

Senate  
Senate Chamber  
Room E3-262 Engineering Building  
WEDNESDAY, May 18, 2016  
1:30 p.m.

## **A G E N D A**

- I      **CANDIDATES FOR DEGREES,  
DIPLOMAS AND CERTIFICATES – MAY 2016** Page 6

- II     **REPORT ON MEDALS AND PRIZES  
TO BE AWARDED AT THE SPRING CONVOCATION**

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

- III    **MATTERS TO BE CONSIDERED IN CLOSED SESSION**

1.     **Report of the Senate Committee on Honorary Degrees  
[April 19, 2016]**

The report will be distributed to members of Senate at the meeting.  
Documentation will be available for examination by eligible members of Senate the day preceding the Senate meeting in the Office of the University Secretary.

- IV    **ELECTION OF SENATE REPRESENTATIVES**

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RE: Dr. Marta Carneiro de Moura** Page 171

*Dr. Carneiro de Moura's curriculum vitae will be available for inspection by members of Senate in the Office of the University Secretary and in the Dean's Office, College of Medicine, prior to the May Senate meeting.*

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|----|---|----------|
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Please send regrets to [shannon.coyston@umanitoba.ca](mailto:shannon.coyston@umanitoba.ca) or call to 204-474-6892.

## **CANDIDATES FOR DEGREES, DIPLOMAS AND CERTIFICATES**

### **1. Degrees Notwithstanding a Deficiency**

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

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

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

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

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

### **3. List of Graduands**

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

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

The Speaker for the Senate Executive Committee will make the appropriate motion approving the list of graduands, subject to the right of Deans and Directors to initiate late changes with the Registrar up to May 20, 2016.

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

### 1. General

- (a) The procedures to be followed for the election of members of Senate to the Board of Governors can be found on the web at:

[http://umanitoba.ca/admin/governance/governing\\_documents/governance/senate\\_rules/524.htm](http://umanitoba.ca/admin/governance/governing_documents/governance/senate_rules/524.htm)

- (b) Among the more important procedures are the procedures governing nominations, the means of balloting, and the procedures to be followed in the event of a tie vote;
- (c) Special attention is directed to Point 3, which reads in part "... If the person nominated is not present, the nominator must state that the person nominated has consented to the nomination".

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

- (a) The following resolution was approved by Senate on June 4, 1997: *"That Senate rescind its resolution of March 9, 1976 reserving one of its seats on the Board of Governors for a student Senator"*.
- (b) The following resolution was approved by Senate on June 4, 1997: *"That in the future, as openings occur, Senate assure itself that at least one of the three individuals who represent it on the Board of Governors has no administrative responsibilities greater than those of department head at the time of election"*.
- (c) Members-at-Large

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

- (d) Students and *Ex-Officio* Members

Students and *ex-officio* members who are elected to represent Senate on the Board of Governors, but whose membership on Senate expires prior to their membership on the Board, are dealt with under the terms of the Act (Section 10(2)).

Pursuant to Section 10(2) of the Act, the Senate Executive Committee shall bring to Senate a motion to grant assessor status on Senate for a student or *ex-officio* member of Senate who was elected to represent Senate on the Board of Governors and whose term on Senate has expired prior to the person's term on the Board. Should such a motion fail, a motion to terminate the membership on the Board of Governors as a Senate representative shall be adopted.

3.
  - (a) One member of Senate is to be elected by Senate to the Board of Governors for a three-year term (June 1, 2016 to May 31, 2019) to replace Dean Norman Halden, whose term on the Board of Governors expires on May 31, 2016. Dean Halden is eligible for re-election;
  - (b) Current Senate representatives on the Board of Governors are:

Dean Norm Halden	(Environment, Earth & Resources)	2016
Dean Jeffery Taylor	(Arts)	2017
Dr. John Anderson	(Science)	2018
  - (c) Not eligible for election are the Chancellor, the President, and the Board of Governors' representatives on Senate. In accordance with the resolution noted in 2(b) above, the individual may have administrative responsibilities greater than those of department head at the time of election.
4. Procedures
  - (a) Nominations for the position shall be received from the floor;
  - (b) Senators shall vote for no more than one candidate on the ballot provided;
  - (c) The candidate receiving the largest number of votes shall be declared elected for a three-year term;
  - (d) In the event of a tie, the question shall be resolved by another ballot involving those candidates who have tied.

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

1. Subsection 34(1) of *The University of Manitoba Act* provides that:

The senate has general charge of all matters of an academic character; and, without restricting the generality of the foregoing, the senate shall ...

- (y) elect an executive committee, which shall include
  - (i) the president, who shall be chairman of the committee;
  - (ii) the member of the senate designated by the president to be vice-chairman of the committee;
  - (iii) three members of senate from among the vice-presidents of the university, the deans of faculties and directors of schools;
  - (iv) a member of the board who has been appointed to be a member of the senate;
  - (v) a member elected by the students to be a member of senate;
  - (vi) eight other members of the senate from those elected under section 27 [i.e., elected by faculty/school councils];

2. Four Senators elected by faculty/school councils are to be elected as follows:

- (a) two Senators for three-year terms (June 1, 2016 to May 31, 2019) to replace Professors John Anderson and Judy Anderson, whose terms on the Senate Executive Committee expire on May 31, 2016;
- (b) eligible for election are members of Senate elected by faculty/school councils;
- (c) presently serving:

Prof. John Anderson	Science	2016
Prof. Judy Anderson	Science	2016
Prof. Tina Chen	Arts	2017
Prof. Mark Gabbert	Arts	2017
Prof. Brenda Austin-Smith	Arts	2018
Prof. Mary Brabston	Management	2018
Prof. Diana McMillan	Health Sciences	2018
Prof. Archie McNicol	Health Sciences	2018

3. (a) one representative is to be elected from among the Vice-Presidents, Deans of Faculties and Directors of Schools for the remainder of a term ending May 31, 2017 to fill the position previously held by Dr. Jay Doering;

(b) one representative is to be elected from among the Vice-Presidents, Deans of Faculties and Directors of Schools for a three-year term (June 1, 2016 to May 31, 2019) to replace Prof. Paul Hess. Prof. Hess is eligible for re-election;

(c) Eligible for election are:

(i) Vice-Presidents: J. Kearsey and D. Jayas

(ii) Deans/Directors: K. Wittenberg, N. Halden, D. Mandzuk, J. Beddoes, T. Mondor, B. Postl, M. Benarroch, D. Brown, L. Turnbull, E. Dawe, S. Baum, J. Mulvale, G. Hepburn

(d) Presently serving:

Prof. Paul Hess	School of Art	2016
Dean Jeffery Taylor	Arts	2018

4. Procedures:

(a) Nominations for the positions shall be received from the floor.

(b) Senators shall vote for no more than two candidates in category 1, one candidate in category 2, and one candidate in category 3 on the ballot provided.

(c) The candidates receiving the largest number of votes shall be elected.

(d) In the event of a tie, the question shall be resolved by another ballot involving those candidates who have tied.

### **Election of Student Senators to the Senate Executive Committee**

1. The composition of the Senate Executive Committee makes provision for three student assessors. The Assessors are as follows:
  - (a) President of UMSU (or designate) term: May 1, 2016 - April 30, 2017
  - (b) President of GSA (or designate) term: May 1, 2016 - April 30, 2017
  - (c) Student Senator appointed  
by caucus of Student Senators term: May 1, 2016 - March 31, 2017
2. The composition of the Senate Executive Committee also makes provision for one elected Student member of Senate. A candidate for this position is nominated by the caucus of Student Senators at Senate. The term for this position is May 1, 2016 - March 31, 2017.
3. Procedures:
  - (a) A nomination for the position shall be provided by the Student Senate Caucus;
  - (b) Senators shall vote by a show of hands.

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

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**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](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. Since last reporting to Senate, the Senate Committee on Curriculum and Course Changes (SCCCC) met on March 24, 29, and 31, 2016 and on April 1, 5, and 11, 2016, and participated in one electronic poll (April 27 - May 2, 2016), to consider curriculum and course changes from Faculties, Colleges, and Schools.
3. The Report outlines course and curriculum changes endorsed by the SCCCC at the meetings noted above.
4. Proposed course deletions, introductions, and modifications, and program modifications are described in detail in the attachment to the Report.

**Observations:**

1. **General**

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

2. The committee approved the Senate Committee on Curriculum and Course Changes – 2016/2017 Timetable for Faculty/School Submissions to the Office of the University Secretary.

3. **Courses to be Removed from the List of Written English Courses**

ENGL 3790 Advanced Creative Writing (6)  
HIST 2380 The Twentieth-Century World (G,M) (6), HIST 2720 The World Since 1945 (G,M) (6)  
HIST 2720 The World Since 1945 (G, M) (6)  
RLGN 1320 Introduction to World Religions (6)



4. **Courses Recommended for the Written English Requirement**

HIST 2730 Modern World History, 1914 – 1945: The 30 Years' Crisis (G, M) (3)  
HIST 2732 Modern World History, 1945 – 1992: The Age of Three Worlds (G, M) (3)  
HIST 2734 Modern World History, 1980 – Present: New World Order? (G, M) (3)  
RLGN 1322 Introduction to Eastern Religions (3)  
RLGN 1324 Introduction to Western Religions (3)

5. **Courses to be Removed from the Recommended Introductory Course (RIC) List**

HIST 2380 The Twentieth-Century World (G,M) (6), HIST 2720 The World Since 1945 (G,M) (6)  
HIST 2720 The World Since 1945 (G, M) (6)  
RLGN 1320 Introduction to World Religions (6)

6. **Courses Recommended for the Recommended Introductory Course (RIC) List**

HIST 2730 Modern World History, 1914 – 1945: The 30 Years' Crisis (G, M) (3)  
HIST 2732 Modern World History, 1945 – 1992: The Age of Three Worlds (G, M) (3)  
HIST 2734 Modern World History, 1980 – Present: New World Order? (G, M) (3)  
RLGN 1322 Introduction to Eastern Religions (3)  
RLGN 1324 Introduction to Western Religions (3)

7. **School of Art**

The school is proposing the modification of three (3) courses. There would be no change to the overall number of credit hours offered by the school.

8. **Faculty of Arts**

**Asian Studies**

The program is proposing a modification to List A Courses Acceptable for Asian Studies Credit. The changes relate to the following programs:

- **Bachelor of Arts (General Major) in Asian Studies**
- **Minor (Concentration) in Asian Studies**

**Canadian Studies**

The program is proposing a modification of one (1) course. There would be no change to the overall number of credit hours in course offerings.

**English, Film and Theatre**

The department is proposing the deletion of one (1) course and the modification of four (4) courses. The overall number of credit hours offered by the department would decrease by 6 credit hours.

The department is proposing program modifications to the following programs, including the Program Notes:

- **Bachelor of Arts (Single Honours) in English**
- **Bachelor of Arts (Double Honours) in English**

The department is proposing a modification to the Film Studies List A, which relates to the following program:

- **Bachelor of Arts (Single Advanced Major) in Film Studies**

The department is proposing a modification to the Theatre List A, which relates to the following programs:

- **Bachelor of Arts (General Major) in Theatre**
- **Bachelor of Arts (Single Advanced Major) in Theatre**

#### Global Political Economy

The program is proposing program modifications to the following programs, including modifications to List A:

- **Bachelor of Arts (General Major) in Global Political Economy**
- **Bachelor of Arts (Single Advanced Major) in Global Political Economy**

#### History

The department is proposing the deletion of two (2) courses and the introduction of three (3) courses. The overall number of credit hours offered by the department would decrease by 3 credit hours.

#### Judaic Studies

The program is proposing a modification to List A Courses Acceptable for Judaic Studies Credit. The changes relate to the following program:

- **Minor (Concentration) in Judaic Studies**

#### Labour Studies

The program is proposing a modification to the List of Electives, which relate to the following programs:

- **Bachelor of Arts (General Major) in Labour Studies**
- **Bachelor of Arts (Single Advanced Major) in Labour Studies**

#### Philosophy

The department is proposing the deletion of two (2) courses, the introduction of one (1) course, and the modification of two (2) courses. The overall number of credit hours offered by the department would decrease by 3 credit hours.

The department is proposing program modifications to the following programs, involving a revision to the Honours courses in the Program Notes:

- **Bachelor of Arts (Single Honours) in Philosophy**
- **Bachelor of Arts (Double Honours) in Philosophy**

#### Religion

The department is proposing the deletion of one (1) course and the introduction of three (3) courses. The overall number of credit hours offered by the department would increase by 3 credit hours.

#### Ukrainian Canadian Heritage Studies

The program is proposing program modifications to the following programs:

- **Bachelor of Arts (General Major) in Ukrainian Canadian Heritage Studies**
- **Bachelor of Arts (Single Advanced Major) in Ukrainian Canadian Heritage Studies**
- **Minor (Concentration) in Ukrainian Canadian Heritage Studies**
- Modification of List A, List B
- Deletion of List C

### 9. **Faculty of Education**

The faculty is proposing a program modification to the **Bachelor of Education** program, involving the creation of a list of Education Electives that would be added to the Academic Calendar.

### 10. **Faculty of Engineering**

#### Faculty of Engineering

The faculty is proposing the modification of two (2) courses. There would be no change to the overall number of credit hours in course offerings.

#### Preliminary Engineering Program

Proposed modifications to the **Preliminary Engineering Program** are outlined in the Report of the Senate Committee on Curriculum and Course Changes, Part B – Submitted for Ordinary Debate RE: Preliminary Engineering Program [dated May 18, 2016].

#### Statement on Required Laboratories in Undergraduate Course Descriptions

The faculty is proposing that the statement “(Lab required)” be added to the course descriptions for all undergraduate courses, with subject codes ENG, BIOE, CIVL, ECE, and MECH, that have either a mandatory laboratory or tutorial, with the exception of the courses outlined in the Report.

### Biosystems Engineering

The department is proposing the deletion of two (2) courses and the modification of two (2) courses. The overall number of credit hours offered by the department would decrease by 8 credit hours.

### Civil Engineering

Course and curriculum changes proposed by the department are outlined in the Report of the Senate Committee on Curriculum and Course Changes, Part B – Submitted for Ordinary Debate [dated May 18, 2016].

### Electrical and Computer Engineering

The department is proposing program modifications to the **Bachelor of Science in Engineering (Electrical)** involving changes to the Program Notes.

### Mechanical Engineering

The department is proposing the modification of two (2) courses. There would be no change to the overall number of credit hours in course offerings.

## 11. **Faculty of Environment, Earth, and Resources**

### Environment and Geography

The department is proposing the introduction of two (2) courses. The overall number of credit hours offered by the department would increase by six (6) credit hours.

## 12. **Faculty of Health Sciences**

The faculty is proposing the introduction of one (1) course. The overall number of credit hours offered by the faculty would increase by 3 credit hours.

The faculty is proposing program modifications to the following programs, involving changes to the electives list for the two programs:

- **Bachelor of Health Sciences**
- **Bachelor of Health Studies**

## 13. **Faculty of Kinesiology and Recreation Management**

### Physical Education and Recreation Studies

The department is proposing the modification of one (1) course. There would be no change to the overall number of credit hours in course offerings.

## 14. **Faculty of Law**

The faculty is proposing the modification of one (1) course. There would be no change to the overall number of credit hours in course offerings.

15. **Faculty of Management**

**Accounting and Finance**

The department is proposing program modifications to the following programs:

- **Bachelor of Commerce (Honours), Accounting Major**
- **Bachelor of Commerce (Honours), Finance Major**
- **Bachelor of Commerce (Honours), Management Information Systems Major**

**Actuarial Mathematics**

The program is proposing the modification of three (3) courses. There would be no change to the overall number of credit hours in course offerings.

**Business Administration**

The department is proposing the modification of one (1) course. There would be no change to the overall number of credit hours in course offerings.

The department is proposing program modifications to the **Bachelor of Commerce (Honours), Leadership and Organizations Major**.

16. **College of Nursing**

The college is proposing two (2) course modifications. There would be no change to the overall number of credit hours in course offerings.

***[NB - Proposed modifications to the two Nursing courses would only take effect when and if the Joint Bachelor of Midwifery program was implemented by the Provost.]***

17. **Faculty of Science**

**Chemistry**

The department is proposing program modifications to the following programs:

- **Chemistry Program Focus Areas**
  - **Biophysical**
  - **Quantum/Computational**

**Genetics**

The program is proposing program modifications to the following programs, involving changes to the listing of optional courses:

- **Bachelor of Science (Honours) in Genetics**
- **Bachelor of Science (Major) in Genetics**

## Mathematics

The department is proposing the modification of one (1) course, MATH 1220. *The course modification would take effect for the Fall 2018.* There would be no change to the overall number of credit hours of course offerings.

## Physics and Astronomy

The department is proposing the modification of five (5) courses. There would be no change to the overall number of credit hours of course offerings.

The department is proposing program modifications to the following programs:

- **Bachelor of Science (Major) in Physics and Astronomy**
- **Bachelor of Science (Joint Honours) in Mathematics and Physics and Astronomy**

## 17. Université de Saint-Boniface

### Faculté des arts [Faculty of Arts]

#### département études françaises, langues et littératures

The Université is proposing the deletion of twenty-four (24) courses, the introduction of thirty-one (31) courses, and the modification of twenty-three (23) courses in the department. The overall number of credit hours offered by the department would increase by 21 credit hours.

The Université is proposing the closure of the following programs in the department:

- **baccalauréat ès Arts général avec majeure avancée en français**
- **Littérature canadienne française** (concentration)
- **Littératures françaises et francophone** (concentration)

The Université is proposing the introduction of one program in the department, **Littérature et analyse textuelle** (concentration).

The Université is proposing program modifications to the following programs in the department:

- **baccalauréat ès Arts (spécialisé) en françaises**, including a revised program name “baccalauréat ès Arts spécialisé en études françaises”
- **Linguistique et analyse du discours** (concentration)
- **Théâtre** (concentration)

#### département des sciences humaines et sociales

The Université is proposing the deletion of two (2) courses, the introduction of one (1) course, and the modification of one (1) course in the department. The overall number of credit hours offered by the department would decrease by 3 credit hours.

The Université is proposing program modifications to the following programs in the department:

- **baccalauréat ès Arts général avec majeure en études internationales**
- **baccalauréat ès Arts général avec majeure en psychologie**

#### Faculté des sciences

##### département des sciences mathématiques - physique

The Université is proposing the deletion of thirteen (13) courses, the introduction of nine (9) courses, and the modification of two (2) courses in the department.

The Université is proposing program modifications to the following programs in the department:

- **baccalauréat ès arts général avec majeure en mathématiques**
- **mineure en mathématiques du baccalaureate général en arts**

##### département des sciences expérimentales

The Université is proposing the deletion of two (2) courses, the introduction of one (1) course, and the modification of one (1) course in the department.

The Université is proposing program modifications to the following programs in the department:

- **baccalauréat ès sciences général avec majeure conjointe en biochimie-microbiologie**

#### Faculté des sciences

The Université is proposing program modifications to the following programs in the faculté:

- **baccalauréat ès sciences general**
- **mineure en sciences biologiques du baccalauréat ès arts général**
- **mineure en chimie du baccalauréat ès arts général**
- **mineure en microbiologie du baccalauréat ès arts général**

#### Faculté d'éducation et des études professionnelles

##### École de service social

The Université is proposing a program modification, to modify the name of the **baccalauréat de service social** to "baccalauréat de travail social".

## **Recommendation**

The Senate Committee on Curriculum and Course Changes recommends that curriculum and course changes from the units listed below, including the program proposals indicated, be approved by Senate:

**School of Art**

**Faculty of Arts**

**Faculty of Education**

**Faculty of Engineering**

**Faculty of Environment, Earth, and Resources**

**Faculty of Health Sciences**

**Faculty of Kinesiology and Recreation Management**

**Faculty of Law**

**Faculty of Management** (I.H. Asper School of Business)

**College of Nursing**

**Faculty of Science**

**Université de Saint-Boniface**

- **Program proposal:**
  - **Littérature et analyse textuelle** (concentration)
- **Program closures:**
  - **baccalauréat ès Arts général avec majeure avancée en français**
  - **Littérature canadienne française** (concentration)
  - **Littératures françaises et francophone** (concentration)
- **Program name changes:**
  - **baccalauréat ès Arts spécialisé en françaises** renamed **baccalauréat ès Arts spécialisé en études françaises**
  - **baccalauréat de service social** renamed **baccalauréat de travail social**

Respectfully submitted,

Professor G. Smith, Acting Chair  
Senate Committee on Curriculum and Course Changes



## SENATE COMMITTEE ON CURRICULUM AND COURSE CHANGES – 2016/2017

### TIMETABLE FOR FACULTY/COLLEGE/SCHOOL SUBMISSIONS to the Office of the University Secretary

	Fall Deadline	SPPC Meeting	Spring Deadline	Senate Executive Meeting	Senate Meeting
Curriculum/Course changes < 9 CH	September 12, 2016 <i>Submitted to SCCCC only</i>			November 23, 2016	December 7, 2016
Curriculum/Course changes > 9 CH or with resource implications	August 15, 2016 <i>Submitted to SCCCC and SPPC</i>	August 29, 2016		November 23, 2016	December 7, 2016
Curriculum/Course changes			February 13, 2017	May 3, 2017	May 17, 2017

**Note:**

1. All changes with resource implications must be considered by the Senate Planning and Priorities Committee (SPPC). Faculties/Colleges/Schools should provide a separate submission for SPPC.  
  
Resource Implications include: (i) additions/deletions of courses in a department with a net increase of more than nine credit hours, submission to SPPC should include how this will be addressed; (ii) if course is offered jointly with other faculty(s) what are the resource implications.
2. Proposals for course deletions or modifications (including changes to pre- or corequisites) that would impact other courses/programs, including courses/programs in other units, should, **ideally**, be brought forward for the Fall deadline. Academic units initiating such changes are **required** to advise other affected units of the proposed change(s), including an indication of the term the change would take effect, so other units have an opportunity to submit corresponding changes to the SCCCC for the same Fall deadline, **ideally**, or the next ensuing Spring deadline. The Registrar's Office can assist units in identifying other courses/programs affected by a proposed course modification/deletion where an academic unit does not have this information.
3. The submission of *new* undergraduate programs and articulation agreements with or without additional funding will be considered on an on-going basis by SCCCC and SPPC. In the fall, the Committee's focus is on course changes, therefore, new programs might not be dealt with as quickly as at other times of the year.

## **School of Art**

Modifications:

FA 1020 Mathematics in Art Cr.Hrs. 3 0.0

Specific theory, structuring systems, and mathematical methods and principles used in works of art from various historical periods and contexts will be explored in relation to Euclidean and non-Euclidean geometries. Topics include linear perspective; shapes, patterns, balance and symmetry; ratio, proportion, and harmony; and order, dynamics, and chaos. The course will be one half art and one half mathematics, team-taught by faculty from the School of Art and the Department of Mathematics. This course is also given in the Department of Mathematics as MATH 1020. This is a terminal course and may not be used as a prerequisite for other Mathematics courses. This course cannot be used as part of an Honours, Major, General or Minor program in the mathematical sciences. Not available to any student already holding a grade of "C" or better in any Mathematics courses with the exception of MATH 1010, the former MATH 1190, MATH 1191. Not to be taken concurrently with any other Mathematics course with the exception of MATH 1010, the former MATH 1190, or MATH 1191. Not to be held for credit with MATH 1020. No prerequisite.

STDO 1410 Visual Language Cr.Hrs. 3 0.0

An introduction to communication in contemporary visual art through traditional and experimental 2D and 3D modes. Prerequisite for further study in fine arts studio courses. May not be held with the former STDO 1220.

STDO 1450 Open Studio 1 Cr.Hrs. 3 0.0

Expanding concepts and ideas developed in Visual Language, students investigate the nature of contemporary art and design. Prerequisite for further study in fine arts studio courses. May not be held with the former STDO 1220. Prerequisite: STDO 1410.

## **Faculty of Arts**

### **Asian Studies**

Program modifications:

Modifications to List A – Courses Acceptable for Asian Studies Credit are outlined on the next two pages. The changes relate to the following programs:

- **Bachelor of Arts (General Major) in Asian Studies**
- **Minor (Concentration) in Asian Studies**

## Asian Studies

- Modification of List A [used in the General Major and Minor (Concentration)]

Added material

Deleted material

## 8.2.2 Asian Studies

List A	Courses Acceptable for Asian Studies	Credit	Credit Hours
<b>Course No.</b>			
<b>Faculty of Arts</b>			
<b>Anthropology</b>			
ANTH 2450	Ethnology of China	3	
<b>Asian Studies Asian Languages</b>			
ASIA 1750	Introduction to Korean	6	
ASIA 1760	Introduction to Chinese (Mandarin)	6	
ASIA 1770	Introduction to Japanese	6	
ASIA 1780	Basic Sanskrit	6	
ASIA 1790	Basic Hindi-Urdu	6	
ASIA-2340*	Special Studies in Epic and Pauranic Sanskrit-1	3	
ASIA-2350*	Special Studies in Epic and Pauranic Sanskrit-2	3	
ASIA-2360*	Mandarin Comprehension	6	
ASIA 2750	Intermediate Korean	6	
ASIA 2760	Intermediate Chinese (Mandarin)	6	
ASIA 2770	Intermediate Japanese	6	
ASIA 2780	Intermediate Sanskrit	6	
ASIA-2790*	Intermediate Hindi-Urdu	6	
ASIA-3660*	Advanced Mandarin Comprehension	6	
ASIA 3750	Advanced Korean	6	
ASIA 3760	Advanced Chinese (Mandarin)	6	
ASIA 3770	Advanced Japanese	6	
ASIA 3780	Advanced Reading in Japanese	3	
ASIA-3790*	Advanced Hindi-Urdu	6	
ASIA 3792	Linguistic Analysis of Japanese	3	
<b>Asian Studies Other Asian courses</b>			
ASIA 1420	Asian Civilizations to 1500 (Same as HIST 1420)	3	
ASIA 1430	Asian Civilizations from 1500 (Same as HIST 1430)	3	
ASIA-2070*	South Asian Civilization	6	
ASIA 2080	South Asian Civilization	3	
ASIA 2570	History, Culture and Society in Chinese Film	3	
ASIA 2580	Women in Chinese Film	3	
ASIA 2600	Japanese Film	3	
ASIA 2610	Modern Chinese Literature in Translation	3	
ASIA 2620	Japanese Civilization	3	
ASIA 2630	Chinese Civilization	3	
ASIA 2650	Premodern Chinese Literature in Translation	3	
ASIA-2660*	Modern Chinese Literature in Translation	6	
ASIA 2662	Chinese Diaspora Literature	3	
ASIA 2670	Modern Japanese Literature in Translation	3	
ASIA 3480	Selected Topics in Asian Studies 1	3	
ASIA 3490	Selected Topics in Asian Studies 2	3	
ASIA 3520	The Japanese Theatre	3	
ASIA 3560	Themes and Genres in Asian Literature	3	
ASIA 3600	Japanese Popular Culture	3	
ASIA-3650*	Masterpieces of Asian Literature	6	
150-141*	Asian Civilizations (Same as HIST 1410)	6	
150-211*	East Asian Civilization	6	
<b>English, Film, and Theatre</b>			
FILM 2380	The International Cinema 1 [Acceptable for credit only when the topic is Asia related]	3	
FILM 2390	The International Cinema 2 [Acceptable for credit only when the topic is Asia related]	3	
<b>History</b>			
HIST-1410*	Asian Civilizations (Same as the former 150-141)	6	
HIST 1420	Asian Civilizations to 1500 (Same as ASIA 1420)	3	
HIST 1430	Asian Civilizations from 1500 (Same as ASIA 1430)	3	
HIST 2050	South Asia Since 1947	3	
HIST 2130	Emergence of Modern South Asia: 1757-1947	3	
HIST 2410	History of India	6	
HIST 2650	Modern China and Japan	6	
HIST 2654	History of the People's Republic of China, 1949-Present	3	
HIST 3090	Studies in Asian History	3	
HIST 3580	Topics in Recent World History 1 [Acceptable for credit only when the topic is Asia related]	3	
HIST-3960*	China, 1911 to the Present	3	
HIST 3980	Nationalism on the Indian Sub-Continent in the Twentieth Century	3	
HIST 4070	Issues in Modern Asian History 1: Selected Topics (M,B)	3	
HIST-4080*	Issues in Modern Asian History 2: Selected Topics (M,B)	3	
HIST-4200*	Modern South Asia: Colonialism, Nationalism, and Modernization	3	
HIST-4940*	Revolutionary China: A Century of Upheaval, 1870 to Present	6	
<b>Political Studies</b>			
POLS-2020*	Asian Politics	6	
<b>Religion</b>			
RLGN-1320	Introduction to World Religions	6	
RLGN-1321	Introduction aux religions du monde	6	
RLGN 1322	Introduction to Eastern Religions	3	
RLGN 2010	Introduction to Hinduism	3	
RLGN 2020	Introduction to Buddhism	3	

RLGN 2540*	Modern Movements in World Religions	6
RLGN 2570	Indian Religious Art and Architecture	3
RLGN 2700	Religions of China and Japan	6
RLGN 3150	Buddhism in East Asia	3
RLGN 3160	Tibetan Religious Traditions	3
RLGN 3210	Indian Philosophy	3
RLGN 3220	Indian Religion and Society	3
RLGN 3260	Indian Buddhism	3
RLGN 3266	Readings in Buddhist Texts	3
RLGN 3270	Guru and Disciple	3
RLGN 3750	Topics in Indian Religious Art and Architecture	3
RLGN 4060	The Yoga Tradition	3
RLGN 4100	Advanced Studies in Buddhism	3
RLGN 4190	Advanced Studies in Hinduism	3
020.266*	Religions of Indian Origin	6
020.374*	Studies in Asian Religions	6
020.441*	Masters of Spiritual Life	6
020.445*	Topics in Comparative Religion	6
<b>Sociology</b>		
SOC 3690*	Sociology of the Developing Societies	3
<b>School of Art</b>		
FAAH 1100	Survey of Asian Art	3
FAAH 2100*	Survey of Asian Art	3
FAAH 3230	Chinese Art and Architecture	3
FAAH 3240	Japanese Art and Architecture	3
FAAH 3590	Islamic Art and Architecture	3
<b>Clayton H. Riddell Faculty of Environment, Earth, and Resources</b>		
<b>Geography</b>		
GEOG 2490*	Geography of Modern China	3
GEOG 3590	Geography of Developing Countries	6
*Indicates course no longer offered.		-

## Canadian Studies

### Modification:

CDN 3730 Canadian Identity: An Interdisciplinary Approach Cr.Hrs. 3 0.0  
An interdisciplinary lecture/seminar (art, economics, history, literature) course which will explore Canadian identity. Themes to be studied include the Aboriginal past. French/British colonization, land/regions and ethnic diversity. Prerequisite: a grade of "C" or better in a minimum of 24 credit hours of university level courses at the 1000- level or above.

### **NET CHANGE IN CREDIT HOURS: 0.0**

## English, Film and Theatre

### Deletion:

ENGL 3790 Advanced Creative Writing Cr.Hrs. 6 -6.0

### Modifications:

ENGL 2760 Introductory Creative Writing Cr.Hrs. 3 0.0  
Offers students the chance to explore the basic forms of creative writing - poetry, fiction, and drama - whether or not they have made previous formal attempts to write in these forms. A sample of the student's writing is not required for admission to this course. The format is seminar and workshop and will include, as needed, lectures on the fundamentals of creative writing. Students may not register concurrently for ENGL 2760 and ENGL 3500. Not open to students who have previously obtained credit for any of ENGL 3500 or the former ENGL 3790. Prerequisite: [a grade of "C" or better in ENGL 1200 or ENGL 1201 or ENGL 1300 or ENGL 1301] or [a grade of "C" or better in each of ENGL 1400 (the former ENGL 1310) and ENGL 1340].

ENGL 3500 Creative Writing Cr.Hrs. 6 0.0  
This advanced seminar will include practical and theoretical components and will focus on the generation and revision of work within the main literary genres: prose, poetry, drama, and memoir, with an emphasis on preparing pieces for publication. Students may not hold credit for both ENGL 3500 and the former ENGL 3790. Prerequisites: [a grade of "C" or better in ENGL 2760] or written consent of instructor, based on a letter of application and a writing sample to be submitted electronically to the Department general office no later than one month prior to the start of the course.

ENGL 3530 Special Topics in Creative Writing Cr.Hrs. 3 0.0  
This advanced studies course will include practical and theoretical components and will focus on a particular area of writing craft or poetics without an emphasis on end-of-term publication or production. Possible topics include prose fiction, poetry, memoir, dramaturgy, and screenwriting. Prerequisites: [a grade of "C" or better in ENGL 2760] or written consent of instructor, based on a letter of application and a writing sample to be submitted electronically to the Department general office no later than one month prior to the start of the course. Note: As the content of this course will vary from year to year, students may take this course more than once for credit.

ENGL 3540 Special Topics in Creative Writing 2 Cr.Hrs. 6

0.0

This advanced studies course will include practical and theoretical components and will focus, in a more sustained way than does ENGL 3530, on a particular area of writing craft or poetics without an emphasis on end-of-term publication or production. Possible topics include prose fiction, poetry, memoir, dramaturgy, and screenwriting. Prerequisites: [a grade of "C" or better in ENGL 2760] or written consent of instructor, based on a letter of application and a writing sample to be submitted electronically to the Department general office no later than one month prior to the start of the course. Note: As the content of this course will vary from year to year, students may take this course more than once for credit.

