of the University Discipline Committee to members of Senate and the Board of Governors for their information. Should you choose to continue this practice, I would be prepared to attend the Senate meeting at the time this Report is presented and to speak to it, if called upon to do so.

Yours sincerely,



Dr. John Anderson, Acting Chair
University Discipline Committee

Part 1 - Academic Dishonesty



2005-2006	4	12	44	29	3	4	62	2	76
2006-2007	4	9	14	23	7	3	48	7	95
2007-2008	5	6	19	25	6	2	32	4	57
2008-2009	2	9	20	23	8	6	69	4	87
2009-2010	4	15	34	33	14	5	32	1	105

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Academic/ Scientific Fraud	1	Personation in course	"F-CW" in course; notation on transcript stating barring student from registering in Faculty courses from September 2009 to August 31, 2010; notation on transcript that student was involved in an act of academic dishonesty which will remain until graduation term and grad status confirmed	Associate Dean	None	Student refused to take any responsibility for the incident; act was premeditated and planned	Local Discipline Committee	"F-CW" in course; notation on transcript stating barring student from registering in any Faculty courses from January 2010 to December 31, 2010; notation on transcript that student was involved in an act of academic dishonesty which will remain until graduation term and grad status confirmed	University Discipline Committee	Denied Faculty Local Discipline Committee decision upheld

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Academic/ Scientific Fraud continued	1	Personation in course	"F-CW" in course; notation on transcript stating barring student from registering in Faculty courses from September 2009 to August 31, 2010; notation on transcript that student was involved in an act of academic dishonesty which will remain until graduation term and grad status confirmed	Associate Dean	None	Story changed between pre-meeting and the formal meeting with the Dean; student claimed not to understand English well.	Local Discipline Committee	"F-CW" in course; notation on transcript stating barring student from registering in any Faculty courses from January 2010 to December 31, 2010; notation on transcript that student was involved in an act of academic dishonesty which will remain until graduation term and grad status confirmed	Not sought	

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Academic/ Scientific Fraud continued	1	Personation in course (class sign-in sheet)	Write a research paper on academic dishonesty	Associate Dean	Student was remorseful and came up with idea of writing the paper on own accord.	None	Not sought			
	1	Personation in course (class sign-in sheet)	Deliver or assist in the delivery of an information session on academic integrity	Associate Dean	None	None	Not sought			
Application Fraud	1	Cited for non-disclosure, on application, of attendance at another post-secondary institution	Met with student. Cited for application irregularities with comment added to official transcript.	Director, Admissions	Would have been admissible if other PSE studies considered. Should have been told to apply to General Studies after having missed Faculty deadline	None	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Application Fraud continued	1	Cited for non-disclosure, on application, of attendance at another post-secondary institution.	Met with student. Application withdrawn and not permitted to apply for admission to any program or to register for one year.	Director, Admissions	Did self-declare other PSE, but did not do so until later.	Failure to disclose on two separate applications. On suspension at other PSE.	Not sought			
	2	Plagiarized/improperly cited parts of thesis proposal submitted as part of application for admission	Application nullified; banned from applying to Faculty permanently	Dean	None	Rushed to meet application deadline (case 1); was ill (case 2)	Not sought			
	1	Transcript from external university was submitted with fraudulent grades	Application nullified; banned from applying to Faculty permanently	Dean	None	External university "improved grades and reprinted transcript" once student applied to grad school	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Application Fraud continued	1	Cited for non-disclosure, on application, of attendance at another post-secondary institution.	Met with student, no disciplinary action needed.	Director, Admissions	Application was completed by agent/parents in another country using old information. Student self-disclosed other PSE, good record at other PSE	None	Not sought			
	1	Cited for non-disclosure, on application, of attendance at another post-secondary institution.	Met with student. Cited for application irregularities with comment added to official transcript. No credit allowed for work at another PSE and permanent comment on this added to transcript	Director, Admissions	Left studies at prior PSE past VW date as student received Canadian Permanent Residency papers	Two instances of non-disclosure.	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Application Fraud continued	1	Reported false publication information on a Fellowship Application	Student was asked to explain; student withdrew from program	Department Head	None	Student continued falsification without satisfactory explanation. Became belligerent to Acting Department Head.	Not sought			
	1	Cited for non-disclosure, on application, of attendance at another post-secondary institution.	Met with student, no disciplinary action needed. Student “attended” another university only to write distance education exams.	Director, Admissions	Miscommunication and misinterpretation due to communication disability.	None	Not sought			
	1	Cited for non-disclosure, on application, of attendance at another post-secondary institution.	Met with student; no disciplinary action needed.	Director, Admissions	Agent completed application on behalf of students using old application. Self-declared PSE, not aware PSE was missing from application.	None	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Application Fraud continued	1	Cited for non-disclosure, on application, of attendance at another post-secondary institution.	Met with student, no disciplinary action needed.	Director, Admissions	Application was completed by cousin living in Winnipeg with incomplete information. Good marks at other PSE	None	Not sought			
	1	Cited for non-disclosure, on application, of attendance another post-secondary institution.	Met with student, no disciplinary action needed	Director, Admissions	Good marks at other PSE, asking for transcript would have meant VW at other college, bad advice from teacher/agent.	None	Not sought			
	1	Cited for non-disclosure, on application, of attendance at another post-secondary institution.	Met with student. Student records placed on Hold for one year, not allowed to register for courses. Citation re: application irregularities added to transcript. Future admission would consider other PSE	Director, Admissions	None	Poor marks at other PSE, plus another Canadian PSE and at UofM.	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Application Fraud continued	1	Cited for non-disclosure, on application, of attendance at another post-secondary institution.	Met with student. No transfer credit allowed for courses taken at other PSE and permanent comment of no credit added to official transcript.	Director, Admissions	None	Continued to register at other PSE without Letter of Permission	Not sought			
	1	Cited for non-disclosure, on application, of attendance at another post-secondary institution.	Met with student, no disciplinary action needed. Advised to pay more attention to regulations regarding re-registration.	Director, Admissions	Returning UofM student re-registered without disclosing other PSE work. Aurora did not provide significant alert to returning students. Learning disability	None	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Cheating on Mid-Term Test	1	Appeal from student on one of the penalties assigned by the Acting Head of the Department	A final grade of "F-CW" in course	Acting Head of Department	None	None	Associate Dean of teaching faculty and Representative of Unit of Registration	A final grade of "F-CW" on course "CW" to be removed at point of graduation if no further incidents of academic dishonesty		
	1	Report from Acting Head of Department of cheating on a term test	Found not guilty	Associate Dean of teaching faculty and representative of unit of registration	Insufficient conclusive evidence	None	Not sought			
	1	Report from Director of Centre of cheating on term test	Final grade of "F-CW" in course; suspension from Faculty until May 2011; must volunteer 20 hours of service to the Office of Student Advocacy	Associate Dean of Faculty of registration	None	2 nd incident of academic dishonesty namely contravention of exam regulations	Not sought			
	1	Report from Head of Department of cheating on a lab test	Final grade of "F-CW" in course; suspension from unit of registration until May 1, 2011; "CW" removed at point of graduation if no further incidents of academic dishonesty – Final grade of "F-CW" in course	Associate Dean of Faculty of registration	None	None	Local Discipline Committee	Appeal denied		

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Cheating on Mid-Term Test continued	1	Report from Acting Head of Department of cheating on a term test	Suspension from taking courses offered by Faculty until May 1, 2010	Associate Dean of teaching Faculty and representative from Unit of registration	None	None	Not sought			
	1	Report from Associate Head of Department of cheating on a term test	Found not guilty	Associate Dean of Faculty of registration	Insufficient conclusive evidence	None	Not sought			
	4	Report from Associate Head of Department of cheating on a term test	Found not guilty	Associate Dean of teaching Faculty and Associate Dean of Unit of registration	Insufficient conclusive evidence	None	Not sought			
	1	Report from Associate Head of Department of cheating on a term test	Final grade of "F-CW" in course; suspension from taking courses offered by the Faculty from May 2010 to May 2011	Associate Dean of Faculty and Associate Dean of Unit of registration	None	None	Not sought			
	1	Report from Associate Head of Department of cheating on a term test	Final grade of "F-CW" in course; suspension from Faculty until May 1, 2011.	Associate Dean of Faculty of registration	None	None	Local Discipline Committee	Appeal of 1 year suspension denied; 1 year suspension stands		
	1	Report from Associate Head of Department of cheating on a term test	Found not guilty	Associate Dean of Faculty of registration	Insufficient conclusive evidence	None	Not sought			
	1	Report from Associate Head of Department of cheating on a term test	Final grade of "F-CW" in course; suspension from unit of registration until May 1, 2011	Associate Dean of teaching Faculty and Director of Unit of Registration	None	None	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Cheating on Mid-Term Test continued	1	Report from Dept. Head of cheating on a lab test	Found not guilty	Associate Dean of Faculty of registration	Insufficient conclusive evidence	None	Not sought			
	1	Calculator case had notes on cover in course mid-term exam	Note in internal file that student was found to breach examination procedures; Warning.	Associate Dean	Explanation, confession and apology	None	Not sought			
	1	Cheating on a make-up quiz in course	"F-CW"; suspension from Faculty until May 1, 2011; suspension from Faculty until May 1, 2011; notation on transcript that student was involved in an act of academic dishonesty which will remain until graduation term and grad status confirmed	Associate Dean of both Faculties	None	Did not seem to fully appreciate the gravity of the act of cheating	Local Discipline Committee	"F-CW"; suspension from one Faculty until May 1, 2011; suspension from other Faculty until May 1, 2011; notation on transcript that student was involved in a act of academic dishonesty which will remain until graduation term and grad status confirmed		

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Cheating on Mid-Term Test continued	1	Cheating in course	Joint meeting with Faculties – Grade of “F-CW”; suspended indefinitely from taking other Faculty courses; withdrawal from course; suspended from home Faculty for one year and suspended from taking any courses offered by home Faculty for an additional year	Associate Dean of Faculty of Registration	None	Student’s third instance of academic dishonesty	Not sought			
	1	Unauthorized materials brought into an examination	Grade of “0” on the mid-term examination	Associate Dean (Academic)	Student admission of incident	None	Not sought			
	1	Unauthorized material found on desk during midterm exam for course	Mark of “0” for the test plus 5 hours of volunteer services with Student Advocacy	Department Head	None	None	Not sought			
	1	Knowingly submitted a sample answer solution as the solution for course assignment	“F-CW” in course; suspended from taking courses offered by the Department January 1, 2010 to August 31, 2010	Associate Dean	None	3 rd Offense	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Cheating on Mid-Term Test continued	1	Found in possession of an unauthorized programmable calculator during the mid-term for a course	Grade of "0" for the mid-term test	Associate Dean	None	None	Not sought			
	1	Student was standing in line waiting to hand in test and appeared to erase and change their answer.	Inconclusive evidence; warning issued.	Associate Dean	Student's assertion he/she did not cheat. Inconclusive evidence	None	Not sought			
	1	Looking at another student's answer sheet and all but one answer were identical	Grade of "0" on course mid-term exam	Associate Head	None	Witnessed by both invigilators	Not sought			
	1	In possession of unauthorized material during mid-term exam	Final grade of "F-CW" in course; suspended from Department courses from May 1, 2010 to April 30, 2011; and academic dishonesty notation on transcript	Associate Head	Remorseful and understood the seriousness of incident	None	Not sought			
	1	Unauthorized use of internet during test	Grade of "0" on the course test	Associate Head	None	None	Not sought			
	1	Looked at another test paper and allowed another student to look at theirs	Final grade of "F-CW" in course (CW not to be removed from transcript); must complete 3 hours of community service and/or attend an academic integrity workshop	Department Head	Admitted to actions	None	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Cheating on Mid-Term Test continued	1	Left test paper exposed so that another student could look at it.	Final grade of "F-CW" in course, and must complete 3 hours of community and/or attend an academic integrity workshop	Department Head	Admitted to actions and expressed remorse	None	Not sought			
	1	Use of cheat sheet in course mid-term	"VW" in course changed to "F-CW"; suspension from Faculty courses from September 1, 2010 to August 31, 2011; academic dishonesty notation on transcript	Department Head and Associate Dean of Faculty	Admitted to cheating and expressed remorse	None	Not sought			
	1	Crib sheet was found on student's desk during mid-term exam	Mark of "0" for Test #1, and 5 hours of voluntary work for Office of Student Advocacy	Department Head	Student showed remorse	None	Not sought			
	2	Suspicion of copying in 3 quizzes and homework assignment	1 st student was not aware of copying of quizzes by 2 nd student, who admitted to copying; both admitted unauthorized collaboration on assignment. Penalties: 1 st gets "0" on assignment, 2 nd get "0" on assignment and on all 3 quizzes; plus 5 hours of voluntary work for Office of Student Advocacy in both cases.	Department Head	Both students showed remorse	None	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Cheating on Mid-Term continued	2	Suspected copying of mid-term exam	Grade of "F-CW" for first student, plus 3 hours of voluntary work for Office of Student Advocacy for second student	Department Head	Students showed remorse					
Contravention of Examination Regulations	1	Report from Director of Centre of use of cheat notes during a term test	Final grade of "F-CW" in course; suspension from the Faculty until May 1, 2011	Associate Dean of Faculty of registration	None	None	Not sought			
	1	Report from Department Head of student asking to review text book during a closed book exam	Grade of "0" for question #1 on exam; letter of reprimand	Associate Dean of teaching Faculty and Associate Dean of Unit of registration	Spontaneous act; sincere remorse; invigilator permitted student to review test	None	Not sought			
	1	Report from Director of Centre of use of cheat notes during a term test	A final grade of "F-CW" in course	Associate Dean of Faculty of Registration	Cheat notes confiscated prior to the start of the term test	None	Local Discipline Committee	Final grade of "F-CW"; 1 year suspension from Faculty of Arts until May 1, 2010	University Discipline Committee	Appeal denied, same penalty as Local Discipline Committee

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Contravention of Examination Regulations continued	1	Report from Director of Centre of use of cheat notes during a make-up test	Final grade of "F-CW" in course; immediate suspension from taking Faculty courses for one year from May 2010 to May 2011; immediate suspension from taking courses in Faculty of registration for one year from May 2010 to May 2011	Associate Dean of teaching Faculty and representative of Faculty of registration	None	None	Not sought			
	1	Course related information written on back of calculator	Verbal reprimand; required to write a 500 word essay on the importance of the Student Discipline By-law	Associate Dean and Director	Calculator in question on exam desk when student arrived and it was removed a few minutes after start of exam; student brought their own clean calculator	Second time associated with academic dishonesty; first being plagiarism in course assignment in 2009	Not sought			
	1	In possession of calculator with course related info written on the cover	Verbal warning and required to volunteer for 10 hours through the Office of the Student Advocacy	Associate Dean of both faculties	Borrowed calculator from a friend immediately before exam and unaware of writing on the cover	None	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Contravention of Examination Regulations continued	1	Wrote the final exam but was no longer a registered student	Final grade of "F-CW" in course, academic dishonesty statement on transcript and Hold on registration saying must see advisor before re-registering	Associate Dean and Academic Advising Coordinator	First offence and realized seriousness of actions	None	Not sought			
	1	In possession of piece of paper containing course information	Final grade of "F-CW" in course, suspended from Faculty courses from January 1, 2010 to December 31, 2010; academic dishonesty notation on transcript	Associate Dean	Displayed remorse and understood the seriousness of actions	None	Local Discipline Committee	At graduation may appeal to have "CW" removed; suspension from Faculty courses amended to May 1, 2010 to April 30, 2011; and no change to transcript notation	Not sought	
	1	Signed exam attendance sheet but did not hand in exam paper	Final grade of "F-CW" in course; academic dishonesty notation on transcript; required to write a 500 word essay on the importance of exam regulations; and must meet with advisor to discuss program planning	Associate Dean and Academic Advising Coordinator	First offence and may not comprehend its importance due to language barriers	None	Local Discipline Committee	"F-CW" in course changed to "F"; transcript notation removed; and remainder of penalties unchanged	Not sought	

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Contravention of Examination Regulations continued	1	Several sheets of paper containing course related info in student's pocket and pencil case	Final grade of "F-CW" in course; suspended from taking Faculty courses from January 1, 2010 to December 31, 2010	Associate Dean	Showed deep regret and remorse	None	Not sought			
	1	In possession of formulae hidden inside calculator	Final grade of "F-CW" in course, suspended from Faculty and from taking any UofM courses from January 1, 2010 to December 31, 2010; and academic dishonesty notation on transcript	Associate Dean of both Faculties	Claimed he/she forgot formulae sheets were inside calculator	None	Local Discipline Committee	Final grade of "F-CW" upheld; suspension changed to suspended from the Faculty from January 1, 2010 to August 31, 2010; allowed to take non-Faculty courses during the suspension	Not sought	
	1	Formula written on hand	Final grade of "F-CW" in course; academic dishonesty notation on transcript	Associate Dean and Academic Advising Coordinator	First offence; realized the seriousness of actions	None	Not sought			
	1	Exam personation in final exam for course	10 hours of volunteer service before October 1, 2010; under the supervision of a student advocate	Associate Dean	Not sufficient evidence to impose a strict penalty	None	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Contravention of Examination Regulations continued	1	Talked to and passed piece of paper to student seated next to him/her	Final grade of "F-CW" in course; 750 word essay; and academic dishonesty notation on transcript	Associate Dean and Academic Advising Coordinator	Honest and remorseful; first offence	Admitted to asking student beside him/her for answer to one of the exam questions	Not sought			
	1	Course related information written on back of calculator	Final grade of "F-CW" in course; suspended from Faculty courses from May 1, 2010 to December 31, 2010; and academic dishonesty notation on transcript	Associate Dean and Academic Advising Coordinator	First offence; remorseful and realized seriousness of actions	None	Not sought			
	1	Course related information found inside calculator	Final grade of "F-CW" in course, suspended from Faculty courses from May 1, 2010 to December 31, 2010; academic dishonesty notation on transcript; 10 hours volunteer services; and must attend counseling or workshops to address stress and exam anxiety	Associate Dean of both Faculties	Remorseful and understood seriousness of actions	None	Not sought			
	1	Large portion of answers identical to those of the student seated next to him/her in course final exam	Final grade of "F-CW" in course, suspended from Faculty from June 1, 2010 to April 30, 2011; and academic dishonesty notation on transcript	Associate Dean of Faculty and Academic Advising Coordinator	Admitted guilt; remorseful and understood seriousness of actions	None	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Contravention of Examination Regulations continued	1	Large portion of answers identical to those of the student seated next to him/her in course	Final grade of "F-CW" in course; suspended from Faculty and not allowed to take any courses from July 1, 2010 to April 30, 2011; and academic dishonesty notation on transcript	Associate Dean of Faculty and Program Coordinator	None	2 nd incident of cheating in final exam	Not sought			
	1	Large portion of answers identical to those of the student seated next to her/him	Final grade of "F-CW" in course; and suspended from Faculty from June 1, 2010 to December 31, 2010	Associate Dean and Academic Advising Coordinator	Unaware of cheating and denied involvement but decision based on too many similarities to deny that collaboration took place	None	Not sought			
	1	Exchange of papers between students seated next to each other	500 word essay on the importance of the UofM Student Discipline By-Law	Associate Dean and Program Coordinator	Denied helping student beside him/her and ignored other student's requests for help; not enough evidence to impose a strict penalty	None	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Contravention of Examination Regulations continued	2	Talking and comparing solution sheets with each other during exam	Final grade of "F-CW" in course; suspended from Faculty courses from June 1, 2010 to December 31, 2010; and academic dishonesty notation on transcript	Associate Dean and Program Coordinator	Admitted guilt, remorseful and understood seriousness of actions	Portion of answers identical to each others	Not sought			
	1	Exam personation in course deferred final exam	Final grade of "F-CW" in course; suspended from from July 1, 2010 to June 30, 2011; and academic dishonesty notation on transcript	Associate Dean and Academic Advising Coordinator	None	2 nd offence	Not sought			
	1	In possession of unauthorized material during final exam	Final grade of "F-CW" in course; suspended from Faculty courses for 2 years from September 1, 2010 to August 31, 2012, and academic dishonesty notation on transcript	Associate Dean	None	2 nd offence and did not respond to notification letter	Not sought			
	1	Attended final exam but did not hand in paper	Final grade of "F-CW" in course	Associate Dean	First offence, remorseful and understood seriousness of actions	None	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Contravention of Examination Regulations continued	2	Portion of answers on exam paper identical to paper of student next to the them	Final Grade of 'F-DISC' in course; academic dishonesty notation on transcript	Associate Dean and Academic Advising Coordinator	First offence and understood seriousness of actions	None	Not sought			
	2	Cheating on practical examination	None	Associate Dean (Academic)	Not a premeditated act; Information was transmitted in an accidental manner	None	Not sought			
	1	Invigilator found several sheets of paper containing statistical formulae hidden in student's calculator during final for course	Final grade of "F-CW";suspended from taking courses offered by Faculty from May 1, 2010 to December 31, 2010; statement on academic transcript "Student charged with academic dishonesty"; 10 hours volunteer service educating new students in Faculty; visit Counseling Services for stress	Associate Dean	Understood the seriousness of actions and expressed remorse	None	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Contravention of Examination Regulations continued	1	Invigilator found several sheets of paper containing statistical formulae hidden in student's calculator during final for course	Final grade of "F-CW"; comment on history "Student found guilty of academic dishonesty"; suspended from Faculty January 1, 2010 to December 31, 2010; not allowed to take any courses at UofM during this time	Associate Dean	None	None	Local Discipline Committee	Final Grade of "F-CW"; required to withdraw from Faculty for 8 months; allowed to return September 2010	Not sought	
	1	Possession of unauthorized materials during the writing of final exam for course; small sheets containing formulas and diagrams pertinent to the material covered in the courses inside a pen pouch	Grade of "F-CW"; academic dishonesty comment on transcript; 1000 word essay re: academic honesty	Associate Dean	None	None	Not sought			
	1	Allegations of dishonesty with regard to missing a mid-term test and requesting a re-write	Debarred from course and a final grade of "F-CW"	Department Head	Student admitted indiscretion	None	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Copying from Other Student's/own Previous Work	1	Looking at another student's test paper during a class test in course	"0" on in-class test component; notation on transcript that student was involved in act of academic dishonesty which will remain until graduation term and grad status confirmed	Associate Dean	None	Student admitted to allowing friend to copy from student's test	Not sought			
	1	Looking at another student's test paper during a class test in course in	"0" on in-class test component; notation on transcript that student was involved in act of academic dishonesty which will remain until graduation term and grad status confirmed	Associate Dean	None	Student refused to take any responsibility for the incident and denied copying friend's work. Contradictory evidence was found when the other student was interviewed	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Copying from Other Student's/own Previous Work continued	1	Allowed another student to copy (or participated in cheating) from course midterm; student repeatedly continued after exam called to an end	Grade of "F-CW"; notation on transcript stating barring student from registering in any Faculty courses from May 1, 2010 to April 30, 2011; notation on transcript that student was involved in an act of academic dishonesty which will remain until graduation term and grad status confirmed	Associate Dean	None	Too many incidents of exact responses between both students' papers	Local Discipline Committee	Grade of "F-CW"; notation on transcript stating barring student from registering in any Faculty courses from May 1, 2010 to December 31, 2010; notation on transcript that student was involved in an act of academic dishonesty which will remain until graduation term and grad status confirmed.		

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Copying from Other Student's/own Previous Work continued	1	Seen copying from another student's course midterm; student repeatedly continued after exam called to an end	Grade of "F-CW"; notation on transcript barring student from registering in any Faculty courses from May 1, 2010 to April 30, 2011; notation on transcript that student was involved in an act of academic dishonesty which will remain until graduation term and grad status confirmed	Associate Dean of Faculty	None	Too many incidents of exact responses between both students' papers.	Not sought			
	1	Another student was seen copying from student's course midterm	None, no academic dishonesty was intended	Associate Dean	Student was unaware another was copying.	None	Not sought			
	1	Seen copying from another student's course midterm; student repeatedly continued after exam called to an end	Note placed in internal file that student was found to breach examination policies and procedures; make appointment with Student Advocate to discuss academic integrity matters	Associate Dean	None	None	Not sought			
	1	Copying from another student in term test in course	None	Associate Dean of both Faculties	Credible explanation of group studying	None	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Copying from Other Student's/own Previous Work continued	2	Department Head was given a report from course Instructor that alleges that two students were engaged in academic dishonesty which involved several course assignments. Students were invited to discuss situation with Department Head	Final grade of "F-CW" in course (Note: this was given prior to notification that "CW" may no longer be used by discipline authorities.	Department Head	Student was apologetic		One Student appealed the decision (Sept 28, 2010), and the matter has been forward to the Associate Dean (Academic)			
	2	Suspected copying of assignment in course	Mark of "0" for quiz in both cases, and 5 hours of voluntary work for Office of Student Advocacy	Department Head	None	None	Not sought			
	2	Suspected copying of assignment in course	Both students exonerated after interview	Department Head	None	None	Not sought			
	1	Duplicate assignment submission in two different courses	Complete research paper on academic dishonesty; re-do assignment for one course; maximum of "C" in both courses	Department Head	None	None	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Forged Documentation	1	Signature and writing on medical note for deferred exam did not match other notes from same doctor	Final grade of "F-CW" in two courses	Associate Dean	Remorseful; understood seriousness of actions	Phone and fax numbers on medical note are no longer in service	Not sought			
	1	Dean's Office Admin. Assistant reported student submitting fraudulent documentation to support request for a deferred exam	Final grade "F-CW" on course; student to write letter of apology to Admin. Assistant	Associate Dean of Faculty of registration	None	None	Not sought			
	1	Submitted false doctor's note in support of an exceptional leave of absence	Reprimand on transcript (4 years); student permitted to "VW" from program as per request	Dean	Doctor was a friend; didn't see patient (student) in person; wrote note as a favor to student	Faculty Appeals Committee	Appeal was not submitted to committee as student appealed 7 months after deadline			
	2	Group of students forged attendance records for one class	Placed on disciplined probation	Department Head	None	None	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Inappropriate Collaboration	17	Duplication of assignment (s)	Grade of "0" on assignment(s) and required to attend an academic dishonesty workshop	Associate Head	None	None	Not sought			
	4	Duplication of assignment	Grade of "0" on assignment	Associate Head	None	None	Not sought			
	1	Duplication of assignment	Grade of "0" on assignment	Associate Head	First offence; final course required for graduation	None	Associate Head	Grade of "0" on assignment in course to be replaced with actual grade; academic dishonesty notation on transcript until August 31, 2010		

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Inappropriate Collaboration continued	1	Duplication of assignment	Final grade of "F-CW" in course, banned from taking Faculty courses from January 1, 2010 to December 31, 2010; academic dishonesty notation on transcript	Associate Head	None	3 rd offence	Associate Dean	'F-CW' in course upheld, Faculty course suspension reduced to January 1, 2010 to August 31, 2010 and academic dishonesty notation on transcript upheld	Not sought	
	1	(carried over from 2008-09) Duplication of assignments(s)	Final grade of "F-CW" in course; suspended from taking Faculty courses from September 1, 2009 to August 31, 2010 (penalties from 2008-09 discipline report, appeal done in 2009-2010)	Associate Head	None	2 nd offence	Associate Dean of Faculty and Director	"F-CW" in course replaced with grade of "0" on 2 assignments; suspension and transcript notation upheld	Not sought	
	1	Appeal received from student regarding penalty of "F-CW" on course	Penalty modified to a final grade of "F" in course	Associate Dean and Direct of Unit of Registration	None	None	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Inappropriate Collaboration continued	1	Appeal received from student regarding penalty of “F-CW” on course	Appeal Denied	Associate Dean	None	None	Not sought			
	2	Students handed in virtually identical papers leading to investigation of inappropriate collaboration.	Grade reduced on paper, affecting final grade; letter of reprimand to remain on file until graduation.	Associate Dean	None	Students initially denied knowing each other, however, they were in same clinical setting and car pooled together.	None sought			
	1	Student wrote the essay in another language and had a friend translate it into English	A final mark of “F” on the essay	Department Head	Student was very distressed and genuinely concerned that the Department understand that he/she had not intended any sort of academic dishonesty; language issues	None	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Inappropriate Collaboration continued	3	Students used many of the same sources and articles to prepare material for independently led seminar groups	"0" on assignment (pass in course); apology letter; research paper; reprimand on transcript (6 months)	Dean	Showed remorse	Didn't realize actions constituted academic dishonesty	Dean	Denied; comment on transcript increased to 12 months		
Personation	1	iClicker personation during lectures	Grade of "0" for iClicker questions/participation in course	Associate Head	First Offence	None	Not sought			
		(discipline previously reported in 2008-09, but matter was appealed and was not resolved until October, 2009) Signed in instructor signature block (authorized signature block) on cards used to make changes in rotation contrary to course and faculty published policies	Student involved in 7 instances, gained by so doing; mark in one course was lowered one grade and notation in student record for three years.	Associate Dean	None	Student continues to deny responsibility and is appealing the penalty not the fact they committed the offence	Local Discipline Committee heard appeal in October, 2009	Local Discipline Committee upheld discipline, but lowered penalty to: note in student file for one year period and noted in letters of reference for this period	Not sought	

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Plagiarism	1	Use of uncited sources	Final grade of "F" on assignment	Coordinator	None	None	Not sought			
	1	Used sample solution instead of student's own solution	Final grade of "F-CW" in course; suspended from taking Faculty courses from May 1, 2010 to December 31, 2010 and academic dishonesty notation on transcript	Associate Head	None	2 nd offence and student did not respond to discipline letter so penalty assessed without the student's input	Associate Dean	"F-CW" in course; transcript notation upheld, but suspension from Faculty courses removed	Not sought	
	1	Copying from existing source	Final grade of "F-CW" in course and banned from taking Faculty courses from January 1, 2010 to August 31, 2010	Associate Head	None	3 rd time suspected of academic dishonesty	Associate Dean	Penalties upheld	Not sought	
	1	Assignment answer copied and pasted from internet URL	"0" on assignment	Associate Head	None	None	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Plagiarism continued	3	Use of words and ideas from uncited sources	"0" on assignment	Associate Head	None	None	Not sought			
	1	Online sections inserted into assignment without citing	"0" on assignment	Department Head	None	None	Not sought			
	1	Use of words and ideas from uncited sources	"0" on assignment	Associate Head	None	Chose not to consult with student advocate	Not sought			
	1	Report from Head of Department of second incident of academic dishonesty	A final grade of "F-CW" on course; notation on official transcript "allegation of academic dishonesty upheld"; must meet with academic advisor to review program	Associate Dean of Teaching Faculty and Representative of Unit of Registration	Student required to write a final exam under duress	None	Not sought			
	1	Student plagiarized content from an article in an assignment	"F" in course; required to repeat course	Department Head	Student claimed lack of knowledge of plagiarism and of proper method of citation	None	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Plagiarism continued	1	Report from Head of Department of second incident of academic dishonesty	Grade of "F" ; "0" on assignment only	Associate Dean of Faculty of registration	None	None	Local Discipline Committee	Grade of "F" on assignment upheld	University Discipline Committee	A more severe penalty imposed i.e. Grade of "F-CW" on course.(The UDC decision is the only decision being reported at this time as other actions occurred in previous reporting period)
	1	Report from Head of Department of second incident of academic dishonesty	Grade of "F" ("0") on assignment; final grade of "F-CW" on course	Associate Dean of Faculty of registration	Sincere remorse by student	None	Not sought			
	1	Report from Head of Department of second incident of academic dishonesty	Grade of "F" ("0") on assignment; final grade of "F-CW" on course; immediate suspension from Faculty until August 31, 2010	Associate Dean of Faculty of registration	None	None	Not sought			
	1	Report from Acting Coordinator of second incident of academic dishonesty	Final Grade of "F-CW" on course	Associate Dean of Faculty of registration	None	None	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Plagiarism continued	1	Student did not cite reference in assignment in a repeated course	"F" in assignment which caused him to failure; student required to repeat the entirety of the year of the program in addition to seeking guidance on writing and referencing	Department Head	Student claimed that since the question referred to the article he was required to cite the quotes he took from the article in his answer	None	Not sought			
	1	Plagiarism in assignment	"F" in assignment	Department Head	None	None	Not sought			
	1	Plagiarism in assignment	No action taken; student had already withdrawn	Department Head	Student cited error in submitting draft copy	None	Not sought			
	2	Undocumented use of internet sources	"F-CW" for course	Department Head	Student admitted guilt	None	Not sought			
	1	Undocumented use of internet sources	"F-CW" for course	Department Head	Student apologetic	None	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Plagiarism Continued	1	Use of unacknowledged sources from the internet	A final mark of “F” on the essay	Department Head	Student seemed genuinely unaware that listing sources was insufficient and apologized.	Material was taken more or less word-for-word from a source not listed in the works cited.	Not sought			
	1	Use of unacknowledged sources from the internet	A final mark of “F” on the essay	Department Head	Student has included a general reference to the internet sources in his/her works cited and apologized	One quarter of essay was made up of quotations taken directly from the website	Not sought			
	1	Use of uncited sources	A final mark of “F” on the essay	Department Head	Actions did not appear to be a deliberate attempt to deceive	Student is in final year and does not understand proper documentation	Not sought			

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Plagiarism continued	1	Use of uncited sources from the internet	A final mark of “F” on the essay	Department Head	Admitted fault for not seeking help; appeared to be genuinely sorry	Student had not consulted with instructor about difficulties with the essay despite being urged to do so and being given an extension.	Not sought			
	1	Use of uncited sources from the internet	A final mark of “F” on the essay; a final mark of “F” in the course	Department Head	None	Student withdrew from course as soon as student received letter. Did not accept responsibility for actions.	Not sought			
	1	Use of uncited sources from the internet	A final mark of “F” on the essay; a final mark of “F” in the course	Department Head	None	Made no attempt to explain or apologize.	Not sought			
	1	Plagiarism led to course failure	Dismissed from course	Department Head	None	None	Not sought			