**NET CHANGE IN CREDIT HOURS: -6.0**

Program modifications:

Modifications to the following programs are outlined on the next two pages:

- **Bachelor of Arts (Single Honours) in English**
- **Bachelor of Arts (Double Honours) in English**

## English, Film and Theatre – English

- Modification of Single Honours and Double Honours
- Modification of Program Notes

Added material

~~Deleted material~~

### 8.10.2 English

YEAR 1	YEAR 2	YEAR 3	YEAR 4
<b>SINGLE HONOURS<sup>1, 4, 8</sup></b>			
ENGL 1200 or ENGL 1300 or both ENGL 1400 (or the former ENGL 1310) and ENGL 1340	<ul style="list-style-type: none"><li>• ENGL 2640 (in Year 2)<sup>10</sup></li><li>• 24 credit hours of literature prior to 1900<sup>4</sup>, of which 12 credit hours is to be in literature prior to 1700 selected from the following English courses: ENGL 2070, ENGL 2080, ENGL 2090, ENGL 3000, ENGL 3010, ENGL 3020, ENGL 3030, ENGL 3050, ENGL 3080, ENGL 3090, ENGL 3180<sup>5</sup></li><li>• 6 credit hours in Canadian literature, selected from the following English courses: ENGL 2270, ENGL 3270<sup>5</sup></li><li>• 12 credit hours in other literature after 1900, selected from the following English courses: ENGL 2160, ENGL 2180, ENGL 2830, ENGL 3980, ENGL 3990<sup>5</sup></li><li>• 9 credit hours in other English courses at the 2000 level and above [of the credit hours listed above, at least 9 credit hours must be at the 3000 level].</li><li>• 9 credit hours in Honours courses (4000 level) in Years 3 and 4. <del>Honours courses that are double-numbered with a graduate course will be limited to fourth-year Honours students.</del></li><li>• 24 credit hours in ancillary options<sup>6</sup></li></ul>		
<b>DOUBLE HONOURS<sup>2, 4, 8</sup></b>			
ENGL 1200 or ENGL 1300 or both ENGL 1400 (or the former ENGL 1310) and ENGL 1340	<ul style="list-style-type: none"><li>• ENGL 2640 (in Year 2)<sup>10</sup></li><li>• 18 credit hours of literature prior to 1900<sup>4</sup></li><li>• 6 credit hours in other English courses at the 2000 level and above [of the credit hours listed above, at least 6 credit hours must be at the 3000 level].</li><li>• 6 credit hours in Honours courses (4000 level). <del>Honours courses that are double-numbered with a graduate course will be limited to fourth-year Honours students.</del></li><li>• 36 credit hours in second honours field</li><li>• 6 credit hours in ancillary options<sup>6</sup></li><li>• 12 credit hours in free options<sup>7</sup></li></ul>		

**NOTES:**

<sup>1</sup> Students may offer up to 6 credit hours in Film Studies or Theatre courses, with the exception of FILM 1290, FILM 1310 (or the former FILM 1300), THTR 1220, THTR 2170, THTR 2180 and THTR 2490, toward the General Major, Single Advanced Major, Double Advanced Major and Single Honours in English. Any Film Studies or Theatre courses so applied may not also be offered toward a Minor (Concentration) in Film Studies or Theatre.

<sup>2</sup> Film Studies course FILM 2280 may be used as an English course to satisfy the English course requirements. If it is used as such, it may not also be applied to a Minor (Concentration) in Film Studies or as an ancillary option in Honours.

<sup>3</sup> Credit in ENGL 2000 may be offered toward the 48 hours in general courses required for a Single Advanced Major only.

<sup>4</sup> Students may offer up to 6 credit hours of literature in translation courses (ENGL 2490, CLAS 2612, CLAS 2622, ICEL 3320, ICEL 3330) to satisfy requirements for a General Major, Single Advanced Major, Double Advanced Major, Single Honours or Double Honours. Students may offer up to 3 credit hours of literature in translation courses to satisfy the "literature prior to 1900" requirement for a General Major, Single Advanced Major, Double Advanced Major, Single Honours or Double Honours. Students may not offer literature in translation courses to satisfy the requirements for a Minor (Concentration).

<sup>5</sup> Certain courses that vary in content from year to year, such as Honours courses and Special Topics courses, may also satisfy this requirement, as determined by the Department.

<sup>6</sup> Ancillary options are to be chosen from courses that are acceptable for credit in the Faculty of Arts (excluding English courses).

<sup>7</sup> Free options are to be chosen from courses that are acceptable for credit in the Faculty of Arts (including English courses).

<sup>8</sup> Honours courses: all 4000 level courses.

<sup>9</sup> It is recommended that students complete a six credit hour theory course, specifically ENGL 2640.

<sup>10</sup> ENGL 2640 should be taken in Year 2 when possible, as it may not be offered every year.



A modification to the Film Studies List A is outlined on the next page. The modification relates to the following program:

- **Bachelor of Arts (Single Advanced Major) in Film Studies**

## English, Film and Theatre – Film Studies

- Modification of Film Studies List A [used in the Single Advanced Major]

Added material

~~Deleted material~~

### List A

#### Faculty of Arts

##### Classics

CLAS 2612	Greek Literature in Translation	3
CLAS 2622	Latin Literature in Translation	3
CLAS 3610*	Greek Literature in Translation	3
CLAS 3620*	Latin Literature in Translation	3
CLAS 3680	Studies in a Classical Literary Genre 1	3
CLAS 3690*	Studies in a Classical Literary Genre 2	3
CLAS 3700*	Studies in a Classical Literary Genre 3	3

##### English, Film, and Theatre

ENGL 1200	Representative Literary Works	6
ENGL 1300	Literature since 1900	6
ENGL 2170	American Literature to 1900	6
ENGL 2180	American Literature since 1900	6
ENGL 2270	Canadian Literature	6
ENGL 2960	Drama 1	3
ENGL 3010	Shakespeare	6
ENGL 3270	Studies in Canadian Literature	3
ENGL 3500	Creative Writing	6
ENGL 3670	Studies in the Novel	6
ENGL 3790	Advanced Creative Writing	6
ENGL 3960	Drama 2	3
ENGL 3980	Studies in Modernism	3

##### French, Spanish and Italian

FREN 3500	Littérature du 17e siècle (B)	3
FREN 3580	Travail indépendant (A, B)	3

##### German and Slavic Studies (German)

GRMN 2370*	Modern German Literature in Translation	6
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##### German and Slavic Studies (Polish)

POL 2320*	An Outline of Polish Literature	6
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##### German and Slavic Studies (Ukrainian)

UKRN 2420*	Ukrainian-Canadian Literature	3
UKRN 3660*	Ukrainian Literature in the West	3
UKRN 3670*	Contemporary Ukrainian Literature	3

##### Judaic Studies

HEB 2210	Modern Hebrew Literature	6
SEM 2210*	Modern Hebrew Literature	6

\*Indicates course no longer offered.

A modification to the Theatre List A is outlined on the next page. The modification relates to the following programs:

- **Bachelor of Arts (General Major) in Theatre**
- **Bachelor of Arts (Single Advanced Major) in Theatre**

## English, Film and Theatre – Theatre

- Modification of Theatre List A [used in the General Major and Single Advanced Major]

Added material

~~Deleted material~~

### 8.10.10 Theatre

#### List A

#### English, Film, and Theatre

ENGL 1200	Representative Literary Works	6
ENGL 1300	Literature since 1900	6
ENGL 2270	Canadian Literature	6
ENGL 2760	Introductory Creative Writing	3
ENGL 2960	Drama 1	3
ENGL 3010	Shakespeare	6
ENGL 3500	Creative Writing [not available for credit with ENGL 2760]	6
<del>ENGL 3520*</del>	<del>Studies in the Forms of Discourse</del>	<del>3</del>
<del>ENGL 3790</del>	<del>Advanced Creative Writing [not available for credit with ENGL 2760]</del>	<del>6</del>
ENGL 3960	Drama 2	3
ENGL xxxx	English, Film, and Theatre Department Special Studies courses approved in advance by the chair of the Theatre Program.	

~~\*Indicates course no longer offered.~~

The content of English "Studies" courses varies from year to year; when the proportion of dramatic literature studied is acceptably high, that offering of the course may be used for credit toward a Theatre Major.

#### English, Film, and Theatre

FILM 1290	The Art of the Film 1	3
<del>FILM 1300*</del>	<del>The Art of the Film 2</del>	<del>3</del>
FILM 1310	Film History	3
FILM 2280	Film and Literature	6
FILM 2300	The Popular Film	3
FILM 2330	Film and Contemporary Thought	3
FILM 2370	Experimental Cinema	3
FILM 2380	The International Cinema 1	3
FILM 2390	The International Cinema 2	3
FILM 2400	The American Film to 1950	3
FILM 2410	The American Film from 1950	3
FILM 2420	Realism and Film	3
FILM 2430	The Canadian Film	3
FILM 2460	Film Genres	3
FILM 3250	Selected Topics in Film 1	3
FILM 3260	Selected Topics in Film 2	3
FILM 3270	Special Topics in Film 3	6
FILM 3400	The Director's Cinema 1	3
FILM 3410	The Director's Cinema 2	3
FILM 3420	Film Theory	3
FILM 3430	Screenwriting	3
FILM 3440	Filmmaking	3
FILM 3450	The Animated Film	3
FILM 3460	Acting for the Camera	3

~~\*Indicates course no longer offered.~~

## Global Political Economy

Program modifications:

Modifications to the following programs, including modifications to List A, are outlined on the next pages:

- **Bachelor of Arts (General Major) in Global Political Economy**
- **Bachelor of Arts (Single Advanced Major) in Global Political Economy**

## Global Political Economy

- Modification of the General Major, Single Advanced Major, Program Notes and List A

Added material

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### 8.13.1 Program Information

For entry to the General Major, the prerequisite is a grade of "C" or better in the following: both ECON 1010 and ECON 1020, or both ECON 1210 and ECON 1220; and 6 credit hours from GPE 1700 (or GEOG 1700), HIST 1370, HIST 1380, HIST 1500, HIST 2730, HIST 2732, HIST 2734, ~~HIST 2380, HIST 2720~~.

For entry to the Single Advanced Major, the prerequisite is a grade of "C" or better in the following: both ECON 1010 and ECON 1020, or both ECON 1210 and ECON 1220; and 6 credit hours from GPE 1700 (or GEOG 1700), HIST 1370, HIST 1380, HIST 1500, HIST 2730, HIST 2732, HIST 2734, ~~HIST 2380, HIST 2720~~, POLS 1000.

For entry, continuation and graduation requirements for the General Degree, Advanced Degree and Honours Degree, see [Section 3: Basic Faculty Regulations for the B.A. General, Advanced and Honours Degree Programs](#).

**Note:** Students who declare and complete a Major will not be required or allowed to complete a separate field for a Minor for purposes of satisfying degree requirements.

### 8.13.2 Global Political Economy

YEAR 1	YEAR 2	YEAR 3	YEAR 4
<b>GENERAL MAJOR<sup>1</sup> TOTAL: 48 CREDIT HOURS</b>			
<ul style="list-style-type: none"> <li>• 6 credit hours from the following: HIST 1370, HIST 1380, HIST 1500, <u>HIST 2730, HIST 2732, HIST 2734</u> <del>HIST 2380, HIST 2720</del></li> <li>• ECON 1010 and ECON 1020, or ECON 1210 and ECON 1220</li> <li>• GPE 1700 (or GEOG 1700)</li> </ul>	<ul style="list-style-type: none"> <li>• ANTH 2000<sup>2</sup></li> <li>• ECON 2540</li> <li>• ECON 2550</li> <li>• GPE 2700</li> <li>• SOC 2290<sup>3</sup>, or both ANTH 3930 and STAT 1000</li> </ul>	<ul style="list-style-type: none"> <li>• ANTH 3320<sup>2</sup></li> <li>• GPE 3700</li> <li>• POLS 3250<sup>4</sup> or ANTH 3750</li> <li>• POLS 3270<sup>4</sup></li> <li>• SOC 3380 or SOC 3838 or SOC 3840 or SOC 3890<sup>3</sup></li> </ul>	
<b>SINGLE ADVANCED MAJOR TOTAL: 66 CREDIT HOURS</b>			
<ul style="list-style-type: none"> <li>• 6 credit hours from the following: HIST 1370, HIST 1380, HIST 1500, <u>HIST 2730, HIST 2732, HIST 2734</u> <del>HIST 2380, HIST 2720</del></li> <li>• ECON 1010 and ECON 1020, or ECON 1210 and ECON 1220</li> </ul>	<ul style="list-style-type: none"> <li>• ANTH 2000<sup>2</sup></li> <li>• ECON 2540</li> <li>• ECON 2550</li> <li>• GPE 2700</li> <li>• SOC 2290<sup>3</sup>, or both ANTH 3930 and STAT 1000</li> </ul>	<ul style="list-style-type: none"> <li>• ANTH 3320<sup>2</sup></li> <li>• GPE 3700</li> <li>• POLS 3250<sup>4</sup> or ANTH 3750</li> <li>• POLS 3270<sup>4</sup></li> <li>• SOC 3380 or SOC 3838 or SOC 3840 or SOC 3890<sup>3</sup></li> </ul>	GPE 4700

• GPE 1700 (or GEOG 1700)			
• POLS 1000			
In years 2, 3 and 4 students must take an additional 9 credit hours from List A.			
<b>NOTES:</b>  <sup>1</sup> Students in the General Major are very strongly advised to include in their elective courses a minimum of 6 credit hours from the following list (if not already taken in the core requirements): ANTH 2530, ANTH 3750, ECON 2630, HIST 1370, HIST 1380, HIST 1500, <del>HIST 2380</del> , HIST 2670, HIST 2680, <del>HIST 2720</del> , <u>HIST 2730, HIST 2732, HIST 2734</u> , POLS 1000, POLS 2040, POLS 3250, POLS 3810, SOC 3380, SOC 3838, SOC 3840, SOC 3890.  <sup>2</sup> Students are advised to take ANTH 1220 or ANTH 1520 as an elective in Year 1 as it is the prerequisite for some upper level Anthropology courses. Otherwise, students will require written consent of Anthropology department head prior to registration.  <sup>3</sup> Students are advised to take SOC 1200 as an elective in Year 1 as it is the prerequisite for upper level Sociology courses. Otherwise, students will require written consent of Sociology department head prior to registration.  <sup>4</sup> Students are advised to take POLS 2040 as an elective in Year 2 as it is the prerequisite for upper level Political Studies courses. Otherwise, students will require written consent of Political Studies department head prior to registration.			

#### List of Courses for Global Political Economy

See the departmental Calendar section for full course descriptions.

Global Political Economy		ECON 2550	Political Economy 2: Economic Growth and Fluctuations in a Global Economic Environment	3
GPE 1700	Social Justice in the 21 <sup>st</sup> Century: Global Political Economy and Environmental Change (same as GEOG 1700)	History		
		HIST 1370	An Introduction to Modern World History: 1500-1800 (M)	3
GPE 2700	Perspectives on Global Political Economy	HIST 1380	An Introduction to Modern World History: 1800 - Present (M)	3
GPE 3700	A Survey of Global Political Economy	HIST 1500	An Introduction to Modern World History: 1500 - Present (M)	6
GPE 4700	Studies in Global Political Economy	<del>HIST 2380</del>	<del>The Twentieth-Century World (G,M)</del>	<del>6</del>
Anthropology		HIST 2720	<del>The World Since 1945 (G,M)</del>	<del>6</del>
ANTH 2000	Culture, Society, and Power	<u>HIST 2730</u>	<u>Modern World History, 1914-1945: The 30 Years' Crisis (G,M)</u>	<u>3</u>
ANTH 2530	Anthropology of Political Systems	HIST 2732	<u>Modern World History, 1945-1992: The Age of Three Worlds (G,M)</u>	<u>3</u>
ANTH 3320	Women in Cross-Cultural Perspective	HIST 2734	<u>Modern World History, 1980-Present: New World Order? (G,M)</u>	<u>3</u>
ANTH 3750	Globalization and the World-System	Political Studies		
Economics		POLS 1000	Democracy and Development	3
ECON 1010	Introduction to Microeconomic Principles	POLS 3250	International Political Economy	3
ECON 1020	Introduction to Macroeconomic Principles	POLS 3270	Theories of the Capitalist World Order	3
ECON 1210	Introduction to Canadian Economic Issues and Policies	Sociology		
ECON 1220	Introduction to Global and Environmental Economic Issues and Policies	SOC 2290	Introduction to Research Methods	6
ECON 2540	Political Economy 1: Production and Distribution	SOC 3380	Power, Politics and the Welfare State	3
		SOC 3838	Ecology and Society	3
		SOC 3840	Community and Social Reconstruction	3

SOC 3890	Power and Inequality in Comparative Perspective	3
<b>List A</b>		
Anthropology		
ANTH 2530	Anthropology of Political Systems	3
ANTH 3750	Anthropological Perspectives on Globalization and the World-System	3
Economics		
ECON 2630	An Introduction to the World's Economies	6
History		
HIST 1370	An Introduction to Modern World History: 1500-1800 (M)	3
HIST 1380	An Introduction to Modern World History: 1800 - Present (M)	3
HIST 1500	An Introduction to Modern World History: 1500 - Present (M)	6
HIST 2380	The Twentieth-Century World (G,M)	6
HIST 2670	History of Capitalism (M)	3
HIST 2680	A History of Socialism from the French Revolution to the Present (M)	3
HIST 2720	The World Since 1945 (G,M)	6
HIST 2730	Modern World History, 1914-1945: The 30 Years' Crisis (G,M)	3
HIST 2732	Modern World History, 1945-1992: The Age of Three Worlds (G,M)	3
HIST 2734	Modern World History, 1980-Present: New World Order? (G,M)	3
HIST 3580	Topics in Recent World History 1 (M) Acceptable for credit only when the topic is "Global Economic Crises in World History, 1929-Present"	3
Political Studies		
POLS 2040	Introduction to International Relations	6
POLS 3250	International Political Economy	3
POLS 3810	Introduction to Marxism	3
Sociology		
SOC 2240	Sociology of Globalization	3
SOC 3380	Power, Politics and the Welfare State	3
SOC 3838	Ecology and Society	3
SOC 3840	Community and Social Reconstruction	3
SOC 3890	Power and Inequality in Comparative Perspective	3



## History

### Deletions:

HIST 2380 The Twentieth Century World (G,M) Cr.Hrs. 6	-6.0
HIST 2720 The World Since 1945 (G,M) Cr.Hrs. 6	-6.0

### Introductions:

HIST 2730 Modern World History, 1914 – 1945: The 30 Years' Crisis (G, M) Cr.Hrs. 3 +3.0  
A global economic, social, political and cultural history of the twentieth century history from World War I to the eve of the Cold War, emphasizing the impact of war and economic crisis. Students may not hold credit for HIST 2730 and any of: HIST 2381 or the former HIST 2380.

HIST 2732 Modern World History, 1945 – 1992: The Age of Three Worlds (G, M) Cr.Hrs. 3 +3.0  
A global, economic, social, political and cultural history of the twentieth century from the onset of the Cold War and decolonization to the collapse of the Soviet Union. Students may not hold credit for HIST 2732 and any of: HIST 2381 or the former HIST 2380 or the former HIST 2720.

HIST 2734 Modern World History, 1980 – Present: New World Order? (G, M) Cr.Hrs. 3 +3.0  
A global, economic, social, political and cultural history of the twenty-first century, emphasizing the on-going development of the post Cold War international economic and political order. Students may not hold credit for HIST 2734 and any of: HIST 2381 or the former HIST 2380 or the former HIST 2720.

**NET CHANGE IN CREDIT HOURS: -3.0**

## Judaic Studies

### Program modification:

Modifications to List A – Courses Acceptable for Judaic Studies Credit are outlined on the next page. The changes relate to the following program:

- **Minor (Concentration) in Judaic Studies**

## Judaic Studies

- Modification of List A used in the Judaic Studies Minor (Concentration)

Added material

~~Deleted material~~

### List A Courses Acceptable for Judaic Studies Credit

With written consent of the program coordinator courses not on this list may be taken for credit if they include sufficient Judaic Studies content.

Course No.		Credit Hours
<b>Faculty of Arts</b>		
Classics		
CLAS 3260	Hellenistic Civilization: History and Archaeology	3
GRK 2810	Prose Writings of the Hellenistic and Greco-Roman Periods	3
German and Slavic Studies		
GRMN 3260	Representations of the Holocaust (B)	3
GRMN 3262	Representations of the Holocaust in English Translation (C)	3
UKRN 2820	Holodomor and Holocaust in Ukrainian Literature and Culture	3
History		
HIST 2240	History of Antisemitism and the Holocaust (E)	6
HIST 2250	Social History of the Jews: Antiquity to Present (G)	6
HIST 3062	German and German-Jewish History, 1618 to the Present (E)	6
HIST 3064	German and German-Jewish History, 1618-1900 (E)	3
HIST 3066	German and German-Jewish History, 1900 to the Present (E)	3
HIST 4500	Jewish and European History and Historiography (E)	6
Political Studies		
POLS 3340	Middle East Politics	3
Religion		
RLGN 1120	Biblical Hebrew	6
RLGN 1390	Readings in Biblical Hebrew 1	3
RLGN 1400	Readings in Biblical Hebrew 2	3
RLGN 2140	Introduction to Judaism	3
RLGN 2150*	The Talmud (A)	3
RLGN 2160	Introduction to Hebrew Scriptures	3
RLGN 2231*	Étude de l'Ancien Testament (A)	6
RLGN 2760	Rabbinic Judaism	3
RLGN 2770	Contemporary Judaism	3
RLGN 3280	Hasidism	3
RLGN 3400	Zionism: Religious Perspectives	3
RLGN 3790*	Prophets of Ancient Israel (A)	6
RLGN 3800	Selected Old Testament Literature and Themes	6
RLGN 3810	The Talmud	3
RLGN 3824	Kabbalah	3
RLGN 3830	The Bible as Story	3
RLGN 4300	Advanced Topics in Judaism	3

\* Indicates course no longer offered.

## Labour Studies

Program modifications:

Modifications to the List of Electives, which relate to the following programs, are outlined on the next pages:

- **Bachelor of Arts (General Major) in Labour Studies**
- **Bachelor of Arts (Single Advanced Major) in Labour Studies**

## Labour Studies

- Modification of the List of Electives [used in the General Major and Single Advanced Major]

Added material  
Deleted material

## 8.18.2 Labour Studies

### List of Electives

The following courses may be selected to fulfill the requirements for a degree in Labour Studies (see the table above for details). Other courses might be chosen for this purpose, in accordance with students' individual interests, but require advance permission from the Labour Studies coordinator. Students are responsible for ensuring that all prerequisites have been met. In the following list (H) indicates an Honours course.

<b>Faculty of Arts</b>			HIST 3212	Global Sweatshops, Global Struggles (M)	3
Economics			HIST 3570*	History of Women in Canada (C)	6
ECON 2280*	Social Welfare and Human Resources	6	HIST 3572	The History of Women, Gender, and Sexuality in Canada (C)	6
ECON 2350	Community Economic Development	3	HIST 3700	History of Working People and Labour Movements 1700 to the Present (G) (same as Labour Studies LABR 3700)	6
ECON 2360*	Women in the Canadian Economy	6			
ECON 2362	Economics of Gender	3	HIST 3730	A History of Western Canada (C)	6
ECON 2500*	Labour and Technology (same as former Labour Studies LABR 2450)	3	HIST 3800	History of Winnipeg from 1870-2000 (C)	3
ECON 2540	Political Economy 1: Production and Distribution	3	HIST 4030*	The History of Communism and Socialism since 1945 (M) (H)	6
ECON 2550	Political Economy 2: Economic Growth and Fluctuations in a Global Economic Environment	3	<b>Native Studies</b>		
ECON 3170*	Introduction to Quantitative Methods in Economics	3	NATV 3320*	Aboriginal Organizations	3
ECON 3300*	Canadian Economic History	6	PHIL 2290	Ethics and Society	6
ECON 3360*	Labour Economics	6	PHIL 2830	Business Ethics	3
ECON 3362	Labour Economics 1	3	PHIL 3710*	Critiques of Contemporary Society	6
ECON 3364	Labour Economics 2	3	<b>Political Studies</b>		
ECON 3510*	Industrial Relations (same as Labour Studies LABR 3510)	6	POLS 3470	Canadian Public Management	3
ECON 3660*	Economic Ideas and Social Institutions	6	POLS 3570	Administrative Theory in the Public Sector	3
History			POLS 3810	Introduction to Marxism	3
HIST 2200	Labour History: Canada and Beyond (C)	3	POLS 4370	Comparative Public Administration (H)	3
HIST 2282	Inventing Canada (C)	3	POLS 4570*	Public Organizational Management (H)	6
HIST 2284*	Democracy and Dissent in Canada: Social Movements in the 20th Century (C)	3	POLS 4660	The State in the Economy (H)	6
HIST 2286	Modern Canada (C)	3	019-487*	Government and Public Sector Unionism (H)	3
HIST 2288	History of Social Movements in Canada (C)	3	<b>Psychology</b>		
HIST 2400	History of Human Rights and Social Justice in the Modern World (G,M)	3	PSYC 3510*	Organizational Psychology	3
HIST 2670	History of Capitalism (M)	3	PSYC 3600*	Environmental Psychology	3
HIST 2671	Histoire du capitalisme (M) (USB)	3	<b>Sociology</b>		
HIST 2680	A History of Socialism from the French Revolution to the Present (M)	3	SOC 2290	Introduction to Research Methods	6
HIST 2690*	The Common People in Industrial Society (G)	6	SOC 3370	Sociology of Work	3
HIST 2710*	Women in History (G)	6	SOC 3371	Sociologie du travail (USB)	3
HIST 2720	The World Since 1945 (G,M)	6	SOC 3380	Power, Politics and the Welfare State	3
HIST 2970*	Modern Canada: 1921 to the Present (C)	6	SOC 3470*	Political Sociology	3
HIST 2971	Le Canada moderne: de 1921 à nos jours (C) (USB)	6	SOC 3471	Sociologie politique (USB)	3
HIST 3050	Canada since 1945 (C)	6	SOC 3820	Qualitative and Historical Methods in Sociology	3
HIST 3210	The History of Popular Radicalism in the Twentieth Century (M)	6	SOC 3870*	Social Inequality	3
			SOC 3871	Inégalités sociales (USB)	3
			SOC 3890	Power and Inequality in Comparative Perspective	3

Women's and Gender Studies  
 WOMN 2500 Race, Class and Sexuality 3  
 WOMN 3550 Feminist Community Organizing: Theories 3  
 and Practices

**I.H. Asper School of Business (Faculty of Management)**

Business Administration  
 GMGT 2030\* ~~Administrative Theory~~ 3  
 GMGT 2060 Management and Organizational Theory 3  
 GMGT 2070 Introduction to Organizational Behaviour 3  
 GMGT 2080\* ~~Introduction to Management and Organization Theory~~ 3  
 GMGT 3030 Contemporary Social Issues in Business 3  
 GMGT 4210 Seminar in Management and Capitalism 3  
 HRIR 2440 Human Resource Management 3  
 HRIR 3430 Selected Topics in Industrial Relations 3  
 HRIR 3450 Labour and Employment Relations (or the 3  
 former 027.341)  
 HRIR 4420 Compensation 3  
 HRIR 4480 Collective Bargaining and Administration 3  
 HRIR 4520 Comparative Industrial Relations and 3  
 Human Resource Management

**Interdepartmental Courses**

IDM 3000\* ~~Aboriginal Business Context: Influences 3~~  
 and Impacts  
 IDM 4090\* ~~Aboriginal Business Leadership 3~~  
 \* Indicates course no longer offered.

For course descriptions, see departmental listings.

## Philosophy

### Deletions:

PHIL 3640 Contemporary Epistemology 2 Cr.Hrs. 3	-3.0
PHIL 3660 Contemporary Metaphysics 2 Cr.Hrs. 3	-3.0

### Introduction:

PHIL 3290 Self-Transformation in Religion and Philosophy Cr.Hrs. 3	+3.0
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This course examines contemporary expressions of spiritual exercises by tracing their traditions across an array of western religious and philosophical schools. The course explores themes of death, asceticism, aestheticism, everydayness and community. In particular, it explores how dialogue, reading, and writing have constituted tools for the cultivation of mental, physical and emotional states leading to self-transformation. Also offered as RLGN 3290. May not be held with RLGN 3290.

### Modifications:

PHIL 3630 Contemporary Epistemology Cr.Hrs. 3	0.0
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A critical examination of contemporary issues in the theory of knowledge including recent empiricist attempts to resolve the problem of justifying belief. Typical topics include foundations of knowledge, the concept of "truth", radical scepticism, the new riddle of induction, normative epistemology, the psychology and sociology of knowledge. Prerequisite: [a grade of "C" or better in PHIL 2760] or written consent of department head. As the course content will vary from year to year, students may take this course more than once for credit.

PHIL 3650 Contemporary Metaphysics Cr.Hrs. 3	0.0
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An intensive investigation of the most significant recent scholarly research into metaphysics, including issues of ontology, reference and existence, ontological commitment, realism vs. nominalism, Quine's notion of ontological relativity, etc. Prerequisite: written consent of department head. As the course content will vary from year to year, students may take this course more than once for credit.

## **NET CHANGE IN CREDIT HOURS: -3.0**

### Program modifications:

Modifications to the following programs are outlined on the next pages:

- **Bachelor of Arts (Single Honours) in Philosophy**
- **Bachelor of Arts (Double Honours) in Philosophy**

## Philosophy

- Modification of Program Notes

Added material

~~Deleted material~~

### 8.23.2 Philosophy

YEAR 1	YEAR 2	YEAR 3	YEAR 4
<b>SINGLE HONOURS<sup>1, 5</sup></b>			
6 credit hours in Philosophy courses numbered at the 1000 level	<ul style="list-style-type: none"> <li>• PHIL 2430<sup>2</sup></li> <li>• PHIL 2760</li> <li>• 6 credit hours from PHIL 2612, PHIL 2614, PHIL 2630, PHIL 2640, PHIL 2650, PHIL 2660, PHIL 2780, PHIL 2790, PHIL 3580</li> <li>• 12 credit hours of ancillary options<sup>3</sup></li> </ul>	<ul style="list-style-type: none"> <li>• 9 credit hours in Honours Philosophy courses</li> <li>• 3 credit hours from PHIL 2612, PHIL 2614, PHIL 2630, PHIL 2640, PHIL 2650, PHIL 2660, PHIL 2780, PHIL 2790, PHIL 3580</li> <li>• an additional 3 credit hours from History of Philosophy courses listed below</li> <li>• 3 credit hours in Honours Philosophy courses or History of Philosophy courses</li> <li>• 6 credit hours of ancillary options<sup>3</sup></li> <li>• 6 credit hours of free options<sup>4</sup></li> </ul>	<ul style="list-style-type: none"> <li>• 12 credit hours in Honours Philosophy courses</li> <li>• 6 credit hours in Philosophy courses numbered at the 2000 level and above</li> <li>• 6 credit hours of ancillary options<sup>3</sup></li> <li>• 6 credit hours of free options<sup>4</sup></li> </ul>

**DOUBLE HONOURS<sup>1, 5</sup>**

6 credit hours in Philosophy courses numbered at the 1000 level	<ul style="list-style-type: none"><li>• 6 credit hours from History of Philosophy courses listed below</li><li>• PHIL 2430 or PHIL 2760</li><li>• 6 credit hours of ancillary options<sup>3</sup></li><li>• 12 credit hours in other Honours field</li></ul>	<ul style="list-style-type: none"><li>• 6 credit hours in Honours Philosophy courses</li><li>• 3 credit hours from PHIL 2612, PHIL 2614, PHIL 2630, PHIL 2640, PHIL 2650, PHIL 2660, PHIL 2780, PHIL 2790, PHIL 3580</li><li>• an additional 3 credit hours from History of Philosophy courses listed below</li><li>• 12 credit hours in other Honours field</li><li>• 6 credit hours of free options<sup>4</sup></li></ul>	<ul style="list-style-type: none"><li>• 6 credit hours in Honours Philosophy courses</li><li>• 6 credit hours in Philosophy courses numbered at the 2000 level and above</li><li>• 12 credit hours in other Honours field</li><li>• 6 credit hours of free options<sup>4</sup></li></ul>
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**NOTES:**

<sup>1</sup> At most 12 credit hours in Philosophy numbered at the 1000 level may count towards any degree program. In addition, no student may hold credit in both PHIL 1200 and the former PHIL 1510.

<sup>2</sup> Students who took the former PHIL 1330 in their first year will substitute six other credit hours in Philosophy for PHIL 2430 in Year 2.

<sup>3</sup> Ancillary options are to be chosen from courses that are acceptable for credit in the Faculty of Arts (excluding Philosophy courses).

<sup>4</sup> Free options are to be chosen from courses that are acceptable for credit in the Faculty of Arts (including Philosophy courses).

<sup>5</sup> Honours courses: PHIL 3430, PHIL 3440, PHIL 3580, PHIL 3630, ~~PHIL 3640~~, PHIL 3650, PHIL 3760, PHIL 3770 and all 4000 level courses.



## Religion

### Deletion:

RLGN 1320 Introduction to World Religions Cr.Hrs. 6 -6.0

### Introductions:

RLGN 1322 Introduction to Eastern Religions Cr.Hrs. 3 +3.0

This course provides a general introduction to the origins, central teachings and practice, key developments and contemporary expressions of Hinduism, Buddhism, Taoism, and Confucianism. Students may not hold credit for RLGN 1322 and any of: RLGN 1323 or the former RLGN 1320 or the former RLGN 1321.

RLGN 1324 Introduction to Western Religions Cr.Hrs. 3 +3.0

This course provides a general introduction to the origins, central teachings and practice, key developments and contemporary expressions of Judaism, Christianity, and Islam. Students may not hold credit for RLGN 1324 and any of: RLGN 1325 or the former RLGN 1320 or the former RLGN 1321.

RLGN 3290 Self-Transformation in Religion and Philosophy Cr.Hrs. 3 +3.0

This course examines contemporary expressions of spiritual exercises by tracing their traditions across an array of western religious and philosophical schools. The course explores themes of death, asceticism, aestheticism, everydayness and community. In particular, it explores how dialogue, reading, and writing have constituted tools for the cultivation of mental, physical and emotional states leading to self-transformation. Also offered as PHIL 3290. May not be held with PHIL 3290.

**NET CHANGE IN CREDIT HOURS: +3.0**

## Ukrainian Canadian Heritage Studies

Modifications to the following programs are outlined on the next pages:

- **Bachelor of Arts (General Major) in Ukrainian Canadian Heritage Studies**
- **Bachelor of Arts (Single Advanced Major) in Ukrainian Canadian Heritage Studies**
- **Minor (Concentration) in Ukrainian Canadian Heritage Studies**
- Modification of List A, List B
- Deletion of List C

### Ukrainian Canadian Heritage Studies

- Modification of General Major, Single Advanced Major and Minor (Concentration)
- Modification of List A and List B [used in the General Major, Single Advanced Major and Minor (Concentration)]
- Deletion of List C [used in the General Major, Single Advanced Major and Minor (Concentration)]

Added material

Deleted material

### 8.28.2 Ukrainian Canadian Heritage Studies

YEAR 1	YEAR 2	YEAR 3	YEAR 4
<b>GENERAL MAJOR TOTAL: 30 CREDIT HOURS</b>			
6 credit hours from List A	<ul style="list-style-type: none"><li>• <del>12-24</del> credit hours from List B taken from each of three different departments, <u>to include at least 6 credit hours from the 3000 level or higher</u></li><li>• <del>12</del> credit hours from List C taken from each of 2 different departments</li></ul>		
<b>SINGLE ADVANCED MAJOR TOTAL: 48 CREDIT HOURS</b>			
6 credit hours from List A	<ul style="list-style-type: none"><li>• <u>6 credit hours from List A</u></li><li>• <del>15-36</del> credit hours from List B, <u>to include at least 12 credit hours from the 3000 level or higher</u></li><li>• <del>27</del> credit hours from List C</li></ul>		
<b>MINOR (CONCENTRATION) TOTAL: 18 CREDIT HOURS</b>			
6 credit hours from List A	<ul style="list-style-type: none"><li>• <del>6-12</del> credit hours from List B taken from each of two different departments</li><li>• <del>6</del> credit hours from List C</li></ul>		

### List A

#### Faculty of Arts

#### Economics

<del>ECON 1200*</del>	<del>Principles of Economics</del>	<del>6</del>
ECON 1210	<u>Introduction to Canadian Economic Issues and Policies</u>	3
ECON 1220	<u>Introduction to Global and Environmental Economic Issues and Policies</u>	3
German and Slavic Studies		
<del>UKRN 1270*</del>	<del>Conversational Ukrainian</del>	<del>6</del>
-	or	-
UKRN 1230	<u>Ukrainian Language Seminar Abroad</u>	3
UKRN 1310	<u>Introductory Ukrainian</u>	6
UKRN 2260	<u>Ukrainian Culture Seminar Abroad</u>	3
UKRN 2720	Intermediate Ukrainian	6
-	or	-
<del>052-264*</del>	<del>Ukrainian I</del>	<del>6</del>
History		
HIST 1200	An Introduction to the History of Western Civilization (G)	6
HIST 1350	An Introduction to the History of Western Civilization to 1500 (G)	3
HIST 1360	An Introduction to the History of Western Civilization from 1500 (G)	3
<del>HIST 1390</del>	<del>History of Colonial Canada: 1500-1885 (C)</del>	<del>3</del>
HIST 1400	History of the Canadian Nation Since 1867 (C)	3
Political Studies		
POLS 1500	Introduction to Politics	6

-	ØF	-
POLS 2040	Introduction to International Relations	6
-	ØF	-
POLS 2070	Introduction to Canadian Government	6
-	ØF	-
Ø19-151*	Introduction to Contemporary Ideologies	6
-	ØF	-
Ø19-153*	Introduction to International Relations	6
-	ØF	-
Ø19-156*	Introduction to Canadian Government	6
Religion		
RLGN 1320	Introduction to World Religion	6
-	ØF	-
RLGN 1322	Introduction to Eastern Religions	3
RLGN 1324	Introduction to Western Religions	3
RLGN 1350	The History of Eastern Christianity	6
-	ØF	-
Ø20-134*	Religion and Modern Thought	6
Sociology		
SOC 1200	Introduction to Sociology	6
<b>Clayton H. Riddell Faculty of Environment, Earth, and Resources</b>		
Geography		
GEOG 1200*	Introductory Geography	6
GEOG 1280	Introduction to Human Geography	3
GEOG 1290	Introduction to Physical Geography	3
<b>School of Art</b>		
FAAH 1030	Introduction to Art 1A	3
-	and	-
FAAH 1040	Introduction to Art 2A	3
-	ØF	-
FAAH 1050*	Introduction to Art 1B	3
-	and	-
FAAH 1060*	Introduction to Art 2B	3
*Indicates course no longer offered.		

#### List B

##### Faculty of Arts

##### Economics

ECON 2510	The Economy of Ukraine	3
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##### German and Slavic Studies

UKRN 2410	Ukrainian Canadian Cultural Experience	3
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UKRN 2420*	Ukrainian Canadian Literature	3
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UKRN 2430*	Ukrainian Canadian Folklore	3
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##### History

HIST 2600	Introduction to Ukraine (E)	3
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HIST 2610	Making of Modern Ukraine (E)	3
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HIST 3910	The Ukrainians in Canada (C)	3
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##### Political Studies

POLS 3720	Politics, Government and Society in Ukraine	3
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##### Religion

RLGN 2520	Eastern Christianity in North America	3
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RLGN 2530	Eastern Christianity in the Contemporary World	3
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##### Ukrainian Canadian Heritage Studies

UCHS 3100	The Ukrainian Arts in Canada	3
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#### Clayton H. Riddell Faculty of Environment, Earth, and Resources

##### Geography

GEOG 2570	Geography of Canada (A)	3
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GEOG 2900	Geography of Canadian Prairie Landscapes (A)	3
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##### School of Art

FAAH 3280	Early Byzantine Art and Architecture	3
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FAAH 3290	Later Byzantine Art and Architecture	3
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\*Indicates course no longer offered.

#### List C

##### Faculty of Arts

##### Economics

ECON 2510	The Economy of Ukraine	3
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German and Slavic Studies		
UKRN 2710*	Ukrainian Literature of the 16th to 18th Centuries	3
UKRN 3700*	Church-Slavic: Ukrainian Version	3
History		
HIST 2600	Introduction to Ukraine (E)	3
HIST 2610	Making of Modern Ukraine (E)	3
HIST 3030*	Issues in Ukrainian History (E)	3
011.255*	The History of Ukraine (E)	6
Political Studies		
POLS 2920*	Government, Politics and Society in Ukraine	6
POLS 3720	Politics, Government and Society in Ukraine	3
Religion		
RLGN 1350	The History of Eastern Christianity	6
RLGN 2530	Eastern Christianity in the Contemporary World	3
RLGN 3570*	Major Thinkers in the Eastern Christian Tradition (A)	6
<b>Clayton H. Riddell Faculty of Environment, Earth, and Resources</b>		
Geography		
GEOG 3600*	Geography of Ukraine (A)	3
<b>School of Art</b>		
FAAH 3280	Early Byzantine Art and Architecture	3
FAAH 3290	Later Byzantine Art and Architecture	3
* Indicates course no longer offered.		-

Faculty of Education

Program modification:

Modifications to the **Bachelor of Education degree** are outlined on the next two pages.

***Proposed Calendar entry:***

**EDUCATION ELECTIVES:**

Not all courses are offered every year.

All students admitted to the Bachelor of Education degree programs for September 2015 or later are required to complete education elective courses as part of their program (see 3.2, 3.3, or 3.4)

Students can choose from the list of electives below. Students may seek permission to have other B.Ed. courses considered as an elective in their program by making a request to the instructor, the department head and an Academic Advisor. Forms are available from the Student Services Office (203 Education) or from the Faculty of Education website.

PBDE students can request permission to enrol in B.Ed. courses by following the procedure outlined above.

**Education Electives (restricted to B.Ed. students):**

EDUA 3400 Aboriginal Education  
EDUA 3420 Cross-Cultural Education  
EDUA 3500 Recent Developments in Educational Administration & Foundations  
EDUA 3502 Recent Developments in Educational Psychology  
EDUA 3506 Foundations of Moral & Religious Education  
EDUA 3508 Measurement and Evaluation  
EDUA 3510 Communication & Interpersonal Relationships in Education  
EDUB 1610 CyberPedagogy: Technology Production in Education  
EDUB 1614 K-8 Curriculum Studies  
EDUB 2160 Teaching Music in Early/Middle Years  
EDUB 3402 Aboriginal Perspectives and the Curriculum  
EDUB 3426 La pédagogie du français de base aux niveaux intermédiaire et de la jeune Enfance  
EDUB 3502 Recent Developments in Curriculum, Teaching & Learning 1  
EDUB 3504 Academic & Professional English for Multilingual Teachers  
EDUB 3512 Literature for Adolescents  
EDUB 3514 Literature for Children  
EDUB 3516 Art Across the Curriculum  
EDUB 3518 Drama Across the Curriculum  
EDUB 3520 Historical Development of Physical Science up to the 20th Century  
EDUB 3522 Recent Developments in Learning and Teaching Senior Years Mathematics  
EDUB 3524 Practical Work in School Science  
EDUB 3526 Integration of Technological Literacy Across the K-12Curriculum  
EDUB 3528 Media Literacy  
EDUB 3530 Beyond Schools: Experiencing Teaching & Learning in Community Settings  
EDUB 3532 Basic Experiences in Movement & Dance Education  
EDUB 4100 Teacher and Technology  
EDUB 4502 Recent Developments in Curriculum, Teaching & Learning 2 Curriculum  
EDUB 3528 Media Literacy  
EDUB 3530 Beyond Schools: Experiencing Teaching & Learning in Community Settings  
EDUB 3532 Basic Experiences in Movement & Dance Education  
EDUB 4100 Teacher and Technology  
EDUB 4502 Recent Developments in Curriculum, Teaching & Learning 2

**Education Electives (open to non-Education students during Open Access period):**

EDUA 1560 Adult Learning and Development  
EDUA 1570 Foundations of Adult Education  
EDUA 1580 Program Planning in Adult Education  
EDUA 1590 Facilitating Adult Education  
EDUB 1600 Teaching General Music  
EDUB 1606 Teaching ESL Foundational Literacy, Academics and Language (LAL) Students  
EDUB 1608 Assessment and Testing of EAL/ESL Learners  
EDUB 1612 Adult ESL Curriculum and Canadian Language Benchmarks  
EDUB 1620 Principles and Procedures of Second Language Teaching  
EDUB 1640 Teaching ESL Vocabulary and Pronunciation  
EDUB 1650 Teaching ESL Grammar  
EDUB 1660 Computers in Second Language Teaching  
EDUB 1820 Language and Content Instruction of ESL/Bilingual Students  
EDUB 1860 Practicum in Teaching English as a Second Language

## Faculty of Engineering

### Faculty of Engineering

#### Modifications:

ENG 2030 Engineering Communication: Strategies for the Profession Cr.Hrs. 3 0.0  
Students work in a team-based environment to produce deliverables comparable to the engineering workplace. In-class tutorials focus on the sharpening of individual students' writing skills through an analytical, problem-solving and critical thinking approach. Students are exposed to a variety of communicative scenarios and emphasis is placed on development of a repertoire of skills necessary for effective communication in the engineering profession. May not be held with the former ENG 2010. Prerequisites: ENG 1430 and one of the courses from the list of Written English Courses for Engineering Students.

ENG 2040 Engineering Communication: Strategies, Practice and Design Cr.Hrs. 3 0.0  
This team-based course focuses on a rhetorical approach, communication strategies and guided practice in the design of engineering communications. May not be held with the former ENG 2010. Prerequisites: ENG 1430 and one of the courses from the list of Written English Courses for Engineering Students.

#### Statement on Required Laboratories in Undergraduate Course Descriptions

The faculty is proposing that the statement “(Lab required)” be added to the course descriptions for all undergraduate courses, with subject codes ENG, BIOE, CIVL, ECE, and MECH, that have either a mandatory laboratory or tutorial, with the exception of the following courses:

BIOE 0710 Materials Handling and Electrical Controls  
BIOE 2480 Impact of Engineering on the Environment  
BIOE 4240 Graduation Project  
BIOE 4500 Water Management  
BIOE 4520 Crop Preservation and Handling

CIVL 4050 Engineering Economics  
CIVL 4460 Technology, Society, and the Future  
CIVL 4332 Civil Engineering Thesis Project

ECE 4520 Simulation and Modeling  
ECE 4600 Group Design Project  
ECE 4870 Topics in Electrical and Computer Engineering 3  
ECE 4880 Topics in Electrical and Computer Engineering 4

MECH 4162 Thesis

ENG 1420 Engineering Processes for Non-Engineering Students  
ENG 1430 Design in Engineering  
ENG 1900 Occupational Health and Safety Awareness  
ENG 2030 Engineering Communication: Strategies for the Profession  
ENG 2040 Engineering Communication: Strategies, Practice and Design  
ENG 4010 Practicing Professional Engineering in Manitoba



ENG 4012 IEEQ Co-op Assignment  
ENG 4800 Cooperative Work 1  
ENG 4810 Cooperative Work 2  
ENG 4820 Cooperative Work 3  
ENG 4830 Cooperative Work 4

**NET CHANGE IN CREDIT HOURS: 0.0**

Program modifications:

Proposed modifications to the **Preliminary Engineering Program** are outlined in the Report of the Senate Committee on Curriculum and Course Changes, Part B – Submitted for Ordinary Debate RE: Preliminary Engineering Program [dated May 18, 2016].

Biosystems Engineering

Deletions:

BIOE 4480 Environmental Impact Assessment Cr.Hrs. 4	-4.0
BIOE 4530 Analysis and Design of Biomachinery Cr.Hrs. 4	-4.0

Modifications:

BIOE 3320 Engineering Properties of Biological Materials Cr.Hrs. 4 (Lab required) Engineering properties of biological and interacting materials within the system. Relationship between composition, structure, and properties of plant, animal, and human tissues. Definition and measurement of mechanical, thermal, electromagnetic, chemical and biological properties and their variability. Use of these properties in engineering calculations. Prerequisites: [MATH 2130 (or the former MATH 2100)] and [CIVL 2800 or MECH 2222 (or the former MECH 2220)].	0.0
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ENG 2022 Engineering CAD Technology for Biosystems Cr.Hrs. 3 (Lab required) Instruction in the use of current CAD technology for conveying design through the use of graphics. Students will gain knowledge in technical drawing, 3D modelling techniques, production technology, and visual communication. Registration restricted to students in Engineering. Prerequisite: BIOE 2900 or the former BIOE 2580.	0.0
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**NET CHANGE IN CREDIT HOURS: -8.0**

Civil Engineering

Course and curriculum changes proposed by the department are outlined in the Report of the Senate Committee on Curriculum and Course Changes, Part B – Submitted for Ordinary Debate RE: Department of Civil Engineering [dated May 18, 2016].

## Electrical and Computer Engineering

Program modification:

Modifications to the **Bachelor of Science in Engineering (Electrical)** are outlined on the next two pages.

## Electrical Engineering Courses Requirements

ANTH 2430	Ecology, Technology and Society	3
CHEM 1300	Structure and Modelling of Chemistry	3
CIVL 4050	Engineering Economics	3
ENG 1430	Design in Engineering	3
ENG 1440	Introduction to Statics	3
ENG 1450	Introduction to Electrical and Computer Engineering	3
ENG 1460	Introduction to Thermal Sciences	3
ENG 2030	Engineering Communication: Strategies for the Profession	3
or		
ENG 2040	Engineering Communication: Strategies, Practice, and Design	3
MATH 1210	Techniques of Classical and Linear Algebra	3
MATH 1510	Applied Calculus 1 (or equivalent)	3
MATH 1710	Applied Calculus 2 (or equivalent)	3
MATH 2130	Engineering Mathematical Analysis	3
MATH 2132	Engineering Mathematical Analysis 2	3
MATH 3132	Engineering Mathematical Analysis 3	3
PHYS 1050	Physics 1: Mechanics	3
PHYS 2152	Modern Physics for Engineers	3
STAT 2220	Introduction to Probability and Statistics	3
	Written English Course for Engineering Students	3
ECE 2160	Electronics 2E	5
ECE 2220	Digital Logic Systems	5
ECE 2240	Numerical Methods for Electrical Engineers	4
ECE 2262	Electric Circuits	4
ECE 3540	Advanced Circuit Analysis and Design	4
ECE 3580	Foundations of Electromagnetics	4
ECE 3590	Electromagnetic Theory	4
ECE 3600	Physical Electronics	4
ECE 3610	Microprocessor Systems	4
ECE 3670	Electronics 3E	4
ECE 3720	Electric Power and Machines	4
ECE 3730	Principles of Embedded System Design (See Note 8)	4
ECE 3780	Signal Processing 1	4
ECE 4150	Control Systems	4
ECE 4260	Communication Systems	4
ECE 4600	Group Design Project (See Note 1)	6
	Complementary Studies Elective. (2 required) (See Note 2)	
	Natural Science Electives (1 required) (See Note 6)	
	Technical Electives (7 required) (See Notes 3, 4)	

### Notes:

1. Course continues through both terms with credit given upon completion.
2. The complementary studies electives can be any course at the 1000 level or above from either the faculties of Arts or Management. However, ARTS 1110 (formerly 099.111) Introduction to University may not be used for credit in the Faculty of Engineering.
3. A minimum of 3 electives are required from Group A; the other 4 electives may be taken from either Group A or B unless the student completes a Focus Area.

4. The Department of Electrical and Computer Engineering does not guarantee that all elective courses will be offered every session or that it will be possible to fit courses into all of the many possible timetable combinations of students taking the programs. The term in which an elective course is offered is specified each year in the online timetables on the Department website. There may be a maximum limit set on the number of students allowed to take a particular elective in a session. Similarly, there may be a minimum limit and if registration is below the minimum, the elective will be cancelled and those particular elective in a session. Similarly, there may be a minimum limit and if registration is below the minimum, the elective will be cancelled and those registered will be required to transfer to another elective before the deadline date for course changes.

5. Students are urged to discuss their program of courses with members of the instructional staff before the end of their third year to obtain advice concerning the best choice of electives for their needs.

6. The natural science elective course is to be chosen from a list of courses approved by the Department.

7. Requires permission of the Department.

~~8. Students who do not complete ECE 3730 are required to have taken both ECE 3710 and ECE 4240.~~

~~9. Students must complete one Qualified Engineering Design technical elective. Please see: [http://umanitoba.ca/ece/curr\\_students/undergraduate.html](http://umanitoba.ca/ece/curr_students/undergraduate.html)~~

## Mechanical Engineering

### Modifications:

MECH 4560 Selected Topics in Fluid Mechanics 4M Cr.Hrs. 4 0.0  
(Lab required) Topics may include: wind tunnel design; experimental techniques; some exact solutions of the conservation equations; fundamentals of turbulence; secondary flows; fluidization; elementary meteorology; fluidics; other topics of current interest. Prerequisites: [MATH 3132 or the former MATH 3100] and [MECH 3492 or the former MECH 3490].

MECH 4860 Engineering Design Cr.Hrs. 5 0.0  
(Lab required) Design projects; teams of students prepare written and oral design reports on solutions to specific problems from Manitoba industries; series of seminars by invited speakers. Prerequisite: Eligibility for graduation in the current academic year or registered in the third year Industrial Cooperative Education Program. Prerequisite: ENG 2030 or ENG 2040 (or the former ENG 2010). Pre- or corequisite: MECH 4650.

**NET CHANGE IN CREDIT HOURS: 0.0**

## Faculty of Environment, Earth, and Resources

### Environment and Geography

#### Introductions:

GEOG 4930 Oceanography: Chemical Cr.Hrs. 3 +3.0  
This course deals with the sources, distribution, and transformation of chemical constituents of the oceans, and the processes that control them. The emphasis will be given to biologically or climatically significant elements such as carbon, nitrogen, phosphorus, iron and mercury in the Arctic Ocean. Prerequisite: ENVR 2550 and GEOG 2930 or permission by department head.

GEOG 4960 Oceanography: Biological II Higher Trophic Levels Cr.Hrs. 3 +3.0  
This course will examine the oceanographic-biological coupling occurring in the Arctic region, focusing on environmental conditions related to higher trophic levels and impacts of climate change. This course will extend the learning of the 3000-level course that examines biological oceanography, which focuses on the environmental factors that control primary production and lower trophic levels in the world's oceans. Prerequisite: A minimum grade of a "C" in both GEOG 3920 and a 2000-level BIOL course or permission of Instructor.

**NET CHANGE IN CREDIT HOURS: +6.0**

## Faculty of Health Sciences

#### Introduction:

HEAL 4500 Injury Prevention Across the Life Course Cr.Hrs. 3 +3.0  
This course provides an interdisciplinary life course perspective on theories and methods of injury prevention. Current research, practices and policies in injury prevention across a wide

variety of contexts, including but not limited to homes, communities, sport and the workplace, will be critically reviewed with regard to issues of gender, culture, age, functional ability, socio-economic status, sexual orientation, and other determinants of health. Prerequisites: HEAL 2600 or FMLY 1000 or SOC 1200 or PSYC 1200.

**NET CHANGE IN CREDIT HOURS: +3.0**

Program modifications:

Modifications to the following programs are outlined on the next eleven pages:

- **Bachelor of Health Sciences**
- **Bachelor of Health Studies**

Revised April 11, 2016

### **Social Science Orientation Electives**

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

ABIZ 1010 Economics of World Food Issues and Policies

ABIZ 3550 Environmental Policy

HNSC 1200 Food, Facts and Fallacies

HNSC 2130 Nutrition through the Life Cycle

HNSC 3350 Cultural and Food Patterns

HNSC 4290 Food Nutrition Health Policies

SOIL 3520 Pesticides: Environment, Economics and Ethics

#### **Faculty of Arts**

ANTH 2020 Relatedness in a Globalizing World

ANTH 2040 Native North America: A Sociocultural Survey

ANTH 2240 Plagues and People

ANTH 2300 Anthropology of Childhood

ANTH 2500 Culture, Environment and Technology

ANTH 2510 Anthropology of Economic Systems

ANTH 2550 Culture and the Individual

ANTH 2560 Anthropology of Illness

ANTH 2820 Human Osteology

ANTH 2860 Evolution and Human Diversity

ANTH 2880 Human Evolution

ANTH 2890 Human Population Biology

ANTH 3200 Anthropology of Food

ANTH 3320 Women in Cross-Cultural Perspective

ANTH 3330 Sex and Sexualities

ANTH 3500 Peoples of the Arctic

ANTH 3550 Canadian Subcultures

ANTH 3740 Human Growth and Variation

ANTH 3750 Anthropological Perspectives on Globalization and the World-System

ANTH 4860 Special Topics in Biological Anthropology

ECON 2310 Canadian Economic Problems

ECON 2350 Community Economic Development

ECON 2362 Economics of Gender

ECON 2410 The Manitoba Economy

ECON 3690 Economic Issues of Health Policy

**ECON 3692 Economic Determinants of Health**

**ECON 4140 Evaluation of Economic Policy and Programs**

~~ENGL 2000 Intermediate Writing and Research~~

Revised April 11, 2016

**GPE 1700 Social Justice in the 21st Century: Global Political Economy and Environmental Change**

HIST 2280 Aboriginal History of Canada

**HIST 2400 History of Human Rights and Social Justice in the Modern World**

~~HIST 3690 History of Northern Canada~~

HIST 3730 A History Western Canada

LABR 1260 Working for a Living

**LABR 3050 Issues in Occupational Health and Safety and Workers' Compensation**

LABR 3060 Workplace Health and Safety

LABR 3070 Labour Relations and Occupational Health and Safety Law

NATV 1220 The Native Peoples of Canada, Part 1

NATV 1240 The Native Peoples of Canada, Part 2

NATV 1250 Introductory Cree

NATV 1270 Introductory Ojibway

NATV 2020 The Metis of Canada

NATV 2040 The Native People of the Northern Plains

NATV 2060 The Native People of the Eastern Woodlands

NATV 2070 The Native People of the Subarctic

NATV 2080 Inuit Society and Culture

NATV 2100 Aboriginal Spirituality

**NATV 2110 Introduction to Aboriginal Development**

NATV 3100 Aboriginal Healing Ways

NATV 3150 Residential School Literature

NATV 3240 Native Medicine and Health

NATV 3330 Aboriginal People, Science and the Environment

PHIL 1200 Introduction to Philosophy

PHIL 2150 Mind and Body

PHIL 2290 Ethics and Society

**PHIL 2740 Ethics and Biomedicine**

PHIL 2750 Ethics and the Environment

POLS 2070 Introduction to Canadian Government

**POLS 3100 Gender and Politics in Canada**

**POLS 3160 Human Rights and Civil Liberties**

POLS 3860 Canadian Federalism

POLS 3960 Canadian Politics

POLS 4190 Manitoba Politics and Government

POLS 4860 The Canadian Policy Process



Revised April 11, 2016

PSYC 2250 Introduction to Psychological Research  
PSYC 2260 Introduction to Research Methods in Psychology  
PSYC 2290 Child Development  
PSYC 2390 Psychology of Women  
PSYC 2400 Psychology of Sex Differences  
~~PSYC 2410 Social Psychology 1~~  
~~PSYC 2420 Social Psychology 2~~  
PSYC 2440 Behaviour Modification Principles  
PSYC 2470 Learning Foundations of Psychology  
PSYC 2480 Cognitive Processes  
PSYC 2490 Abnormal Psychology  
PSYC 2530 Psychology of Personality  
**PSYC 2540 Social Psychology**  
PSYC 3070 Adult Development  
PSYC 3130 Introduction to Health Psychology  
PSYC 3150 Behaviour Modifications Applications  
PSYC 3310 Adolescent Development  
PSYC 3390 Thinking  
PSYC 3160 Perception and Attention  
**PSYC 3470 Dyadic Relations**  
PSYC 3490 Individual Differences  
PSYC 3580 Language and Thought  
PSYC 3630 Psychological Measurement and Assess

~~RLGN 1320 Introduction to World Religions~~  
**RLGN 1322 Introduction to Eastern Religions**  
**RLGN 1324 Introduction to Western Religions**  
RLGN 1410 Death and Concepts of the Future  
RLGN 1420 Ethics in World Religions  
RLGN 1430 Food: Religious Concepts and Practices  
**RLGN 2060 Religion and Violence**  
RLGN 2590 Religion and Social Issues

SOC 2320 Canadian Society and Culture  
SOC 2330 Social Psychology in Sociological Perspectives  
SOC 2360 Small Group Interaction  
SOC 2370 Ethnic Relations  
SOC 2390 Social Organization  
SOC 2460 The Family  
SOC 2470 Courtship and Marriage  
SOC 2490 Sociology of Health and Illness

Revised April 11, 2016

SOC 2510 Criminology

SOC 2610 Sociology of Criminal Justice and Corrections

SOC 2620 The Sociology of Aging

SOC 2630 Social Change

**SOC 3310 Theorizing Crime, Law and Social Justice**

SOC 3370 Sociology of Work

**SOC 3380 Power, Politics and the Welfare State**

**SOC 3400 Policing and Crime Prevention**

SOC 3540 The Sociology of Health Care Systems

SOC 3660 Sociology of Mental Disorder

SOC 3730 Society and Education

**SOC 3750 Institutional Responses to Violence in Family and Intimate Relationships**

SOC 3770 Women, Health and Medicine

**SOC 3790 Women, Crime and Social Justice**

SOC 3810 Sociological Perspectives on Gender and Sexuality

SOC 3820 Qualitative and Historical Methods in Sociology

SOC 3830 Youth, Crime and Society

SOC 3840 Community and Social Reconstruction

**SOC 3860 Genocide, Crime and Society**

**SOC 3890 Power and Inequality in Comparative Perspective**

WOMN 1600 Introduction to Women's & Gender Studies in the Social Sciences

WOMN 2000 Feminist Thought

WOMN 2500 Race, Class and Sexuality

WOMN 2560 Women, Science and Technology

**WOMN 2600 Sex, Gender, Space and Place**

**WOMN 2610 Gender, Transport and Social Justice**

WOMN 3000 Interdisciplinary Research in Women's and Gender Studies

**WOMN 3330 Sex and Sexualities**

WOMN 3560 Feminist Perspectives on Violence Against Women

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

ACC 1100 Introduction to Financial Accounting

ACC 1110 Introduction to Managerial Accounting

GMGT 2060 Management and Organization Theory

HRIR 2440 Human Resource Management

HRIR 3450 Labour and Employment Relations

HRIR 4410 Staffing and Management Development

HRIR 4420 Compensation

Revised April 11, 2016

**Faculty of Education**

~~EDUA 1500 Aboriginal Education~~

~~EDUA 1540 Cross-Cultural Education~~

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

GEOG 1280 Introduction to Human Geography

**GEOG 1700 Social Justice in the 21<sup>st</sup> Century: Global Political Economy and Environmental Change**

GEOG 2330 Place, Populations and Mobility: Geographic Perspectives

GEOG 2640 Geography of Culture and inequality

**GEOG 3640 Social Geography of the Environment**

**GEOG 4280 Gender and the Human Environment**

**Faculty of Health Sciences**

**HEAL 4500 Injury Prevention Across the Life Course**

HMEC 2650 The Social Aspects of Aging

HMEC 4090 Practicum in Human Ecology

**Faculty of Kinesiology and Recreation Management**

KIN 2610 Health and Physical Aspects of Aging

**KIN 4500 Aging And Health**

PERS 1200 Physical Activity, Health and Wellness

**PERS 3100 Inclusive Physical Activity and Leisure**

REC 2650 The Social Aspects of Aging

**REC 4250 Leisure and Aging**

**College of Medicine**

FMLY 1000 Families in Contemporary Canadian Society

FMLY 1010 Human Development in the Family

FMLY 1012 Introduction to Social Development

~~FMLY 1020 Family Issues Across the Lifespan~~

FMLY 1420 Family Management Principles

FMLY 2012 Development, Conflict and Displacement

~~FMLY 2350 Multicultural Family Issues~~

FMLY 2400 Family Financial Health

FMLY 2500 Diversity and Families

Revised April 11, 2016

FMLY 2600 Foundations of Childhood Developmental Health  
FMLY 2800 Family Violence  
FMLY 3012 Theories of Social Development  
FMLY 3220 Death and the Family  
FMLY 3240 Families in the Later Years  
FMLY 3330 Parenting and Developmental Health  
FMLY 3400 Families as Consumers  
FMLY 3470 Selected Studies in the Family I  
FMLY 3600 Adolescents in Families and Society  
FMLY 3750 Fundamentals of Health Promotion  
FMLY 3780 Introduction to the Development of Programs for Children and Families  
FMLY 3790 Introduction to the Evaluation of Programs for Children and Families  
FMLY 3800 Conflict Resolution in the Family  
FMLY 3802 Intimate Partner Violence  
FMLY 3806 Children, Violence and Rights  
FMLY 4012 Social Development Policies  
FMLY 4220 Aging and Risk in a Global Context  
FMLY 4330 Management of Family Stress  
FMLY 4400 Family Economics: Poverty and Wealth  
FMLY 4470 Selected Studies in the Family II  
FMLY 4480 Work and Family Issues  
FMLY 4500 Senior Thesis  
FMLY 4602 Family Relationships, Health and Well-Being  
FMLY 4604 Children in Adversity  
FMLY 4606 A Social Justice Perspective on Indigenous Maternal and Child Health  
FMLY 4802 Family Violence Prevention

**College of Nursing**

~~NURS 1260 Human Growth and Development~~  
**NURS 2200 Selected Topics in Aging and Health**  
**NURS 2610 Health and Physical Aspects of Aging**  
NURS 3330 Women and Health  
NURS 3400 Men's Health: Concerns, Issues and Myths

**Faculty of Social Work**

SWRK 1310 Introduction to Social Welfare Policy Analysis  
**SWRK 2050 Community and Organizational Theory**  
SWRK 2080 Interpersonal Communication Skills  
SWRK 2650 The Social Aspects of Aging  
**SWRK 2110 Emergence of the Canadian Social Welfare State**

Revised April 11, 2016

SWRK 2130 Comparative Social Welfare Systems

SWRK 3130 Contemporary Canadian Social Welfare

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Revised March 3, 2016

**Sciences Orientation Electives**

**Senate Approved December 2, 2015. Revisions to be presented to Senate again June 22, 2016.**

**Faculty of Agricultural and Food Sciences**

FOOD 4150 Food Microbiology 1

FOOD 4540 Functional Foods and Nutraceuticals

HNSC 2130 Nutrition through the Life Cycle

HNSC 2140 Basic Principles of Human Nutrition

HNSC 3300 Vitamins and Minerals in Human Health

HNSC 3310 Macronutrients and Human Health

HNSC 3320 Nutrition Education and Dietary Change

HNSC 3342 Management for Food and Nutrition Professionals

HNSC 3870 Food Geographies (cross-listed with GEOG 3870)