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Plagiarism Continued	1	Use of material downloaded from the internet	A final mark of "F" on the essay; a final mark of "F" in the course.	Department Head	Student apologized and expressed deep regret. Student was going through severe personal problems.	The entire paper was copied from the internet.	Not sought			
	1	Use of uncited sources from the internet in two papers	A final mark of "F" in the course.	Department Head	Student apologized and accepted responsibility.	Student initially claimed that that he/she had not looked at the website from which material was taken.	Not sought			
	1	Use of improperly cited courses	A final mark of "F" in the course.	Department Head	Student was very upset and apologized for his/her actions	The entire paper was a collection of material taken from secondary sources.	Not sought			
	1	Alleged plagiarism of an essay	Grade of "F" for the course	Department Head	None	None	Not sought			

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Plagiarism Continued	1	Plagiarism	"F" in assignment; "F" in course	Department Head	None	None	Not sought			
	4	Plagiarism	"F" in assignment; "F-CW" in course	Department Head	None	None	Not sought			
	1	Plagiarism	"F"; rewrite essay in consultation with Learning Resource Centre	Department Head	None	None	Not sought			
	1	Plagiarism	"F" in assignment; "F-CW" in course; suspension from the Faculty from May 2010 to May 2011	Department Head and Associate Dean of Faculty of Registration	None	Second instance in same year	Not sought			
	1	Plagiarism	"F" in assignment; "F-CW" in course; re-write essay with LRC	Department Head	None	None	Not sought			
	1	Plagiarism	"F" in assignment	Department Coordinator	None	None	Not sought			
	1	Plagiarism	Final mark of "F" in assignment; final mark of "F" in course	Department Head	Personal circumstances; regret	None	Associate Dean			
	1	Plagiarism	Final mark of "F" in assignment	Department Head	Felt pressure to complete	Admission of guilt	Associate Dean			

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Plagiarism continued	1	Plagiarism	Final mark of "F" in assignment	Department Head	Personal situation; confusion about citation	Admission of guilt	Not sought			
	1	Substantial plagiarism on final term paper	Final grade of "F" on term paper; final grade of "F-CW" in course	Department Head	None	None	Not sought			
	1	Copied material from a web-site without referencing	Received a grade of "0" on assignment	Department Head and Instructor	None	None	Not sought			
	2	Inserted sections from online materials into an assignments without citing or otherwise making reference to the original sources	Received a grade of "0" on assignment	Department Head	No previous incident	None	Not sought			
	1	Alleged plagiarism of an essay	Student did not contact department; final grade of "F"	Department Head	None	None	Not sought			
	1	Use of un-credited internet sources in writing a paper in course	Final mark of "F" on assignment and final mark of 'F-CW" in course; student encouraged to contact the Learning Assistance Centre for help in writing essays	Department Head	None	None	Not sought			
	1	Allegation of plagiarism on a written assignment in course	No formal penalty	Department Head	Instructions provided by Professor were not clear	None	None	Not sought		

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Plagiarism continued	1	Allegation of plagiarism on a written assignment in course	Final mark of “F” on assignment; final mark of “F-CW” in course; student encouraged to contact the Learning Assistance Centre for help in writing essays	Department Head	None	None	Not sought			
	1	Allegation of plagiarism on a written assignment in course	Grade of “F” in the course assignment	Department Head	None	None	Not sought			
	3	Plagiarism	“F” in assignment	Department Head	None	None	Not sought			
	1	Student copied directly from an online source in completing a written assignment	A final grade of “F-CW” in course	Department Head	Student had received some medical attention prior to committing the offence	None	Not sought			
	1	Plagiarism in course	Joint penalty from two Faculties; “F” in course; notation on transcript that student was involved in an act of academic dishonesty which will remain until graduation term and grad status confirmed	Associate Dean of both Faculties	None	Premeditated and deliberate	Not sought			

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Plagiarism Continued	1	Plagiarism in course mid-term exam	Appointment with Learning Assistance Centre	Associate Dean	None	Not deliberate; improper use of paraphrasing on small component of mid-term	Not sought			
	2	Plagiarism in course mid-term exam	"0" on essay; appointment with Learning Assistance Centre	Associate Dean	None	Did not read or listen to instructions and thought rules of plagiarism did not apply to open book exam	Not sought			
	1	Plagiarism in course mid-term exam	"0" on essay; appointment with Learning Assistance Centre	Associate Dean	None	Running out of time on essay so stopped being careful about making citations. First time writing an open book test.	Not sought			

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Plagiarism continued	1	Plagiarism in course term paper	"0" on assignment; appointment with Learning Assistance Centre	Associate Dean	Student was ill and now realizes student probably should have asked for more time to complete the paper	None	Not sought			
	1	Plagiarism in course group project	"0" on group project; mandatory Learning Assistance Centre appointment; file note	Associate Dean	Relatively unaware of some of the group dynamics	None	Not sought			
	2	Plagiarism in course group project	"F-CW" on group project; mandatory Learning Assistance Centre appointment; file note	Associate Dean	None	Second offense; no remorse; demonstrated lack of understanding of severity of act and irresponsibility	Not sought. However, student failed to comply with penalties by the deadline and an additional penalty was levied	Notation on transcript of second offence; removable upon graduation	Not sought	

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Plagiarism Continued	1	Allegation of plagiarism from an internet site for an assignment in course	Grade of "0" on the assignment	Associate Department Head	None	None	Not sought			
	1	Allegation of plagiarism during a group project in course	Grade of "0" on the term paper; must make appointment with Learning Assistance Centre to discuss how to properly cite sources and provide written confirmation of this meeting; a notation of academic dishonesty was upheld and will be noted in internal file but not on transcript	Associate Dean of Faculty and Program Director	None	None	Not sought			
	2	Allegation of plagiarism in submission of an assignment for course	Final mark of "F" in assignment; and a final mark of "F-CW" in course	Department Head	None	None	Not sought			
	1	Violation of university policy on plagiarism and cheating	"F-CW" in course	Department Head	Contrition over actions; first offence	None	Not sought			
	2	Violation of university policy on plagiarism and cheating	Two workshops from Learning Assistance Centre; write paper re: behavior of expectations of university; assignment grade of 0; if requirements completed, grade will reflect end of term assessment, if not "F-CW"	Department Head	Admission re: actions; contrition	None	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Plagiarism Continued	1	Student submitted mid-term assignment which except for the first paragraph, virtually the entire “exemplar” and “sharing research” components appeared to have been directly copied from six internet sites	Student required to re-write assignment to the satisfaction of the course leader, formal letter of reprimand placed on student file	Associate Dean	Student immediately sought assistance through Counseling Services; acted with professional conduct to remedy; dealing with family illnesses of members in another country; advised prospective employer of investigation in process	None	Not sought			
	1	Student “cut and pasted” from four separate sources without referencing	Grade of “F” was given for paper; letter will remain on file until graduation	Associate Dean	Student believed he/she acted appropriately given instruction.	Student should already be familiar with Academic Regulations	Not sought			

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Plagiarism continued	7	Not cited sources and inappropriate citations	Re-write; ½ grade penalty; write a 3 page paper on plagiarism	Dean	None	None	Not sought			
	1	Research paper included near duplication of paper presented on at conference	None due to mitigating circumstances	Dean	Medical complications with pre-term pregnancy and new born; lack of feedback from instructor; majority of paper own work	Warned that paper must be 100% original; some missed citations	Not sought			
	1	Plagiarized portions of assignment	“0” on assignment (“F” in course); apology letter; research paper; reprimand on transcript (9 months); replace course with another	Dean	Showed remorse	Unaware of proper referencing and citing styles; didn’t realize actions constituted academic dishonesty	Not sought			

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Plagiarism continued	1	Plagiarized portions of term paper	"0" on assignment ("F" in course); apology letter; research paper; reprimand on transcript (9 months); 4 hour Learning Assistance Centre tutoring; Required to withdraw (department would not remediate failed grade)	Dean	Showed remorse	Unaware of proper referencing and citing styles; didn't realize actions constituted academic dishonesty	Dean	Denial; penalties remained the same		
	3	Plagiarized portions of group project	Apology; research paper; reprimand on transcript (9 months); final grade in course "C+"/"B+"/"B"	Dean	Showed remorse	Misunderstood nature of project and that referencing and citing wasn't necessary	Not sought			
	1	Plagiarized portions of group project (same group as above)	Apology; research paper; reprimand on transcript (9 months); final grade in course "F"; allowed to replace course with another	Dean	Showed remorse	Misunderstood nature of project and that referencing and citing wasn't necessary; provided source	Not sought			

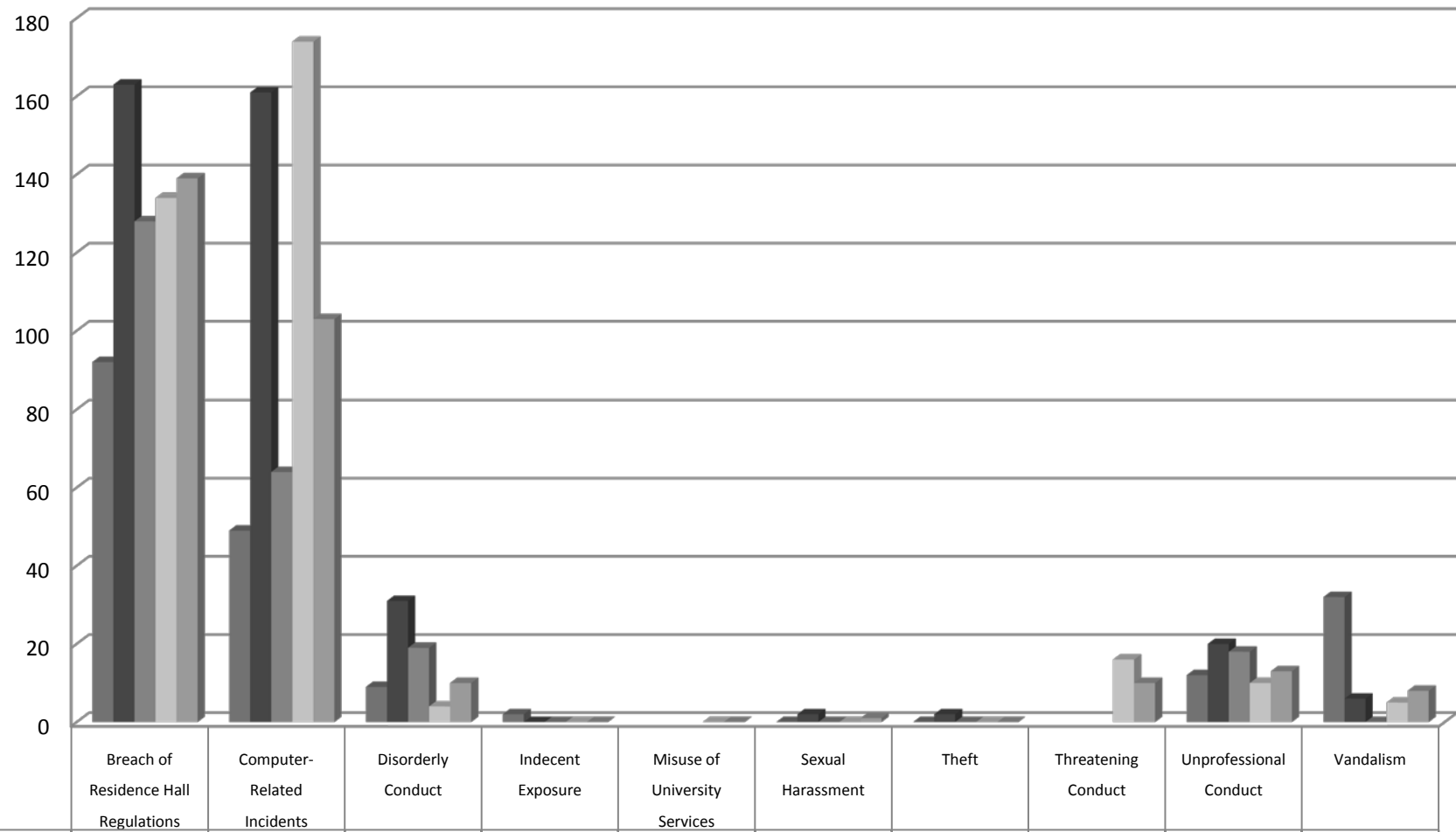
Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Plagiarism continued	1	Plagiarized portions of conference presentation	4 hours Learning Assistance Centre tutoring; research paper on plagiarism; reprimand on transcript (6 months)	Dean	Showed remorse	Unaware of proper referencing and citing styles; didn't realize actions constituted academic dishonesty	Not sought			
	1	Plagiarized portions of pre-class essay	Apology; research paper; reprimand on transcript (9 months); final grade in course "F"; allowed to repeat course	Dean	Showed remorse	Pressed for time; could not find source article in order to reference it	Not sought			
	3	Plagiarized portions of group project	Apology; research paper; reprimand on transcript (9 months); final grade in course "F"; allowed to replace course with another	Dean	Showed remorse	Misunderstood nature of project and that referencing and citing wasn't necessary	Not sought			
	1	Plagiarized portions of research paper	"0" on assignment ("F" in course); apology letter; re-write of course research paper; required to take course; reprimand on transcript (9 months); allowed to repeat course	Dean	Showed remorse	Unaware of proper referencing and citing styles; didn't realize actions constituted academic dishonesty	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Plagiarism continued	1	Plagiarized portions of assignment	"0" on assignment ("F" in course); apology letter; required to take 2 courses; write report summarizing material covered in courses; reprimand on transcript (9 months); allowed to repeat course	Dean	Showed remorse	Unaware of proper referencing and citing styles; didn't realize actions constituted academic dishonesty	Not sought			
	1	Plagiarized portions of assignment	Apology; 4 hours tutoring; research paper; reprimand on transcript (9 months); "0" on assignment ("F" in course); Required to withdraw (department would not remediate failed grade)	Dean	Showed remorse	Unaware of proper referencing and citing styles; didn't realize actions constituted academic dishonesty	Dean	Denied; penalties remained the same		
	1	Plagiarized portions of final exam	Apology; research paper; 4 hours tutoring (Learning Assistance Centre); reprimand on transcript (9 months); "F" in course; allowed to repeat course; may not apply to Masters program until September 2011	Dean	Showed remorse	Unaware of proper referencing and citing styles; didn't realize actions constituted academic dishonesty	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Plagiarism continued	1	Plagiarized portion of assignment	Required to withdraw; reprimand on transcript (4 years)	Dean	Showed remorse	Did not acknowledge allegations of academic dishonesty	Not sought			
	1	Plagiarized portion of assignment	Apology; "0" on assignment (pass in course); research paper; reprimand on transcript (6 months OR taken off as soon as penalties fulfilled)	Dean	Needed to apply for external funding; hence, leniency on length of time of reprimand	Unaware of proper referencing and citing styles; didn't realize actions constituted academic dishonesty	Not sought			
	1	Plagiarized portions of practicum	Apology; research paper; failure on first attempt of practicum; 1 year suspension; reprimand on transcript (24 months)	Dean	Showed remorse	Lack of citation showed purposeful manipulation; has had instruction on proper referencing and citing	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Plagiarism continued	1	Plagiarized portions of program's capstone project	Apology; research paper; 1 year suspension; must re-submit project after returning to program; reprimand on transcript (24 months)	Dean	Showed remorse	Nearly entire lit review of another student's Master's thesis was copied without any attempt at citing or referencing	Not sought			
	3	Did not use quotations when quoting other's work	Complete research paper on plagiarism; re-do paper; maximum grade of "C"	Department Head	None	None				

Part 2- Inappropriate Behaviour



	Breach of Residence Hall Regulations	Computer-Related Incidents	Disorderly Conduct	Indecent Exposure	Misuse of University Services	Sexual Harassment	Theft	Threatening Conduct	Unprofessional Conduct	Vandalism
2005-2006	92	49	9	2		0	0		12	32
2006-2007	163	161	31	0		2	2		20	6
2007-2008	128	64	19	0		0	0		18	0
2008-2009	134	174	4	0	0	0	0	16	10	5
2009-2010	139	103	10	0	0	1	0	10	13	8

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Breach of Residence Hall Regulations Community Standards	1	Violation of Residence Policy - residence fees not paid	Eviction	Housing Student Life	Several attempts to get payment, student not cooperating	None	Not sought			
	20	Community Standards - Noise violation	Verbal warning	Housing Student Life	None	None	Not sought			
	3	Community Standards - Noise violation	Written warning	Housing Student Life	None	None	Not sought			
	1	Community Standards – Noise violation during “quiet hours”	Community service hours	Housing Student Life	None	None	Not sought			
	1	Community Standards – Noise violation during “quiet hours”	\$100 fine	Housing Student Life	None	None	Not sought			
	1	Community Standards – Excessive noise	Probation	Housing Student Life	None	None	Not sought			
	2	Community Standards – Noise violation and disrespectful to Security/staff	\$50 fine	Housing Student Life	None	None	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Breach of Residence Hall Regulations Community Standards continued	11	Community Standards – Excessive Noise violation	\$50 fine	Housing Student Life	None	None	Not sought			
	4	Community Standards – Uncooperative with Security/Staff	Written warning	Housing Student Life	None	None	Not sought			
	2	Community Standards – Disrespectful to Security staff	\$50 fine	Housing Student Life	None	None	Not sought			
	1	Community Standards – Possession of banned item in residence	Verbal warning	Housing Student Life	None	None	Not sought			
	1	Community Standards – Possession of banned item in residence	\$50 fine	Housing Student Life	None	None	Not sought			
	1	Community Standards – guest policy violation	5 hours community service for having over 10 guests in room	Housing Student Life	None	None	Not sought			
	1	Community Standards – Unauthorized party in room	Verbal warning	Housing Student Life	None	None	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Breach of Residence Hall Regulations Community Standards continued	1	Community Standards – Unauthorized number of people in room	\$50 fine	Housing Student Life	None	None	Not sought			
	1	Community Standards – Unauthorized number of people in room	Verbal warning and \$100 fine	Housing Student Life	Student was in a leadership position	None	Not sought			
	3	Community Standards – Guest policy violation	Verbal warning	Housing Student Life	None	None	Not sought			
	1	Community Standards – Guest policy violation	Written warning	Housing Student Life	None	None	Not sought			
	1	Community Standards – Removal of residence furniture	Verbal warning	Housing Student Life	None	None	Not sought			
	1	Community Standards – Used opposite sex bathroom	Verbal warning	Housing Student Life	None	None	Not sought			
	1	Community Standards – Inappropriate conduct in residence	Probation of Residence Security position	Housing Student Life	On-going concern; several occurrences	None	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Breach of Residence Hall Regulations Community Standards continued	2	Community Standards – Candle/incense in room	\$50 fine	Housing Student Life	None	None	Not sought			
	1	Community Standards – Smoking in room, noise violation, threatening security, guest policy violation	\$150 fine and guest allowed in room	Housing Student Life	None	None	Not sought			
	1	Community Standards – Excessive noise and guest policy violation	\$100 fine	Housing Student Life	Multiple warnings on guest	None	Not sought			
	2	Community Standards – Disrespectful to Security staff	Community service hours	Housing Student Life	None	None	Not sought			
	1	Community Standards – Inappropriate behavior	\$50 fine	Housing Student Life	None	None	Not sought			
	1	Community Standards – Violation of Quiet Hours, guest policy and alcohol policy	\$100 fine and 10 hours community service	Housing Student Life	Several violations	None	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Breach of Residence Hall Regulations Community Standards continued	1	Community Standards – Violations of guest policy violation of Housing Student Life agreement	\$100 fine and 10 hours of community service	Housing Student Life	Previous warnings on policies	None	Not sought			
	1	Community Standards –In a restricted residence area and violation of quiet hours	\$100 fine and probation	Housing Student Life	None	None	Not sought			
	1	Room decoration; alteration to room not authorized	Verbal warning	Housing Student Life	None	None	Not sought			
	1	Threats to Health, Life, Property, or the University's general Welfare - Emotional and Health Issue; student in distress	Residence Life Coordinators called in	Housing Student Life	Determined no further action required	None	Not sought			
Breach of Residence Hall Regulations SMOKING	5	Smoking in room or residence	Verbal warning	Housing Student Life	1 st offence	None	Not sought			
	1	Smoking in room	Written warning	Housing Student Life	None	None	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Breach of Residence Hall Regulations SMOKING continued	2	Smoking in room or residence	\$50 fine	Housing Student Life	None	None	Not sought			
	1	Smoking in Residence building	\$100 fine	Housing Student Life	None	None	Not sought			
	3	Smoking in room	\$100 fine and probation	Housing Student Life	Multiple offences	None	Not sought			
	1	Smoking near Residence	\$50 fine	Housing Student Life	2 ND offence	None	Not sought			
	5	Smoking in room, in restricted residence area and violation of "quiet hours"	\$150 fine and probation	Housing Student Life	None	None	Not sought			
	3	Smoking marijuana in room	\$50 fine and probation	Housing Student Life	None	None	Not sought			
	1	Illegal substance in room	Eviction	Housing Student Life	None	None	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Breach of Residence Hall Regulations ALCOHOL continued	6	Over consumption	Verbal warning	Housing Student Life	None	None	Not sought			
	1	Over consumption	Written warning	Housing Student Life	None	None	Not sought			
	6	Over consumption	\$50 fine	Housing Student Life	None	None	Not sought			
	1	Over consumption – excessive	5 hours community service	Housing Student Life	None	None	Not sought			
	4	Violation of Alcohol Policy – Open alcohol in hallway	Written warning	Housing Student Life	None	None	Not sought			
	3	Violation of Alcohol Policy – Open alcohol in hallway	\$50 fine	Housing Student Life	2 nd offence	None	Not sought			
	1	Guests over-intoxicated	Verbal warning	Housing Student Life	None	None	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Breach of Residence Hall Regulations ALCOHOL continued	4	Violation of Alcohol Policy – beer bottles in residence	\$50 fine	Housing Student Life	None	None	Not sought			
	1	Violation of Alcohol Policy – drinking games in room	250 word essay on over consumption and 5 hours community services	Housing Student Life	None	None	Not sought			
	1	Violation of Alcohol Policy – Vomited in hallway	Verbal warning	Housing Student Life	None	None	Not sought			
	3	Violation of Alcohol Policy – drinking games	\$50 fine	Housing Student Life	1 st time	None	Not sought			
	2	Violation of Alcohol Policy – Over intoxication	\$100 fine	Housing Student Life	None	None	Not sought			
	5	Violation of Alcohol Policy – beer bottles in room	Verbal warning	Housing Student Life	1 st time	None	Not sought			
	3	Violation of Alcohol Policy – drinking games	Written warning	Housing Student Life	None	None	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Breach of Residence Hall Regulations ALCOHOL continued	1	Violation of Alcohol Policy – drinking games	Probation	Housing Student Life	None	None	Not sought			
	3	Violation of Alcohol Policy – Over intoxication	Community service hours	Housing Student Life	None	None	Not sought			
	1	Violation of Alcohol Policy – Over intoxicated, vomited	\$50 fine – alcohol intoxication	Housing Student Life	None	None	Not sought			
Computer Related Incidents continued	1	Breached UofM Policy “Use of Computer Facilities” by hacking into another student’s account	Suspended for 3.5 months; UMGF terminated; TA-ship terminated; prohibited from using UM resources during suspension; reprimand on transcript for duration of suspension	Dean	Confessed to allegations	Played a practical joke on a friend	Not sought			
	14	Bandwidth Abuse	Signed declaration that item is removed; temporarily disconnected internet	Housing Student Life	None	None	Not sought			
	13	Bandwidth Abuse	Written Notice	Housing Student Life	None	None	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Computer Related Incidents continued	65	Copyright Violation	Signed declaration that item is removed; temporarily disconnected internet	Housing Student Life	None	None	Not sought			
	3	Copyright Violation	2 nd offence – Loss of Internet (2 weeks)	Housing Student Life	None	None	Not sought			
	7	Virus Spammer	Require student to clean virus off computer	Housing Student Life	None	None	Not sought			
Disorderly Conduct	1	Unauthorized use of mock weapon during class presentation	Letter of apology to instructor; 10 hours of volunteer service; inappropriate behavior notation on transcript	Associate Dean	Understood seriousness of actions	None	Not sought			
	1	Instigating a dispute	Verbal warning	Housing Student Life	None	None	Not sought			
	Several students	Food fight	Verbal warning and clean up	Housing Student Life	None	None	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Disorderly Conduct Continued	1	Providing false information to Security	Verbal warning	Housing Student Life	Banned from residence	None	Not sought			
	2	Entered restricted space in residence building	\$100 fine and 15 community service hours	Housing Student Life	None	None	Not sought			
	2	Dispute with roommate	Probation	Housing Student Life	None	None	Not sought			
	1	Misunderstanding with another resident	Verbal warning	Housing Student Life	None	None	Not sought			
	1	Broken window and noise violation	Fine \$300 for repairs and probation	Housing Student Life	None	None	Not sought			
	1	Report from Head of Department of inappropriate and disruptive behaviours towards one or more instructors i.e. Unsolicited and persistent e-mails	Oral reprimand	Associate Dean	None	None	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Indecent Exposure	None									
Sexual Harassment	1	Sexually harassed an instructor	Found to have committed acts of sexual harassment as defined in the Respectful Work and Learning Environment Policy	Vice- President (Administration)	None	None	University Discipline Committee	Penalty upheld		
Threatening Conduct	1	Threatened Security staff	Probation	Housing Student Life	None	None	Not sought			
	1	Involved in reported sexual assault	Verbal warning and ineligible to return to residence	Housing Student Life	Already on probation	None	Not sought			
	3	Violence in residence	\$50 fine and probation	Housing Student Life	None	None	Not sought			
	1	Potential stalking of two female residents	\$50 fine	Housing Student Life	None	None	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Threatening conduct continued	1	Instructor in course felt threatened and insulted by student during office hours	List of 8 rules of conduct imposed	Associate Head	None	None	Not sought			
	1	Behaviour disruptive to the learning environment and harm to self	Suspended from studies	Vice-Provost	Sought medical help and counseling	Harmful to self and others	Not sought			
	2	Threatened; altercation with another student	Probation	Housing Student Life	None	None	Not sought			
Theft	None									
Unprofessional Conduct	1	Inappropriate interaction with faculty members and failure to follow correct procedures for accommodations.	Hold has been placed on AURORA to prevent registration until student meets with Associate Dean	Associate Dean	Student has significant personal issues	Student refused to meet with Associate Dean to discuss issues	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Unprofessional Conduct continued	1	Ongoing concerns about student's inappropriate and disrespectful interactions with faculty members, support staff and other students in the Faculty reported to Associate Dean	Official warning letter placed on student file to remain until graduation; student informed of the Faculty's Community Principles, Respectful Work and Learning Environment and Student Discipline By-law and warned that any future incidents would be considered in violation; student urged to seek services of Equity Services and Student Counseling and Career Centre, Learning Development Services assigned to Student Advisor	Associate Dean	None	Cultural differences; family stresses	Not sought			
	1	Behaviour exhibited through the content of e-mails was in violation of Faculty and the U of M Respectful Work and Learning Environment Policy	A written reprimand to remain on student's confidential file until graduation	Associate Dean	None	Exhaustion related to student's personal situation	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Unprofessional Conduct continued	2	In violation of PHIA and Professional Unsuitability By-law by taking pictures of patient chart with cell phone	Formal reprimand being placed on student file until graduation	Associate Dean	Student recognized this action was inappropriate	None	Not sought			
	1	Student failed to comply with Faculty Immunization Regulations	Removed from clinical setting until immunizations were presented; formal reprimand issued to remain on file until graduation	Associate	None	Student did not see seriousness of issue	Not sought			
	1	Student used inappropriate language and sarcastic comments when demonstrating skills as part of a Learning Contact	Student was given a letter advising that the behavior was inappropriate and not acceptable in a professional faculty; letter to be placed on student file	Instructor	None	None	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Unprofessional Conduct continued	1	Violation of attendance policy	Debarred from courses	Associate Dean	Attributed attendance issues to disability	Continuous problems with same issue	Not sought			
	1	Student lied to instructor about medication issue in clinical setting	Formal reprimand placed on student's file to remain until graduation	Associate Dean	None	Student repeatedly lied about the situation and only told the truth and took responsibility when he/she realized the evidence against her/him was conclusive	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Unprofessional Conduct continued	1	Student displayed inappropriate behavior toward instructor during evaluation; instructor felt unsafe and was unable to complete evaluation	Student was given retro-active "VW" in course in order to deal with personal issues	Associate Dean	Language/ cultural barriers	Claimed instructor was lying and denied incident	Not sought			
	1	Inappropriate behavior was demonstrated in skills lab	No disciplinary action was taken; letter of warning has been placed on student file	Associate Dean	Student immediately took steps to rectify situation and appeared to have learned from the situation	None	Not sought			
	1	Student was suspected of and later admitted to use of illegal substance	Letter of warning placed on student file and will be used to decide any further action if any further incidents occur	Associate Dean	Student was cooperative and agreeable to seeing a psychologist, providing documentation and keeping in regular contact with the advocate	Causes potential patient safety and professional practice issues	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Unprofessional Conduct continued	1	Inappropriate conduct towards instructors regarding respectful relationships	Meeting with Associate Dean; warning issued to be conscious of behavior at all times, review regulations, by-laws, etc., conduct of this nature will not be tolerated	Associate Dean	Student was not aware of the effect of his/her actions on others	None	Not sought			
Vandalism	2	Damage to Faculty equipment	Investigation continuing	Dean	None	None	Not sought			
	2	Damage – to residence	\$50 fine	Housing Student Life	None	None	Not sought			
	1	Theft and damage of university and common property	\$100 fine and \$150 fine	Housing Student Life	None	None	Not sought			
	1	Excessive garbage in room	\$10 fine for removal of garbage and cleaning fee	Housing Student Life	None	None	Not sought			

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Vandalism Continued	1	Damage to room window	\$50 fine and \$30 cleaning charge	Housing Student Life	None	None	Not sought			
	1	Vandalized residence property – window	\$250 fine for repairs	Housing Student Life	None	None	Not sought			



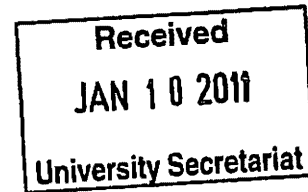
UNIVERSITY
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MEMORANDUM



DATE: January 5, 2011
TO: Mr. Jeff Leclerc, University Secretary
FROM: Lynn M. Smith, Executive Director, Student Services
RE: **Student Advocacy Annual Report (2009-2010)**

I am forwarding to you the Student Advocacy's annual report for the period of September 1, 2009 to August 31, 2010. This report is submitted to comply with the terms of reference of the Student Advocacy office that state that the Director of the office should report, at least annually, on the activities of the office.

I have also included a copy of the cover memo from Ms Heather Morris, Acting Director of the Student Advocacy office.

Would you please place this report on the next Agenda for the Senate Executive and Senate meetings? Ms Morris and I would be pleased to attend these meetings to respond to any questions about the report.

Please do not hesitate to contact me if you require further information.

LMS/jb
Attachs

c.: Ms Susan Gottheil, Vice-Provost (Students)
Ms Heather Morris, Acting Director Student Advocacy and Resource Services



UNIVERSITY
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Student Advocacy and Resource Services

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MEMORANDUM

DATE: December 22, 2010

TO: Dr. Lynn Smith, Executive Director, Student Services

FROM: Heather Morris, Acting Director, Student Advocacy and Resource Services

RE: Student Advocacy Annual Report (2009-2010)

The terms of reference for the Student Advocacy office state that the Director of the office should report to the Senate, at least annually, on the activities of the office.

It is my pleasure to submit to you the Student Advocacy office's annual report for the period of September 1, 2009 to August 31, 2010.

Student Advocates Brian Barth and Ali Wood-Warren, along with myself, compiled the statistics and co-authored the report. Angel Therrien and Jena Colpitts provided feedback on the document. We also appreciate your suggestions on an earlier draft.

As has been our practice for the past few years, we will make our annual report available to the larger university community by uploading the document to our website.

I respectfully request that you forward this report to Mr. Jeff Leclerc, University Secretary no later **February 3, 2011** so that it may be placed on next Senate Executive agenda.

**STUDENT
AFFAIRS**
Student Services



Student Advocacy Annual Report

2009-2010

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Mission

The mission of the Student Advocacy office is to ensure that students are treated fairly in their dealings with the University. The Student Advocacy office is dedicated to educating the University community concerning student rights and responsibilities and assisting students in the resolution of conflicts arising from actions or decisions taken by the University.

While serving the University, Student Advocates maintain a student focus by providing information, investigating complaints, resolving conflict through alternative and formal systems, representing students at hearings, and reviewing policies and recommending change.

Introduction

This report summarizes the activities of the Student Advocacy office for the time period from September 1, 2009 to August 31, 2010.

Contacts

In 2009-2010, the Student Advocacy office received a total of 1985 requests for assistance ("office contacts"). Assistance was requested by students, staff, and Faculty (see Table 1 for a breakdown of the types of contacts received).

Table 1: Office Contacts	2008	2009
	2009	2010
Individual Student Cases	976	994
Carried Forward	39	18
General Student Contacts	743	862
Total Student Contacts	1758	1874
Faculty / Staff Consults	135	108
Issue Cases	n/a	3
Total Office Contacts	1893	1985

Individual student cases represent students who had a case file opened and an advocate assist them with resolution of their issue. We had an increase in this number for the current reporting year. In 2009-10, 23 of these students were part of group cases. There were a total of 7 group cases in this reporting year. These are included in the total 994. Each year, there are some cases that "carry forward" into the next reporting year. This could happen for a few reasons; (a) the matter is complex, and requires a significant amount of time to resolve that extends beyond the reporting year timeframe, or (b) a student contacts the office

toward the end of the reporting year. Only 18 cases were carried forward, which represents a decrease from the previous reporting year.

We also had students make general contacts or inquiries to the office (862). Within this category, there are different types of contacts; (a) general inquiries to the front desk (419); (b) inquiries that may later be opened as a case ("Potential cases" - 222); (c) inquiries via on-line chat services (66); and no show/cancellation for appointments with an advocate (155).

Our office often receives contacts from staff or faculty on campus seeking advice on how to deal with various student issues they encounter. Although we had a slight decrease in the number of faculty/staff contacts, we still have a relatively large number of contacts in this area.

Finally, we define "issue cases" for the purpose of this table to include matters that are brought to the attention of our office, which may involve a large number of students. In these instances, individual case files are not opened for all students, but we count this as one 'contact' with our office. An example may be a problem that occurs during a final exam that may potentially affect all students who were writing that particular exam. In previous reporting years we did not define the "issues" category in this way, therefore, direct number comparisons are not possible between reporting years.