HNSC 4290 Food, Nutrition and Health Policies

HNSC 4300 Community Nutrition Intervention

HNSC 4310 Nutrition and the Elderly

HNSC 4340 Maternal and Child Nutrition

HNSC 4350 Nutrition in Exercise and Sport

HNSC 4540 Functional Foods and Nutraceuticals

~~TXSC 3500 Textiles for the Healthcare Sector~~

~~TXSC 4500 Advanced Textiles for the Healthcare Sector~~

**Faculty of Arts**

PSYC 2290 Child Development

PSYC 2360 Brain and Behaviour

PSYC 2490 Abnormal Psychology

PSYC 3430 Sensory Process

**I H Asper School of Business**

MIS 2000 Information Systems for Management

MIS 3500 Database Management Systems

MIS 3510 Systems Analysis and Design

MIS 3520 Data Communications and Knowledge

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Revised March 3, 2016

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

EER 1000 Earth: A User's Guide

ENVR 1000 Environmental Science 1: Concepts

ENVR 3400 Introduction to Environment and Health

ENVR 4400 Advanced Issues in Environment and Health

GEOG 1280 Introduction to Human Geography

GEOG 1290 Introduction to Physical Geography

GEOG 3870 Food Geographies (cross-listed with HNSC 3870)

**Faculty of Health Sciences**

HMEC 4090 Practicum in Human Ecology

**Faculty of Kinesiology and Recreation Management**

KIN 2610 Health and Physical Aspects of Aging

KIN 2320 Human Anatomy

**KIN 3450 – Motor Control and Learning**

**KIN 3470 – Exercise Physiology: (Lab Required)**

**College of Medicine**

BGEN 3020 Introduction to Human Genetics

PHAC 4030 Drugs in Human Disease I

PHAC 4040 Drugs in Human Disease II

HEAL 3610 Mechanisms of Disease I

**College of Nursing**

NURS 2610 Health and Physical Aspects of Aging

**Faculty of Science**

**BIOL 1412: Physiology of the Human Body**

BIOL 2300 Principles of Ecology

BIOL 2410 Human Physiology 1

BIOL 2420 Human Physiology 2

BIOL 2500 Genetics 1

BIOL 2520 Cell Biology

BIOL 2380 Introductory Toxicology

BIOL 2390 Introduction Ecology

BIOL 2540 Developmental Biology

BIOL 3290 Medicinal and Hallucinogenic Plants

Revised March 3, 2016

BIOL 3560 Comparative Animal Histology  
BIOL 3270 Introduction to Parasitology  
BIOL 3470 Environmental Physiology of Animals 1  
BIOL 3500 Genetics 2  
BIOL 3540 Advanced Developmental and Cellular Biology  
BIOL 4542 Genes and Development

CHEM 1320 University 1 Chemistry: An Introduction to Organic Chemistry (NOTE: may not be held with 2210/2220)  
CHEM 2210 Introductory Organic Chemistry 1: Structure and Function  
CHEM 2220 Introductory Organic Chemistry 2: Reactivity and Synthesis  
CHEM 2360 Biochemistry 1: Biomolecules and an Introduction to Metabolic Energy  
CHEM 2370 Biochemistry 2: Catabolism, Synthesis, and Information Pathways  
CHEM 2770 Elements of Biochemistry 1  
CHEM 2780 Elements of Biochemistry 2  
CHEM 3570 Biophysical Chemistry  
CHEM 4360 Signaling and Regulation of Gene Expression  
CHEM 4370 Glycobiology and Protein Activation  
CHEM 4620 Biochemistry of Nucleic Acids  
CHEM 4630 Biochemistry of Proteins  
**CHEM 4670 Drug Design and Drug Discovery**

COMP 1260 Introductory Computer Usage 1  
COMP 1270 Introductory Computer Usage 2

MATH 1220 Linear Algebra 1  
MATH 1230 Differential Calculus  
MATH 1300 Vector Geometry and Linear Algebra  
MATH 1500 Introduction to Calculus  
MATH 2140 Modelling  
MATH 3330 Computational Algebra  
MATH 3440 Ordinary Differential Equations  
MATH 3460 Partial Differential Equations

MBIO 1010 Microbiology 1  
MBIO 1220 Essentials of Microbiology  
**MBIO 1410 Introduction to Molecular Biology**  
MBIO 2020 Microbiology 2  
MBIO 2360 Biochemistry 1: Biomolecules and Introduction to Metabolic Energy  
MBIO 2370 Biochemistry 2: Catabolism, Synthesis, and Information Pathways  
~~MBIO 2410 Essentials of Molecular Biology~~  
**MBIO 2420 Introductory Virology**  
MBIO 3000 Biosafety



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Revised March 3, 2016

MBIO 3010 Mechanisms of Microbial Disease  
MBIO 3030 Microbiology 3  
MBIO 3430 Molecular Evolution  
MBIO 3450 Regulation of Biochemical Processes  
MBIO 3460 Membrane and Cellular Biochemistry  
MBIO 3470 Microbial Systematics  
~~MBIO 3480 Microbial Diversity~~  
**MBIO 4010 Immunology H**  
MBIO 4020 Immunology  
MBIO 4410 Virology  
MBIO 4440 Systems Microbiology  
MBIO 4480 Microbes in our Environment

PHYS 1020 General Physics 1  
PHYS 1030 General Physics 2  
PHYS 1050 Physics 1: Mechanics  
PHYS 1070 Physics 2: Waves and Modern Physics  
~~PHYS 4360 Medical Radiation Physics~~  
~~PHYS 4400 Medical Imaging~~  
~~PHYS 4560 Applied Nuclear Science~~  
**PHYS 3220 Medical Physics and Physiological Measurement**

STAT 2000 Basic Statistical Analysis 2  
STAT 3000 Applied Linear Statistical Models  
STAT 3170 Statistical Quality Control  
STAT 3380 An Introduction to Nonparametric Statistic

## Faculty of Kinesiology and Recreation Management

### Physical Education and Recreation Studies

Modification:

PERS 4310 Physical Activity Counselling Cr.Hrs. 3

0.0

The purpose of this course is to introduce students to physical activity counselling and the associated interpersonal and counselling skills as well as relevant theories that underpin behaviour change and counselling techniques. Through case studies, readings, research, discussions, simulations, role plays and real counselling work students will learn, reflect on and practice proven counselling skills that build motivation and facilitate behaviour change.

Prerequisite: KIN 2540 (C), or PSYC 2660 (C), or the former PSYC 3660 (C).

**NET CHANGE IN CREDIT HOURS: 0.0**

## Faculty of Law

Modification:

LAW 3300 Clinical Criminal Law Cr.Hrs. 8.0

0.0

The primary purpose of this offering is to train students in lawyering skills in the criminal law area. To this end instruction is given on an intensive basis in small groups. Students may be required to engage in classroom work; to participate in various forms of simulation exercises and to conduct actual client based cases under the supervision of the instructor. Particular emphasis will be given to questions of professional responsibility and ethics. Pre- or corequisite: LAW 3590. Course evaluated on a pass/fail basis.

**NET CHANGE IN CREDIT HOURS: 0.0**

## Faculty of Management

### Accounting and Finance

Program modifications:

Modifications to the following Majors in the **Bachelor of Commerce (Honours)** degree are outlined on the next three pages:

- **Bachelor of Commerce (Honours), Accounting Major**
- **Bachelor of Commerce (Honours), Finance Major**
- **Bachelor of Commerce (Honours), Management Information Systems Major**

#### SECTION D – ACADEMIC CALENDAR CONTENT

Attach a description of the program modification as it would appear in the Academic Calendar, including any program charts, in particular. Beginning with the program description as it appears in the current Academic Calendar, clearly indicate proposed changes using strikethrough font (e.g. ~~strikethrough~~) to indicate content that is to be deleted and bold font to indicate content that is to be added.

#### Accounting

The Major consists of: ACC 2010, ACC 2020, ACC 3040 and ACC 4030 **and a requirement that students have a minimum C+ in the prerequisite courses of ACC 1100 and ACC 1110.**

The prerequisite for ACC 2010 is ACC 1100 (C+) and for ACC 3040 is ACC 1110 (C+).

#### SECTION D – ACADEMIC CALENDAR CONTENT

Attach a description of the program modification as it would appear in the Academic Calendar, including any program charts, in particular. Beginning with the program description as it appears in the current Academic Calendar, clearly indicate proposed changes using strikethrough font (e.g. ~~strikethrough~~) to indicate content that is to be deleted and bold font to indicate content that is to be added.

##### Finance

The major consists of 12 credit hours from: FIN 3410\*, FIN 3480\*, and FIN 4400 plus one of FIN 3400, FIN 3420, FIN 3450, FIN 3460\*, FIN 4240, FIN 4250, FIN 4260, or FIN 4270 **and a requirement that students have a minimum C+ in the prerequisite course of FIN 2200.**

\*The prerequisites for FIN 3410, FIN 3460 and FIN 3480 are: FIN 2200 (C+), MATH 1300 (C) or MATH 1310 (C), and STAT 2000 (C).

Finance students are also required to take MATH 1300 (C) or MATH 1310 (C) and STAT 2000 (C) as part of the electives in their program since they are part of the prerequisite for the finance courses as stated above.

Capstone Course: FIN 4400.

#### SECTION D – ACADEMIC CALENDAR CONTENT

**Attach** a description of the program modification as it would appear in the Academic Calendar, including any program charts, in particular. Beginning with the program description as it appears in the current Academic Calendar, clearly indicate proposed changes using strikethrough font (e.g. ~~strikethrough~~) to indicate content that is to be deleted and bold font to indicate content that is to be added.

#### Management Information Systems

The Major consists of MIS 3500, MIS 3510, MIS 3520, and MIS 4500 **and a requirement that students have a minimum C+ in the prerequisite course of MIS 2000.**

Options available in this area are ACC 3530 and MIS 4250.

Students interested in pursuing the Management Information Systems Major are encouraged to take MIS 2000 in the second year of the four-year program since it is a prerequisite to advanced courses in the area.

Students interested in pursuing the Management Information Systems Major are also encouraged, but not required, to complete COMP 1020.

Capstone Course: MIS 4500.

### Actuarial Mathematics

#### Modifications:

ACT 3130 Actuarial Models 1 Cr.Hrs. 3 0.0

Elementary concepts respecting the quantification of the financial impact of contingent payments. Not to be held with ACT 3630. Pre- or corequisite: ACT 2120 (C+) and [STAT 3400 (D) (or the former STAT 3500 (D))].

ACT 3230 Actuarial Models 2 Cr.Hrs. 3 0.0

Intermediate and advanced concepts respecting the quantification of the financial impact of contingent payments. Not to be held with ACT 3630. Prerequisite: ACT 3130 (C+).

ACT 4160 Introduction to Property and Casualty Insurance Industry Cr.Hrs 3 0.0

The introduction to the property and casualty insurance industry and the discussion of relevant topics. Pre- or corequisite: ACT 2120 (C+) or consent of instructor.

**NET CHANGE IN CREDIT HOURS: 0.0**

### Business Administration

#### Modification:

LEAD 4020 Leadership, Power and Politics in Organizations Cr.Hrs. 3 0.0

This course provides students with an introduction to and understanding of effective leadership and its application to a variety of group and organizational contexts. The course will also describe and enable students to make sense of organizations as political entities and understanding the use of power and social influence. The classes encourage interdisciplinary discussions of theoretical, historical, and practical elements of effective leadership and power. Through interactive lectures and experiential activities, students will have the opportunity to reflect on and develop their own leadership style, to understand how to use and manage power, and to recognize and apply social influence tactics. Students entering second year are strongly recommended to take LEAD 2010 prior to taking LEAD 4020. Prerequisite: GMGT 2070 (D).

**NET CHANGE IN CREDIT HOURS: 0.0**

#### Program modification:

Modifications to the **Bachelor of Commerce (Honours), Leadership and Organizations Major** are outlined on the next page.

**Department of Business Administration  
Program Modification/Calendar Entry  
Effective Fall 2016 Term**

**SECTION D – Undergraduate Program Modification**

**Current Leadership and Organizations Major:**

The Major consists of 12 credit hours from: GMGT 3010, LEAD 3010, LEAD 3020, LEAD 3030, LEAD 3040, LEAD 4010 AND LEAD 4020.

Students entering the second year of the four year program are advised to take GMGT 2070 and GMGT 2060 as they are prerequisites to some of the advanced courses in the major.

**Proposed Leadership and Organizations Major:**

The Major consists of 12 credit hours from: GMGT 3010, LEAD 3010, LEAD 3020, LEAD 3030, LEAD 3040, LEAD 4010 AND LEAD 4020.

Students entering second year are advised to take GMGT 2070 and GMGT 2060 as they are prerequisites to some of the advanced courses in the major.

**Students entering second year are strongly recommended to take LEAD 2010 prior to taking LEAD 4020 and to speak with an Asper Student Program Advisor for course planning advice.**

## College of Nursing

### Modifications:

NURS 2516 Client and Context 2: Human Diversity Cr.Hrs. 2 0.0

This course provides students with knowledge of the social factors that enhance or diminish the health of individuals, families and communities. Students will also analyze the concept of client-centred care and its relevance in the practices of health care professionals. For Bachelor of Nursing students only: pre- or corequisites: NURS 2500 and NURS 2520. Registration is normally restricted to students in Year 2 of the program. For Bachelor of Midwifery students only: corequisites: MDFY 2000, MDFY 2010, NURS 3550, and BIOL 2440. Registration is normally restricted to students in Year 2 of the program.

NURS 3550 Professional Foundations 3: Evidence Informed Practice in the Health Sciences Cr.Hrs. 4 0.0

This course provides students with the knowledge and skills to locate and critically appraise health care literature, and to make decisions about how research knowledge can be transferred into health care practice. May not be held with NURS 3210. For Bachelor of Nursing students only: prerequisite: NURS 2542. Registration is normally restricted to students in Year 3 of the program. For Bachelor of Midwifery students only: corequisites: MDFY 2000, MDFY 2010, NURS 2516, and BIOL 2440. Registration is normally restricted to students in Year 2 of the program.

*[NB - Proposed modifications to NURS 2516 and NURS 3550 would only take effect when and if the Joint Bachelor of Midwifery program was implemented by the Provost.]*

### **NET CHANGE IN CREDIT HOURS: 0.0**

## Faculty of Science

### Chemistry

#### Program modifications:

Modifications to the following programs are outlined below:

- **Chemistry Program Focus Areas**
  - **Biophysical**
  - **Quantum/Computational**

Biophysical: 18 credit hours chosen from: CHEM 2370, CHEM 3360, CHEM 3370, CHEM 3490, CHEM 3570, CHEM 4590, CHEM 4620, CHEM 4630, CHEM 4640, CHEM 4700; plus 9 credit hours chosen from: BIOL 2500, BIOL 2520, ~~MBIO 2440~~, **(MBIO 1410 or MBIO 3410)**, MBIO 3460, MBIO 4540.

Quantum/Computational: Each of: CHEM 3260, CHEM 3360, CHEM 3370, CHEM 3580, CHEM 4640, CHEM 4670; plus 9 credit hours from: COMP 2160, COMP 2190, ~~MATH 2300~~, ~~MATH 2600~~, **MATH 2090, MATH 2160**, PHYS 2380, PHYS 4250, PHYS 4520.



## Genetics

Program modifications:

Modifications to the following programs are outlined on the next three pages:

- **Bachelor of Science (Honours) in Genetics**
- **Bachelor of Science (Major) in Genetics**

**Proposed changes to the B.Sc. Honours and Major Degrees in Genetics including Co-op**  
 (Program Charts reflect changes that were approved at December 2015 Senate. There are no changes to the program chart, see option list below)

<b>4.8.2 Genetics</b>			
<b>YEAR 1</b>	<b>YEAR 2</b>	<b>YEAR 3</b>	<b>YEAR 4</b>
<b>HONOURS<sup>5</sup> 120 CREDIT HOURS</b>			
CHEM 1300, CHEM 1310	BIOL 2500, BIOL 2520	BIOL 3500	
BIOL 1020, BIOL 1030	CHEM 2210, CHEM 2220, CHEM 2360 (MBIO 2360), CHEM 2370 (MBIO 2370)	MBIO 3410	
STAT 1000		PLNT 3140	
MATH 1500 <sup>1</sup>	MBIO 1010, MBIO 2020	BGEN 3020 (6)	
One of: MATH 1200 <sup>1</sup> , MATH 1300 <sup>1</sup> , or MATH 1700 <sup>1</sup>	STAT 2000	BGEN 4010 <sup>5</sup> (6) or MBIO 4530 <sup>5</sup> (6)	
		One of: ANTH 2240, ANTH 2560, ANTH 2860, or ANTH 2890	
		36 credit hours from list of optional courses (a minimum of 12 of these credit hours must be 4000 level)	
<b>In Year 1 or Year 2:</b>			
3 credit hours from the Faculty of Arts			
3 credit hour "W" course <sup>2</sup>			
6 credit hours of electives			
30 Hours	30 Hours	30 Hours	30 Hours
<b>YEAR 1</b>	<b>YEAR 2</b>	<b>YEAR 3</b>	<b>YEAR 4</b>
<b>HONOURS (Cooperative Option<sup>3,4,5</sup>) 120 CREDIT HOURS</b>			
CHEM 1300, CHEM 1310	BIOL 2500, BIOL 2520	BIOL 3500	
BIOL 1020, BIOL 1030	CHEM 2210, CHEM 2220, CHEM 2360 (MBIO 2360), CHEM 2370 (MBIO 2370)	MBIO 3410	
STAT 1000		PLNT 3140	
MATH 1500 <sup>1</sup>	MBIO 1010, MBIO 2020	BGEN 3020 (6)	
One of: MATH 1200 <sup>1</sup> , MATH 1300 <sup>1</sup> , or MATH 1700 <sup>1</sup>	STAT 2000	One of: ANTH 2240, ANTH 2560, ANTH 2860, or ANTH 2890	
		42 credit hours from list of optional courses (a minimum of 18 of these credit hours must be 4000 level)	
<b>In Year 1 or Year 2:</b>		<b>Work Terms<sup>3,4,5</sup>:</b>	
		MBIO 3980, MBIO 3990, MBIO 4980 and/or MBIO 4990	

3 credit hours from the Faculty of Arts			
3 credit hour "W" course <sup>2</sup>			
6 credit hours of electives			
30 Hours	30 Hours	30 Hours	30 Hours
<b>MAJOR (Including Cooperative Option if selected)<sup>3,4,5</sup> 120 CREDIT HOURS</b>			
CHEM 1300, CHEM 1310	BIOL 2500, BIOL 2520	BIOL 3500	
BIOL 1020, BIOL 1030	CHEM 2210, CHEM 2220, CHEM 2360 (MBIO 2360), CHEM 2370 (MBIO 2370)	MBIO 3410	
STAT 1000		PLNT 3140	
MATH 1500 <sup>1</sup>	MBIO 1010, MBIO 2020	BGEN 3020 (6)	
One of: MATH 1200 <sup>1</sup> , MATH 1300 <sup>1</sup> , or MATH 1700 <sup>1</sup>	STAT 2000	One of: ANTH 2240, ANTH 2560, ANTH 2860, or ANTH 2890	
		33 credit hours from list of optional courses (a minimum of 15 of these credit hours must be 4000 level)	
		9 credit hours of approved elective courses	
<b>In Year 1 or Year 2:</b>		<b>Work Terms (if Co-op Selected)<sup>3,4,5</sup>:</b>	
3 credit hours from the Faculty of Arts		MBIO 3980, MBIO 3990, MBIO 4980 and/or MBIO 4990	
3 credit hour "W" course <sup>2</sup>			
6 credit hours of electives			
<b>NOTES:</b>  1 MATH 1220 or MATH 1310 may be taken in place of MATH 1300; MATH 1230, MATH 1510, or MATH 1520 may be taken in place of MATH 1500; MATH 1232 or MATH 1710 may be taken in place of MATH 1700; MATH 1690 may be taken in place of MATH 1500 and MATH 1700; MATH 1240 may be taken in place of MATH 1200.  2 As there are no electives in Year 2 of the program, students should complete the University written English requirement in Year 1. If not completed in Year 1, a "W" course must be completed prior to Year 3 in addition to the required Year 2 courses.  3 Students that begin their first work term in May must take BGEN 3020 in Year 3, while students that begin their first work term in January must take BGEN 3020 in Year 4.  4 IMPORTANT: Students in the cooperative program are advised to ensure that they are able to satisfy the prerequisites for all 3000 and 4000 level courses they plan to take.  5 MBIO 4530 and BGEN 4010 are required courses for students in Genetics Honours, but are not available to students in the Cooperative Option, and require department consent for students in the Genetics Major.			

(The number 6 in brackets indicates a 6 credit hour course.)

The optional courses are:

**Biological Sciences:** BIOL 2410, BIOL 2420, BIOL 3290, BIOL 3300, BIOL 3542, BIOL 3560, BIOL 4500, BIOL 4540, BIOL 4542, BIOL 4560

**Chemistry:** CHEM 2260 (or the former CHEM 2280), CHEM 2290, CHEM 4360, CHEM 4370, CHEM 4620, CHEM 4630

**Microbiology:** MBIO 2420, MBIO 3000, MBIO 3010, MBIO 3030, MBIO 3430, MBIO 3440, MBIO 3450, MBIO 3460, MBIO 4010, MBIO 4020<sup>2</sup>, MBIO 4410, MBIO 4530<sup>1</sup> (6), MBIO 4540, MBIO 4670 (or the former MBIO 4570), MBIO 4672<sup>2</sup>, MBIO 4600, MBIO 4610.

**Forensic Science:** FORS 2000 (satisfies the University "W" requirement)

**Computer Science:** COMP 1010, COMP 1020, COMP 1260, COMP 1270

**Physics:** PHYS 1020, PHYS 1030, PHYS 1050, PHYS 1070

**Animal Science:** ANSC 3500, ANSC 4280

**Pharmacology:** PHAC 4030, PHAC 4040

**Plant Science:** PLNT 2530, PLNT 3500, PLNT 3520, PLNT 4330, PLNT 4610

**Biochemistry and Medical Genetics:** BGEN 4010<sup>1</sup>

By an appropriate selection of courses from this list, students can obtain particular program emphasis in either plant, human or molecular genetics.

#### NOTES:

<sup>1</sup> MBIO 4530 (6) and BGEN 4010 (6) are project courses. A research project is chosen in consultation with the Microbiology department (MBIO 4530) or Biochemistry and Medical Genetics (BGEN 4010) and the Genetics program committee, and is supervised by a staff member. Only one of MBIO 4530 or BGEN 4010 may be elected in this program. These are required courses for students registered in the Genetics Honours program and may be available to students registered in the Genetics Major program by departmental consent.

<sup>2</sup> MBIO 4020 and MBIO 4672 are not available options for students in the Genetics Honours or Honours Co-op Degree programs.

## Mathematics

Modification:

MATH 1220 Linear Algebra 1 Cr.Hrs. 3 0.0  
(Lab required) This course is intended for students in mathematically rich disciplines including those planning to enter an Honours or Major program in Mathematics or Statistics. An introduction to vectors, matrices, systems of linear equations and three-dimensional geometry. May not be held with MATH 1210, MATH 1211, MATH 1300, MATH 1301, MATH 1310, or the former MATH 1680. Prerequisite: Pre-calculus Mathematics 40S (70%) or the former Mathematics 40S (300) (70%), or MSKL 100 offered by Extended Education (B).

[NB – The modification of MATH 1220 would take effect for the Fall 2018.]

**NET CHANGE IN CREDIT HOURS: 0.0**

## Physics and Astronomy

Modifications:

PHYS 2260 Optics Cr.Hrs. 3 0.0  
(Lab Required) A survey of refraction, reflection, simple lens systems and optical systems, dispersion, achromatism and an elementary treatment of diffraction, interference, and polarization. Not to be held with PHYS 2261. Prerequisites: A "C" or better in PHYS 1050 or PHYS 1051, or a "C+" or better in PHYS 1020 or PHYS 1021; and a "C" or better in one of MATH 1230, MATH 1500, MATH 1501, MATH 1510, MATH 1520, or MATH 1690. Pre- or corequisites: one of PHYS 1070, PHYS 1071, PHYS 1030, PHYS 1031 or PHYS 2152; and one of MATH 1220, MATH 1300, MATH 1301, or MATH 1310; and one of MATH 1232, MATH 1690, MATH 1700, MATH 1701, or MATH 1710.

PHYS 2380 Quantum Physics 1 Cr.Hrs. 3 0.0  
The first in a sequence of three courses on Quantum Physics. This course introduces the basic principles of quantum theory including cavity radiation and Planck's postulate, wave-particle duality, the Bohr model, and the Schrodinger theory of quantum mechanics. Special emphasis is placed on the derivation of the time independent Schrodinger equation and its solutions in one dimension. Prerequisites: A "C" or better in one of PHYS 1070, PHYS 1071, PHYS 2152 or a "C+" or better in PHYS 1030 or PHYS 1031; and a "C" or better in one of MATH 1232, MATH 1690, MATH 1700, MATH 1701, or MATH 1710.

PHYS 2390 Theoretical Physics 1 Cr.Hrs. 3 0.0  
This course provides an introduction to the mathematics required for both the Honours and Major programs in Physics and Astronomy. Topics include series expansions, partial derivatives, vector calculus and integral theorems. Prerequisites: A "C" or better in PHYS 1050 or PHYS 1051, or a "C+" or better in PHYS 1020 or PHYS 1021; and a "C" or better in one of MATH 1232, MATH 1690, MATH 1700, MATH 1701, or MATH 1710. Pre- or corequisite: one of PHYS 1070, PHYS 1071, PHYS 1030, or PHYS 1031.

PHYS 2600 Electromagnetic Field Theory Cr.Hrs. 3 0.0  
(Lab Required) Electric field, electric potential, Gauss' law, capacitors, dielectric materials, magnetic fields, Ampere's law, magnetic induction, magnetic materials, displacement current, integral form of Maxwell's equations. In addition to the lectures, the course includes a tutorial session of two hours per week. Not to be held with the former PHYS 2200 or former PHYS 2201. Prerequisites: A "C" or better in one of PHYS 1070, PHYS 1071, or PHYS 2152, or a "C+" or better in PHYS 1030 or PHYS 1031; and a "C" or better in one of MATH 1232, MATH 1690, MATH 1700, MATH 1701, or MATH 1710.

PHYS 2650 Classical Mechanics 1 Cr.Hrs. 3 0.0  
The first in a sequence of three courses on intermediate to advanced level mechanics. Topics include dynamics of a particle, conservation theorems, rotation, rolling motion, oscillations, gravitation and central force motion, and associated mathematical methods. Prerequisite: A "C" or better in one of PHYS 1070, PHYS 1071, or PHYS 2152 or a "C+" or better in one of PHYS 1030 or PHYS 1031. Pre- or corequisite: PHYS 2490 or MATH 3132.

**NET CHANGE IN CREDIT HOURS: 0.0**

Program modifications:

Modifications to the **Bachelor of Science (Major) in Physics and Astronomy** are outlined on the next two pages.

## Proposed changes to the B.Sc. 4-Year Major in Physics & Astronomy

### Four Year Major

The goal of this program is to provide an excellent physics education for a student with broad interests. It provides more control over the degree program, permitting significantly more electives and scheduling flexibility.

The program is intended for students who wish to learn Physics as part of a general education, or combine physics with other disciplines. There are many options with this degree which might include a career in education, high technology, business, or science journalism. The large number of electives will allow the students to obtain significant background in another field such as Chemistry, Life Sciences, Computer Science, Mathematics, Physical Geography, Geophysics or Geology. In some cases, these can be recognized formally as a minor or part of a double major program.

To enter the four year Major program in Physics and Astronomy, a student must have ~~PHYS 1070~~ **PHYS 1050 (C+)** or **PHYS 1030 PHYS 1020 (B)**. In addition, students must have satisfied the faculty requirements for entry to the four year Major program. Students are strongly encouraged to complete **PHYS 1070 or PHYS 1030 as well as MATH 1300, MATH 1500, and MATH 1700** in Year 1. Not only are they required courses in the Physics and Astronomy programs, these courses are required prerequisites to several required second year Physics and Astronomy courses.

FOUR YEAR MAJOR 120 CREDIT HOURS			
PHYS 1050 (C+) (or PHYS 1020 (B)), PHYS 1070 <sup>2,5</sup> (C+) (or PHYS 1030 (B))	PHYS 2260 or PHYS <b>2610<sup>5</sup></b> , PHYS 2380, PHYS 2390, PHYS 2490, PHYS 2600	<del>PHYS 2610, PHYS</del> <del>2650<sup>5</sup>, PHYS</del> <del>3380, PHYS 3630, PHYS</del> <del>3670, PHYS 3680</del>	<del>PHYS 3640, PHYS 3380,</del> <del>PHYS 3430 (6), PHYS</del> <del>3650, PHYS 3630</del>
MATH 1300 <sup>2</sup> , MATH 1500 <sup>2</sup> , MATH 1700 <sup>2</sup>  6 credit hours from the Faculty of Arts including the required "W" course	<del>MATH 1240<sup>2</sup></del>  <b>COMP 1012<sup>6</sup></b>	MATH 2090  <b>6 credit hours of 3000 level Physics and Astronomy</b>	3 credit hours of 3000 level Physics and Astronomy  3 credit hours of 4000 level Physics and Astronomy
9 credit hours of open electives	12 credit hours of open electives <sup>3</sup>	<del>42</del> <b>15</b> credit hours of open electives <sup>3</sup>	12 credit hours of open electives <sup>3</sup>
30 Hours	30 Hours	30 Hours	30 Hours

**NOTES:** (Attn Committee: footnotes apply to Honours degree chart also, which is not attached as there are no changes at this time.)

<sup>1</sup> Students must achieve a minimum grade of "C" in all courses contributing to the Honours program.

<sup>2</sup> MATH 1220 may be taken in place of MATH 1300; MATH 1230 or MATH 1510 or MATH 1520 may be taken in place of MATH 1500; MATH 1232 or MATH 1710 may be taken in place of MATH 1700; MATH 1690 may be taken in place of MATH 1500 and MATH 1700. ~~MATH 1200 may be taken in lieu of MATH 1240.~~

<sup>3</sup> Although they are not required courses in the Physics programs, MATH 2150, MATH 2080, MATH 2180, and MATH 3340 are highly recommended electives for the Physics Honours and Four Year Major degrees, and should be taken when possible.

<sup>4</sup> The selection of these 6 credit hours must be made in consultation with the Departmental Program Advisor.

<sup>5</sup> **Students who do not take PHYS 1070 or PHYS 1030 in Year 1 should postpone PHYS 2600 until Year 3. PHYS 2260, PHYS 2610 and PHYS 2650 may be taken in Year 2 or Year 3 if the respective prerequisites are met.**

<sup>6</sup> **Students who have already taken COMP 1010 before entering the program may count COMP 1010 in lieu of COMP 1012. However, students who have not taken COMP 1010 before entering the program must then take COMP 1012.**

**IMPORTANT:** The Honours and four year Major program need not be completed in the manner prescribed in the chart above. The chart indicates the recommended arrangement of the required courses and is meant to be a guide around which students can plan their program (Letters in brackets refer to minimum prerequisite standing required for further study. The number 6 in brackets indicates a 6 credit hour course).



Program modification:

Modifications to the **Bachelor of Science (Joint Honours) in Mathematics and Physics and Astronomy** are outlined on the next two pages.

**Proposed changes to the B.Sc. Mathematics – Physics and Astronomy Joint Honours program:**

**4.9.2.8 Mathematics – Physics and Astronomy Joint Honours Program**

**Honours Requirements**

**To enter** the Joint Honours Mathematics – Physics Honours program the student must have a minimum grade of “B” in: MATH 1232 or MATH 1690 (or a minimum grade of “A” in MATH 1700), PHYS 1050 (or “B+” in PHYS 1020) and PHYS 1070.

**To continue** in the Honours program, students must maintain a minimum DGPA of 3.00, complete a minimum of 9 credit hours each Fall and Winter Term.

**To graduate** with the B. Sc. Honours degree, a student must achieve a minimum DGPA of 3.00 and a minimum grade of “C+” in each of the Honours Program Specific courses<sup>6</sup>, and a minimum grade of “C” on all remaining courses that contribute to the 129 credit hours of the degree. ~~See the Calendar entry for each of the Department of Mathematics and the Department of Physics and Astronomy for the Honours Program Specific courses.~~

YEAR 1	YEAR 2	YEAR 3	YEAR 4
<b>JOINT HONOURS 129 CREDIT HOURS (129 credit hours)</b>			
MATH 1220 <sup>1</sup> , MATH 1230 <sup>1</sup> , MATH 1232 <sup>1</sup> (B), MATH 1240	PHYS 2260, PHYS 2380, PHYS 2600, PHYS 2610, PHYS 2650 <sup>3</sup>	MATH 3320, MATH 3340, MATH 3440, MATH 3460, MATH 3470, MATH 3472	MATH 3322
PHYS 1050 (B) (or PHYS 1020(B+)) <sup>2</sup> and PHYS 1070 (B)	MATH 2020, MATH 2080, MATH 2090, MATH 2150, MATH 2180	PHYS 3670, PHYS 3680, PHYS 3650, PHYS 3630, PHYS 3380	12 credit hours from: MATH 2030, MATH 2070, MATH 2160, MATH 2170, or any 3000 or 4000 level Mathematics courses, of which 3 credit hours must be at the 4000 level
STAT 1000		3 credit hours from 3000 and 4000 level Physics Honours courses	PHYS 3430 (6), PHYS 3640 <sup>5</sup> , PHYS 3660, PHYS 4390
COMP 1010			3 credit hours from 3000 and 4000 level Physics Honours courses
6 credit hours from the Faculty of Arts, which should include the required “W” course <sup>4</sup>			
30 Hours	30 Hours	36 Hours	33 Hours

**NOTES:**

<sup>1</sup> Students are strongly advised to take MATH 1220, MATH 1230 and MATH 1232. The following substitutions are allowed (but not advised), provided the grades indicated in brackets are achieved: MATH 1300 (A) in place of MATH 1220, MATH 1500 (A) or MATH 1510 (A) in place of MATH 1230, MATH 1700 (A) or MATH 1710 (A) in place of MATH 1232, MATH 1690 (B) in place of MATH 1230 and MATH 1232.