Demographics

The statistics for this section are based on "individual student cases" (see Table 1) as well as those students who scheduled an appointment with an advocate but did not attend the appointment.

Of the 1149 students (994 individual case files and 155 no shows/cancellations) who contacted the office and scheduled an appointment with an advocate in the 2009-2010 year, 46% were male and 54% were female. This is comparable to the previous reporting year.

When a student contacts the office to schedule an appointment with an advocate, they are asked to self-identify on our intake form whether or not they are an international student. This is optional; however in some cases, this information is gleaned from the student during a meeting. In 2009-2010, a total of 212 (18%) students who contacted our office to schedule an appointment with an advocate were identified as international students. This is slightly less than the previous reporting year. It is important to note that Student Advocacy did not verify the information provided by the student regarding their international status.

We also recorded data on students' Faculties of registration (at the time of intake with our office). Most students were enrolled in University 1 (25%), followed by Science (20%), Arts (13%) and Graduate Studies (8%). This distribution is consistent with our data from previous reporting years. The remaining 34% of student cases were spread across the other Faculties and Schools at U of M.

Issues

In 2009-2010, the advocates assisted students with a total of 1113 issues. Note that these statistics are different than the "issue cases" contained in Table 1. These "issues" are based on the matters that advocates assisted students with through managing a case file. The number of "issues" is different than the number of individual student contacts (994). This is because some of the 994 students presented with more than one issue over the course of the reporting year. The number of student issues is higher compared the previous year (1098 issues in 2008-2009).

The amount of time the advocates spend assisting students with issues continues to increase. For example, an advocate may have a lower number of active student case files at any given time, but often the nature of the issue(s) requires significantly more hours of work on the part of the advocate. Typically a student advocate's work with a student involves any or all of the following:

- » meeting with the student in person or over the phone (each appointment can take up to an hour);
- » corresponding with the student via email;
- » intensive review of student's draft appeal and letters of request before they are submitted to administrators or committees;
- » researching policies and procedures relevant to a student's case;
- » making contacts with other staff and faculty on the student's behalf;
- » preparing with the student for upcoming meetings and/or hearings;
- » attending meetings/hearings with the student and administrators/committees; and
- » completing follow-up tasks such as further meetings and communication with the student.

There are various factors which determine whether a particular case will require a significant amount of time on the part of the advocate. These factors include the nature of the student's program (e.g., graduate studies or professional program); or the impact of the decision on the student (e.g., withdrawal from a program). Other times it may be because a student's response to the issue requires more frequent meetings and phone calls with the advocate. This

may include situations which are stressful for the student and in some rare cases, a student may demonstrate difficult or disruptive behavior secondarily to their issue(s). Such behavior requires additional time on the part of the advocate to appropriately manage the student's behavior or emotional needs as they also assist the student with their issue(s). In most cases this "management" takes the form of one-on-one education about student responsibilities, and referrals to other supports (Student Counselling and Career Centre, for example).

Our office continues to implement various innovative strategies to provide more rapid and efficient services for some of the most common issues we see. Specific strategies for 2009-10 will be discussed later in this report (see "Programs and Projects" section). These strategies allow students with certain issues to immediately begin working independently. In most situations this allows students to move the process forward as they wait to meet with an advocate (which during busy times of the year, can take up to 10 working days). In other situations students can independently find resolution via the strategies mentioned above, and can later book an appointment with an advocate if/when they require further assistance.

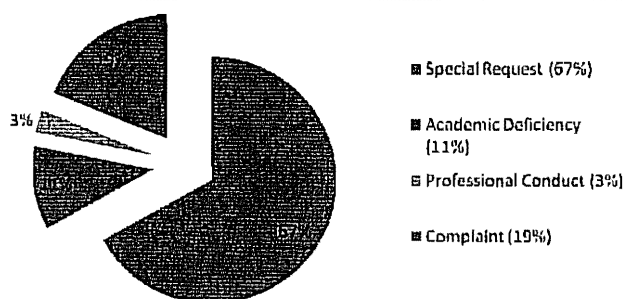
Types of Issues

The majority of the 1113 student issues documented during the past reporting year can be categorized as "academic" (68%), followed by "discipline" (18%), "administrative" (11%), "admission" (2%) and "equity" (1%). This distribution across categories changed slightly from the previous reporting year, with fewer issues in the 'academic' category, and more issues in the 'discipline' and 'administrative' categories.

Academic

The "academic" category is divided into sub-categories of issues. Figure 1 shows how the sub-categories comprise the overall number of academic issues. The sub-category division is consistent with that in the previous reporting year.

Figure 1: Academic Student Issues 2009-2010



The first and largest sub-category of academic issues is special requests (67%). These are issues in which a student needs to make a special request for an academic concession, or a waiver to an existing rule or regulation. Examples of such requests include:

- » authorized withdrawals or retroactive voluntary withdrawals from courses;
- » deferred tests or examinations;
- » extensions on coursework; or
- » leaves of absence from an academic program.

These types of requests are normally based on extenuating circumstances such as medical, personal, procedural, or compassionate grounds. Requests made on such grounds typically require some formal supporting documentation from a professional that is submitted by the student (in addition to a formal request letter) to an administrator. Other requests, which may not require supporting documentation include the waiver of requirements, transfer of credit, or letters of permission to take courses at another institution. The majority of special requests in 2009-10 were for authorized withdrawals and deferred exams. This is consistent with the data from the previous reporting year.

The next sub-category of academic issues is complaints (19%). These are issues where the student brings forward a concern, a complaint, or where they seek clarification about a policy or rule. This may include a dispute about a grade, concerns about a course syllabus, or a conflict with an advisor (e.g., graduate students) or professor. Appeals of certain academic decisions such as a grade on a thesis or comprehensive exam would also fall under this category. As with the previous reporting year, the majority of complaint issues were appeals of term-work grades or final grades.

The third sub-category of academic issues is academic deficiency (11%). This category is defined based on situations where students are not meeting minimum academic performance requirements in their programs. This includes students seeking advice or submitting appeals regarding academic probation or suspension, requirement to withdraw,

or starting a program afresh. The majority of academic deficiency issues in 2009-2010 were academic suspensions and requirement to withdraw from the program.

The final sub-category of academic issues is professional conduct (3%). It is important to note that this type of conduct, unlike student discipline matters, occur in the context of an academic program and are handled under academic policies (i.e., professional unsuitability or debarment policies). This category commonly includes practicum, clinical, or field placement issues, and applies mainly to students in programs with clinical or practical components, such as Pharmacy, Nursing, Education, or Social Work.

Discipline

For reporting purposes, we divide the discipline issues into two categories. The first is *academic* discipline, which refers to issues of academic dishonesty. Table 2 presents the numbers of issues according to the main types of academic dishonesty, and compares the numbers to the previous reporting year. There was an increase in the overall number of academic discipline issues, mainly in the categories of "cheating" (e.g. contravention of test or exam regulations) and "plagiarism". However, there were decreases in the number of students seen for "inappropriate collaboration" and use of "unauthorized material" over last year.

Table 2: Academic Discipline	2008	2009
	2009	2010
Cheating	26	57
Plagiarism	62	84
Inappropriate Collaboration	43	23
Unauthorized Materials	21	12
False Admissions Information	2	3
False Documentation	4	2
Academic Fraud	1	2
Total	159	183

The second category of student discipline is categorized as *non-academic*. This category refers to student behavior outside of academic issues. As noted in Table 3, there was a slight decrease in the number of non-academic discipline issues seen by our office compared to the previous year. The category "other" non-academic discipline included issues such as fraud related to non-academic matters or accessing a building without authorization.

Table 3: Non-Academic Discipline	2008	2009
	2009	2010
Inappropriate or disruptive behaviour	11	9
Inappropriate computer use	1	0
Residence discipline	4	6
Other	5	2
Total	21	17

Beyond the direct service to students who make contact regarding non-academic discipline issues, our office assists the University community more broadly with such cases. Independent of the issues in Table 3, the Director/Acting Director consulted with U of M staff or faculty regarding nine inappropriate/disruptive student issues.

Administrative

The issues in this category represent areas that are handled by an administrative office (e.g. Registrar's Office or Financial Services). Issues include tuition fee appeals or transcript notation removals. It can also include administrative issues related to graduation or matters normally outside the jurisdiction of the University, such as student visas or student loans. This category comprised 11% of all issues in 2009-2010.

Admission

Admission issues comprised the same percentage of overall issues as in the previous year, 2% of our total caseload. These mainly involved situations where students appealed a denied admissions decision from a prospective faculty/program.

Equity

During the 2009-2010 reporting year, 12 (or 1% of all issues) were categorized as "equity". These cases involved a range of concerns including human rights complaints, personal harassment complaints, and sexual harassment complaints.

Most of the equity cases were brought forward by students who had complaints about the behavior of another student or a staff person (instructor, administrator etc.) on campus. The majority of those cases related to personal harassment. In one case a student came to our office because an accusation (sexual harassment) had been brought against them. Generally, the student advocates provided information and advised students regarding their rights and responsibilities

under policies such as the Respectful Work and Learning Environment (RWLE). Most students who received our assistance were referred to Equity Services (now the Office of Human Rights and Equity) for further support. Students who went on to work with Equity Services sometimes continued to use our services in tandem as they resolved their concern.

Resolution of Issues

One goal of the Student Advocacy office is to resolve matters at the lowest level possible (i.e., seeking rapid and informal resolution, and involving those people most closely connected to the issue). Table 4 provides the details of issue resolution patterns, which are comparable to the previous year.

In 2009-2010, the majority of issues (71%) were resolved informally. Of those resolved informally, most students were given general advice and information by the advocate. The advocates made requests on behalf of students or mediated a concern in nearly one-third of these cases. When students are given information or advice, there is less work involved on the part of the advocate, whereas if the advocate needs to mediate or make a request on behalf of a student, more time is involved. As previously noted, there is a significant trend of increased amounts of work and time the advocates spend on student cases.

Formally resolved issues comprised 29% of the total number of issues in 2009-2010. This is slightly less than in the previous year. Within this category of resolution, we further divide the resolution patterns based on whether the request/appeal was "granted", "denied", or "modified". In addition, cases that had not come to resolution by the end of the reporting year are closed as "pending" (refer to Table 4 for sub-categories of formal resolution patterns). As with the trend of last year, most of the formal resolutions resulted in the students' requests or appeals being granted. Some resulted in denials and others resulted in modified resolutions. We consider a resolution to be 'modified' when a compromise or alternative outcome was reached between what the student was asking for, and what the faculty granted the student. An example of this would be where a student was requesting a Authorized Withdrawals (AW) but was instead granted retroactive Voluntary Withdrawals (i.e., there was not sufficient documentation or grounds for an AW, but the circumstances warranted an academic concession). In 3% of the formally-resolved issues, the final decision was not yet made as of the end of the reporting year.

Table 4: Resolution of Issues

	2008-2009	2009-2010
Informal	67%	71%
Formal	32%	29%
Granted	64%	58%
Modified	9%	11%
Denied	21%	28%
Decision Pending	5%	3%
	100%	100%

Meetings and Hearings

In 2009-2010, advocates attended a total of 197 meetings. This number includes both academic and discipline meetings. This is comparable to the total number of meetings attended in the previous year (195). We define meetings as interactions with decision makers which are typically the first level of contact for the student, and relatively informal. The advocates attended a total of 104 hearings. This includes both academic and discipline hearings that usually involved a committee and formalized procedures at a second or third level of appeal (e.g., Faculty or Senate level). The number of hearings represents a decrease from the previous year (129).

In general, and as seen in our data from previous reporting years, the numbers of meetings and hearings for both discipline and academic matters tend to follow administrative and teaching 'cycles' within the University. Institutional activities and timetables such as application, registration, holidays, examination, assessment and admissions all strongly correlate with the trends in our office's attendance and involvement at meetings and hearings.

Figure 2 displays the trends for academic meetings and hearings in 2009-2010. As expected, academic meetings take place less often than academic hearings.

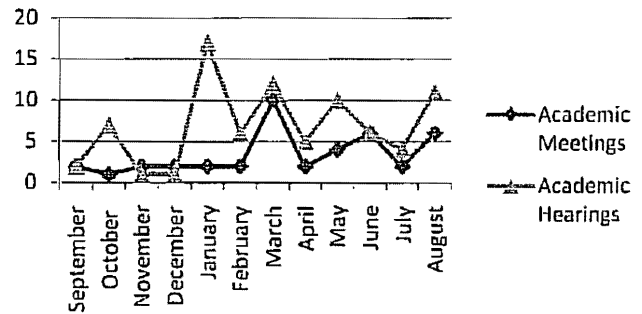
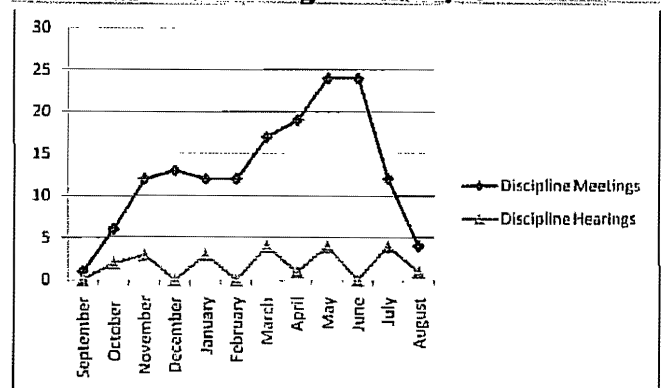
Figure 2: Academic Meetings and Hearings for 2009-2010

Figure 3 displays the trends for discipline meetings and hearings for 2009-2010. The general trend of discipline meetings and hearings remained the same from the previous reporting year; there are usually more discipline meetings than hearings. A discipline meeting would normally be the first-level of an investigation of a discipline matter. A discipline hearing takes place if a student appeals a decision made by a lower administrative level. Having more issues resolved in a meeting rather than by a hearing, is consistent with our office's approach of resolving matters at a lower level if possible.

The advocates attended twice as many discipline hearings in this reporting year (22), than in the last (11). The timing of discipline hearings was consistent with trends from previous reporting years.

Figure 3: Discipline Meetings and Hearings for 2009-2010

Referrals

Approximately 66% of the contacts made by students who scheduled an appointment with an advocate were referred to us from another on-campus office or staff person. This is comparable to the previous year. Half of all referrals to our office came from a Faculty or School. The next most common referral source was other Student Affairs offices (22%

of all referrals), followed by academic departments (9%). The other two main referral sources were friends and family (8%), and from our own outreach efforts (5%). Student Advocacy outreach includes workshops and orientations, and our website. This composition is similar to that of the previous reporting year.

Educational Activities

The staff prepared and delivered a total of 51 presentations (workshops, lectures, information booths) to a wide variety of audiences. This number is slightly lower than in the previous year (59). Table 5 provides an itemized breakdown of the types of educational activities completed in 2009-2010.

Members of the University community often contact our office to request presentations on various topics, and in various formats (lectures (36), workshops (12), and information booths (3)). Presentation audiences included U of M students, staff (faculty, administrators, and support staff), and parents of students. In some cases, our office staff prepares and presents material specific to the role of our office. In other instances, our staff worked collaboratively with other U of M departments to prepare more comprehensive workshop programming.

Table 5: Presentation

For Students	36
General (e.g., student rights, U of M orientation, Student Advocacy Services)	15
Academic Integrity (e.g., Writing and Citing, Inappropriate Collaboration)	19
Other (e.g., working with your thesis advisor)	2
For Staff (faculty, administrators, support staff)	14
General (e.g., student rights, Student Advocacy Services)	4
Academic Integrity (e.g., Student Discipline Bylaw and discipline procedures)	5
Other (e.g., dealing with disruptive students, ROASS policy)	5
For Students' Parents (Parents' Program)	1
Total	51

Academic Integrity Week: Integrity 13

Academic Integrity Week is an annual event hosted by Student Advocacy that involves a week-long focus on, and promotion of, academic integrity. This year we began two main initiatives. The first was to create a Student Advocacy office Facebook page where information about our office and upcoming events (such as Academic Integrity Week) could be sent out to students using a medium that we know they use regularly. There is also opportunity for discussion about academic integrity related matters on this page. We also recruited student volunteers who could assist us with academic integrity educational outreach in the future (this is discussed in the "Future Plans" section of this report). Furthermore, booths were displayed for students at both the Fort Garry and Bannatyne Campuses to disseminate information about academic integrity.

Programs and Projects

Peers: Students Helping Students (SHS)

Peers: SHS is a program funded jointly between Student Affairs and the University of Manitoba Students' Union. Heather Morris continued as Program Administrator and Chair of the Steering Committee. Jennifer Orr was hired in the student position of Program Coordinator, working in the Peer office and coordinating the student volunteers.

The program had another successful year in 2009-2010. There were 20 volunteers who contributed a significant amount of time toward the program and provided a valuable peer-to-peer support service on campus. Eleven offices and programs on campus provided placement opportunities for the volunteers to apply the communication skills learned in training, and extend the help provided to fellow students.

Academic Integrity in High Schools

This outreach project began in 2007-2008 with funding from the U of M Major Outreach Award program. In the current reporting year, an on-line survey was sent out to high school teachers and administrators in the Winnipeg school divisions. This survey requested feedback on what types of education is already offered in the area of academic integrity, and what additional information or resources would be helpful to further facilitate this education for secondary students. There were 23 responses to this survey and the data will be used to create educational materials for secondary schools. This project continues into the next reporting year.

Strategic Program Development Fund

In 2007-2008, funding was received for *Multimedia Proj-*

ect: *Creating Web Resources for Students* (jointly with the Learning Assistance Centre). The funds were used to purchase *Articulate* software, laptops, and other hardware. In this reporting year, Student Advocacy staff created on-line tutorials for students. These tutorials (Authorized Withdrawals and Final Grade Appeals) are primarily intended to provide a resource for students to access prior to their appointment with the advocate.

Student Advocacy Satisfaction Survey

The Student Advocacy staff created a survey for students who utilized our office during the year, to assess their satisfaction with the services received. The first round of surveys was sent out in May 2010 to students who contacted the office between January to April 2010. Further circulation of this survey will continue into the next reporting year.

Research and Scholarly Activities

- » Brandy Usick and Heather Morris co-instructed two offerings of the online course offered by Centre for Higher Education Research and Development (CHERD) entitled *The Role of Student and Student Needs* (October 2009 and February 2010). This is a required course for the web-based program "Certificate in University and College Administration".
- » Heather Morris continued work with Marlene Pomrenke (Student Counselling and Career Centre) on their research project on social workers and careers in Student Affairs. The second phase of this research began in 2009-10 in which social work students were surveyed for their understanding of career opportunities.
- » Heather Morris was the Central Representative for the professional organization CAISJA (Canadian Academic Integrity and Student Judicial Affairs), a division of the Canadian Association of College and University Student Services. She attended monthly teleconference meetings with the executive and the annual general meeting in June 2010.

Publications and Presentations

- » Morris, H. & Pomrenke, M. (2010, June). *Social Work Students 'Shine a Light' on Student Affairs Careers*. Canadian Association of College and University Student Services conference, University of Alberta, Edmonton, AB.
- » Morris, H., Sharpe, N., & Apps, L. (2010, June). *Examining Different Models for Services on Student Rights and Responsibilities*. Canadian Association of College and University Student Services conference, University of Alberta, Edmonton, AB.
- » Pomrenke, M. & Morris, H. (Fall 2009). *The Fit Between the Profession of Social Work and Student Af-*

fairs. Communiqué, 10 (1), p. 26-27.

- » Smith, L. M. & Morris, H. (2010, June). *Elements of a Fair Hearing*. Canadian Association of College and University Student Services conference, University of Alberta, Edmonton, AB.

Staff

Valentina Ly continued as a part-time student office assistant for Fall 2009. Jena Colpitts was hired as our summer student for 2010, working mainly at the front desk and helping out with various office projects.

Marcel Peloquin was hired part time as a Junior Student Advocate during the academic year, and worked full time over the summer.

Diana Nguyen was our Peer Advocate and received training from Brian Barth and Angel Therrien. She was hired over the summer as a part time Junior Student Advocate over the summer.

Brandy Usick went on maternity leave as of March 2010. Heather Morris was Acting Director during that time.

Committee Work

Student Advocacy staff are committed to playing an active role in Student Services, Student Affairs and as members on University committees. Staff participation is summarized below:

- » Brandy Usick (and subsequently Heather Morris) was involved with Council of Student Affairs (COSA), Faculty of Graduate Studies Guidelines and Policy Committee, OAR's 3 R's Working Group, Student Leadership Committee, and Student Affairs Orientation (Passport to Success).
- » Brian Barth continued to be a member of the U of M Joint Faculty Research Ethics Board and began a one year chair position in July 2010. Brian also attended meetings of the Faculty of Graduate Studies Guidelines and Policy Committee. Brandy and Heather also participated on internal selection committees.

Professional Development

Student Advocacy staff are committed to participating in educational opportunities that lead to the development or enhancement of skills, or that provide reflection of our services. The following are highlights from the 2009-2010 reporting year:

- » Brian attended a national conference for the Center for Academic Integrity (October 2009) at Washington University in St. Louis, MI.
- » Heather attended the Canadian Association of College

and University Student Services (CACUSS) conference at the University of Alberta, Edmonton, AB (June 2009).

- » Brandy completed an on-line course on Open Educational Resources through the Emerging Technologies Certificate Program.
- » All staff attended Student Affairs Professional Development day (November 2009).
- » All staff attended the annual Student Advocacy and Resource Services Staff Retreat (May 2010).

Staff Outreach

Staff also participated in programs and events for the U of M community, as well as the Winnipeg community, for example, Disability Services Access Awareness Day, United Way Rainbow Auction, Evening of Excellence, Info Days, Parents' Program, University 1 Orientation (Meeter and Greeter), Campus Beautification Day and Sneaker Day.

Future Plans

High School Outreach

Over the next academic year, Student Advocacy will use the feedback received on academic integrity education and programming in secondary schools to create materials to help facilitate this education for students.

Multi-media

Following from our educational mandate, staff will be creating more multi-media tutorials for the website. Two in particular will be in the area of academic integrity. The first will cover the discipline process for students at the university. The second tutorial will be designed as a large, multiple module educational tool on academic integrity. It will cover areas related to academic dishonesty (e.g., plagiarism, exam cheating, inappropriate collaboration, fraud, cheating and technology, and student conduct).

Academic Integrity Ambassadors

Following the recruitment component of Integrity 13, we will be training the student volunteers who applied to this program, to assist us with educational outreach on academic integrity in the 2010-2011 year. These activities include workshops for students, building of website and promotional materials, as well as planning Academic Integrity Week 14 for 2011.

Glossary of Terms

Contacts - students or staff who contact the Student Advocacy office with questions or to arrange an appointment with an advocate.

Issue - a matter in which a student is seeking assistance (e.g., concern, complaint, appeal, etc.). An "issue case" applies when there is an overall issue affecting a large number of students.

Cases - a case file is opened for a student to follow a particular issue/request/appeal.

Group Case - a group of students contact the office with the same issue.

Category - the way in which issues are classified or grouped.



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STUDENT
AFFAIRS
Student Services




UNIVERSITY
OF MANITOBA

Office of the University Secretary

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

MEMORANDUM

DATE: January 26, 2011
TO: David Barnard, Chair of Senate
FROM: Jeff M. Leclerc, University Secretary 
SUBJECT: ***APPROVAL OF MOTION, BOARD OF GOVERNORS MEETING –
January 25, 2011***

At its meeting on January 25, 2011 the Board of Governors approved the following motions:

THAT the Board of Governors approve the extension of the Sport and Active Living Precinct, the relocation of the play fields, and the siting of the Active Living Centre on Parking Lot X [approved by Senate on December 1, 2010].

THAT the Board of Governors approve six new offers, six amended offers, and the withdrawal of eleven offers as set out in Appendix A of the Report of the Senate Committee on Awards [dated October 18, 2010].

THAT the Board of Governors approve five new offers, five amended offers, and the withdrawal of three offers as set out in Appendix A of the Report of the Senate Committee on Awards [dated November 8, 2010].

THAT the Board of Governors approve the establishment of a Professorship in Neurobiology Research [endorsed by Senate on December 1, 2010].

THAT the Board of Governors approve the proposal for a Bachelor of Science Joint Honours Degree in Computer Science - Statistics [as recommended by Senate January 5, 2011].

THAT the Board of Governors approve the proposal for an M.Sc. and a Ph.D. in Biomedical Engineering [as recommended by Senate October 6, 2010].

THAT the Board of Governors approve the closure of the Manitoba Centre for Hellenic Civilization [as recommended by Senate December 1, 2010].

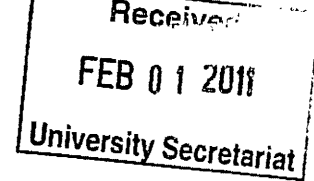
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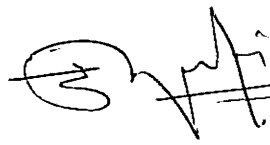
OFFICE OF THE
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MEMORANDUM

TO: Mr. Jeff Leclerc, University Secretary

FROM: Digvir Jayas, Vice-President (Research) 

DATE: January 31, 2011

SUBJECT: Report on Research Contract Funds Received

COPIES: Drs. Glavin and Ristock, Associate Vice Presidents (Research)

Attached is the Report on Research Contracts Received for the period July 1, 2010 to December 31, 2010. Please include the report for information on the next Senate agenda.

Thank you.

DJ/nis

Attach.

Research Contract Funds Awarded**
ORS Processed Date: July 1, 2010 to December 31, 2010

PI Name	Dept	Sponsor	Awarded Amount	Project Title
Faculty of Agricultural and Food Sciences				
Akinremi, Olalekan	Soil Science	Manitoba Livestock Manure Management Initiative Inc	29,000	Optimizing the use of livestock manure as a fertilizer source to achieve phosphorus balance
Arntfield, Susan	Food Science	Agriculture and Agri-Food Canada	16,100	Profiling of antioxidants in Canadian spring wheat
Bullock, Paul	Soil Science	Canola Council of Canada	188,400	Enhancing canola emergence with innovative stubble management practices and use of crop establishment aids
Bullock, Paul	Soil Science	Canola Council of Canada	441,750	Weather based assessment of Sclerotinia stem rot risk
Entz, Martin	Plant Science	Agriculture and Agri-Food Canada	14,529	Land preparation and seeding of organic wheat and oat nurseries at U of M Gleanlea research station and U of M Carman research station
Entz, Martin	Plant Science	Agriculture and Agri-Food Canada	29,057	Organic wheat and oat breeding project
Fernando, Dilantha	Plant Science	Canola Council of Canada	89,700	Canola seed and dockage blackleg infection project
Flaten, Donald	Soil Science	Canola Council of Canada	89,125	Improving nutrient management in canola and canola-based cropping systems
Gulden, Robert	Plant Science	Canola Council of Canada	38,000	Improving canola establishment and uniformity across various soil-climatic zones of Western Canada
Gulden, Robert	Plant Science	Canola Council of Canada	60,000	Integrated crop management systems for wild oat control
Holliday, Neil	Entomology	Food Development Centre	161,649	Entomology center of excellence
Jones, Peter	Faculty of Agricultural and Food Sciences	Food Development Centre	125,000	Science-based support for a Canadian climate advantage from a Manitoba perspective
Tenuta, Mario	Soil Science	Canadian Fertilizer Institute	290,650	Determining Manitoba-based reduction modifiers for the nitrous oxide emission reduction program (NERP)
Tenuta, Mario	Soil Science	Environment Canada	12,000	Greenhouse gas fluxes at Churchill, Manitoba in a changing environment
Faculty Total:			1,584,960	
Faculty of Arts				
Currie, Raymond	Dean's Office - Faculty of Arts	Statistics Canada	15,750	Microdata access
Faculty Total:			15,750	

Research Contract Funds Awarded**
ORS Processed Date: July 1, 2010 to December 31, 2010

PI Name	Dept	Sponsor	Awarded Amount	Project Title
Faculty of Engineering				
Blatz, James	Civil Engineering	Nuclear Waste Management Organization	50,000	Evaluation of the consolidation and triaxial performance and 70/30 reference buffer materials
Montufar, Jeannette	Civil Engineering	Environment Canada	70,000	Development of inputs for modelling vehicle emissions: Spatial, temporal, and vehicle-specific factors for Saskatoon and refinement of vehicle activity data for Winnipeg
Faculty Total:			120,000	
Faculty of Environment, Earth and Resources				
Baydack, Richard	Environment & Geography	Province of Manitoba	12,000	Establishing a process for a wetland vegetation rehabilitation and management program focused on reed canarygrass: A parkland meadows case study
Camacho, Alfredo	Geological Sciences	Universita di Padova - Dipartimento di Geoscienze	4,190	Dating of pseudotachylytes from Central Australia
Davidson-Hunt, Iain	Natural Resources Institute	Ducks Unlimited Canada	33,213	Saskatchewan River Delta Cree ethnoecology project
Faculty Total:			49,403	
Faculty of Medicine				
Avery, Lisa	Community Health Sciences	Association of Universities & Colleges of Canada (AUCC)	40,000	Ushirikiano: Building research capacity to improve maternal child health outcomes in Kenya and Canada
Becker, Allan	Pediatrics and Child Health	International Science and Technology Partnerships (ISTP) Canada	25,000	Indian Canada Workshop to establish an ongoing consortium for development of mobile ehealth technology
Blanchard, James	Community Health Sciences	Ministry of Health, Royal Government of Bhutan	74,250	For technical assistance in prevention of HIV/AIDS and STI in Bhutan
Funk, Duane	Anaesthesia	Duke University	150,000	Bridging anticoagulation in patients who require temporary interruption of warfarin therapy for an elective invasive procedure or surgery (BRIDGE) trial
Karimi-Abdolrezaee, Soheila	Physiology	Neilsen (The Craig H.) Foundation	100,313	Therapeutic strategies to activate endogenous neural stem cells after spinal cord injuries
MacDonald, Sharon	Community Health Sciences	Public Health Agency of Canada	9,984	Strengthening the links between child maltreatment and mental health
Moses, Stephen	Community Health Sciences	The World Bank	69,600	Technical support to design, implement and monitor HIV prevention programs for FSW's and MSM in Sri Lanka: A proposal
Faculty Total:			469,147	

Research Contract Funds Awarded**
ORS Processed Date: July 1, 2010 to December 31, 2010

PI Name	Dept	Sponsor	Awarded Amount	Project Title
Faculty of Pharmacy				
Gu, Xiaochen	Dean's Office - Faculty of Pharmacy	Nanjing Aosaikang Medicinal Group Co., Ltd.	93,900	Solid lipid nanoparticles of fluconazole and lidocaine
Namaka, Michael	Dean's Office - Faculty of Pharmacy	Pfizer Canada Inc	99,990	Effect of pregabalin on pain behaviours in rat sciatic nerve axotomy model
Faculty Total:			193,890	
Faculty of Science				
Docker, Margaret	Biological Sciences	U.S. Fish & Wildlife Service/Department of the Interior	13,000	Microsatellite analysis on Pacific lamprey along the West Coast of North America
Goldsborough, L.	Biological Sciences	Province of Manitoba	25,000	Fisheries and water quality studies leading to the restoration of Delta Marsh by the exclusion of common carp (<i>Cyprinus carpio</i>)
Gumel, Abba	Mathematics	University of British Columbia	15,000	Mathematical modelling and surveillance internship
Hu, Can-Ming	Physics and Astronomy	Shanghai Weining Technology Development Co., Ltd.	100,000	Spintronic microwave near-field testing system
Faculty Total:			153,000	
I. H. Asper School of Business				
Larson, Paul	Transport Institute	Province of Manitoba	179,920	GrEEEn Trucking Phase 3
Faculty Total:			179,920	
Vice-President's Office (Research)				
Ursel, Jane	Resolve	Centre for Aboriginal Human Resource Development Inc	33,668	Statement gathering training initiative
Ursel, Jane	Resolve	Truth and Reconciliation Commission of Canada	35,000	Truth and reconciliation phase 1 statement gathering: Winnipeg
Faculty Total:			68,668	

** This number of contracts on this report is lower than usual due to an unfilled staff position.
The following report will include the delayed entries

Report of the Senate Committee on Course and Curriculum Changes – Deletion of Lapsed Courses Reported to Senate for Information

Preamble

1. The terms of reference for the Senate Committee on Curriculum and Course Changes (SCCCC) are found on the website at:
http://www.umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/497.htm. SCCCC is “to recommend to Senate on the introduction, modification or abolition of undergraduate programs, curricula or courses”.
2. Senate approved the process for deletion of lapsed courses on May 14, 2008. This report represents the second iteration of the process and is presented to Senate for information.