<sup>2</sup> PHYS 1030 is not suitable for entry to the program. Students must also take PHYS 1070 if they have already taken PHYS 1030. Students can hold credit for both PHYS 1030 and PHYS 1070.

<sup>3</sup> The corequisite of PHYS 2490 is waived. It is recommended that students audit PHYS 2390 and PHYS 2490 in second year.

<sup>4</sup> As there are no electives in Year 2 of the program, students should complete the university written English requirement in Year 1. If not completed in Year 1, a "W" course must be completed prior to Year 3 in addition to the required Year 2 courses.

<sup>5</sup> The prerequisite of PHYS 2490 is waived.

<sup>6</sup> **The Honours Program Specific courses consist of all of the Physics and Astronomy courses listed in the program chart, with the exception of PHYS 1020, PHYS 1050, and PHYS 1070.**

(Letters in brackets indicate minimum prerequisite standing for further study. The number 6 in brackets indicates a 6 credit hour course.)

Université de Saint-Boniface

Faculté des arts [Faculty of Arts]

département études françaises, langues et littératures

Deletions:

FRAN 1071 Lectures dirigées Cr. Hrs. 3	-3.0
FRAN 2631 Poésie et chanson dans la littérature française Cr.Hrs. 3	-3.0
FRAN 2661 La fantaisie dans la littérature française Cr.Hrs. 3	-3.0
FRAN 2681 Civilisation française Cr.Hrs. 3	-3.0
FRAN 2831 L'individu et le pays Cr.Hrs. 3	-3.0
FRAN 2841 La quête du bonheur Cr.Hrs. 3	-3.0
FRAN 2851 Le folklore et la littérature orale Cr.Hrs. 3	-3.0
FRAN 2861 L'influence de la littérature orale Cr.Hrs. 3	-3.0
FRAN 2911 Procédés d'écriture Cr.Hrs. 3	-3.0
FRAN 2921 Phonétique française Cr.Hrs. 3	-3.0
FRAN 2941 Structures du français contemporain Cr.Hrs. 3	-3.0
FRAN 2991 Création de textes variés Cr.Hrs. 3	-3.0
FRAN 3631 Les romanciers du XXe siècle Cr.Hrs. 3	-3.0
FRAN 3681 Thèmes romantiques Cr.Hrs. 3	-3.0
FRAN 3831 L'époque de la contestation Cr.Hrs. 3	-3.0
FRAN 3841 La Révolution tranquille et le roman Cr.Hrs. 3	-3.0
FRAN 3911 Procédés et analyses stylistiques Cr.Hrs. 3	-3.0
FRAN 3951 Évolution de la langue Cr.Hrs. 3	-3.0
FRAN 4011 Sociocritique Cr.Hrs. 3	-3.0
FRAN 4021 Critique féministe Cr.Hrs. 3	-3.0
FRAN 4641 Réalisme et engagement Cr.Hrs. 3	-3.0
FRAN 4831 Littérature de l'Acadie et des Cajuns Cr.Hrs. 3	-3.0
FRAN 4841 Le roman du terroir Cr.Hrs. 3	-3.0
FRAN 4921 Les parlers régionaux Cr.Hrs. 3	-3.0

Introductions:

FRAN 2103 Introduction à l'étude du langage Cr.Hrs. 3 +3.0  
Introduction à l'étude du langage à partir de l'analyse objective des stéréotypes les plus courants sur le langage et les langues. Éveil à la réflexion sur le langage et les langues et à la question de leurs origines. Sensibilisation à l'approche descriptive de la linguistique, à la variation et au changement linguistiques. Introduction aux principales caractéristiques des langues et aux concepts de base de la linguistique. On ne peut se faire créditer FRAN 2103 après avoir suivi FRAN 2931. Préalables: une note minimale de C dans FRAN 1091 et FRAN 1111.

FRAN 2113 Le texte en chanson Cr.Hrs. 3 +3.0  
Présentation panoramique de l'histoire de la chanson française et québécoise. Étude des relations entre chanson et poésie, entre paroles et musique. Les divers rôles et fonctions de la chanson. Analyse stylistique et écriture de textes de chanson. Préalables: une note minimale de C dans FRAN 1091 et dans un des FRAN 1021 ou FRAN 1111.

FRAN 2123 Histoire du français 1 Cr.Hrs. 3 +3.0  
Histoire externe du français. Présentation de la notion de parenté linguistique et des familles de langues. La sous-famille des langues romanes et les origines de la langue française. Les conditions politiques et sociohistoriques de la « naissance » du français et de son institutionnalisation. Histoire de l'évolution du statut du français en France, au Canada et dans le monde. On ne peut se faire créditer FRAN 2123 et l'ancien FRAN 3951. Préalables: une note minimale de C dans FRAN 1091 et FRAN 1111.

FRAN 2133 L'écriture journalistique Cr.Hrs. 3 +3.0  
Initiation aux stratégies de lecture de la presse écrite et aux techniques de base de l'écriture journalistique. Étude et pratique de l'écriture de différents types de textes à travers l'analyse et la rédaction d'articles de presse: le portrait de presse ou le texte descriptif, le reportage ou le texte narratif, la critique ou le texte argumentatif. On ne peut se faire créditer FRAN 2133 et l'ancien FRAN 2911. Préalables: une note minimale de C dans FRAN 1091 et dans un des FRAN 1021 ou FRAN 1111.

FRAN 2213 Histoire de la littérature française: Modernités, XIXe - XXe siècles Cr.Hrs. 3 +3.0  
Introduction à l'histoire de la littérature française des XIXe et XXe siècles. Tendances, évolutions et ruptures majeures marquant l'histoire de la littérature française depuis le Romantisme jusqu'à l'avènement du postmodernisme en littérature (à l'exception du théâtre): réalisme, Parnasse, modernité baudelairienne, naturalisme, avant-gardes dadaïste et surréaliste, roman à thèse, roman proustien et gidien, existentialisme, Nouveau roman et postmodernisme. Préalables: une note minimale de C dans FRAN 1091 et dans un des FRAN 1021 ou FRAN 1111.

FRAN 2223 Le Récit: perspectives et enjeux Cr.Hrs. 3 +3.0  
Introduction aux divers aspects du récit écrit dans la tradition littéraire occidentale. Analyse des questions relatives au personnage, à l'action, à la temporalité et à l'espace. Étude des problèmes relatifs à la représentation comme forme littéraire: représentation de la parole et de la pensée; point de vue, narration et instances narratives; types de description, organisation de la fiction, partage entre fiction et réel. Introduction à la théorie des genres littéraires. Préalables: une note minimale de C dans FRAN 1091 et dans un des FRAN 1021 ou FRAN 1111.

FRAN 2233 Littérature et romantisme Cr. Hrs. 3 +3.0  
Introduction au romantisme littéraire en France (à l'exception du théâtre). Analyse des aspects esthétiques, sociaux et politiques relatifs au romantisme français sous l'Empire, la Restauration et le second Empire. Étude des thèmes, stratégies et enjeux relatifs au romantisme: «mal du siècle», individualisme, introspection, crise existentielle et critique sociale. Étude des genres romanesques: le roman sentimental, historique et social. Étude de la poésie romantique. On ne peut se faire créditer FRAN 2233 et l'ancien FRAN 3681. Préalables: une note minimale de C dans FRAN 1091 et dans un des FRAN 1021 ou FRAN 1111.

FRAN 2243 Réalisme et naturalisme Cr.Hrs. 3 +3.0  
Introduction au réalisme et au naturalisme littéraires français du XIXe siècle (à l'exception du théâtre). Analyse des aspects esthétiques, historiques et politiques propres à la production littéraire réaliste et naturaliste. Étude des stratégies et des enjeux du roman et de la nouvelle réalistes et naturalistes. Exploration des rapports entre littérature, science et critique sociale. Étude des personnages, des cadres narratifs et descriptifs typiques du roman réaliste et naturaliste. Préalables: une note minimale de C dans FRAN 1091 et dans un des FRAN 1021 ou FRAN 1111.

- FRAN 2253 L' Art du discours Cr.Hrs. 3 +3.0  
Étude des principaux procédés relatifs à l'argumentation et à la persuasion dans les domaines littéraire et extra-littéraire. Analyse et application des principaux arguments à même de fonder un discours: arguments quasi logiques, empiriques, contraignants; rôle, fonction et statut de la vraisemblance dans l'argumentation. Analyse et application des principales figures du discours: figures de sens, de mots, de pensée et de construction. Préalables: une note minimale de C dans FRAN 1021 et dans un des FRAN 1091 ou FRAN 1111.
- FRAN 2303 Introduction aux études littéraires Cr.Hrs. 3 +3.0  
Introduction aux aspects fondamentaux de la réflexion littéraire. Présentation des différents modèles théoriques abordant le concept de la littérature, l'acte de lecture et la pratique de l'interprétation. Les étudiants acquerront les instruments méthodologiques de base pour l'étude approfondie de textes littéraires variés: l'essai, la dissertation littéraire et le commentaire composé. On ne peut se faire créditer FRAN 2303 et l'ancien FRAN 1071. Préalables: une note minimale de C dans FRAN 1091 et dans un des FRAN 1021 ou FRAN 1111.
- FRAN 2313 La littérature du Canada français et du Québec, des origines à 1945 Cr.Hrs. 3 +3.0  
Étude de l'évolution de la production littéraire au Canada français et au Québec depuis l'arrivée des Européens en Nouvelle France jusqu'à la Deuxième Guerre mondiale. On ne peut se faire créditer FRAN 2313 et l'ancien FRAN 2831. Préalables: une note minimale de C dans FRAN 1091 et dans un des FRAN 1021 ou FRAN 1111.
- FRAN 2323 La littérature du Canada français et du Québec, de 1945 à nos jours +3.0  
Cr.Hrs. 3  
Étude de l'évolution de la production littéraire au Canada français et au Québec depuis la Deuxième Guerre mondiale jusqu'à nos jours. On ne peut se faire créditer FRAN 2323 et l'ancien FRAN 2841. Préalables: une note minimale de C dans FRAN 1091 et dans un des FRAN 1021 ou FRAN 1111.
- FRAN 2333 Héritage folklorique et tradition orale au Canada français Cr.Hrs. 3 +3.0  
Étude du folklore et des moeurs traditionnelles du Canada français; une attention particulière sera accordée à la tradition orale, tels les proverbes, contes, récits et chansons traditionnels. On ne peut se faire créditer FRAN 2333 et l'ancien FRAN 2851. Préalables: une note minimale de C dans FRAN 1091 et dans un des FRAN 1021 ou FRAN 1111.
- FRAN 2343 Les influences de la littérature orale au Québec et au Canada français +3.0  
Cr.Hrs. 3  
Étude des traits particuliers de la littérature orale fixée, tels les contes, légendes et mythes, suivie d'une étude d'oeuvres (romans, poésie, théâtre, nouvelles) produites au Québec et au Canada français qui ont été inspirées par la littérature orale. On ne peut se faire créditer FRAN 2343 et l'ancien FRAN 2861. Préalables: une note de C dans FRAN 1091 et dans un des FRAN 1021 ou FRAN 1111.
- FRAN 2413 Le corps blessé dans la littérature canadienne d'expression française Cr.Hrs. 3 +3.0  
Étude du thème du corps blessé dans la littérature canadienne d'expression française. Analyse de diverses représentations, approches et conceptualisations du corps handicapé et d'autres différences visibles ou sensibles tout au long du XXe siècle et jusqu'au présent. Conçu pour toute personne qui s'intéresse aux études sur le handicap et pour les étudiantes et les étudiants intéressés à poursuivre leurs études en travail social, éducation, administration des affaires ou toute spécialité reliée au domaine de la santé. Préalables: une note minimale de C dans FRAN 1091 et dans un des FRAN 1021 ou FRAN 1111.

FRAN 2423 Folie et déficience mentale dans la littérature canadienne d'expression française+3.0  
Cr.Hrs. 3

Étude de la folie et de la déficience mentale dans la littérature canadienne d'expression française. Analyse des diverses représentations, approches et conceptualisations de la folie et des déficiences mentales tout au long du XXe siècle et jusqu'au présent. Conçu pour toute personne qui s'intéresse aux études sur le handicap et pour les étudiantes et les étudiants intéressés à poursuivre leurs études en travail social, éducation, administration des affaires ou toute spécialité reliée au domaine de la santé. Préalables: une note minimale de C dans FRAN 1091 et dans un des FRAN 1021 ou FRAN 1111.

FRAN 3123 Histoire du français 2 Cr.Hrs. 3 +3.0

Histoire interne du français. Étude du processus de changement linguistique et des principaux facteurs qui l'influencent à partir du cas de l'évolution de la langue français. Étude de la formation lexicale et morphosyntaxique du français et de l'élaboration de son orthographe. Préalables: une note minimale de C dans FRAN 2931 et FRAN 2123.

FRAN 3133 Phonétique et phonologie 3 Cr.Hrs. 3 +3.0

Approfondissement des notions de base en phonétique et en phonologie. Notions essentielles de phonétiques articulatoire et combinatoire pour le français. Aspects prosodiques. Les principes de la phonologie structuraliste. Introduction à la phonologie générative. Exercices d'application. On ne peut se faire créditer FRAN 3133 et l'ancien FRAN 2921. Préalable: une note minimale de C dans FRAN 2931.

FRAN 3143 Variation du français dans l'espace francophone Cr.Hrs. 3 +3.0

Étude du phénomène de variation géolectale à travers le cas de la variation du français dans l'espace francophone. La variation lexicale dans l'espace francophone. Les principales caractéristiques phonétiques, phonologiques, morphosyntaxiques et lexicales de quelques variétés de français prises dans leur contexte sociolinguistique. Examen des attitudes et des représentations vis-à-vis des variétés locales du français. On ne peut se faire créditer FRAN 3143 et l'ancien FRAN 4921. Préalable: une note minimale de C dans FRAN 2103.

FRAN 3213 Littérature et existentialisme Cr.Hrs. 3 +3.0

Mise en contexte des rapports entre littérature et philosophie existentielle depuis le XIXe siècle. Analyse des grandes tendances et des principaux enjeux de l'essai, du roman et du théâtre existentialistes en France au XXe siècle: les figures de la subjectivité, de l'individualisme moral, de l'engagement personnel, de la contingence universelle, de la liberté, de l'existence vs l'essence. Introduction à la fonction politico-philosophique des oeuvres littéraires existentialistes. Préalables: une note minimale de C dans FRAN 2223 et FRAN 2303.

FRAN 3223 Littérature et imaginaire Cr.Hrs. 3 +3.0

Introduction à la notion d'imaginaire en littérature. Analyse de ses fonctions cognitive, symbolique, esthétique, éthique et politique. Exploration de l'imaginaire en regard de la littérature du classicisme français: conte, roman, théâtre, sentences, maximes et moralités. Introduction au mythe littérature, au merveilleux vraisemblable, aux catégories éthiques relatives à l'univers des moralistes La Rochefoucault et La Bruyère. Préalables: une note minimale de C dans FRAN 2223 et FRAN 2303.

FRAN 3233 Analyse sociocritique Cr.Hrs. 3 +3.0

Étude du texte littéraire du point de vue de la sociocritique. Analyse de la représentation de la société dans les oeuvres par l'enquête historique, sociologique et sémiotique. Évaluation de textes littéraires en fonction d'une période historique donnée, au plan des genres, formes et

thèmes privilégiés, types de personnages et schémas narratifs. Étude des lectorats et des publics, ainsi que des mécanismes de sélection, de légitimation et de consécration des oeuvres littéraires. On ne peut se faire créditer FRAN 3233 et l'ancien FRAN 4011. Préalables: une note minimale de C dans FRAN 2223 et FRAN 2303.

FRAN 3243 Le Romantisme noir Cr.Hrs. 3 +3.0  
Introduction au romantisme noir français: 1820-1860. Influence des Illuministes du XVIII<sup>e</sup> siècle dont Swedenborg, de la littérature anglaise (Radcliffe, Shelley, Lewis) et allemande (Novalis, Hoffmann). Étude et analyse des aspects esthétiques et discursifs propres au récit fantastique: poésie, conte, nouvelle et roman. Exploration de l'effrayant, de l'obscur, ainsi que de l'irruption de l'irrationnel ou du surnaturel au sein des lois du monde. Préalables: une note minimale de C dans FRAN 2223 et FRAN 2303.

FRAN 3313 La littérature québécoise avant la Révolution tranquille (1945-1960) Cr.Hrs. 3 +3.0  
Étude approfondie de la société québécoise et de sa production littéraire des années 1945 à 1960. Une attention particulière sera accordée aux signes précurseurs de cet éclatement qui eut lieu au début des années 60, communément appelé la "Révolution tranquille". On ne peut se faire créditer FRAN 3313 et l'ancien FRAN 3831. Préalables: une note minimale de C dans FRAN 2303 et FRAN 2223.

FRAN 3323 La production littéraire au Québec à l'époque de la Révolution tranquille Cr.Hrs. 3 +3.0  
Rappel des contextes politique, historique, socioculturel et idéologique au Québec qui ont mené à la période de révolte appelée la Révolution tranquille. Étude de son impact sur la société québécoise et notamment sur sa production littéraire. Analyse approfondie d'un choix de textes. On ne peut se faire créditer FRAN 3323 et l'ancien FRAN 3841. Préalables: une note minimale de C dans FRAN 2303 et FRAN 2223.

FRAN 3343 Théories postcoloniales Cr.Hrs. 3 +3.0  
Initiation aux différentes théories postcoloniales développées suite à l'essor des discours anticoloniaux à l'heure de la décolonisation. Étude de l'oeuvre capitale de figures pionnières, dont Césaire, Fanon et Memmi. Étude de théoriciens proposant de nouvelles modalités de lecture, d'interprétation et de réception du texte littéraire. On ne peut se faire créditer FRAN 3343 et FREN 3840. Préalables: une note minimale de C dans les cours FRAN 2303 et FRAN 2223.

FRAN 4113 Politiques linguistiques et gestion des langues Cr.Hrs. 3 +3.0  
Présentation des concepts clés de la sociolinguistique appliquée. Les locuteurs et les États face à la gestion du bi- ou du plurilinguisme. Les enjeux politiques et économiques de la gestion institutionnelle des langues. La question des langues minoritaires. Exemples d'aménagements linguistiques en francophonie. Politiques et aménagements linguistiques au Québec et au Canada. Préalable: une note minimale de C dans FRAN 2103.

FRAN 4123 Le français au Manitoba Cr.Hrs. 3 +3.0  
Histoire externe et interne du français au Manitoba. Les jalons sociohistoriques de l'implantation du français dans la province des débuts à aujourd'hui. La situation sociolinguistique actuelle de la communauté francophone du Manitoba. Les principales caractéristiques linguistiques (phonétiques, phonologiques, morphosyntaxiques et lexicales) du français en usage au Manitoba. Préalable: une note minimale de C dans FRAN 2931.



FRAN 4213 Dadaïsme et surréalisme: littérature, art, cinéma Cr.Hrs. 3 +3.0  
Étude du dadaïsme et du surréalisme du point de vue de la littérature, de l'art et du cinéma. Redéfinition des pratiques esthétiques, remise en cause de l'héritage du passé et de la tradition du récit réaliste au profit d'un renouvellement de la vie et de l'art. Exploration des grandes phases constitutives de ces mouvements avant-gardistes et mise en perspective de concepts clefs: inconscient, écriture automatique, enquêtes dadaïstes et surréalistes, démocratisation de l'art, collage, frottage, etc. Préalable: une note minimale de C dans un cours de littérature de niveau 3000.

FRAN 4313 Analyse féministe de la littérature Cr.Hrs. 3 +3.0  
Étude de différents courants de la critique féministe, en rapport avec les théories de la critique littéraire contemporaine. Problématique d'une écriture au féminin et d'une lecture féministe d'oeuvres littéraires produits en France, au Québec et au Canada français, ainsi que dans la Francophonie. On ne peut se faire créditer FRAN 4314 et l'ancien FRAN 4021. Préalable: une note minimale de C dans un cours de littérature de niveau 3000.

FRAN 4323 La littérature de l'Acadie et de la Louisiane francophone Cr.Hrs. 3 +3.0  
Étude de la littérature des Acadiens (de l'Acadie) et des Cajuns (de la Louisiane francophone) avec une mise en contexte géographique, historique et socioculturelle. Étude thématique et formelle de quelques oeuvres représentatives des tendances littéraires depuis le XIXe siècle. On ne peut se faire créditer FRAN 4323 et l'ancien FRAN 4831. Préalable: une note minimale de C dans FRAN 3731.

#### Modifications:

FRAN 2931 Initiation à la linguistique Cr.Hrs. 3 0.0  
Approfondissement des principaux concepts de la linguistique moderne. Du signe au signe linguistique. Introduction aux différents niveaux d'analyse linguistique: phonétique et phonologique, morphologie flexionnelle et lexicale, sémantique, syntaxe. Préalable: une note minimale de C dans FRAN 2103.

FRAN 3531 Le théâtre québécois Cr.Hrs. 3 0.0  
Aperçu historique et étude du théâtre québécois de Lescarbot à Tremblay. Étude des oeuvres de Gratien Gélinas, de Marcel Dubé, de Michel Tremblay, etc. Préalables: une note minimale de C dans FRAN 2223 et FRAN 2303.

FRAN 3541 Le théâtre de l'Ouest Cr.Hrs. 3 0.0  
Étude d'oeuvres d'auteurs franco-manitobains, tels que Roger Auger, Claude Dorge, Marcien Ferland, etc. Préalables: une note minimale de C dans FRAN 2223 et FRAN 2303.

FRAN 3641 Le rire dans la littérature française Cr.Hrs. 3 0.0  
Étude du développement de la veine comique à travers la littérature française, de son origine au Moyen-Age jusqu'aux temps modernes en passant par ses manifestations au cours des différents siècles. Préalables: note minimale de C dans FRAN 2223 et dans FRAN 2303.

FRAN 3651 Littérature et vision tragique du monde Cr.Hrs. 3 0.0  
Étude du développement de la veine tragique à travers la littérature française, de son origine au Moyen-Age jusqu'aux temps modernes en passant par ses manifestations au cours des différents siècles. Préalables: une note minimale de C dans FRAN 2223 et dans FRAN 2303.

- FRAN 3661 L'esprit de la Révolution française Cr.Hrs. 3 0.0  
Le maintien des formes classiques qui atteignent, au début du XVIII<sup>e</sup> siècle, un summum d'élégance et de raffinement et l'apparition, d'une part, des idées nouvelles qui entraîneront la chute de l'ancien régime et, d'autre part, d'une sensibilité annonciatrice d'un âge nouveau. Préalables: une note minimale de C dans FRAN 2223 et dans FRAN 2303.
- FRAN 3671 Études de poésie Cr.Hrs. 3 0.0  
Études des formes poétiques de la Renaissance (Maret, poètes de la Pléiade, poètes baroques), du Romantisme (Lamartine, Musset, Vigny, Hugo), du Parnasse (Gautier) et du début du Symbolisme (Baudelaire). Préalables: une note minimale de C dans FRAN 2223 et FRAN 2303.
- FRAN 3731 Initiation aux littératures francophones Cr.Hrs. 3 0.0  
Introduction générale portant sur l'ensemble de la production littéraire dans les pays francophones autres que le Canada français et la France. Étude des contextes socio-historiques qui ont favorisé l'épanouissement de cette littérature. Étude de thèmes majeurs, de structures et d'esthétiques particulières retrouvés dans une sélection d'oeuvres choisies. Préalables: une note minimale de C dans FRAN 2223 et FRAN 2303.
- FRAN 3851 Littérature de l'Ouest: poésie, nouvelles Cr.Hrs. 3 0.0  
Étude de la poésie et des nouvelles produites dans l'Ouest francophone du Canada depuis le siècle dernier: l'évolution des styles et des thèmes par l'analyse de textes choisis. Préalables: une note minimale de C dans FRAN 2223 et FRAN 2303.
- FRAN 3861 Littérature de l'Ouest: roman Cr.Hrs. 3 0.0  
Étude des romans produits dans l'Ouest francophone du Canada depuis le siècle dernier. Évolution du genre romanesque de style et d'inspiration classique et traditionnelle jusqu'à l'expression moderne et post-moderne des écrivains franco-canadiens de l'Ouest. Préalables: une note minimale de C dans FRAN 2223 et FRAN 2303.
- FRAN 3941 Syntaxe du français contemporain Cr.Hrs. 3 0.0  
Approfondissement des notions de base en syntaxe. Le concept de grammaticalité et l'objet d'étude de la syntaxe. Étude des catégories grammaticales et analyse de l'organisation syntaxique du français. La représentation en arbres syntagmatiques et l'analyse des constituants de la phrase. Syntaxe et lexique. On ne peut se faire créditer FRAN 3941 et l'ancien FRAN 2941. Préalable: une note minimale de C dans FRAN 2931.
- FRAN 4071 Sujets particuliers Cr.Hrs. 3 0.0  
Contenu variable d'année en année selon les besoins des étudiantes et des étudiants, et selon la spécialité du professeur ou de la professeure. Il est possible de se faire créditer ce cours plus d'une fois pourvu que le contenu du cours soit chaque fois différent. Préalable: une note minimale de C dans un cours FRAN de niveau 3000.
- FRAN 4081 Littérature et cinéma Cr.Hrs. 3 0.0  
Étude d'oeuvres littéraires et de leur réalisation cinématographique conduisant à un examen de problèmes de l'adaptation à l'écran d'une oeuvre littéraire ainsi qu'à une comparaison des techniques d'expression des deux arts et à une réflexion sur la création dans les deux langages spécifiques, le langage textuel et le langage visuel. Préalable: une note minimale de C dans un cours de littérature FRAN de niveau 3000.

- FRAN 4551 L'âge d'or du théâtre français Cr.Hrs. 3 0.0  
Étude thématique, dramatique et esthétique de six pièces représentatives de l'école classique du théâtre français (XVIIe siècle). Préalable: une note minimale de C dans un cours de littérature FRAN de niveau 3000.
- FRAN 4561 Le Théâtre français du XVIIIe siècle Cr.Hrs. 3 0.0  
Étude du renouveau des formes dramatiques dans quelques oeuvres du théâtre français du XVIIIe siècle. Préalable: une note minimale de C dans un cours de littérature FRAN de niveau 3000.
- FRAN 4591 Création littéraire: théâtre Cr.Hrs. 3 0.0  
Étude des procédés d'écriture d'une pièce de théâtre. Ateliers d'écriture, débouchant sur la création d'une pièce. Préalable: une note minimale de C dans un cours de théâtre FRAN de niveau 3000.
- FRAN 4631 Métamorphoses du roman Cr.Hrs. 3 0.0  
Les origines du roman et la correspondance entre les différentes structures romanesques et les structures sociales sous l'Ancien Régime. Préalable: une note minimale de C dans un cours de littérature FRAN de niveau 3000.
- FRAN 4661 Nouveaux visages du roman Cr.Hrs. 3 0.0  
Étude détaillée de quelques oeuvres romanesques produites depuis le début des années 1980 (romans de Le Clézio, Perec, Duras, Sarraute, etc.). Préalable: une note minimale de C dans un cours de littérature FRAN de niveau 3000.
- FRAN 4731 Littérature africaine Cr.Hrs. 3 0.0  
Introduction à la littérature des pays africains francophones. Étude de textes qui ont marqué le XXe siècle, avec un accent mis sur les productions après l'ère des Indépendances. Préalables: une note minimale de C dans FRAN 3343 et FRAN 3731.
- FRAN 4741 Littérature maghrébine Cr.Hrs. 3 0.0  
Étude d'une sélection d'oeuvres francophones écrites par des auteurs maghrébins. Exploration de certains aspects particuliers à cette littérature: histoire, culture, thèmes, structures, langue, technique et style. Préalables: une note minimale de C dans FRAN 3343 et FRAN 3731.
- FRAN 4751 Littérature antillaise Cr.Hrs. 3 0.0  
Introduction générale à la littérature antillaise avec une mise en situation historique et socioculturelle. Étude des thèmes majeurs, des particularités stylistiques dans quelques oeuvres choisies parmi les plus représentatives des tendances littéraires depuis le XIXe siècle. Préalables: une note minimale de C dans FRAN 3343 et FRAN 3731.
- FRAN 4931 La langue dans la littérature Cr.Hrs. 3 0.0  
Aperçu historique des usages et des perceptions de la «langue littéraire » chez différents auteurs écrivant en français depuis le XVIe siècle jusqu'au XXIe siècle. Étude des tensions qui résultent de la coprésence de diverses normes langagières et variétés linguistiques et de ses effets sur la création littéraire. Analyse de plusieurs oeuvres littéraires du monde francophone. Préalables: une note minimale de C dans FRAN 2103 et dans FRAN 2303.

FRAN 4991 Création littéraire: poésie Cr.Hrs. 3

0.0

Mise en pratique des techniques de création poétique (étude des rythmes, des images, des sonorités, etc.) pour la réalisation d'oeuvres poétiques originales. Préalable: une note minimale de C dans un cours de littérature FRAN de niveau 3000.

**NET CHANGE IN CREDIT HOURS: +21.0**

Program closures:

- **baccalauréat ès Arts général avec majeure avancée en français**
- **Littérature canadienne française** (concentration)
- **Littératures françaises et francophone** (concentration)

Program introduction and program modifications:

The following program introductions and modifications are described on the next twelve pages:

Program introduction:

- **Littérature et analyse textuelle** (concentration)

Program modifications:

- **baccalauréat ès Arts spécialisé en françaises**, including revising the program name to “baccalauréat ès Arts spécialisé en études françaises”
- **Littérature et analyse textuelle** (concentration)
- **Linguistique et analyse du discours** (concentration)
- **Théâtre** (concentration)

## CHANGEMENTS À APPORTER À L'ANNUAIRE

Baccalauréat ès arts spécialisé en français

### **Baccalauréat ès Arts spécialisé en études françaises**

Cours et disciplines

Le Département d'études françaises, de langues et de littératures offre des programmes diversifiés qui exposent l'étudiant ou l'étudiante aux différents domaines des études françaises, c'est-à-dire le théâtre, les littératures française et francophones, la littérature canadienne-française la littérature et l'analyse textuelle, la linguistique et l'analyse du discours.

Il est possible de choisir entre trois (3) programmes offerts par le Département d'études françaises, de langues et de littératures.

Réseau des préalables

FRAN 1091 Rédaction universitaire

Obligatoire dans les 4 programmes de baccalauréat : général, de 4 ans, majeure avancée et spécialisation.

FRAN 1111 Grammaire et laboratoire

Obligatoire pour les cours de grammaire et de linguistique.

FRAN 1021 L'art de parler

FRAN 1071 Lectures dirigées

FRAN 1111 Grammaire et laboratoire

Obligatoires dans le cadre du baccalauréat général de 4 ans, pour toutes les concentrations dans le cadre de la majeure avancée et de la spécialisation.

1 cours de niveau 2000

Préalable pour tous les cours de niveau 3000 dans le cadre de la mineure et de la majeure.

1 cours de niveau 2000 ou 3000

Préalable pour tous les cours de niveau 4000 dans le cadre de la mineure et de la majeure.

FRAN 2911 Procédés d'écriture

Obligatoire pour la concentration Linguistique et analyse du discours dans le cadre de la majeure

	avancée et de la spécialisation. Préalable pour tous les cours de création littéraire.
FRAN 2911 Procédés d'écriture ou FRAN 2931 Initiation à la linguistique	Choix de préalables pour les cours FRAN 3951 Évolution de la langue et FRAN 4931 La langue dans la littérature.
FRAN 2931 Initiation à la linguistique	Préalable pour FRAN 3931 Lexicologie et lexicographie.
FRAN 2941 Structures du français contemporain	Préalable pour FRAN 3941 Syntaxe du français contemporain.
FRAN 3911 Procédés et analyses stylistiques	Préalable FRAN 2911 Procédés d'écriture
FRAN 3731 Initiation aux littératures francophones	Préalable pour FRAN 4731 Littérature africaine, FRAN 4741 Littérature maghrébine et FRAN 4751 Littérature antillaise.

Réseau des préalables	
FRAN 1091 Rédaction universitaire	Obligatoire dans les 3 programmes de baccalauréat : général, spécialisation et double spécialisation français-traduction.
FRAN 1111 Grammaire et laboratoire	Obligatoire pour les cours de grammaire et pour FRAN 2103 Introduction à l'étude du langage et FRAN 2123 Histoire du français 1.
FRAN 1111 Grammaire et laboratoire ou FRAN 1021 L'art de parler	Choix de préalable pour FRAN 2133 L'écriture journalistique et FRAN 2113 Le texte en chanson
FRAN 1021 L'art de parler ou FRAN 1111 Grammaire et laboratoire	Obligatoires dans le cadre du baccalauréat général de 3 ans, pour toutes les concentrations dans le cadre de la spécialisation.
1 cours de niveau 2000	Préalable pour tous les cours de niveau 3000 dans le cadre de la mineure et de la majeure.