Observations

1. A list of courses not offered in the past five years was compiled by the Registrar’s Office and distributed to faculties by the Office of the University Secretary July 14, 2010.
2. 386 undergraduate courses were identified by the Registrar’s Office as not having been offered in the past five years.
3. The Committee noted that some of the rationales provided for retaining courses were not compelling. As part of a larger discussion, the Committee felt that it would be helpful for faculties wishing to retain courses to indicate when the course would next be offered.
4. The Committee discussed the process used to date and will work with the Registrar’s Office to develop a more streamlined system which will provide more accountability and easier tracking for future years.
5. Course deletions from the following units were identified:

English Language Centre

Faculty of Arts

Faculty of Education

Clayton H. Riddell Faculty of Environment, Earth and Resources

Faculty of Human Ecology

I.H. Asper School of Business – Faculty of Management

Faculty of Science

Faculty of Social Work

Faculty of Kinesiology and Recreation Management

Collège universitaire de Saint-Boniface

Respectfully submitted,

Professor H. Frankel, Chair
Senate Committee on Curriculum and Course Changes

Course Deletions:

English Language Centre

NET CHANGE IN COURSES: -1

Faculty of Arts

NET CHANGE IN COURSES: -27

Faculty of Education

NET CHANGE IN COURSES: -9

Clayton H. Riddell Faculty of Environment, Earth and Resources

NET CHANGE IN COURSES: -4

Faculty of Human Ecology

NET CHANGE IN COURSES: -2

I.H. Asper School of Business – Faculty of Management

NET CHANGE IN COURSES: -3

Faculty of Science

NET CHANGE IN COURSES: -21

Faculty of Social Work

NET CHANGE IN COURSES : -3

Faculty of Kinesiology and Recreation Management

NET CHANGE IN COURSES: -2

Collège universitaire de Saint-Boniface

NET CHANGE IN COURSES : -24

Attachment : Undergraduate Courses for deletion

English Language Centre

ESLC 0980	INTRO PGM REGN
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Faculty of Arts

Classics	CLAS 3690	Studies in a Classical Literary Genre 2
	CLAS 3700	Studies in a Classical Literary Genre 3
Economics	ECON 3740	Economics of Industry
	ECON 4450	Comparative Economic Systems
English, Film, and Theatre	ENGL 3900	Studies in Genre
German and Slavic Studies	RUSN 2350	Russian Women's Writing from the 1950s to the Present Day
History	HIST 3000	Issues in European History (E)
Judaic Studies	NE 3420	The Arab-Israeli Conflict
	NE 3450	Studies in the Near East
Labour Studies	LABR 3150	Labour Adjustment
Linguistics	LING 2900	The Evolution of Language
Philosophy	PHIL 2810	Educational Philosophy*
	PHIL 2850	Philosophy of Social Science
	PHIL 4560	Inductive Logic
	PSYC 2240	History of Psychology
Psychology	PSYC 2320	Motivation
	PSYC 2330	Emotion
	PSYC 3370	Principles of Physiological Psychology
	PSYC 3620	Community Mental Health
	PSYC 4470	Perception
	PSYC 4480	Thinking
	RLGN 2810	History of Jewish Thought (A)
	RLGN 2820	Patterns in Jewish Life (A)
Religion	RLGN 3180	Religion in American Culture (C)
	RLGN 4090	Advanced Studies in Early Modern Christianity (A)
	RLGN 4170	Seminar in Comparative Religious Ethics (C)
	RLGN 4500	Current Issues in Biblical Studies (A)

Faculty of Education

Curriculum, Teaching and Learning	EDUB 5010	Theory and Practice of Teaching Dramatic Arts
	EDUA 5220	Alternatives in Education
	EDUA 5240	Problems in Cross-Cultural Education
	EDUA 5250	Perspectives on the Education of Minorities in Canada
	EDUA 5420	Teaching and Learning in Post-Secondary Institutions

EDUA 5700	Social Psychology of Education
EDUA 5820	Test Administrative Analysis
EDUA 5850	Computer Application in Education 2
EDUA 5920	Children's Play

Clayton H. Riddell Faculty of Environment, Earth and Resources

Geography	GEOG 3530	An Introduction to Land-Resource Management (HS)
	GEOG 3700	Canada: The Making of the Human Landscape (A)
	GEOG 4570	Techniques in Geomorphology
	GEOG 4690	Natural Hazards and Disasters

Faculty of Human Ecology

Family Social Sciences	FMLY 3190	Survey of Critical Issues in Human Development 1
	FMLY 3200	Survey of Critical Issues in Human Development II

Asper School of Business, Faculty of Management

Actuarial Studies	ACT 4050	Life Insurance Products and Employee Benefit Plans
General Management	GMGT 2034	Introduction to Business 1
Marketing	MKT 4410	Business to Business Marketing

Faculty of Science

Botany	BOTN 4880	Analysis of Ecological Problems
Computer Science	COMP 4290	Compiler Construction 2
Mathematics	MATH 2010	Mathematical Modelling without Calculus
	MATH 2050	Number Systems and Geometry with Applications
	MATH 2060	Introduction to Algebraic Structures
	MATH 3200	Set Theory and Logic
	MATH 3210	Topology
	MATH 3540	Techniques of Applied Analysis
	MATH 3900	Problem Solving Seminar
	MATH 3910	Topics in General Mathematics
	MATH 4210	Topology 3
	MATH 4600	Topics in Numerical Analysis
	MATH 4720	Complex Analysis 3
	MATH 4820	Advanced Mathematical Modelling
	MATH 4950	Project Course in Applied Mathematics 2
Microbiology	MBIO 4320	Environmental Microbiology
Physics and Astronomy	PHYS 3360	Intermediate Modern Physics
	PHYS 3570	Physics of Materials 1

Zoology	PHYS 3570	Physics of Materials 1
	PHYS 4630	Physics of Materials 2
	ZOOL 4210	Models for Behavioural Ecology
	ZOOL 4880	Analysis of Ecological Problems
<u>Faculty of Social Work</u>		
	SWRK 2100	Perspectives on the Individual and Life Transitions
	SWRK 2120	Britain: Poor Laws to the Welfare State
	SWRK 3110	Perspectives on Deviancy
<u>Kinesiology & Recreation Management</u>		
	PHED 3570	Soccer 2
	PHED 3840	Wilderness Skills
<u>College universitaire de Saint-Boniface</u>		
Chemistry	CHEM 1031	La chimie du carbone dans la nature et la société
Computer Science	COMP 2261	Concepts appliqués en informatique
	MATH 2051	Les systèmes des nombres, la géométrie et les applications
	MATH 2061	Introduction aux structures algébriques
Curriculum, Teaching and Learning	EDUB 3033	Sujets Particuliers En Sciences Naturelles
	EDUB 3121	Méthodologie De La Lecture À L'élémentaire Ii
	EDUB 3131	Bibliothèque Scolaire
	EDUB 3241	Principes D'apprentissage Du Français Langue Seconde A L'élémentaire
	EDUB 4053	Techniques De Production
	EDUB 4111	Didactique En Musique (Secondaire) I
	EDUB 4121	Didactique En Musique (Secondaire) Ii
	EDUB 4143	Didactique En Sciences De L'écologie Humaine I
	EDUB 4153	Didactique En Sciences De L'écologie Humaine Ii
	EDUB 4XX1	Didactique En Français (Secondaire)
	EDUB 5281	Théorie Et Pratique De L'enseignement De La Lecture 1
	EDUB 5291	Théorie Et Pratique De L'enseignement De La Lecture 2
Educational Administration, Foundations and Psychology		
	EDUA 3991	Éducation française en milieu minoritaire
	EDUA 5711	Lectures Dirigées En Psychologie De L'éducation 1
	EDUA 5721	Lectures Dirigées En Psychologie De L'éducation
	EDSB 5021	L'ENSEIGNEMENT DU LANGAGE : ASPECTS PSYCHOLINGUISTIQUES

Geography	ZOOL 4880	Analysis of Ecological Problems
	GEOG 1201	Introduction à la géographie
	GEOG 2221	Introduction à la cartographie et analyse de la carte numérique (TS)
Human Resources	HRIR 3411	Gestion des relations de travail

February 16, 2011

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

Professor Judith Owens will be the Speaker for the Executive Committee for the March 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. David Barnard, Chair
Senate Executive Committee

Terms of Reference:

http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/477.htm

/mb



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MEMORANDUM

TO: Mr. Jeff Leclerc, University Secretary

FROM: Digvir Jayas, Vice-President (Research)
and Chair, Senate Committee on University Research

DATE: January 27, 2011

SUBJECT: Periodic Review of Research Centres and Institutes: the Centre for Research and Treatment of Atherosclerosis

Attached is the report on the review of the Centre for Research and Treatment of Atherosclerosis conducted by the Senate Committee on University Research, according to the Policy on *Research Centres, Institutes, and Groups*.

Please include this report and recommendation on the next Senate agenda. Please feel free to contact me should you require any further information.

Thank you.

DSJ/nis
Encl.

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

THE SENATE COMMITTEE ON UNIVERSITY RESEARCH:
REPORT ON THE REVIEW OF THE CENTRE FOR RESEARCH AND TREATMENT OF
ATHEROSCLEROSIS

Preamble

1. The Policy, *Research Centres, Institutes and Groups*, stipulates that all research centres/institutes be reviewed by the Senate Committee on University Research (SCUR) on a periodic basis but not less than once every 5 years. Accordingly and following the approval by Senate of the Policy, the Senate Committee on University Research established a schedule for the review of all research centres/institutes.
2. For each research centre/institute identified for review, a sub-committee of the Senate Committee on University Research was established. In accordance with the Policy, the task of each sub-committee was to recommend to SCUR on whether a formal, independent review committee should be struck to conduct a full review. If a sub-committee was of the view that a full review of a specific research centre/institute was not warranted, it was further charged with recommending to SCUR on the continuance or termination of the research centre/institute.

Observations

1. The review process followed that which is outlined in section 3.3.1 of the Policy, and involved a report prepared by the Director, Dr. Grant M. Hatch which contained:
 - a description of how and why the Centre for the Research and Treatment of Atherosclerosis has achieved or revised its original objectives; a detailed listing of its research and training accomplishments; a current membership list; and a detailed financial statement
 - a five-year plan which identifies future research directions and development strategies;
 - letters indicating continued support for the Centre from Dr. Fiona Parkinson, Professor and Acting Head, Department of Pharmacology and Therapeutics, and Dr. Dean Sandham, Dean, Faculty of Medicine, University of Manitoba; and
 - the names of individuals who could provide external assessments of the research centre/institute.
2. The membership of this sub-committee was as follows:
Dr. Roberta Woodgate, Professor, Faculty of Nursing (Chair)
Dr. Tony Iacopino, Dean, Faculty of Dentistry
Dr. Lea Stirling, Professor, Classics, Faculty of Arts
3. The assessment of the sub-committee was as follows:
 - a. The extent to which the research centre/institute has fulfilled the general objectives of research centres/institutes as stipulated under the Policy; and the centre's specific objectives, as indicated on its establishment;

The Centre for Research and Treatment of Atherosclerosis (CRTA) appears to be a “model centre” within the University of Manitoba based on all relevant review criteria. The goals/objectives are clearly defined (conduct research pertinent to prevention and treatment of atherosclerosis and provide support and education to university investigators engaged in lipid/lipoprotein research). While the Centre focuses on the disease, it has close links to research in lipids so that those results can be integrated quickly into ideas for prevention and treatment.

The Centre has fulfilled its objectives very well, as made evident by its high volume of published research, the active seminar series, national/international presentations, participation in joint symposia, and invitations to speak at other institutions and international symposia. The Centre has produced over 100 research articles, reviews, book reviews, and abstracts. It is clear that these dissemination activities will continue to expand in number and scope. With regard to training of students/postdoctoral fellows and support of visiting scientists/scholars, dozens of these initiatives have been documented and have been highly successful. Nine graduate students and postdoctoral fellows have completed training at the Centre and there are also summer students. CRTA members have been co-applicants on two National Canadian Institutes of Health Research/Heart and Stroke Foundation funded training programs. Over the past five years, the Centre has acquired specialized equipment that actively supports the research activities of the Centre’s members, as well as facilitates collaborative research with the general community. The administrative/management group of the Centre is highly organized and active hosting regular bi-monthly scientific and business meetings for members as well as a formal annual meeting. The Centre has established a meaningful translational arm through Cardiovascular Risk Factor Clinics that bring new science and discoveries from “bench to bedside”. The Cardiovascular Risk Factor Clinics are a tremendous vehicle for bringing benefits of this research to the public.

- b. The appropriateness of its proposed five-year plan for future research directions and development strategies and;

Future plans for the Centre represent a rational and reasonable extension of current activities and initiatives. The Centre will continue to strengthen collaborations among its members, with groups in the Faculty of Medicine, and with groups studying lipids at other universities in Canada and Hong Kong. There are also plans to further study tea oil as a possible agent to reduce or prevent atherosclerosis, and the group is developing a business plan for eventually marketing it. The Centre has initiated commercialization efforts to further strengthen financial sustainability and future growth.

The strong research profiles of the Centre’s full and associate members shows that the collaborations thus far have resulted in significant research; thus it will clearly be fruitful to continue in the same mode.

- c. Its current and projected financial viability.

Since its establishment, the Centre has been self-sustaining with regard to budget as it operates through external funding and does not rely on university financial support. The Centre was founded with an operating grant of \$500,000 from the Heart and Stroke Foundation of Manitoba and the Federated Insurance Companies of Canada. Of the original grants, \$150,000 remains, meaning that the centre is financially viable for at least 6 more years. Additionally, over \$4

million in various types of external support has been documented since the Centre's inception. The Centre has a demonstrated track record of acquiring funding for symposia, workshops, and research projects with participation of top scholars/scientists from around the world. Many of the full members have been successful in obtaining significant funding from government and industry. Members have active independent research laboratories containing state-of-the-art equipment obtained through external support. Additionally, they have cultivated collaborations with other research groups nationally and internationally. The centre compliments their efforts through an independently-funded core laboratory and full-time technical scientist. Pharmaceutical companies fund its lecture series as well as providing some grants for research and equipment. Thus, throughout its existence, the centre has met the Policy requirement that Centre be self-sufficient financially.

Overall, the Centre meets the requirement for cost-recovery and has solid finances for several more years.

Recommendation

On behalf of the Sub-committee for the Review of the Centre for Research and Treatment of Atherosclerosis appears, I am recommending to SCUR:

That the Centre for Research and Treatment of Atherosclerosis be renewed for a period of five years, effective January 1, 2011.



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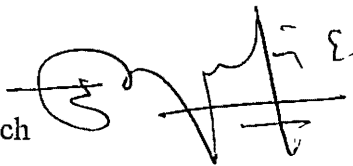
MEMORANDUM

TO: Mr. Jeff Leclerc, University Secretary

FROM: Digvir Jayas, Vice-President (Research)
and Chair, Senate Committee on University Research

DATE: January 27, 2011

SUBJECT: Clarification for the Terms of Reference for the Senate Committee on University Research (SCUR)



Attached is the Terms of Reference for the Senate Committee on University Research. The Committee, at its December 8, 2010 meeting reviewed the terms. An addition has been made to point seven, under composition. This change was done to ensure that there was representation from the Bannatyne Campus on the Committee.

The motion made at the December 8, 2010 meeting was: the Terms of Reference under Composition #7 be amended to read "Four Deans or Directors, representing a range of research activities in the University, *at least one of whom shall be from Bannatyne Campus*, elected by Senate to serve three-year terms."

This motion was carried. Please include the Terms of Reference and recommendation from SCUR on the next Senate agenda. Please feel free to contact me should you require any further information.

Thank you.

DSJ/nis
Encl.

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

SENATE COMMITTEE ON UNIVERSITY RESEARCH

Terms of Reference:

1. To provide advice and recommendations to Senate and the University Administration on all matters related to research at the University including:
 - a) policies concerning research development and administration, reviewing such policies regularly and recommending revisions as appropriate;
 - b) mechanisms for promoting the research mission of the University and recognizing research excellence;
 - c) strategies for enhancing research performance and competitiveness;
 - d) any other research-related matters which may arise from time to time or which may be referred to the Senate Committee on University Research by Senate or the University Administration;
2. To consider proposals to establish research centres/institutes for recommendation to Senate and conduct periodic reviews of these centres/institutes, reporting to Senate as appropriate;
3. To consider, on behalf of the Senate and the University Administration, major reports of granting bodies affecting University research, responding where required;
4. To act as a forum for the discussion of development, promotion and administration of University research, recommending to Senate and the University Administration as appropriate;
5. Subject only to subsequent report to Senate, to appoint and oversee the operation of any standing sub-committees (standing sub-committees shall report to SCUR annually and recommend to SCUR changes in policies related to their specific mandate);
6. To appoint and monitor ad hoc committees as are deemed necessary to carry out the mandate of the Committee;
7. To serve as a liaison with other research-related bodies and committees (e.g. Faculty of Graduate Studies, the Senate Animal Care Policy Committee, the Senate Libraries Committee, the Senate Committee on Academic Computing);
8. To appoint members of the Research Grants Committee, subject to the terms of reference of this committee, and to receive and consider reports from the Research Grants Committee; and
9. To report at least annually to Senate.

Composition:

1. Vice-President (Research), *ex officio* - Chair
2. President, *ex officio*
3. Vice-President (Academic) and Provost, *ex officio*
4. Associate Vice-President (Research), *ex officio*
5. Dean of Faculty of Graduate Studies, *ex officio*
6. Research Grants Officer, *ex officio*, non-voting member
7. Four Deans or Directors representing a range of research activities in the University, **at least one of whom shall be from Bannatyne Campus**, elected by Senate to serve three-year terms
8. Eight faculty members actively engaged in research and representing a range of research activities in the University, at least two of whom are from the Bannatyne Campus, elected by but not necessarily from Senate to serve three-year terms
9. Two graduate students selected by the Graduate Students' Association to serve two-year terms

Approved by Senate 3 April 1996.

January 20, 2011

Report of the Senate Committee on Instruction and Evaluation RE: Modification to entry, continuation and graduation GPA requirements for the B.Sc. in Geological Sciences (Major) Geology and Geophysics programs, Clayton H. Riddell Faculty of Environment, Earth and Resources

Preamble:

1. The terms of reference for the Senate Committee on Instruction and Evaluation (SCIE) are found on the web at:
http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/502.htm
2. The Committee met on the above date to consider a proposal from the Clayton H. Riddell Faculty of Environment, Earth and Resources to modify the entry, continuation and graduation GPA requirements for the Geology and Geophysics Major programs.

Observations:

1. The committee noted that students are admitted to the General program in the Faculty. Students are then assessed regarding eligibility to enter a Major or an Honours program.
2. The proposed changes apply to the B.Sc. Major programs in Geology and Geophysics and are in response to increasing concerns that graduation with a 2.00 grade point average was not adequate for the students to be reliably considered to have met the requirements for professional employment as geoscientists. In addition, with increasing enrolment in the Geology Major program the Department has insufficient resources to cope with the added instructor supports required by students with lower GPAs.
3. The Faculty proposes that the minimum degree grade point average for graduation for the B.Sc. Major programs in Geology and Geophysics be increased from 2.00 to 2.30.
4. The Faculty proposes that the degree grade point average to enter a major program in Geology or Geophysics be raised from 2.00 to 2.50 and that the degree grade point average for continuation be raised from 2.00 to 2.30.

Recommendations

The Senate Committee on Instruction and Evaluation recommends:

THAT Senate approve the proposal from the Clayton H. Riddell Faculty of Environment, Earth and Resources to modify the entry, continuation and graduation GPA requirements for the B.Sc. in Geological Sciences (Major) Geology and Geophysics programs.

Respectfully submitted,

Dr. Karen Grant, Chair
Senate Committee on Instruction and Evaluation

8.3.4 Geological Sciences Entrance and Continuation Requirements

Minimum Degree Grade Point Average

Degree Program	<u>Entrance</u>	<u>Continuation</u>
Major (Geology)	2.00 2.50 ¹	2.30
Major (Geophysics)	2.00 2.50 ¹	2.30
Honours (Geology)	3.00 ¹	3.00
Honours (Geophysics)	2.80 ¹	2.80
General (Geological Sciences)	2.00 ¹	2.00

Notes:

¹In addition to the minimum degree grade point average noted in this chart, specific courses (with minimum grades) are required for entry and these are noted in the program chart for each program.

8.3.5 Geological Sciences Graduation Requirements

Degree Program Minimum Degree Grade Point Average

Major (Geology) (120)	2.00 2.30
Major (Geophysics) (120)	2.00 2.30
Honours (Geology) (120)	3.00
Honours (Geophysics) (120)	2.80
General (Geological Sciences) (90)	2.00

8.3.4 Geological Sciences Entrance and Continuation Requirements

Minimum Degree Grade Point Average

Degree Program	<u>Entrance</u>	<u>Continuation</u>
Major (Geology)	2.00 2.50 ¹	2.30
Major (Geophysics)	2.00 2.50 ¹	2.30
Honours (Geology)	3.00 ¹	3.00
Honours (Geophysics)	2.80 ¹	2.80
General (Geological Sciences)	2.00 ¹	2.00

Notes:

¹In addition to the minimum degree grade point average noted in this chart, specific courses (with minimum grades) are required for entry and these are noted in the program chart for each program.

8.3.5 Geological Sciences Graduation Requirements

Degree Program Minimum Degree Grade Point Average

Major (Geology) (120)	2.00 2.30
Major (Geophysics) (120)	2.00 2.30
Honours (Geology) (120)	3.00
Honours (Geophysics) (120)	2.80
General (Geological Sciences) (90)	2.00

Report of the Senate Committee on Instruction and Evaluation RE: Modifications to Scholastic Standards and Academic Assessment Rules for Undergraduate Program, Faculty of Kinesiology and Recreation Management

Preamble:

1. The terms of reference for the Senate Committee on Instruction and Evaluation (SCIE) are found on the web at:
http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/502.htm
2. The Committee met on the above date to consider a proposal from the Faculty of Kinesiology and Recreation Management to modify the rules for scholastic standing and academic assessment.

Observations:

1. The Faculty believes that students whose degree grade point averages drop below 2.0 require immediate and significant advising intervention. The Faculty proposes to update scholastic standards and academic assessment by modifying the assessment model to include both the term grade point average and the degree grade point average. Such a modification will increase the efficiency and effectiveness of intervention and retention strategies.
2. The proposed model will provide a more effective way of identifying students who truly are in academic jeopardy while not penalizing those who are experiencing one bad term. The proposed model is based on following a student's overall academic progression, not the outcome of a single term.
3. Formal academic assessments are performed following each term; a student's assessment would be one of: minimum met, satisfactory, on probation, suspension warning, or academic suspension for one year. Students who maintain a DGPA over 2.0 will continue to be assessed as 'minimum met'. Students whose DGPA falls below 2.0 will have an assessment based on the attached model which considers both degree GPA and term GPA.

Recommendations

The Senate Committee on Instruction and Evaluation recommends:

THAT Senate approve the proposal from the Faculty of Kinesiology and Recreation Management to modify the rules for scholastic standing and academic assessment.

Respectfully submitted,

Dr. Karen Grant, Chair
Senate Committee on Instruction and Evaluation

Attachment: Undergraduate Academic Assessment Model Revision

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

Brief Explanation
Undergraduate Academic Assessment Model Revision

Present Model

1. Four steps in Assessment – Academic warning, probation, suspension warning, suspension
2. Based strictly on term GPA – does not consider number of CH in term or degree GPA.

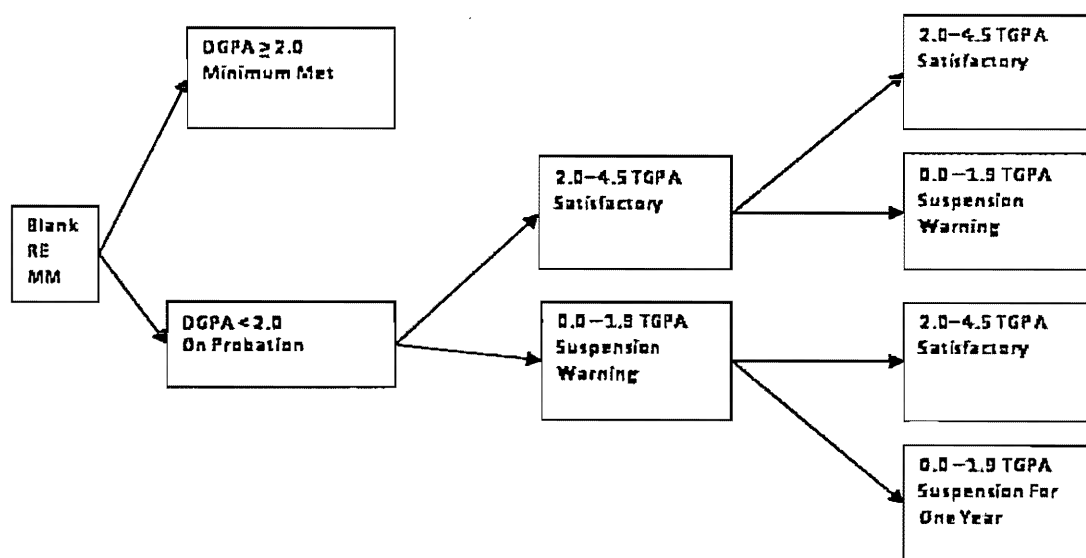
Proposed model

1. Three steps in Assessment – probation, suspension warning, suspension
2. Based on combination of term GPA (TGPA) **AND** degree GPA (DGPA).

Notes re proposed model

1. If a student continues with a degree GPA > 2.0 , they will never receive a negative assessment.
2. If a student has one term with a GPA < 2.0 , they will not receive a negative assessment **IF** their degree GPA is > 2.0 .
3. The only way that a student will be put on probation is if they have both a TGPA < 2.0 and a DGPA < 2.0 .
4. Once a student is placed on probation and they have a subsequent TGPA < 2.0 , they will continue along the negative assessment steps (suspension warning, suspension).
5. There is a second mechanism to catch students who may be having academic difficulty – the academic rule that students must receive a C or better in all faculty-required courses.

22—Kinesiology and
Recreation Management



REPORT OF THE SENATE COMMITTEE ON AWARDS – PART B

Terms of reference for the Senate Committee on Awards 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 the policy on the *Non-Acceptance of Discriminatory Awards*, such offers shall be submitted to Senate for approval. (Senate, October 7, 2009)

Observation

At its meeting of January 24, 2011, the Senate Committee on Awards reviewed one new offer, the Shell Canada ENGAP Scholarship, which appears to be discriminatory according to the *Policy for Non-Acceptance of Discriminatory Awards*.

Recommendation

The Senate Committee on Awards recommends that Senate and the Board of Governors approve one new offer, the Shell Canada ENGAP Scholarship, as set out in Appendix A of the *Report of the Senate Committee on Awards- Part B* (dated January 24, 2011).

Respectfully submitted,

Dr. Philip Hultin
Chair, Senate Committee on Awards

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

Appendix A

MEETING OF THE SENATE COMMITTEE ON AWARDS January 24, 2011

1. AMENDED OFFER

Shell Canada ENGAP Scholarship

Shell Canada provides \$5,000 annually to the University of Manitoba to offer the Shell Canada ENGAP Scholarship. The donor has agreed to fund the award for a period of three years, beginning in 2010/2011 and ending 2012/2013, with the right to renew the commitment at the end of the term. Each year, one scholarship will be offered to an undergraduate student who:

- (1) is enrolled full-time in the Faculty of Engineering, in the third year of the Engineering Access Program (ENGAP);
- (2) has achieved a minimum degree grade point average of 3.0;
- (3) has demonstrated participation in extra-curricular activities within ENGAP, the Faculty of Engineering, or the broader community.

Candidates will be required to submit an application that will include a statement (maximum 500 words) describing their extra-curricular activities.

The Director, Engineering Access Program will recommend the recipient to the selection committee.

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

(Attachments I and II)



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7 February 2011

Senate Awards Committee

To Whom It May Concern:

Re: Shell Canada ENGAP Scholarship

The Faculty of Engineering is committed to growth in the Aboriginal Engineering education. Consistent with this priority I am writing in support of Shell Canada ENGAP Scholarship.

During Regular Session 2009-2010, a total of 64 Aboriginal students are studying in the Faculty of Engineering, which is approximately 3.4% of the Engineering student population. As Aboriginal peoples represent 15% of Manitoba's population*, Aboriginal students are under-represented in the Faculty of Engineering in comparison to the general population.

Over the past five years, the ratio of Aboriginal students enrolled in the Faculty of Engineering relative to the total number of Engineering students (full and part-time) was:

Fall 2004, 58 or 3.6% of the Engineering population;
Fall 2005, 60 or 3.6% of the Engineering population;
Fall 2006, 53 or 3.4% of the Engineering population;
Fall 2007, 63 or 3.8 % of the Engineering population;
Fall 2008, 62 or 3.5% of the Engineering population.

Clearly, Aboriginal students have a history of being under-represented relative to the total Engineering student population.

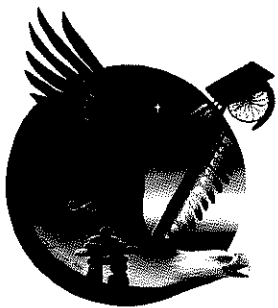
The Shell Canada ENGAP Scholarship may provide support to Aboriginal students enrolled full-time in the Faculty of Engineering. Given the University of Manitoba's commitment to the growth of Aboriginal education, and given the under-representation of Aboriginal students in the Faculty of Engineering, I strongly support the offering of this scholarship.

Sincerely,

Douglas Buchanan, P.Eng., Ph.D.
Professor and Acting Dean

DB/jt

*Statistics Canada, 2006 Census



ABORIGINAL STUDENT CENTRE

February 3, 2011

Dr. Phil Hultin
Chair of the Senate Committee on Awards
C/o Ms. Shannon Coyston
Awards Establishment Coordinator
422 University Centre

Dear Dr. Hultin & Senate Committee:


Please accept this letter as formal support for the Shell Canada ENGAP Scholarship.

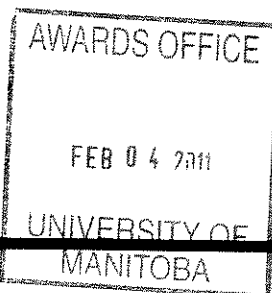
As the Director of the Aboriginal Student Centre I can verify that financial strain is the leading cause for Aboriginal students leaving school before graduation. It is common knowledge that many Aboriginal peoples live in poverty and whereas a university education can help rectify this, most cannot afford to do so and few have the privilege of obtaining financial support from their families. Bursaries and scholarships are a major component of a successful retention plan.

The number of Aboriginal students attending the University of Manitoba continues to increase and I believe this is partially due to the financial assistance made available through programs and faculties or external companies. The Shell Canada ENGAP Scholarship is an example of a company wanting to assist with the financial difficulties faced by some of the students. The proposed scholarship is designed to assist Aboriginal students studying in the Faculty of Engineering through the Engineering Access program and for this I extend my full support. As of November, 2011 there are 1912 self declared Aboriginal students attending the University of Manitoba and 72 in the Faculty of Engineering, or 3.8% (Office of Institutional Analysis, 2011).

I trust that the Senate committee will approve the proposal for the Shell Canada ENGAP Scholarship and assist with the retention efforts of the Engineering Access Program for Aboriginal students.

In education, miigwetch


Kali Storm, Director
Aboriginal Student Centre



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**STUDENT
AFFAIRS**

creating opportunities for student success



**UNIVERSITY
OF MANITOBA**

Report of the Senate Committee on Admission concerning a proposal from the School of Dental Hygiene in the Faculty of Dentistry concerning the following changes in admission requirements for the BScDH Degree Completion Program: adding a criminal record/child abuse registry check; assigning priority for admission eligibility to Canadians and Permanent Residents; and identifying admission selection criteria for this program (2011.01.17).

Preamble:

1. The terms of reference for this committee can be found at:
http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/490.htm.
2. In July 2010, it was brought to the attention of the School of Dental Hygiene, Faculty of Dentistry by the Executive Director of Enrolment Services that several ambiguous areas in the admission information bulletin of the BScDH Degree Completion Program required definition or clarification. The newly formed BScDH Committee on Selection met several times over the next several months in order to address these items. After the Committee completed the proposed changes, it had them vetted by the Executive Director of Enrolment Services, the Director of Admissions and members of the Senate Committee on Admissions for feedback. All of the feedback received has been incorporated into the proposal submitted. The changes were approved by DFC on December 13, 2010.

Observations:

1. The addition of the adult criminal record/child abuse registry check is a requirement of all undergraduate Faculty of Dentistry and School of Dental Hygiene students as they have interactions with the public, including minors, of a clinical and non-clinical nature. The BScDH students will also be in various situations that will place them with the public/children, and, therefore, admission criteria will indicate this requirement.
2. The addition of priority being given to Canadians and Permanent Residents is also in alignment with other School/Faculty undergraduate programming, and this was deemed to be appropriate for inclusion in the BScDH Degree completion admission criteria.
3. Admissions criteria outlining how admission selection would be determined in the event of a surplus of applicants was recognized as being particularly vague and, therefore, more clearly defined criteria have been delineated.

Recommendations:

The Senate Committee on Admissions recommends to Senate that, effective for the January 2012 intake, the following admission policy changes be approved:

1. That the Criminal Record Check/Child Abuse Registry currently used in the undergraduate Dentistry and Dental Hygiene programs be included, as follows:
"An adult criminal record and a child abuse registry self-declaration is required of all applicants at the time of application. A formal Adult Criminal Record Check (including vulnerable sector screening) and a formal Child Abuse Registry Check

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

are required at the time of registration, and annually thereafter, in accordance with existing policies of other health, education and social service programs at the University of Manitoba.”

2. That priority be given to Canadians and Permanent Residents in selecting students for the program, as follows:

“Preference in admission is given to Canadian citizens and Permanent Residents of Canada. Consideration may be given to international students who are graduates of a Dental Hygiene program accredited by the American Dental Association (ADA) or by the Council on Dental Accreditation (CODA) and who fulfill Canadian licensing requirements.”

3. That admission selection criteria be outlined as follows:

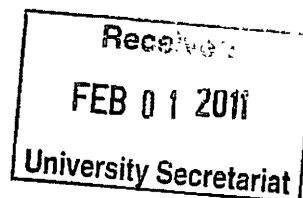
“Enrolment in the first year of the Bachelor of Science in Dental Hygiene program is limited, and, in the event of a surplus of qualified applicants, candidates will be selected based on their GPAs over the 60 credit hours of study most recently completed at an accredited post-secondary level.”

Respectfully submitted,
Susan Gottheil, Chair, Senate Committee on Admissions



UNIVERSITY
OF MANITOBA

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MEMORANDUM

TO: Mr. Jeff Leclerc, University Secretary

FROM: Digvir Jayas, Vice-President (Research)
and Chair, Senate Committee on University Research

DATE: January 31, 2011

SUBJECT: Centres/Institutes review extension

Due to an oversight in the Centres and Institutes approval process, several Centres and Institutes will not be reviewed in time for the active status of the Centre/Institute to be approved by Senate. The cause of the oversight has been identified, dealt with, and should not occur again.

The Centres affected by the oversight include: Manitoba Centre for Nursing and Health Research, Centre for Professional & Applied Ethics, Institute for the Humanities, and Institute for Industrial Mathematical Sciences. The review process for these centres has now been initiated, however the Senate approval for these Centre/Institutes will lapse before a recommendation can be made to Senate to maintain the Centre /Institute status.

On January 27, 2011, The Senate Committee on University Research approved the following motion:

The Senate Committee on University Research recommends that the following Centres/Institutes continue for a one year period, pending the current review being completed. At that time a recommendation will be forwarded to Senate. Centres: Manitoba Centre for Nursing and Health Research, Centre for Professional & Applied Ethics, Institute for the Humanities, and Institute for Industrial Mathematical Sciences.

Please include this recommendation on the next Senate agenda. Please feel free to contact me should you require any further information.

Thank you.

DSJ/nis

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