<b>1 cours de niveau 2000 ou 3000</b>	<b>Préalable pour tous les cours de niveau 4000 dans le cadre de la mineure et de la majeure.</b>
<b>FRAN 2103 Introduction à l'étude du langage</b>	<b>Préalable pour FRAN 2931 Initiation à la linguistique, FRAN 3143 Variation du français dans l'espace francophone, FRAN 4113 Politiques linguistiques et gestion des langues et FRAN 4931 La langue dans la littérature</b>
<b>FRAN 2123 Histoire du français 1</b>	<b>Préalable pour FRAN 3123 Histoire du français 2</b>
<b>FRAN 2931 Initiation à la linguistique</b>	<b>Préalable pour FRAN 3133 Phonétique et phonologie, FRAN 3931 Lexicologie et lexicographie, FRAN 3123 Histoire du français 2, FRAN 3941 Syntaxe du français contemporain, FRAN 4123 Le français au Manitoba et FRAN 4971 Sociolinguistique.</b>
<b>FRAN 2223 Le Récit : perspectives et enjeux et FRAN 2303 Introduction aux études littéraires</b>	<b>Préalable pour les cours de littérature niveau 3000</b>
<b>FRAN 2303 Introduction aux études littéraires</b>	<b>Préalable pour les cours de littérature niveau 3000 et pour FRAN 4931 La langue dans la littérature</b>
<b>FRAN 3731 Initiation aux littératures francophones et FRAN 3343 Théories postcoloniales</b>	<b>Préalables pour FRAN 4731 Littérature africaine, FRAN 4741 Littérature maghrébine et FRAN 4751 Littérature antillaise.</b>
<b>FRAN niveau 3000 (littérature)</b>	<b>Préalable pour les cours de littérature niveau 4000</b>
<b>FRAN niveau 3000 (théâtre)</b>	<b>Préalable pour FRAN 4591 Création littéraire : théâtre</b>
<b>FRAN niveau 3000 (littérature)</b>	<b>Préalable pour FRAN 4991 Création littéraire : poésie</b>

#### I. Baccalauréat ès arts général (3 ans)

Pour la mineure, il faut obtenir 18 crédits dont FRAN 1091 *Rédaction universitaire*, 3 autres crédits de niveau 1000 choisis parmi FRAN 1111 *Grammaire et laboratoire*, ~~FRAN 1071 Lectures dirigées~~ et FRAN 1021 *L'art de parler* et au moins 3 crédits de niveau 3000 ou 4000.

Pour la majeure, il faut obtenir 30 crédits dont FRAN 1091 *Rédaction universitaire*, 3 autres crédits choisis parmi FRAN 1021, ~~FRAN 1071~~ ou FRAN 1111 et 9 crédits de niveau 3000 ou 4000. Pour la majeure et la mineure, on ne peut prendre plus de 12 crédits de niveau 1000.

(Il est à noter que le Service de perfectionnement linguistique, de concert avec les professeurs et professeures du Département d'études françaises, de langues et de littératures, dirigera l'étudiante ou l'étudiant vers le cours qui, parmi FRAN 1021, ~~FRAN 1071~~ ou FRAN 1111, lui conviendra le mieux.)

## **II. Baccalauréat de 4 ans avec majeure avancée**

~~Pour le baccalauréat de 4 ans avec majeure avancée, il faut obtenir 54 crédits : 12 de niveau 1000, plus 42 crédits (14 cours de 3 crédits) dont 21 au moins dans une des 4 concentrations suivantes : théâtre, littératures française et francophones, littérature canadienne française, linguistique et analyse du discours. On doit obtenir 6 crédits de niveau 3000 et 6 de niveau 4000 (voir tableau ci-joint).~~

~~N. B. : 1) À partir de sa troisième année, on peut suivre indifféremment des cours 3000 ou 4000, à moins qu'un cours 3000 ne soit un préalable à un cours 4000.~~

~~Dans chaque concentration, pour atteindre le minimum exigé de 21 crédits, on disposera d'un choix de cours relatifs, pouvant aller de 7 sur 8 à 7 sur 14 (ce nombre comprenant les cours offerts par l'École de traduction).~~

~~2) Pour faire le programme de majeure avancée en 4 ans, il peut être nécessaire de suivre des cours à l'intersession.~~

## **III. Baccalauréat spécialisé (4 ans)**

Pour le baccalauréat spécialisé, il faut obtenir 60 crédits dont 12 crédits de niveau 1000 plus 48 crédits (24 cours de 3 crédits). On doit avoir obtenu au moins 12 crédits de niveau 3000 et 18 crédits de niveau 4000. De ces crédits, 21 doivent provenir de l'une des 4 concentrations choisies : théâtre, littératures française et francophones, littérature canadienne française, linguistique et analyse du discours.

Dans le cadre des programmes de 4 ans (majeure avancée ou spécialisation), le Département d'études françaises, de langues et de littératures recommande de mettre l'accent, dans le choix des autres cours, sur les matières favorisant la culture générale (sciences humaines, sciences sociales) et l'acquisition de la langue (apprentissage d'une troisième langue).

## **II. Baccalauréat spécialisé en études françaises (4 ans)**

Pour le baccalauréat spécialisé, il faut obtenir 60 crédits dont 12 crédits de niveau 1000 plus 48 crédits (16 cours de 3 crédits). On doit avoir obtenu au moins 12 crédits de niveau 3000 et 18 crédits de niveau 4000. De ces crédits, 21 doivent provenir de l'une des 3 concentrations choisies : théâtre, littérature et analyse textuelle ou linguistique et analyse du discours.

Dans le cadre de ce programme, le Département d'études françaises, de langues et de littératures recommande de mettre l'accent, dans le choix des autres cours, sur les matières favorisant la culture générale (sciences humaines, sciences sociales) et l'acquisition de la langue (apprentissage d'une troisième langue).

N. B. :

1) La moyenne générale cumulative exigée dans les différents programmes est, pour la mineure et la majeure : C; ~~pour la majeure avancée : C~~; pour la spécialisation : B.

2) Comme ceux du B.A. général, les étudiants et étudiantes dans le programme ~~de majeure avancée ou~~ de spécialisation doivent avoir suivi avec succès un cours de sciences.



3) Pour suivre un cours du département de français au campus Fort Garry, on doit faire approuver le choix du cours auprès du Département d'études françaises, de langues et de littératures avant de s'y inscrire. Autrement, on court le risque d'apprendre que le cours ne satisfait pas aux exigences et qu'il n'est pas crédité au programme d'études.

4) Le cours CAFÉ (les 3 niveaux) sera considéré comme l'équivalent de FRAN 1111 (Grammaire et laboratoire).

#### IV.

### III. Baccalauréat avec double spécialisation français-traduction (4 ans)

Ce programme est destiné aux étudiantes et aux étudiants qui souhaitent partager leurs études entre la traduction, la littérature et la linguistique.

L'admission à ce programme cumule les exigences de chacun des programmes, c'est-à-dire une note minimale de B aux cours de français de première année et la réussite à l'examen d'admission en traduction. Chacune des spécialisations exige 42 crédits, y compris les 6 crédits de première année.

TABLEAU 1

Organisation des études - Baccalauréat avec double spécialisation français-traduction

Année	Français	Traduction	Autres
I	6 crédits Cours obligatoires : FRAN 1091 (3) + 3 crédits parmi : FRAN 1021 (3), FRAN 1071 (3) ou FRAN 1111 (3), selon les résultats au test d'orientation	6 crédits d'anglais, de littérature ou de langue <sup>1</sup>	6 crédits en sciences, dont 3 crédits obligatoires en mathématiques <sup>2</sup> . 12 crédits en sciences sociales (anthropologie, sciences économiques, géographie, histoire, philosophie, sciences politiques, psychologie, sciences religieuses, sociologie) <sup>3</sup>
II	12 crédits Cours obligatoires : FRAN 2911 Procédés d'écriture (3) FRAN 2531 Intro au théâtre I (3) + 6 crédits au choix parmi les cours de niveau 2000, 3000, ou même 4000	12 crédits parmi TRAD 2151 Intro à la traduction (3) TRAD 2111 Informatique et traduction (3) TRAD 2071 Grammaire normative (6) ou ENGL 2001 Intermediate Writing and Research (6) ou TRAD 2101 Analyse et résumé de textes I (3) et	6 crédits de cours au choix <sup>3</sup>

		TRAD 3101 et Analyse et résumé de textes II (3)	
III	12 crédits Cours obligatoires : FRAN 3731 Initiation aux littératures francophones (3) + 9 crédits au choix parmi les cours de niveau 3000 ou 4000	12 crédits parmi TRAD 3011 Lexicologie comparée (3) TRAD 3051 Syntaxe comparée (3) TRAD 3121 Lexicographie comparée (3) TRAD 3131 Terminologie bilingue et documentation (3) TRAD 3261 Traduction générale (3) TRAD 3271 General Translation (3)	6 crédits de cours au choix <sup>3</sup>
IV	12 crédits Cours obligatoires : TRAD 4031 Analyse du discours I (3) + 9 crédits au choix parmi les cours de e année	12 crédits dont - 3 crédits (Bloc A : version) - 3 crédits (Bloc C : thème) - 3 crédits (Bloc B : pratique) - TRAD 4033 Analyse du Discours II (3)	6 crédits de cours au choix <sup>3</sup>
Total	42 crédits dont 3 au moins dans chacune des concentrations A, B, C et D des cours de français	42 crédits	36 crédits dont 18 crédits de cours au choix (= possibilité de suivre l'équivalent d'une mineure dans une troisième langue)

<sup>1</sup> Les étudiantes et étudiants de première année assez avancés en anglais pourraient suivre le cours ENGL 2001 dans l'optique de suivre le cours TRAD 2071 ou TRAD 2101 et TRAD 3101 en 2<sup>e</sup> année. Les autres doivent choisir un cours de littérature de niveau 1000.

<sup>2</sup> En plus de suivre les cours exigés en sciences sociales, l'étudiante ou l'étudiant doit répondre aux exigences en matière de cours obligatoires en mathématiques (choix de cours de mathématiques : MATH 1191, MATH 1201, MATH 1301, MATH 1501, MATH 1701, STAT 1001, COMP 1011, COMP 1021, COMP 1261, COMP 1271).

<sup>3</sup> L'étude d'une troisième langue est fortement recommandée.

TABLEAU 2  
Cours au choix pour le programme de double spécialisation français-traduction

Bloc A – Version  TRAD 4361 Traduction spécialisée	Bloc B - Rédaction et traduction  TRAD 3111 Laboratoire I TRAD 4011 Atelier de traduction professionnelle	Bloc C - Thème  TRAD 3271 General Translation TRAD 4371 Specialized Translation
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TRAD 4381 Traduction en sciences sociales TRAD 4391 Traduction juridique TRAD 4401 Traduction littéraire TRAD 4411 Traduction scientifique et technique TRAD 4421 Traduction commerciale et économique TRAD 4261 Initiation à l'interprétation TRAD 4061 Terminologie appliquée* TRAD 4531 Traduction militaire TRAD 4273 Traduction biomédicale et pharmaceutique	TRAD 4071 Mémoire de traduction TRAD 4111 Laboratoire II TRAD 4031 Analyse du discours I TRAD 4033 Analyse du discours II TRAD 44263 Théorie de la traduction	TRAD 4231 Translation in the Social Sciences TRAD 4241 Legal Translation TRAD 4251 Literary Translation TRAD 4271 Scientific and Technical Translation TRAD 4061 Terminologie appliquée* TRAD 4261 Initiation à l'interprétation
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TABLEAU 3

Liste des cours de français

~~1<sup>ère</sup> année (tronc commun sans concentration particulière)~~

- ~~— (FRAN 1001) Grammaire de l'écrit + séance de travaux dirigés (1,5 h) —~~
- ~~— (FRAN 1091) Rédaction universitaire + séance de travaux dirigés~~
- ~~— (FRAN 1021) L'art de parler (1,5 h)~~
- ~~— (FRAN 1111) Grammaire + séance de travaux dirigés (1,5 h)~~
- ~~— (FRAN 1071) Lectures dirigées —~~

A — THÉÂTRE [5]	B — LITTÉRATURES FRANÇAISE ET FRANCOPHONE [6 et 7]	C — LITTÉRATURE CANADIENNE-FRANÇAISE [8]	D — LINGUISTIQUE ET ANALYSE DU DISCOURS [9]
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2 <sup>e</sup> -année	2 <sup>e</sup> -année	2 <sup>e</sup> -année	2 <sup>e</sup> -année
FRAN 2523 Atelier de théâtre FRAN 2531 Introduction au théâtre 1 FRAN 2541 Introduction au théâtre II	FRAN 2631 Poésie et chanson dans la littérature française FRAN 2641 Le discours amoureux dans la littérature française FRAN 2651 La nature dans la littérature française FRAN 2661 La fantaisie dans la littérature française FRAN 2681 Civilisation française	FRAN 2831 L'individu et le pays FRAN 2841 La quête du bonheur FRAN 2851 Le folklore et la littérature orale FRAN 2861 L'influence de la littérature orale FRAN 2881 Civilisation canadienne-française	FRAN 2911 Procédés d'écriture FRAN 2921 Phonétique française FRAN 2931 Initiation à la linguistique FRAN 2941 Structures du français contemporain FRAN 2991 Création de textes variés TRAD 2071 Grammaire normative (6)** TRAD 2101 Analyse et résumé I**
3 <sup>e</sup> -année	3 <sup>e</sup> -année	3 <sup>e</sup> -année	3 <sup>e</sup> -année
FRAN 3531 Le théâtre québécois FRAN 3541 Le théâtre de l'Ouest	FRAN 3631 Les romanciers du XX <sup>e</sup> siècle FRAN 3641 Le rire dans la littérature française FRAN 3651 Littérature et vision tragique FRAN 3661 L'esprit de la Révolution française FRAN 3671 Études de poésie FRAN 3681 Thèmes romantiques FRAN 3731 Initiation aux littératures francophones	FRAN 3831 L'époque de la contestation FRAN 384 La Révolution tranquille et le roman FRAN 3851 Littérature de l'Ouest : poésie, nouvelles FRAN 3861 Littérature de l'Ouest : roman	FRAN 3911 Procédés et analyse stylistiques FRAN 3931 Lexicologie et lexicographie FRAN 3941 Syntaxe du français contemporain FRAN 3951 Évolution de la langue FRAN 3991 Création littéraire : conte et nouvelle TRAD 3101 Analyse et résumé II** TRAD 3141 Rédaction professionnelle I**

4 <sup>e</sup> -année	4 <sup>e</sup> -année	4 <sup>e</sup> -année	4 <sup>e</sup> -année
FRAN 4071 Sujets particuliers * FRAN 4551 L'âge d'or du théâtre français FRAN 4561 Le théâtre français du XVIII <sup>e</sup> siècle FRAN 4591 Création littéraire : théâtre	FRAN 4061 La femme dans la littérature FRAN 4071 Sujets particuliers * FRAN 4081 Littérature et cinéma FRAN 4631 Métamorphose du roman FRAN 4641 Réalisme et engagement FRAN 4651 Poésie féminine FRAN 4661 Nouveaux visages du roman FRAN 4731 Littérature africaine FRAN 4741 Littérature maghrébine FRAN 4751 Littérature antillaise	FRAN 4061 La femme dans la littérature FRAN 4071 Sujets particuliers * FRAN 4081 Littérature et cinéma FRAN 4831 Littérature de l'Acadie et des Cajuns FRAN 4841 Le roman du terroir FRAN 4851 Du classicisme à l'exotisme	FRAN 4011 Sociocritique FRAN 4021 Critique féministe FRAN 4071 Sujets particuliers * FRAN 4921 Les parlers régionaux FRAN 4931 La langue dans la littérature FRAN 4971 Sociolinguistique FRAN 4991 Création littéraire : poésie TRAD 4141 Rédaction professionnelle II** TRAD 4021 Analyse du discours (6)**

\*Ce cours pourrait remplacer un autre cours de 3<sup>e</sup> ou de 4<sup>e</sup> année dans n'importe quelle concentration, au cas où l'on aurait besoin d'aborder un sujet non couvert par un autre cours du programme ou au cas où l'USB recevrait un professeur invité.

\*\*Cours offerts par l'École de traduction.

### TABLEAU 3

#### Liste des cours de français

##### 1<sup>re</sup> année (tronc commun sans concentration particulière)

- (FRAN 1001) Grammaire de l'écrit + séance de travaux dirigés (1,5 h)
- (FRAN 1091) Rédaction universitaire + séance de travaux dirigés
- (FRAN 1021) L'art de parler (1,5 h)
- (FRAN 1111) Grammaire et laboratoire + séance de travaux dirigés (1,5 h)

<b>A — THÉÂTRE [5]</b>	<b>B — LITTÉRATURE ET ANALYSE TEXTUELLE [6, 7 et 8]</b>	<b>D — LINGUISTIQUE ET ANALYSE DU DISCOURS [9]</b>
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<p><b>2<sup>e</sup> année</b></p> <p><b>FRAN 2523 Atelier de théâtre</b>  <b>FRAN 2531 Introduction au théâtre 1</b>  <b>FRAN 2541 Introduction au théâtre II</b></p>	<p><b>2<sup>e</sup> année</b></p> <p><b>FRAN 2213 Histoire de la littérature française : Modernités, XIX<sup>e</sup> et XX<sup>e</sup> siècles</b>  <b>FRAN 2223 Le récit : perspectives et enjeux</b>  <b>FRAN 2233 Littérature et romantisme</b>  <b>FRAN 2243 Réalisme et naturalisme</b>  <b>FRAN 2303 Introduction aux études littéraires</b>  <b>FRAN 2313 La littérature du Canada français et du Québec, des origines à 1945</b>  <b>FRAN 2323 La littérature du Canada français et du Québec, de 1945 à nos jours</b>  <b>FRAN 2333 Héritage folklorique et tradition orale au Canada français</b>  <b>FRAN 2343 Les influences de la littérature orale au Québec et au Canada français</b>  <b>FRAN 2413 Le corps blessé dans la littérature canadienne d'expression française</b>  <b>FRAN 2423 Folie et déficience mentale dans la littérature canadienne d'expression française</b>  <b>FRAN 2641 Le discours amoureux dans la littérature française</b>  <b>FRAN 2651 La nature dans la littérature française</b>  <b>FRAN 2881 Civilisation canadienne-française</b></p>	<p><b>2<sup>e</sup> année</b></p> <p><b>FRAN 2103 Introduction à l'étude du langage</b>  <b>FRAN 2113 Le texte en chanson</b>  <b>FRAN 2123 Histoire du français 1</b>  <b>FRAN 2133 L'écriture journalistique</b>  <b>FRAN 2253 L'art du discours</b>  <b>FRAN 2931 Initiation à la linguistique</b>  <b>TRAD 2071 Grammaire normative (6)**</b>  <b>TRAD 2101 Analyse et résumé I**</b></p>
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<b>3<sup>e</sup> année</b>  <b>FRAN 3531 Le théâtre québécois</b> <b>FRAN 3541 Le théâtre de l'Ouest</b>	<b>3<sup>e</sup> année</b>  <b>FRAN 3213 Littérature et existentialisme</b> <b>FRAN 3223 Littérature et imaginaire</b> <b>FRAN 3243 Le romantisme noir</b> <b>FRAN 3313 La littérature québécoise avant la Révolution tranquille (1945 - 1960)</b> <b>FRAN 3323 La production littéraire au Québec à l'époque de la Révolution tranquille</b> <b>FRAN 3343 Théories postcoloniales</b> <b>FRAN 3641 Le rire dans la littérature française</b> <b>FRAN 3651 Littérature et vision tragique</b> <b>FRAN 3661 L'esprit de la Révolution française</b> <b>FRAN 3671 Études de poésie</b> <b>FRAN 3731 Initiation aux littératures francophones</b> <b>FRAN 3851 Littérature de l'Ouest : poésie, nouvelles</b> <b>FRAN 3861 Littérature de l'Ouest : roman</b>	<b>3<sup>e</sup> année</b>  <b>FRAN 3123 Histoire du français 2</b> <b>FRAN 3133 Phonétique et phonologie</b> <b>FRAN 3143 Variations du français dans l'espace francophone</b> <b>FRAN 3233 Analyse sociocritique</b> <b>FRAN 3931 Lexicologie et lexicographie</b> <b>FRAN 3941 Syntaxe du français contemporain</b> <b>FRAN 3991 Création littéraire : conte et nouvelle</b> <b>TRAD 3101 Analyse et résumé II**</b> <b>TRAD 3141 Rédaction professionnelle I**</b>
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<b>4<sup>e</sup> année</b>	<b>4<sup>e</sup> année</b>	<b>4<sup>e</sup> année</b>
<b>FRAN 4071 Sujets particuliers*</b> <b>FRAN 4551 L'âge d'or du théâtre français</b> <b>FRAN 4561 Le théâtre français du XVIII<sup>e</sup> siècle</b> <b>FRAN 4591 Création littéraire : théâtre</b>	<b>FRAN 4061 La femme dans la littérature</b> <b>FRAN 4071 Sujets particuliers*</b> <b>FRAN 4081 Littérature et cinéma</b> <b>FRAN 4213 Dadaïsme et surréalisme : littérature, art, cinéma</b> <b>FRAN 4323 La littérature de l'Acadie et de la Louisiane francophones</b> <b>FRAN 4631 Métamorphose du roman</b> <b>FRAN 4651 Poésie féminine</b> <b>FRAN 4661 Nouveaux visages du roman</b> <b>FRAN 4731 Littérature africaine</b> <b>FRAN 4741 Littérature maghrébine</b> <b>FRAN 4751 Littérature antillaise</b> <b>FRAN 4851 Du classicisme à l'exotisme</b>	<b>FRAN 4071 Sujets particuliers*</b> <b>FRAN 4113 Politiques linguistiques et gestion des langues</b> <b>FRAN 4123 Le français au Manitoba</b> <b>FRAN 4313 Analyse féministe de la littérature</b> <b>FRAN 4931 La langue dans la littérature</b> <b>FRAN 4971 Sociolinguistique</b> <b>FRAN 4991 Création littéraire : poésie</b> <b>TRAD 4141 Rédaction professionnelle II**</b> <b>TRAD 4021 Analyse du discours (6)**</b>

**\*Ce cours pourrait remplacer un autre cours de 3<sup>e</sup> ou de 4<sup>e</sup> année dans n'importe quelle concentration, au cas où l'on aurait besoin d'aborder un sujet non couvert par un autre cours du programme ou au cas où l'USB recevrait un professeur invité.**

**\*\*Cours offerts par l'École de traduction.**



département des sciences humaines et sociales

Deletions:

PSYC 2411 Psychologie sociale I Cr.Hrs. 3	-3.0
PSYC 2421 Psychologie sociale II Cr.Hrs. 3	-3.0

Introduction:

PSYC 2541 Psychologie sociale Cr.Hrs. 3	+3.0
Introduction aux façons dont nous affectons le comportement des autres et sommes affectés par eux. Les sujets abordés comprennent généralement: attitudes et changement d'attitudes, croyances et jugements sociaux, conformisme, persuasion, normes et rôles sociaux, dynamiques de groupes, préjugés, agression, altruisme, attraction et relations interpersonnelles ainsi que les conflits intergroupes. On ne peut se faire créditer PSYC 2541 et PSYC 2540 (ou les anciens PSYC 2411, PSYC 2410, PSYC 2421, PSYC 2420). Préalables: [une note minimale de C dans PSYC 1211 et PSYC 1221] ou [une note minimale de C dans PSYC 1200 ou l'ancien PSYC 1201], ou l'autorisation écrite de la professeure ou du professeur.	

Modification:

PSYC 3131 Psychologie de la santé Cr.Hrs. 3	0.0
Introduction au domaine de la psychologie de la santé. On y étudie comment les interactions complexes entre des facteurs environnementaux, psychologiques, neurologiques et immunitaires contribuent au maintien de la santé et, par conséquent, au développement des maladies. On ne peut se faire créditer PSYC 3131 et PSYC 3130, PSYC 3531 ou PSYC 3530 quand l'intitulé est "Psychologie de la santé". Préalables: [une note minimale de C dans PSYC 2541 ou PSYC 2540] ou [une note minimale de C dans un des anciens PSYC 2411, PSYC 2410, PSYC 2421 ou PSYC 2420], ou l'autorisation écrite de la professeure ou du professeur.	

**NET CHANGE IN CREDIT HOURS: -3.0**

Program modifications:

Modifications to the **baccalauréat ès Arts général avec majeure en études internationales** are set out on the next three pages.

## MODIFICATION DE L'ENTRÉE DANS L'ANNUAIRE

### ÉTUDES INTERNATIONALES

Ce programme mène à un baccalauréat ès arts général (3 ans – 90 crédits) avec majeure en études internationales **de 48 crédits**. De par son contenu interdisciplinaire, il comporte des cours de la Faculté des arts, de la Faculté des sciences et de l'École d'administration des affaires. ~~La première année du programme (Université 1) comporte 30 crédits. Les deuxième et troisième années comportent 60 crédits.~~

Cours obligatoires ——— 39 crédits

Cours à option ——— 21 crédits

**N.B. :** Il se peut que certains aient à suivre des cours de langue supplémentaires, en anglais ou en français. Le résultat obtenu au profil linguistique en déterminera les exigences ou les équivalences.

#### **UNIVERSITÉ 1 (30 CRÉDITS)**

Langues : FRAN 1001 et ENGL 1061 et ENGL 1071 (minimum 6)

Maths/sciences\* (6)

ARTS 1111 ——— Introduction à l'université (3)

ECON 1021 ——— Introduction à la macroéconomie (3)

INTL 1011 ——— Introduction aux études internationales (3)

PHIL 1291 ——— Pensée critique (3)

POLS 1501 ——— Introduction à la politique (6)

\*Minimum de 3 crédits en mathématiques

La demande d'admission au programme s'effectue après avoir terminé Université 1.

**Pour compléter ce programme on doit respecter le parcours suivant :**

**1) Comme pour tous les baccalauréats ès arts, on doit suivre obligatoirement :**

**15 crédits répartis comme suit :**

**6 crédits de français tel que recommandé par le SPL**

**3 crédits de français FRAN 1091 Rédaction universitaire**

**6 crédits de sciences dont 3 crédits en mathématiques**

**2) Pour faire reconnaître sa majeure en Études internationales, on doit réussir les 48 crédits de cours suivants :**

ECON 1011	Introduction à la microéconomie	(3)
ECON 1021	Introduction à la macroéconomie	(3)
INTL 1011	Introduction aux études internationales	(3)
PHIL 1291	Pensée critique	(3)
POLS 1503	Introduction à la politique I	(3)
POLS 1505	Introduction à la politique II	(3)
ANTH 1221	Anthropologie culturelle	(3)
GEOG 1281	Introduction à la géographie humaine	(3)
HIST 2671	Histoire du capitalisme	(3)
HIST 3011	La guerre au 20 <sup>e</sup> siècle	(3)
INTB 2201	Introduction au management international	(3)
PHIL 2841	Éthique de la guerre et de la paix	(3)
POLS 2043	Introduction à la politique globale I	(3)
POLS 2045	Introduction à la politique globale II	(3)
POLS 3251	Économie politique internationale	(3)
POLS 3771	Organisations internationales : l'ONU et ses institutions spécialisées	(3)

### 3) Compléter avec 27 crédits de son choix

#### DEUXIÈME ET TROISIÈME ANNÉES (60 CRÉDITS)

##### COURS OBLIGATOIRES : 39 30 crédits

ANTH 1221	Anthropologie culturelle (3)
FRAN 1091	Rédaction universitaire (3)
GEOG 1281	Introduction à la géographie humaine (3)
HIST 2671	Histoire du capitalisme (3)
HIST 3011	La guerre au 20 <sup>e</sup> siècle (3)
HIST 3141	Histoire de la démocratie (3)
INTB 2201	Introduction au management international (3)
PHIL 2841	Éthique de la guerre et de la paix (3)
POLS 2041	Introduction aux relations internationales (6)
POLS 3251	Économie politique internationale (3)
POLS 3561	Politique étrangère canadienne (6)

##### COURS À OPTION : 21 crédits

Pas plus de 6 crédits dans une discipline (9 crédits avec autorisation)

Un maximum de 6 crédits de niveau 1000

ANTH 3381	Problèmes sociaux contemporains et l'anthropologie (3)
ANTH 3751	Globalisation et mondialisation : une perspective anthropologique (3)
GEOG 1291	Introduction à la géographie physique (3)
GEOG 2331	Espace, populations et migrations : perspectives géographiques (3)
GEOG 2651	Géographie politique I (3)

GEOG 2661	Géographie politique II (3)
GEOG 3421	L'eau, enjeu géographique (3)
GEOG 3821	Les territoires de la francophonie mondiale (3)
GEOG 3841	Les espaces francophones de l'Afrique, de l'Asie et de l'Océanie (3)
GRMN 1121	Introduction à l'allemand (6)
GRMN 2101	Allemand intermédiaire (6)
INTL 3011	Sujets particuliers en études internationales I (3)
INTL 3151	Sujets particuliers en études internationales II (3)
PHIL 2301	Philosophie politique (6)
POLS 2511	Les grands penseurs politiques (6)
POLS 3141	Sujets particuliers en politique 1 (3)
POLS 3151	Sujets particuliers en politique 2 (3)
POLS 3841	Approches théoriques en relations internationales (3)
RLGN 1323	Introduction aux religions du monde I (3)
RLGN 1325	Introduction aux religions du monde II (3)
SOC 1211	Introduction à la microsociologie (3)
SOC 1221	Introduction à la macrosociologie (3)
SOC 2311	Choix de problèmes sociaux (3)
SOC 3871	Inégalités sociales (3)
SPAN 1171	Introduction à l'espagnol I (3)
SPAN 1191	Introduction à l'espagnol II (3)
SPAN 1261	Espagnol intermédiaire (3)
SPAN 1271	Espagnol oral (3)

#### **DESCRIPTION DES COURS**

Les descriptions des cours du programme de B.A. général en études internationales se trouvent dans les rubriques des diverses disciplines (section 3.1.7. A à 3.1.7.Q)

LISTE MODIFIÉE DES COURS DE LA MAJEURE EN ÉTUDES INTERNATIONALES

MODIFICATION OF EXISTING LIST OF COMPULSORY COURSES FOR THE MAJOR IN INTERNATIONAL STUDIES

~~ARTS1111 Introduction à l'université (3)~~  
**ECON1011 Introduction à la microéconomie (3)**  
ECON1021 Introduction à la macroéconomie (3)  
INTL1011 Introduction aux études internationales (3)  
PHIL1291 Pensée critique (3)  
POLS1503 Introduction à la politique I (3)  
POLS1505 Introduction à la politique II (3)  
ANTH1221 Anthropologie culturelle (3)  
~~FRAN1091 Rédaction universitaire (3)~~  
GEOG 1281 Introduction à la géographie humaine (3)  
HIST2671 Histoire du capitalisme (3)  
HIST3011 La guerre au 20<sup>ième</sup> siècle (3)  
~~HIST3141 Histoire de la démocratie (3)~~  
INTB2201 Introduction au management international (3)  
PHIL2841 Éthique de la guerre et de la paix  
POLS2043 Introduction à la politique globale I (3)  
POLS2045 Introduction à la politique globale II (3)  
POLS3251 Économie politique internationale (3)  
POLS3771 Organisation internationales : L'ONU et ses institutions spécialisées (3)  
~~POLS3181 Droits humains dans le système mondial (3)~~

SUPPRESSION DE LA LISTE EXISTANTE DES COURS À OPTION (2421 CRÉDITS)

DELETION OF THE EXISTING LIST OF ELECTIVE COURSES (21 CREDITS)

~~ANTH 3881 Problèmes sociaux contemporains et l'anthropologie (3)~~  
~~ANTH 3751 Globalisation et mondialisation (3)~~  
~~GEOG1291 Introduction à la géographie physique (3)~~  
~~GEOG2651 Géographie politique I (3)~~  
~~GEOG2661 Géographie politique II (3)~~  
~~GEOG3421 L'Eau, enjeu géostratégique (3)~~  
~~GEOG3821 Les territoires et la francophonie mondiale (3)~~  
~~GEOG3841 Les espaces francophones de l'Afrique, de l'Asie (3)~~  
~~GRMN1121 Introduction à l'allemand (3)~~  
~~GRMN2101 Allemand intermédiaire (6)~~  
~~HIST3381 Histoire du terrorisme contemporain (3)~~  
~~INTL3011 Sujets particuliers en études internationales I (3)~~  
~~INTL3011 Sujets particuliers en études internationales II (3)~~  
~~PHIL2301 Philosophie politique (6)~~  
~~POLS2003 Introduction à la politique comparée I (3)~~  
~~POLS2005 Introduction à la politique comparée II (3)~~

POLS2513 Pensée politique classique (3)  
 POLS2515 Pensée politique moderne (3)  
 POLS3141 Sujets particuliers en politique I (3)  
 POLS3151 Sujets particuliers en politique II (3)  
 POLS3211 Sociopolitique des conflits armés (3)  
 POLS3563 Le Canada dans le système mondial (3)  
 POLS3621 Violence politique (3)  
 POLS3841 Approches théoriques en relations internationales (3)  
 RLCN1223 Introduction aux religions du monde I (3)  
 RLCN1325 Introduction aux religions du monde II (3)  
 SOC1211 Introduction à la micro-sociologie (3)  
 SOC1221 Introduction à la macro-sociologie (3)  
 SOC2311 Choix de problèmes spéciaux (3)  
 SOC3871 Inégalités sociales (3)  
 SPAN1171 Introduction à l'espagnol I (3)  
 SPAN1191 Introduction à l'espagnol II (3)  
 SPAN1261 Espagnol intermédiaire (3)

## PLAN DE TRANSITION

### ÉTUDIANTS EN FIN DE PARCOURS (A2016-H2017)

L'étudiant qui en est à sa troisième et dernière année universitaire pendant l'année 2016-2017 sera invité à compléter l'ancien programme. Étant donné l'offre de cours depuis son inscription au programme en A2014, et celle anticipée pour 2016-2017, aucun problème majeur n'est à envisager. Sur la grille, ici-bas, est présentée la liste des cours obligatoires qui seront offerts pour 2015-16 et 2016-2017. Les autres cours obligatoires niveau 1000 sont offerts à tous les ans, le problème de la transition ne se pose donc pas.

A2015-H2016	A2016-H2017
HIST2681 Histoire du capitalisme INTB2201 Introduction au management international POLS3251 Économie politique internationale POLS3181 Droits humains dans le système mondial	HIST3011 La guerre au 20 <sup>e</sup> siècle HIST3141 Histoire de la démocratie PHIL2841 Éthique de la guerre et de la paix POLS3771 Organisation internationale : L'Onu et ses institutions spécialisées

### ÉTUDIANTS EN DEUXIÈME ANNÉE DE PARCOURS (A2016-H2017) DÉSIANT COMPLÉTER L'ANCIEN PROGRAMME

L'étudiant en deuxième année de parcours lors de l'entrée en vigueur de la modification de programme aurait l'option de compléter l'ancien programme. Pour se faire, il devrait suivre les cours niveau 2000 et 3000 suivants selon l'offre de cours prévue ici-bas. Il est à noter qu'à tous les deux ans, alors que les cours POLS2043 et POLS2045 sont offerts simultanément avec d'autres cours obligatoires niveau 3000 en politique, les étudiants sont invités à s'inscrire en dépit du fait qu'ils ne disposent pas encore des préalables requis. Afin de permettre à l'étudiant de compléter son programme dans les temps prescrits, une dispense de préalable est généralement offerte.

A2016-H2017	A2017-H2018
HIST3011 La guerre au 20 <sup>e</sup> siècle HIST3141 Histoire de la démocratie PHIL2841 Éthique de la guerre et de la paix POLS2043 Introduction à la politique globale I POLS2045 Introduction à la politique globale II POLS3771 Organisation internationale : L'Onu et ses institutions spécialisées	INTB2201 Introduction au management international POLS3181 Droits humains dans le système mondial POLS3251 Économie politique internationale

ÉTUDIANTS EN DEUXIÈME ANNÉE DE PARCOURS (A2016-H2017) DÉSI-  
RANT COMPLÉTER LE NOUVEAU PROGRAMME

L'étudiant désirant se prévaloir du nouveau programme serait amené, tout particulièrement s'il n'a toujours pas complété le ECON1021, à suivre les deux cours obligatoires en économie. L'étudiant qui aurait déjà suivi les anciens cours obligatoires ARTS1101 et FRAN1091 pourrait se faire créditer ces cours dans la liste des cours devant servir à compléter leur 90 crédits pour l'obtention du Baccalauréat ès Arts.

A2016-H2017	A2017-H2018
ECON1011 Introduction à la microéconomie ECON1021 Introduction à la macroéconomie HIST3011 La guerre au 20 <sup>e</sup> siècle PHIL2841 Éthique de la guerre et de la paix POLS2043 Introduction à la politique globale I POLS2045 Introduction à la politique globale II POLS3771 Organisation internationale : L'Onu et ses institutions spécialisées	INTB2201 Introduction au management international POLS3251 Économie politique internationale



Program modifications:

Modifications to the **baccalauréat ès Arts général avec majeure en psychologie** are set out on the next page.

Majeure (30 crédits)

Année 1 : PSYC 1201 (6) ou [PSYC 1211 (3) et PSYC 1221 (3)]

Année 2 : PSYC 2251 (3) et PSYC 2261 (3)  
+ 6 crédits de psychologie de niveau 2000 (3 crédits dans chacune  
de deux catégories de cours)

Année 3 : 12 crédits de psychologie de niveau 2000 et 3000 (3 crédits dans  
chacune de deux catégories de cours non choisies précédemment)

Catégorie A - Personnalité / sociale

~~PSYC 2411 Psychologie sociale I~~

~~PSYC 2421 Psychologie sociale II~~

**PSYC 2541 Psychologie sociale**

PSYC 2531 Psychologie de la personnalité

PSYC 2491 Psychologie de l'anormal

Catégorie B - Développement

PSYC 2291 Le développement de l'enfant

Catégorie C - Apprentissage

PSYC 2441 Principes de modification du comportement

PSYC 2470 Learning Foundations of Psychology

Catégorie D - Cognition

PSYC 2481 Processus cognitifs

Catégorie E - Biologique

PSYC 2361 Cerveau et comportement

## Faculté des sciences

### département des sciences mathématiques - physique

#### Deletions:

PHYS 2271	Éléments de physique pour les sciences biologiques A	Cr.Hrs. 3	-3.0
PHYS 2281	Éléments de physique pour les sciences biologiques B	Cr.Hrs. 3	-3.0
COMP 2061	Structures discrètes et programmation	Cr.Hrs. 3	-3.0
MATH 1201	Éléments de mathématiques discrètes	Cr.Hrs. 3	-3.0
MATH 2301	Algèbre linéaire II	Cr.Hs. 3	-3.0
MATH 2451	Mathématiques combinatoires	Cr.Hrs. 6	-6.0
MATH 2501	Introduction à la théorie des nombres	Cr.Hrs. 3	-3.0
MATH 2551	Géométrie moderne	Cr.Hrs. 6	-6.0
MATH 2601	Mathématiques numériques I	Cr.Hrs. 3	-3.0
MATH 2731	Suites et séries	Cr.Hrs. 3	-3.0
MATH 2801	Équations différentielles ordinaires et leurs applications	Cr.Hrs. 3	-3.0
MATH 3601	Mathématiques numériques 2	Cr.Hrs. 3	-3.0
MATH 3821	Introduction à la modélisation mathématique	Cr.Hrs. 3	-3.0

#### Introductions:

MATH 1241 Éléments de mathématiques discrètes Cr.Hrs. 3 +3.0  
(Laboratoire requis) Introduction aux mathématiques discrètes, parfois appelées mathématiques finies, qui sont l'étude des structures mathématiques où la notion de continuité n'est pas exigée: l'induction mathématique, l'arithmétique modulaire, la logique mathématique élémentaire, l'algèbre de Boole, la théorie élémentaire des ensembles, la notation fonctionnelle, les bases de la théorie des graphes, les techniques de dénombrement. On ne peut se faire créditer MATH 1241 et MATH 1240 ou MATH 3120. Préalable: [une note minimale de 60% en MATH 40S pré-calcul (ou l'ancien MATH 40S (300))] ou [une note minimale de C dans MATH 0401 ou dans le cours MSKL 100 offert à l'Extended Education de l'Université du Manitoba].

MATH 2021 Algèbre 1 Cr.Hrs. 3 +3.0  
(Laboratoire requis) Introduction à l'algèbre moderne. Introduction des structures de base de l'algèbre que sont les groupes, les anneaux et les corps. Étude des propriétés élémentaires de ces structures et présentation de nombreux exemples. On ne peut se faire créditer MATH 2021 et MATH 2020 (ou l'ancien MATH 3350). Préalable: [une note minimale de C dans MATH 2091 ou MATH 2090 (ou l'ancien MATH 2352)] ou [une note minimale de B dans l'ancien MATH 2301 (ou l'ancien MATH 2300)].

MATH 2031 Combinatoire 1 Cr.Hrs.3 +3.0  
(Laboratoire requis). Introduction à la combinatoire, incluant les principes de base de dénombrement, les permutations et combinaisons, l'énumération, le principe d'inclusion-exclusion, le principe du pigeonnier, les solutions de récurrences simples, les relations, et les dérangements. On ne peut se faire créditer MATH 2031 et MATH 2030 (ou les anciens MATH 2451, MATH 2450, MATH 3400). Préalable: une note minimale de C en MATH 1241 ou MATH 1240 (ou un des anciens MATH 2202 ou MATH 2352).

- MATH 2071 Théorie des graphes 1 Cr.Hrs.3 +3.0  
(Laboratoire requis) Introduction aux graphes, digraphes et multigraphes. Les sujets comprennent les arbres, les cycles, les circuits, les graphes planaires, les algorithmes élémentaires et les applications des graphes aux sciences sociales et physiques. On ne peut se faire créditer MATH 2071 et MATH 2070 (ou l'ancien MATH 2400) ou COMP 4340. Préalables: [une note minimale de C dans MATH 1241 ou MATH 1240] et [(une note minimale de C dans MATH 1220) ou (une note minimale de B dans MATH 1301 ou MATH 1300)].
- MATH 2081 Introduction à l'analyse Cr.Hrs.3 +3.0  
(Laboratoire requis) Propriétés fondamentales du système de nombres réels en tant que corps ordonné complet, propriété archimédienne, existence de racines carrées, densité des nombres rationnels, non dénombrabilité des nombres réels, suites, sous suites, théorèmes sur les limites, monotonie, théorème de Balzano-Weierstrass, suites de Cauchy, traitement rigoureux des limites, continuité des fonctions à une ou plusieurs variables, continuité uniforme et applications. On ne peut se faire créditer MATH 2081 et MATH 2080 (ou les anciens MATH 2731, MATH 2730, MATH 2202, MATH 2711 ou MATH 2710). Préalables: [(une note minimale de C dans un de MATH 1232 ou MATH 1690) ou (une note minimale de B dans un de MATH 1701, MATH 1700 ou MATH 1710)] et [(une note minimale de C dans MATH 1220) ou (une note minimale de B dans MATH 1301 ou MATH 1300)] et [une note minimale de C dans MATH 1241 ou MATH 1240].
- MATH 2091 Algèbre linéaire 2 Cr.Hrs.3 +3.0  
(Laboratoire requis) Espaces vectoriels abstraits, transformations linéaires, bases et systèmes de coordonnées, représentations matricielles, orthogonalisation, diagonalisation, théorème des axes principaux. On ne peut se faire créditer MATH 2091 et MATH 2090 (ou les anciens MATH 2301, MATH 2300, MATH 2352). Préalable: [une note minimale de C dans MATH 1220] ou [une note minimale de B dans MATH 1301 ou MATH 1300].
- MATH 2151 Calcul à plusieurs variables Cr.Hrs.3 +3.0  
(Laboratoire requis) Introduction aux fonctions à plusieurs variables des points de vue algébrique et géométrique telles qu'on les retrouve dans le calcul des courbes et surfaces de niveaux, les dérivations partielles et le calcul du gradient, de la divergence et du rotationnel. On aborde aussi les problèmes de Min/Max, le calcul des intégrals doubles, triples, curvilignes et de surfaces, les fonctions vectorielles, les champs de vecteurs et leurs applications ainsi que les théorèmes de Green, de Stokes et de la divergence. On ne peut se faire créditer MATH 2151 et MATH 2150 ou MATH 2130 ou MATH 2721 ou MATH 2720 (ou l'ancien MATH 2750). Préalable: une note minimale de C dans MATH 2081 ou MATH 2080 (ou l'ancien MATH 2202).
- MATH 2161 Analyse numérique 1 Cr.Hrs.3 +3.0  
(Laboratoire requis) Techniques élémentaires de résolutions numériques des équations linéaires et non-linéaires: techniques des différences finies, techniques d'interpolation, techniques de dérivation et d'intégration numériques. On ne peut se faire créditer MATH 2161 et MATH 2160 ou MATH 2120 (ou les anciens MATH 2601, MATH 2600). Préalables: [(une note minimale de C dans MATH 1232 ou MATH 1690) ou (une note minimale de B dans un de MATH 1701, MATH 1700, MATH 1710)] et [(une note minimale de C dans MATH 1220) ou (une note minimale de B dans MATH 1301 ou MATH 1300)].
- MATH 2311 Géométrie euclidienne et non euclidienne Cr.Hrs.3 +3.0  
(Laboratoire requis) Les axiomes d'Euclide, la géométrie des triangles et des cercles, les transformations du plan, les constructions avec règle et compas, la puissance d'un point et l'axe radical, la division et les faisceaux harmoniques, l'inversion et les problèmes d'Apollonius. Introduction aux axiomes d'Hilbert, à la géométrie projective et aux géométries non

euclidiennes. On ne peut se faire créditer MATH 2311 et les anciens MATH 2551, MATH 2550 ou MATH 2552. Préalable: [une note minimale de B dans MATH 1301 ou MATH 1300] ou [une note minimale de C dans MATH 1220].

Modifications:

COMP 1021 Introduction à l'informatique II Cr.Hrs. 3 0.0  
(Laboratoire requis) Introduction à la programmation orientée objet, aux structures de données informatiques et à l'algorithmique. On ne peut se faire créditer COMP 1021 et COMP 1020. Préalable: [Une note minimale de C dans un de COMP 1011, COMP 1010, COMP 1013 ou COMP 1012] ou [Informatique 40S (75%) et (Mathématiques 40S (pré-calcul) ou l'ancien Mathématiques 40S (300) ou une note minimale de B en MATH 0401 ou MSKL 100 offert par l'Extended Education de l'Université du Manitoba)].

COMP 2191 Introduction au calcul scientifique Cr.Hrs. 3 0.0  
Informatique appliquée présentant des concepts tels que l'approximation par polynômes, la résolution d'équations non linéaires, les systèmes linéaires, la simulation et la géométrie analytique. On ne peut se faire créditer COMP 2191 et COMP 2190. Préalables: [une note minimale de C dans un de COMP 1021, COMP 1020, COMP 1013 ou COMP 1012] et [une note minimale de C dans un de MATH 1230, MATH 1501, MATH 1500, MATH 1510, MATH 1520 ou MATH 1690]. Préalable ou concomitant: un de MATH 1220, MATH 1301, MATH 1300 ou MATH 1310.

**NET CHANGE IN CREDIT HOURS: -12.0**

Program modifications:

Modifications to the following programs are outlined on the next six pages:

- **baccalauréat ès arts général avec majeure en mathématiques**
- **mineure en mathématiques du baccalaureate général en arts**

## Tableau des programmes – Programs Chart

Université de Saint-Boniface

Faculté des arts et Faculté des sciences

Département des sciences mathématiques

Modifications à la majeure et à la mineure en mathématiques  
du Baccalauréat général en arts (B.A.)

Entrée en vigueur proposée : automne 2016

### Majeure et mineure actuelles

Majeure (arts – 36 crédits)	Mineure (arts – 18 crédits)
STAT 1001, MATH 1301, MATH 1501, MATH 1701, MATH 2301, MATH 2601, MATH 2721 et MATH 2731	MATH 1501, MATH 1701
+ 12 crédits parmi STAT 2001, MSCI 2151, MSCI 3401, MATH 1201, MATH 2451, MATH 2501, MATH 2551, MATH 2801, MATH 3200, MATH 3210, MATH 3300, MATH 3310, MATH 3601, MATH 3750, MATH 3900, MATH 3911	+ 12 crédits parmi STAT 1001, STAT 2001, MSCI 2151, MSCI 3401, MATH 1201, MATH 1301, MATH 2451, MATH 2501, MATH 2551, MATH 2601, MATH 2721, MATH 2731, MATH 2801, MATH 3601

### Nouvelle majeure

Majeure <sup>4</sup> en mathématiques (arts – 30 crédits)	
1 <sup>re</sup> année	2 <sup>e</sup> et 3 <sup>e</sup> années
MATH 1241 (C), MATH 1301 <sup>1</sup> (B), MATH 1501 <sup>2</sup> (B), MATH 1701 <sup>3</sup> (B)	18 crédits parmi les cours de mathématiques de niveau 2000, 3000 ou 4000 (dont un minimum de 3 crédits qui doit être de niveau 3000 ou 4000)

Notes :

1. MATH 1301 peut être remplacé par MATH 1220 avec une note minimale de C.
2. MATH 1501 peut être remplacé par MATH 1230 avec une note minimale de C.
3. MATH 1701 peut être remplacé par MATH 1232 avec une note minimale de C.
4. Pour être admis à la majeure en mathématiques, il faut une note minimale de C+ dans 2 cours de mathématiques déjà complétés.

### Nouvelle mineure

Mineure <sup>4</sup> en mathématiques (arts – 18 crédits)	
1 <sup>re</sup> année	2 <sup>e</sup> et 3 <sup>e</sup> années
MATH 1301 <sup>1</sup> (B), MATH 1501 <sup>2</sup> (B), MATH 1701 <sup>3</sup> (B)	9 crédits parmi MATH 1241 (C) et les cours de mathématiques de niveau 2000 ou 3000

Notes :

1. MATH 1301 peut être remplacé par MATH 1220 avec une note minimale de C.
2. MATH 1501 peut être remplacé par MATH 1230 avec une note minimale de C.
3. MATH 1701 peut être remplacé par MATH 1232 avec une note minimale de C.
4. Pour être admis à la mineure en mathématiques, il faut une note minimale de C dans 2 cours de mathématiques déjà complétés.

## **Plan de transition – Transition Plan**

**Université de Saint-Boniface**

**Faculté des arts et Faculté des sciences**

**Département des sciences mathématiques**

Modifications à la majeure et à la mineure en mathématiques  
du Baccalauréat général en arts (B.A.)

Entrée en vigueur proposée : automne 2016

N.B. 1 : Ce plan devra être utilisé comme guide seulement pour la transition vers le nouveau programme. Des décisions spécifiques et différentes des substitutions proposées ici pourront être prises par le département selon les parcours particuliers des étudiants.

N.B. 2 : Tel que décrit dans le document « Modifications aux programmes – Executive Summary », les 9 nouveaux cours ne seront pas tous offerts dès l'automne 2016. L'introduction de ces cours se fera en quelques étapes. D'abord, 5 d'entre eux seront offerts pour la première fois pendant l'année académique 2016-17 (dont 3 cours à l'automne et 2 à l'hiver). Ensuite, les 4 autres nouveaux cours seront offerts pour la première fois en 2017-18 (dont 2 à l'automne et 2 à l'hiver).

Nous présentons ici comment la transition sera articulée pour les étudiants qui veulent compléter une majeure ou une mineure en mathématiques dans le cadre d'un Baccalauréat général en arts. Pour ceux qui sont inscrits au Baccalauréat général en sciences, il y aura peu d'implications puisque ce programme exige simplement 18 crédits de niveau 2000 ou plus, sans prescrire de cours particulier. Toutefois, il faut signaler que les exigences préalables de plusieurs des nouveaux cours les obligeront à compléter auparavant le cours MATH 1241 même s'il n'est pas un cours obligatoire.

### **A. Étudiants ayant déjà complété une année d'étude**

Tous les nouveaux programmes de mathématiques de UofM exigent 4 nouveaux cours de niveau 1000 communs à tous les programmes : MATH 1220, MATH 1230, MATH 1232 et MATH 1240. Pour l'instant, les trois premiers de ces nouveaux cours peuvent être remplacés par les trois cours actuels : MATH 1301, MATH 1501, et MATH 1701, si les notes obtenues sont suffisantes (B plutôt que C pour la majeure dans un baccalauréat général). Pour l'instant, ce seront ces 3 cours que nous offrirons. Puisque les étudiants n'ont pas été avisés de ces changements dans les exigences, les anciennes exigences (C) seront encore acceptées pour les étudiants qui auront suivi ces cours d'introduction avant l'année académique 2016-17.

De plus, puisque le contenu des nouveaux cours est un peu plus étoffé que celui des cours actuels, la matière supplémentaire devra être couverte, pour l'instant, dans les nouveaux cours de niveau 2000 qui ont ces cours comme préalable selon le tableau suivant :

Cours actuels	Nouveaux cours de UofM	Cours ayant comme préalable le cours de niveau 1000 de la colonne précédente
MATH 1301	MATH 1220	MATH 2071, MATH 2081, MATH 2091, MATH 2161, MATH 2311
MATH 1501	MATH 1230	MATH 1701
MATH 1701	MATH 1232	MATH 2081, MATH 2161

Puisqu'il y a plus d'un cours ayant comme préalable les cours MATH 1301 et MATH 1701, la matière non couverte dans ces cours par rapport à la nouvelle version de UofM (MATH 1220 et MATH 1232) sera distribuée dans les différents cours selon la pertinence par rapport à ces cours. Nous espérons par la suite mettre à la disposition des étudiants un document (web ou papier) couvrant cette matière.

On ne peut pas déterminer combien de temps nous offrirons les 3 cours actuels plutôt que les 3 nouveaux de UofM. Nous n'avons pas les ressources nécessaires pour offrir les deux séries de cours en même temps mais les versions actuelles font aussi partie de certains programmes extérieurs au département des sciences mathématiques. Tant que les départements concernés (sciences expérimentales et administration des affaires) auront besoin des versions actuelles de ces cours, nous devrons continuer de les offrir. Et bien sûr, nos départements à l'interne doivent aussi être solidaires avec les décisions prises dans les départements respectifs à UofM.

Pour ce qui est du quatrième nouveau cours de UofM, MATH 1240, il sera offert (MATH 1241) à chaque année à l'USB dès l'automne 2016 et remplacera le cours MATH 1201.

Ainsi, il n'y aura pas d'impact pour les étudiants ayant déjà complété une première année d'études. Toutefois, les étudiants :

- qui voudraient compléter une majeure en mathématiques devront s'assurer de suivre le cours obligatoire MATH 1241 à l'automne de leur 2<sup>e</sup> année puisque ce cours est préalable à quelques cours qui seront offerts pendant l'hiver
- et ceux qui voudraient compléter une mineure en mathématiques devraient s'assurer de suivre le cours obligatoire MATH 1301 à l'hiver de leur 2<sup>e</sup> année (plutôt qu'à la 3<sup>e</sup>) afin d'augmenter le choix de cours accessibles puisque ce cours est préalable à plusieurs cours.

## **B. Étudiants ayant déjà complété deux années d'étude**

### **1. Étudiants qui voudraient poursuivre leur majeure ou leur mineure selon le programme actuel**

La majeure et la mineure actuelles en mathématiques contiennent plusieurs cours qui ne font pas partie des nouvelles majeure et mineure en mathématiques, dont les trois suivants : STAT 1001, STAT 2001 et MSCI 2151. Par conséquent, afin de ne pas pénaliser les étudiants qui auraient déjà complété au moins un de ces cours pour



leur majeure ou leur mineure en mathématiques, nous donnerons aux étudiants qui le désirent la liberté de terminer leur formation dans le cadre de la programmation actuelle plutôt que dans la nouvelle version.

i. La majeure en mathématiques

Dans le cas de la majeure, les quatre cours obligatoires de niveau 1000 seront encore offerts. Par contre, les quatre cours de mathématiques (MATH) obligatoires de niveau 2000 de la majeure actuelle n'existeront plus. Ainsi, afin de permettre aux étudiants de satisfaire l'exigence de ces cours obligatoires qui n'auraient pas encore été complétés, ces quatre cours pourront être remplacés selon les équivalences suivantes :

Cours de niveau 2000 obligatoires dans la majeure actuelle	Pourront être remplacés par les nouveaux cours suivants
MATH 2301	MATH 2091
MATH 2601	MATH 2161
MATH 2721	MATH 2151 (pas offert en 2016-17) ou MATH 3911
MATH 2731	MATH 2081 ou MATH 3911 Sujets choisis en mathématiques

Pour ce qui est des 12 crédits de cours facultatifs dans la majeure actuelle, ils pourront être complétés en choisissant parmi les nouveaux cours selon les équivalences indiquées dans le tableau suivant :

Cours facultatifs de la majeure actuelle	Pourront être remplacés par les nouveaux cours suivants
STAT 2001	Sera encore offert
MSCI 2151	Sera encore offert
MATH 1201	MATH 1241
MATH 2451 (6)	MATH 2031 (3) + un autre cours
MATH 2501	MATH 2170 (UofM)
MATH 2551	MATH 2311 (géométrie)
MATH 3911	Sera encore disponible

## ii. La mineure en mathématiques

De son côté, la mineure actuelle n'a que deux cours obligatoires et ils seront encore offerts. Ça ne pose donc pas de problème. Par contre, pour compléter les 12 crédits de cours facultatifs, il faudra se référer au tableau suivant :

Cours facultatifs de la majeure actuelle	Pourront être remplacés par les nouveaux cours suivants
STAT 1001	Sera encore offert
STAT 2001	Sera encore offert
MSCI 2151	Sera encore offert
MATH 1201	MATH 1241
MATH 1301	Sera encore offert
MATH 2451 (6)	MATH 2031 (3) + un autre cours
MATH 2551	MATH 2311 (géométrie)
MATH 2721	MATH 2151
MATH 2731	MATH 2081
MATH 3911	Sera encore disponible

## iii. Remarque

Évidemment, si ces changements rendaient impossible pour certains étudiants de conclure leur majeure dans les temps prévus, leurs dossiers seraient étudiés au cas par cas afin de trouver la meilleure solution possible. Ceci pourrait impliquer l'offre du cours actuel MATH 3911 Sujets choisis en mathématiques ou bien des cours offerts en tutorat. Ainsi, afin de mieux gérer cette situation, nous ferons, dès l'hiver 2016, une liste des étudiants inscrits en mathématiques, ou qui prévoient le faire, afin d'identifier les cas qui pourraient avoir besoin d'une solution sur mesure.

## 2. Étudiants qui voudraient poursuivre leur majeure ou leur mineure selon le nouveau programme

### i. La majeure en mathématiques

Parmi les 8 cours obligatoires de la majeure actuelle, il y en a trois qui seront encore offerts et obligatoires. Il suffira donc à l'étudiant ayant déjà complété deux années d'études de suivre le nouveau cours obligatoire MATH 1241 (offert à chaque année) afin de satisfaire les exigences des quatre cours obligatoires du nouveau programme.

Les autres cours obligatoires du programme actuel (à l'exception du cours STAT 1001) ainsi que les cours facultatifs (à l'exception des cours STAT et MSCI) qui auraient déjà été complétés par l'étudiant pourront servir à satisfaire les exigences en cours facultatifs du nouveau programme puisqu'elles s'énoncent de la façon suivante : « + 18 crédits parmi les cours de mathématiques de niveau 2000, 3000 ou 4000 ».

ii. La mineure en mathématiques

Afin de transférer vers la nouvelle mineure, l'étudiant devra s'assurer de suivre le cours MATH 1301 qui est maintenant obligatoire alors qu'il était facultatif. Pour ce qui est des autres cours facultatifs déjà complétés, ils pourront tous servir pour satisfaire les exigences de la nouvelle mineure (à l'exception des cours STAT et MSCI).

iii. Remarque

Encore une fois, si ces changements rendaient impossible pour certains étudiants de conclure leur majeure dans les temps prévus, leurs dossiers seraient étudiés au cas par cas afin de trouver la meilleure solution possible, ce qui pourrait impliquer de prendre des mesures spéciales et ponctuelles. Bien sûr, nous chercherons aussi à identifier et conseiller ces étudiants au cours de l'hiver 2016.

**3. Étudiants qui voudraient transférer vers un programme de mathématiques de UofM**

Finalement, si un étudiant veut plutôt transférer vers un programme de UofM, les cours de niveau 2000 déjà suivis pourront satisfaire les exigences de ce programme selon le tableau suivant :

Cours complétés dans le programme actuel	Pourront satisfaire les exigences suivantes dans le nouveau programme	Remarques
MATH 2301	MATH 2091	
MATH 2451 (6)	MATH 2031 et 3 crédits de niveau 2000	
MATH 2501	MATH 2170 (UofM)	
MATH 2551	MATH 2311 (géométrie)	
MATH 2601	MATH 2161	
MATH 2721	MATH 2151	Si une note minimale de B a été obtenue.
MATH 2731	3 crédits de cours de niveau 2000	
MATH 2801	3 crédits de cours de niveau 2000	
MATH 3601	MATH 3420 (UofM)	
MSCI 2151	Non	
STAT 1001	Non	
STAT 2001	Non	

## département des sciences expérimentales

### Deletions:

CHEM 2281 Chimie physique: Étude microscopique de la matière Cr.Hrs. 3 -3.0  
CHEM 2291 L'énergétique et la dynamique chimique: Description macroscopique Cr.Hrs. 3 -3.0

### Introduction:

CHEM 2261 Introduction à la spectroscopie Cr.Hrs. 3 +3.0  
(Laboratoire requis) Introduction aux principes théoriques de la spectroscopie atomique et moléculaire et leurs applications à l'étude des propriétés chimiques et physiques à l'échelle microscopique. Exploration de la spectroscopie ultraviolet et visible, de vibration, de rotation et de résonance magnétique nucléaire. On ne peut se faire créditer CHEM 2261 et CHEM 2260 (ou les anciens CHEM 2281 et CHEM 2280). Préalables: [Une note minimale de C dans CHEM 1311 ou CHEM 1310], [une note minimale de C dans un de PHYS 1031, PHYS 1030, PHYS 1071 ou PHYS 1070] et [six crédits de niveau 1000 en mathématiques (de préférence Calcul), à l'exception de MATH 1191, MATH 1010, MATH 1020 ou FA 1020, et l'ancien MATH 1190].

### Modification:

CHEM 3571 Chimie biophysique Cr. Hrs. 3 0.0  
Application de la chimie physique aux problèmes biologiques avec l'accent sur l'interprétation quantitative. Les sujets comprennent la cinétique enzymatique, la bioénergétique, les processus de transport ainsi que la spectroscopie. On ne peut se faire créditer CHEM 3571 et CHEM 3570. Préalables: [un de CHEM 2361, CHEM 2360, MBIO 2361 ou MBIO 2360] et [un de MATH 1501, MATH 1500, MATH 1230, MATH 1510, ou MATH 1520]. CHEM 2261 ou CHEM 2260 (ou les anciens CHEM 2281 ou CHEM 2280) est recommandé.

## **NET CHANGE IN CREDIT HOURS: -9.0**

### Program modifications:

Modifications to the following program are outlined on the next 2 pages:

- **baccalauréat ès sciences général avec majeure conjointe en biochimie-microbiologie**

## Modification de programme – Current and Revised Programs Chart

Faculté des sciences  
Université de Saint-Boniface

Baccalauréat ès sciences avec majeure conjointe en biochimie-microbiologie  
Proposition de modifications de programme  
Entrée en vigueur proposée : automne 2016

### BACCALAURÉAT ÈS SCIENCES AVEC MAJEURE CONJOINTE BIOCHIMIE-MICROBIOLOGIE - 120 CRÉDITS

Année 1 (Université 1) 30 crédits	Année 2 30 crédits	Années 3 et 4 60 crédits
BIOL 1021 (3) L BIOL 1031 (3) L  CHEM 1301 (3) L CHEM 1311 (3) L (C+)  MATH 1501 (3) L <sup>1</sup> MATH 1701 (3) L <sup>1</sup>  PHYS 1021 (3) L ou PHYS 1051 (3) L et PHYS 1031 (3) L ou PHYS 1071 (3) L  + 6 crédits de français	CHEM 2211 (3) L CHEM 2221 (3) L  CHEM/MBIO 2361 (3) L CHEM/MBIO 2371 (3) L  MBIO 1011 (3) L MBIO 2021 (3) L  + 4 cours (12 crédits) facultatifs <sup>4,6</sup>	<del>CHEM 2281 (3) L<sup>1,2</sup></del> *CHEM 2261 (3) L <sup>2</sup> CHEM 3571 (3) <sup>2</sup> CHEM 2401 (3) L <sup>2</sup> CHEM 2471 (3) L <sup>2</sup>  CHEM 4361 (3) <sup>2,3</sup> CHEM 4371 (3) <sup>2,3</sup> CHEM 4621 (3) <sup>2,3</sup> CHEM 4631 (3) <sup>2</sup> MBIO 3411 (3)  +1 cours (3 crédits) choisi parmi COMP, MATH ou STAT <sup>4</sup>  +7 cours optionnels <sup>5</sup> (21 crédits) en chimie et en microbiologie dont un parmi : MBIO 3451 (3), MBIO 3461 (3) L <sup>2</sup> ou MBIO 4541 (3) <sup>2</sup>  + 3 cours facultatifs (9 crédits) <sup>4,6</sup>

#### Notes :

- 1 - MATH 1230 ou MATH 1510 peut être suivi au lieu de MATH 1501; MATH 1232 ou MATH 1710 peut être suivi au lieu de MATH 1701
- 2 - Plusieurs cours de la 3<sup>e</sup> et de la 4<sup>e</sup> année sont en rotation; il faut les suivre l'année où ils sont offerts.
- 3 - Il est possible de remplacer deux de ces trois cours par CHEM 4711.
- 4 - À l'exception de : COMP 1261, ~~COMP 1271~~, COMP 1270, MATH 1010, MATH 1020 et MATH 1191.
- 5 - 21 crédits optionnels en chimie et en microbiologie, dont 6 crédits de niveau 4000 en microbiologie (il y a certaines restrictions).
- 6 - Les crédits facultatifs peuvent être choisis parmi la liste de cours acceptables en sciences ou à l'extérieur de la Faculté des sciences (il y a certaines restrictions).

#### RÉSUMÉ DES CHANGEMENTS ET JUSTIFICATIONS:

1. Ajout d'une note en bas du tableau concernant les nouvelles cotes de mathématiques afin de refléter les changements qui ont été adoptés récemment.
2. Suppression de CHEM 2281 comme cours obligatoire dans le programme, nous le remplaçons par un autre cours obligatoire, CHEM 2261, tel que proposé par le département de chimie de l'Université du Manitoba.
3. Suppression de CHEM 2291.
4. Modification du préalable recommandé de CHEM 3571.
5. Ajout d'une note afin de préciser qu'il faut obtenir un C+ dans CHEM 1311 pour suivre CHEM/MBIO 2361.
6. Dans une note du tableau, COMP 1271 est supprimé et remplacé par COMP 1270
7. Renumérotation des notes du tableau.

## Modification de programme – Current and Revised Programs Chart

Faculté des sciences  
Université de Saint-Boniface

Baccalauréat ès sciences avec majeure conjointe en biochimie-microbiologie – volet coopératif  
Proposition de modifications de programme  
Entrée en vigueur proposée : automne 2016

### BACCALAURÉAT ÈS SCIENCES AVEC MAJEURE CONJOINTE BIOCHIMIE-MICROBIOLOGIE - VOLET COOPÉRATIF - 120 CRÉDITS

Année 1 (Université 1) 30 crédits	Année 2 30 crédits	Années 3 et 4 60 crédits
BIOL 1021 (3) L BIOL 1031 (3) L  CHEM 1301 (3) L CHEM 1311 (3) L (C+)  MATH 1501 (3) L <sup>1</sup> MATH 1701 (3) L <sup>1</sup>  PHYS 1021 (3) L ou PHYS 1051 (3) L et PHYS 1031 (3) L ou PHYS 1071 (3) L  + 6 crédits de français	CHEM 2211 (3) L CHEM 2221 (3) L  CHEM/MBIO 2361 (3) L CHEM/MBIO 2371 (3) L  MBIO 1011 (3) L MBIO 2021 (3) L  + 4 cours (12 crédits) facultatifs <sup>4,6</sup>	CHEM 2281 (3) L <sup>2</sup> *CHEM 2261 (3) L <sup>2</sup> CHEM 3571 (3) <sup>2</sup> CHEM 2401 (3) L <sup>2</sup> CHEM 2471 (3) L <sup>2</sup>  CHEM 4361 (3) <sup>2,3</sup> CHEM 4371 (3) <sup>2,3</sup> CHEM 4621 (3) <sup>2,3</sup> CHEM 4631 (3) <sup>2</sup> MBIO 3411 (3)  +1 cours (3 crédits) choisi parmi COMP, MATH ou STAT <sup>4</sup>  +7 cours optionnels <sup>5</sup> (21 crédits) en chimie et en microbiologie dont un parmi : MBIO 3451 (3), MBIO 3461 (3) L <sup>2</sup> ou MBIO 4541 (3) <sup>2</sup>  + 3 cours facultatifs (9 crédits) <sup>4,6</sup>  Un minimum de 3 des 4 cours (stages) suivants : MBIO 3981, MBIO 3991, MBIO 4981, MBIO 4991

Notes :

1 - MATH 1230 ou MATH 1510 peut être suivi au lieu de MATH 1501; MATH 1232 ou MATH 1710 peut être suivi au lieu de MATH 1701

2 - Plusieurs cours de la 3<sup>e</sup> et de la 4<sup>e</sup> année sont en rotation; il faut les suivre l'année où ils sont offerts.

3 - Il est possible de remplacer deux de ces trois cours par CHEM 4711.

4 - À l'exception de : COMP 1261, ~~COMP 1271~~, COMP 1270, MATH 1010, MATH 1020 et MATH 1191.

5 - 21 crédits optionnels en chimie et en microbiologie, dont 6 crédits de niveau 4000 en microbiologie (il y a certaines restrictions).

6 - Les crédits facultatifs peuvent être choisis parmi la liste de cours acceptables en sciences ou à l'extérieur de la Faculté des sciences (il y a certaines restrictions).

#### RÉSUMÉ DES CHANGEMENTS ET JUSTIFICATIONS:

- Ajout d'une note en bas du tableau concernant les nouvelles cotes de mathématiques afin de refléter les changements qui ont été adoptés récemment.
- Suppression de CHEM 2281 comme cours obligatoire dans le programme, nous le remplaçons par un autre cours obligatoire, CHEM 2261, tel que proposé par le département de chimie de l'Université du Manitoba.
- Suppression de CHEM 2291.
- Modification du préalable recommandé de CHEM 3571.
- Ajout d'une note afin de préciser qu'il faut obtenir un C+ dans CHEM 1311 pour suivre CHEM/MBIO 2361.
- Dans une note du tableau, COMP 1271 est supprimé et remplacé par COMP 1270
- Renumérotation des notes du tableau.

Modifications to the following program are outlined on the next two pages:

- **baccalauréat ès sciences général**

**Description des règlements du programme – Program Requirements - Revised Chart**

**Faculté des sciences**

**Université de Saint-Boniface**

**Baccalauréat ès sciences général**

**Proposition de modifications des règlements**

**Entrée en vigueur proposée : automne 2016**

L'Université du Manitoba accordera le grade de Baccalauréat ès sciences général à tout étudiant ou à toute étudiante de l'USB qui aura obtenu 90 crédits avec une note minimale de D dans chaque cours qui satisfait aux exigences du baccalauréat et une moyenne cumulative de 2,00 (C).

~~Il n'y a pas de limite au nombre de cours tentés pour satisfaire aux exigences du baccalauréat ès sciences général, cependant on~~ Une étudiante ou un étudiant ne peut excéder 36 crédits de « F ».

Une étudiante ou un étudiant doit suivre un total de 90 crédits répartis de la façon suivante :

- 24 crédits de cours d'introduction en sciences. On doit choisir 18 crédits à partir de la liste de cours d'introduction du groupe A, soit 6 crédits dans trois disciplines différentes. De plus, on doit choisir 6 crédits additionnels qui peuvent être compris dans le groupe A ou le groupe B.

N. B. : Un maximum de 6 crédits peut être choisi dans une discipline pour obtenir les 24 crédits de cours d'introduction.

**Groupe A**

Astronomie	6 crédits parmi PHYS 1810, PHYS 1820 et PHYS 1830
Biologie	BIOL 1021* et BIOL 1031*
Chimie	CHEM 1301* et CHEM 1311*
Informatique	COMP 1011* (ou <del>COMP 1012<sup>1</sup></del> <b>COMP 1013<sup>*1</sup></b> ) et COMP 1021*
Mathématiques	<del>6 crédits parmi les suivants : MATH 1201*, MATH 1301* (ou l'équivalent), MATH 1501* (ou l'équivalent), MATH 1701* (ou l'équivalent) ou MATH 1690 (6).</del> 6 crédits parmi les suivants : <ul style="list-style-type: none"> <li>• MATH 1200 (ou MATH 1211*<sup>2</sup>), MATH 1241*</li> <li>• 3 crédits parmi : MATH 1301*, MATH 1300, MATH 1220 (ou l'équivalent)</li> <li>• 3 crédits parmi : MATH 1501*, MATH 1500, MATH 1230 (ou l'équivalent)</li> <li>• 3 crédits parmi : MATH 1701*, MATH 1700, MATH 1232 (ou l'équivalent)</li> </ul>
Microbiologie	MBIO 1011* et MBIO 2021*
Physique	PHYS 1021* ou PHYS 1051*; et PHYS 1031* ou PHYS 1071*
Statistiques	STAT 1001* (ou STAT 2220 <sup>3</sup> ) et STAT 2001*
	* Offerts à l'USB

Groupe B

BIOL 1411\*

FORS 2000

Notes importantes :

1. ~~On ne peut se faire créditer COMP 1012 et COMP 1011.~~ **COMP 1013 est un cours destiné aux étudiantes et aux étudiants voulant s'orienter en ingénierie. On ne peut se faire créditer COMP 1013 et COMP 1011.**
  2. ~~On ne peut se faire créditer MATH 1210 et MATH 1201 ou MATH 1301. MATH 1210 ne peut pas servir de préalable aux cours avancés de mathématiques.~~
  2. **MATH 1211 est un cours destiné aux étudiantes et aux étudiants voulant s'orienter en ingénierie. On ne peut se faire créditer MATH 1211 et MATH 1200, MATH 1220 ou MATH 1301.**
  3. **STAT 2220 est un cours destiné aux étudiantes et aux étudiants voulant s'orienter en ingénierie. On ne peut se faire créditer STAT 2220 et STAT 1001.**
- b. 36 crédits de cours avancés en sciences (niveaux 2000, 3000 ou 4000). On doit choisir 18 crédits dans deux disciplines différentes avec au moins 6 crédits de niveau 3000 ou 4000. À l'USB, on doit choisir deux des quatre disciplines suivantes : chimie, mathématiques, microbiologie ou sciences biologiques. Depuis l'automne 2009, une étudiante ou un étudiant peut décider de suivre la totalité de ses 36 crédits de cours avancés en sciences biologiques tant que les cours spécifiques exigés sont complétés avec succès.
- c. Un minimum de 12 crédits doit être obtenu hors de la Faculté des sciences (6 crédits de français + 6 autres crédits). **Un maximum de 30 crédits peut être suivi hors de la Faculté des sciences et être utilisé pour le B.Sc. général.**
- d. 18 crédits facultatifs (choisis dans la Faculté des sciences ou dans d'autres facultés).

**RÉSUMÉ DES CHANGEMENTS ET JUSTIFICATIONS:**

1. Tel que recommandé par le SCCCC à la Faculté des sciences de l'Université du Manitoba, nous avons supprimé la mention « qu'il n'y a pas de limite au nombre de cours tentés pour satisfaire aux exigences du Baccalauréat ès sciences général » dans le but d'inciter les étudiantes et les étudiants à réduire le temps requis pour compléter leur baccalauréat.
2. Nous avons supprimé COMP 1012 et ajouté COMP 1013 à la liste de cours d'introduction en sciences, plus spécifiquement en informatique, puisque celui-ci est maintenant offert à l'Université de Saint-Boniface.
3. Nous avons inclus les nouvelles cotes de mathématiques afin de refléter les derniers changements survenus en mathématiques.
4. Les notes importantes ont été modifiées afin de refléter les changements effectués aux cours d'introduction acceptés en informatique et en mathématiques.
5. Nous avons ajouté une phrase afin de préciser qu'un maximum de 30 crédits peut être suivi hors de la Faculté des sciences, énoncé qui existe déjà dans l'annuaire de l'Université du Manitoba.



Faculté des sciences

Program modification:

Modifications to the following program are outlined on the next five pages:

- **baccalauréat ès sciences général**

## Modification de programme – Current and Revised Programs Charts

Faculté des sciences  
Université de Saint-Boniface

Baccalauréat ès sciences général  
Proposition de modifications de programme  
Entrée en vigueur proposée : automne 2016

Pour faire le baccalauréat ès sciences général en 3 ANS, on doit suivre le cheminement tel qu'établi ci-dessous. Un cheminement différent implique l'ajout d'une année d'études au programme.

### EXIGENCES DU B. SC. GÉNÉRAL (3 ANS) Orientation vers les sciences de la santé, biologiques et chimiques Pour les étudiantes et étudiants admis à Université 1 à partir de 2007-2008\*

Année 1 (Université 1) — 30 crédits	Année 2 — 30 crédits	Année 3 — 30 crédits
BIOL 1021 (3) L BIOL 1031 (3) L CHEM 1301 (3) L CHEM 1311 (3) L MATH 1501 (3) L MATH 1701 (3) L  + 6 autres crédits (cours d'introduction en sciences) N. B. : <i>PHYS 1021 (3) L ou PHYS 1051 (3) L et            ——— PHYS 1031 (3) L ou PHYS 1071 (3) L            ——— Les cours de physique sont obligatoires            pour passer au baccalauréat de 4 ans ou            pour certains programmes de médecine.</i>  + 6 crédits de français	a) 36 crédits de niveaux 2000, 3000 ou 4000 Deux options sont offertes : • <b>Option 1</b> : suivre ses 36 crédits dans 2 disciplines de sciences différentes (soit 18 crédits par discipline), avec au moins 6 crédits de niveau 3000 ou 4000. À l'USB, on doit choisir parmi les 4 disciplines suivantes : chimie <sup>1</sup> , mathématiques, microbiologie ou sciences biologiques. <sup>2</sup> N. B. : <i>Les cours suivants sont des préalables en chimie et en microbiologie et doivent être suivis en 2<sup>e</sup> année :</i> — CHEM 2211 (3) L et CHEM 2221 (3) L — CHEM 2361 (3) L (MBIO 2361) et CHEM 2371 (3) L (MBIO 2371) — MBIO 1011 (3) L et MBIO 2021 (3) L • <b>Option 2</b> : suivre ses 36 crédits en Sciences biologiques seulement, en respectant les exigences suivantes : 1) Cours obligatoires : BIOL 2301, BIOL 2501 et BIOL 2521 2) Un des cours suivants : BIOL 2201 ou BIOL 2231 3) Un des cours suivants : BIOL 2261, BIOL 2242 ou BIOL 2240 4) 21 crédits additionnels en sciences biologiques avec au moins 6 crédits de niveau 3000 ou 4000 b) 18 crédits facultatifs c) 6 crédits obtenus hors des sciences <sup>3</sup>	
1 — Liste de cours acceptés pour répondre au minimum de 18 crédits du département de chimie : CHEM 2211, CHEM 2221, CHEM 2281, CHEM 2291, CHEM 2361, CHEM 2371, CHEM 2401, CHEM 2471, CHEM 3360, CHEM 3370, CHEM 3380, CHEM 3390, CHEM 3571, CHEM 3580, CHEM 3590, CHEM 4361, CHEM 4371, CHEM 4570, CHEM 4580, CHEM 4590, CHEM 4621, CHEM 4631, CHEM 4640, CHEM 4660, CHEM 4670, CHEM 4680 et CHEM 4690. 2 — Un maximum de 42 crédits obtenus dans une seule discipline et un maximum de 60 crédits dans deux disciplines différentes. 3 — Un minimum de 12 crédits doit être obtenu hors de la Faculté des sciences (6 crédits de français + 6 autres crédits)		

\*LES ÉTUDIANTES ET ÉTUDIANTS ADMIS À UNIVERSITÉ 1 AVANT 2007-2008 DEVRAIENT COMMUNIQUER AVEC LE REGISTRARIAT OU UN CONSEILLER EN ORIENTATION EN CE QUI CONCERNE LES EXIGENCES DU BACCALAURÉAT GÉNÉRAL DE 3 ANS.

## Baccalauréat ès sciences général – 90 crédits

Pour les étudiantes et les étudiants admis à Université 1 à partir de 2007-2008, le cheminement suivant permet l'obtention du Baccalauréat ès sciences général en 3 ANS. Un cheminement différent prolongera la durée du programme d'études.

Les étudiantes et étudiants admis à Université 1 avant 2007-2008 devraient communiquer avec le Registrariat ou un conseiller en orientation en ce qui concerne les exigences du Baccalauréat ès sciences général.

Année 1 (ou Université 1) – 30 crédits	Année 2 – 30 crédits	Année 3 – 30 crédits
<ul style="list-style-type: none"> <li>• 24 crédits de cours d'introduction en sciences</li> <li>• 6 crédits de français<sup>1</sup></li> </ul> <p>Nous recommandons les cours suivants :</p> <p>BIOL 1021 (3) L et BIOL 1031 (3) L            CHEM 1301 (3) L et CHEM 1311 (3) L            MATH 1501 (3) L<sup>2</sup> et MATH 1701 (3) L<sup>2</sup>            PHYS 1021 (3) L ou PHYS 1051 (3) L et            PHYS 1031 (3) L ou PHYS 1071 (3) L  <i>(Les cours de physique sont obligatoires pour passer au Baccalauréat ès sciences avec majeure conjointe en biochimie-microbiologie et pour certains programmes de médecine.)</i></p>	<ul style="list-style-type: none"> <li>• 36 crédits de cours avancés en sciences (niveaux 2000, 3000 ou 4000)<sup>3</sup></li> <li>• 18 crédits facultatifs<sup>4</sup></li> <li>• 6 crédits obtenus hors des sciences<sup>1</sup></li> </ul>	

### Notes :

1. Un minimum de 12 crédits doit être obtenu hors de la Faculté des sciences (6 crédits de français + 6 autres crédits).
2. MATH 1230 ou MATH 1510 peut être suivi au lieu de MATH 1501; MATH 1232 ou MATH 1710 peut être suivi au lieu de MATH 1701.
3. Parmi les 36 crédits de cours avancés en sciences, il faut suivre un minimum de 6 crédits de niveaux 3000 ou 4000.
4. Les 18 crédits facultatifs peuvent être suivis à la Faculté des Sciences ou dans d'autres facultés.

En 2<sup>e</sup> et 3<sup>e</sup> années, il faut suivre 36 crédits de cours avancés en sciences (niveaux 2000, 3000 ou 4000) avec un minimum de 6 crédits de niveaux 3000 ou 4000. À l'Université de Saint-Boniface, on peut obtenir ses 36 crédits de cours avancés en sciences de deux façons :

1. en choisissant de suivre 18 crédits dans deux des quatre disciplines suivantes : chimie, mathématiques, microbiologie ou sciences biologiques
2. en choisissant de suivre les 36 crédits de cours avancés en sciences biologiques tant que les cours spécifiques exigés sont complétés avec succès.

Chaque discipline a des exigences particulières qui peuvent se résumer ainsi :

## SCIENCES BIOLOGIQUES

Année 1 (ou Université 1)	Années 2 et 3
BIOL 1021 (3) L BIOL 1031 (3) L  +18 crédits de cours d'introduction en sciences	18 crédits en sciences biologiques de niveau 2000, 3000 ou 4000 (sujet à l'exigence de la Faculté qu'au moins 6 crédits parmi les 36 crédits de cours avancés en sciences soient de niveau 3000 ou 4000)  ou  Depuis 2009, on peut choisir de suivre ses 36 crédits en sciences biologiques, en respectant les exigences suivantes : <ol style="list-style-type: none"> <li>1) Cours obligatoires : BIOL 2301<sup>1,2</sup>, BIOL 2501 et BIOL 2521</li> <li>2) Un des cours suivants : BIOL 2201<sup>1</sup> ou BIOL 2231<sup>1</sup></li> <li>3) Un des cours suivants : BIOL 2261<sup>1</sup>, BIOL 2242 ou BIOL 2240</li> <li>4) 21 crédits optionnels en sciences biologiques avec au moins 6 crédits de niveau 3000 ou 4000<sup>3</sup></li> </ol>

### Notes :

1. Cours requis offerts en rotation; il faut les suivre l'année où ils sont offerts.
2. STAT 1001 est préalable **ou concomitant** à BIOL 2301.
3. Certains cours optionnels sont offerts en rotation, à tous les 2 ans; il faut les suivre l'année où ils sont offerts.

## CHIMIE

Année 1 (ou Université 1)	Année 2	Année 3
CHEM 1301 (3) L CHEM 1311 (3) L <sup>1,2</sup>  BIOL 1021 (3) L BIOL 1031 (3) L  +12 crédits de cours d'introduction en sciences	18 crédits en chimie de niveau 2000, 3000 ou 4000 (sujet à l'exigence de la Faculté qu'au moins 6 crédits parmi les 36 crédits de cours avancés en sciences soient de niveau 3000 ou 4000)	
	CHEM 2211 (3) L CHEM 2221 (3) L CHEM/MBIO 2361 (3) L <sup>1</sup> CHEM/MBIO 2371 (3) L	6 crédits en chimie <sup>3</sup>
	<p>Liste de cours acceptés pour répondre au minimum de 18 crédits du département de chimie : CHEM 2211, CHEM 2221, <del>CHEM 2281</del> CHEM 2261 (CHEM 2281), <del>CHEM 2291</del>, CHEM 2290, CHEM 2361, CHEM 2371, CHEM 2401, CHEM 2471, CHEM 3360, CHEM 3370, CHEM 3390, CHEM 3400 (CHEM 3380), CHEM 3571, CHEM 3580, CHEM 3590, CHEM 4100, CHEM 4361, CHEM 4371, CHEM 4570, CHEM 4580, CHEM 4590, CHEM 4621, CHEM 4631, CHEM 4640, CHEM 4660, CHEM 4670, CHEM 4680 et CHEM 4690.</p> <p>Les cours suivants ne sont pas acceptés pour satisfaire les 18 crédits du département de chimie : CHEM 2240, CHEM 2550, CHEM 2560, CHEM 2770, CHEM 2780, CHEM 2860, CHEM 4550, (l'ancien CHEM 4600), CHEM 4610 (6), CHEM 4650, CHEM 4700 ET CHEM 4710.</p>	

### Notes :

1. Il faut obtenir un C+ dans CHEM 1311 pour suivre CHEM/MBIO 2361.
2. Il faut obtenir un C+ dans CHEM 1311 pour s'inscrire au Baccalauréat ès sciences avec majeure conjointe en biochimie-microbiologie.
3. Certains cours de chimie exigent d'autres préalables; il faut vérifier la description des cours.

## MICROBIOLOGIE

Année 1 (ou Université 1)	Année 2	Année 3
BIOL 1021 (3) L BIOL 1031 (3) L  CHEM 1301 (3) L CHEM 1311 (3) L <sup>1,2</sup>  +12 crédits de cours d'introduction en sciences	18 crédits en microbiologie de niveau 2000, 3000 ou 4000 (sujet à l'exigence de la Faculté qu'au moins 6 crédits parmi les 36 crédits de cours avancés en sciences soient de niveau 3000 ou 4000)  CHEM 2211 (3) L CHEM 2221 (3) L CHEM/MBIO 2361 (3) L <sup>1,5</sup> CHEM/MBIO 2371 (3) L <sup>5</sup> MBIO 1011 <sup>4</sup> MBIO 2021 <sup>4</sup>	18 crédits en microbiologie <sup>3,5</sup>

### Notes :

1. Il faut obtenir un C+ dans CHEM 1311 pour suivre CHEM/MBIO 2361.
2. Il faut obtenir un C+ dans CHEM 1311 pour s'inscrire au Baccalauréat ès sciences avec majeure conjointe en biochimie-microbiologie.
3. Certains cours de microbiologie exigent d'autres préalables; il faut vérifier la description des cours.
4. **MBIO 1011 et MBIO 2021 comptent comme cours d'introduction.**
5. **Selon le parcours de l'étudiante ou de l'étudiant, il est possible de compter CHEM/MBIO 2361 et CHEM/MBIO 2371 parmi les 18 crédits de cours avancés en microbiologie.**

## MATHÉMATIQUES

Année 1 (ou Université 1)	Années 2 et 3
MATH 1241 (3) L <sup>1</sup> (C) MATH 1301 (3) L <sup>2</sup> (B) MATH 1501 (3) L <sup>3</sup> (B) MATH 1701 (3) L <sup>4</sup> (B)  +18 crédits de cours d'introduction en sciences <sup>5</sup>	18 crédits en mathématiques de niveau 2000, 3000 ou 4000 (sujet à l'exigence de la Faculté qu'au moins 6 crédits parmi les 36 crédits de cours avancés en sciences soient de niveau 3000 ou 4000)

### Notes :

1. MATH 1200 (B) peut être suivi au lieu de MATH 1241 (C), mais ces cours ne sont pas équivalents, c'est-à-dire qu'il faut prendre en considération que MATH 1241 est un préalable pour certains cours de mathématiques de 2<sup>e</sup> année pour lesquels MATH 1200 n'est pas accepté comme préalable.
2. MATH 1220 (C) peut être suivi au lieu de MATH 1301 (B).
3. MATH 1230 (C) ou MATH 1510 (B) peut être suivi au lieu de MATH 1501 (B).
4. MATH 1232 (C) ou MATH 1710 (B) peut être suivi au lieu de MATH 1701 (B).
5. **Selon le parcours de l'étudiante ou de l'étudiant, une partie des 18 crédits de cours d'introduction en sciences peuvent être suivis après la première année.**

## RÉSUMÉ DES CHANGEMENTS ET JUSTIFICATIONS:

- 1) Réorganisation de l'information concernant les 36 crédits de cours avancés en sciences en 5 différents tableaux afin de faciliter la compréhension des exigences des différentes disciplines.
- 2) Ajout des nouvelles cotes de mathématiques afin de refléter les derniers changements survenus en mathématiques.
- 3) Suppression de CHEM 2281 et ajout de CHEM 2261 tel que proposé par le département de chimie de l'Université du Manitoba.
- 4) Suppression de CHEM 2291.

- 5) Modification de la liste des cours acceptables pour satisfaire les exigences de chimie.
- 6) Ajout de la liste des cours qui ne sont pas acceptés pour satisfaire les exigences des 18 crédits en chimie.
- 7) Ajout d'une note afin de préciser qu'il faut obtenir un C+ dans CHEM 1311 pour suivre CHEM/MBIO 2361.
- 8) Renumerotation des notes en bas du tableau.
- 9) **Modification de l'erreur de frappe dans le titre « Sciences biologiques ».**
- 10) **Dans le tableau de « Sciences biologiques », nous avons précisé que STAT 1001 est préalable ou concomitant à BIOL 2301.**
- 11) **Dans le tableau de « Microbiologie », nous avons précisé que MBIO 1011 et MBIO 2021 comptent comme cours d'introduction.**
- 12) **Dans le tableau de « Microbiologie », nous avons précisé que selon le parcours de l'étudiante ou de l'étudiant, il est possible de compter CHEM/MBIO 2361 et CHEM/MBIO 2371 parmi les 18 crédits de cours avancés en microbiologie.**
- 13) **Dans le tableau de « Mathématiques », nous avons précisé que selon le parcours de l'étudiante ou de l'étudiant, une partie des 18 crédits de cours d'introduction en sciences peuvent être suivis après la première année.**

Program modification:

Modifications to the following programs are outlined on the next two pages:

- **mineure en sciences biologiques du baccalauréat ès arts général**
- **mineure en chimie du baccalauréat ès arts général**
- **mineure en microbiologie du baccalauréat ès arts général**

## Modification de programme – Current and Revised Programs Charts

Faculté des sciences  
Université de Saint-Boniface

Proposition de modifications des mineures en sciences du Baccalauréat ès arts général (B.A.)  
Entrée en vigueur proposée : automne 2016

### I - Sciences biologiques

Mineure actuelle

Mineure (Arts)	
Arts I	Arts II et III
BIOL 1021 et BIOL 1031 L	12 crédits en sciences biologiques de niveau 2000 ou 3000

Nouvelle mineure

#### SCIENCES BIOLOGIQUES – MINEURE (ARTS) - 18 CRÉDITS

Année 1	Années 2 et 3
BIOL 1021 BIOL 1031	12 crédits en sciences biologiques de niveau 2000, 3000 ou 4000

### I - Chimie

Mineure actuelle

Mineures (arts)	
Arts I	Arts II et III
Chimie Une note minimale de C dans CHEM 1301 et CHEM 1311	Normalement CHEM 2211, CHEM 2221 + 6 crédits au choix de niveau 2000/3000

Nouvelle mineure

#### CHIMIE – MINEURE (ARTS) - 18 CRÉDITS

Année 1	Années 2 et 3
CHEM 1301 CHEM 1311 <sup>1</sup>	Normalement CHEM 2211 et CHEM 2221, plus 6 crédits additionnels en chimie de niveau 2000 ou 3000.

Notes :

1. Il faut obtenir un C+ dans CHEM 1311 pour suivre CHEM/MBIO 2361.



### III - Microbiologie

Mineure actuelle

Mineures (arts)	
Arts I	Arts II et III
Une note minimale de C dans MBIO 1011 Une note minimale de C dans BIOL 1021 et BIOL 1031 Une note minimale de C dans CHEM 1301 et CHEM 1311	12 crédits en microbiologie au niveau 2000 ou 3000

Nouvelle mineure

#### MICROBIOLOGIE – MINEURE (ARTS) - 18 CRÉDITS

Année 1	Années 2 et 3
BIOL 1021 BIOL 1031 CHEM 1301 CHEM 1311 <sup>1</sup> MBIO 1011	12 crédits en microbiologie de niveau 2000 ou 3000.

Notes :

1. Il faut obtenir un C+ dans CHEM 1311 pour suivre CHEM/MBIO 2361.

#### RÉSUMÉ DES CHANGEMENTS ET JUSTIFICATIONS:

Sciences biologiques :

Nous avons ajouté une phrase afin d'indiquer qu'il est possible de suivre des cours de niveau 4000 pour satisfaire les crédits exigés pour une mineure en sciences biologiques tel qu'indiqué dans l'annuaire de l'Université du Manitoba.

Chimie :

Nous avons ajouté une note en bas du tableau afin de préciser qu'il faut obtenir un C+ dans CHEM 1311 pour pouvoir s'inscrire dans CHEM/MBIO 2361.

Microbiologie :

Nous avons ajouté une note en bas du tableau afin de préciser qu'il faut obtenir un C+ dans CHEM 1311 pour pouvoir s'inscrire dans CHEM/MBIO 2361.

Étant donné que des modifications doivent être apportées à nos quatre mineures en sciences du Baccalauréat ès arts général (mathématiques, sciences biologiques, chimie et microbiologie), nous avons également uniformisé le format des tableaux.

## Faculté d'éducation et des études professionnelles

### École de service social

The École de service social, which will change its name to “École de travail social,” is proposing one program modification, to modify the name of the **baccalauréat de service social** to “baccalauréat de travail social”.

## EXECUTIVE SUMMARY:

### NAME CHANGE ÉCOLE DE SERVICE SOCIAL TO ÉCOLE DE TRAVAIL SOCIAL AT L'UNIVERSITÉ DE SAINT-BONIFACE

L'École de service social is requesting a name change from École de service social to **École de travail social**. The name change has been discussed and approved with the School's Community Advisory Committee in June 2015. A motion was passed by l'École de service social on August 31, 2015, at the Comité de direction du Conseil de la Faculté d'éducation et des études professionnelle on October 14, 2015, by the Faculté d'éducation des études professionnelles on November 25, 2015, CECF January 16, 2016 and Sénat on January 28, 2016.

The name change is being requested for a number of reasons. Firstly, the name as it exists creates confusion in the community. In Quebec, service social is the equivalency to "Social Work", but in our context, the term "Service social" translates to "Social Services". Secondly, "travail social" is much more in line with the values defined in the Social Work Code of Ethics. The profession of Social Work promotes social justice, equality and empowerment, whereas, social services seems more in line with the concept of "service" rather than empowerment. Thirdly, "travail social" will be a direct translation from the term used by the Faculty of Social Work at the U of M and more representative of the program developed at l'Université de Saint-Boniface. The hope is that "travail social" will reduce confusion in the community resulting in an increase in applications to l'École de "travail social".

## SECTION D ACADEMIC CONTENT

Le programme de ~~service-social~~ **travail social** est reconnu et agréé par l'Association canadienne pour la formation en travail social (ACFTS). L'École de ~~service-social~~ **travail social** de l'USB est aussi un membre institutionnel de l'ACFTS.

Dans l'ensemble, les mêmes règlements et politiques de la Faculty of Social Work de l'Université du Manitoba s'appliquent au baccalauréat en ~~service-social~~ **travail social** de l'Université de Saint-Boniface (à moins que l'USB ait une politique ou un règlement différent pour certains aspects), et ce, même s'ils ne sont pas inclus dans cette version de l'annuaire.

Le programme de baccalauréat en ~~service-social~~ (B.S.S.) **travail social (B.T.S)** que propose l'USB s'inscrit fidèlement dans sa mission d'enseignement universitaire. Le programme de B.S.S. B.T.S. vise donc à :

- offrir une éducation universitaire générale ainsi qu'une formation professionnelle spécialisée en ~~service-social~~, **travail social**, en français, dans les domaines essentiels au développement communautaire, familial, culturel et personnel;
- participer activement à la formation et au rayonnement de la communauté francophone du Manitoba.

L'École de ~~service-social~~ **travail social** vise à contribuer à la création et au bon fonctionnement d'un monde où les grandes inégalités en matière de richesse et de revenu seront abolies; où le pouvoir économique et politique sera réparti de façon plus égale; où la distribution des ressources d'une société sera centrée sur les besoins de l'être humain; où on célébrera la diversité des cultures; où les gens exerceront plus de pouvoir sur leur propre vie; et où chacun jouira de plus grandes possibilités d'enrichir son bien-être physique, spirituel, psychologique et intellectuel. Notre Université est la seule du Manitoba à offrir un programme de ~~service-social~~ **travail social** en français, lequel est également le plus important pour le Manitoba. C'est pourquoi sa mission décrit le rôle directeur de l'École dans le développement socio-économique et culturel de la province d'abord, mais aussi du Canada et d'au-delà de ses frontières, ce qui correspond à l'énoncé de la mission même de l'USB et de l'École de ~~service-social~~ **travail social**.

La formation professionnelle offerte dans ce programme est de type généraliste. Tout en misant sur une solide formation théorique, l'accent est mis sur l'importance concrète de l'intervention sociale professionnelle sur le champs, sous forme de stages pratiques en troisième et en quatrième années.

Ce programme de baccalauréat en ~~service-social~~ **travail social** en français est un cursus d'enseignement postsecondaire qui consiste en la formation professionnelle d'un corps de travailleurs sociaux et de travailleuses sociales dotés des habiletés requises pour optimiser les interactions des individus, des familles, des groupes et des communautés avec leur environnement dans un but de développement social et de la personne. Une telle formation s'opère selon les normes, les contenus théoriques et les pratiques d'intervention sociale fondés

sur la pédagogie, la déontologie et les particularités propres à la discipline même du **service social-travail social**.

Les objectifs du programme en **service-social travail social** de l'USB sont identiques à ceux de la Faculty of Social Work de l'Université du Manitoba, avec l'ajout de services dans les deux langues officielles. Les principaux objectifs du programme sont de :

- offrir une éducation universitaire générale ainsi qu'une formation professionnelle spécialisée en **service-social travail social**, en français, dans les domaines essentiels au développement communautaire, familial, culturel et personnel;
- participer activement à la formation et au rayonnement de la communauté francophone du Manitoba;
- former des diplômés et des diplômées possédant les connaissances de base, l'engagement et les compétences nécessaires pour travailler dans le domaine du travail social, avec des compétences dans les deux langues officielles du Canada;
- préparer et encourager les étudiantes et les étudiants à poursuivre leurs études avancées (2<sup>e</sup> et 3<sup>e</sup> cycle).

Ce programme contribue à répondre à la demande sociale et aux besoins croissants des francophones en matière de formation universitaire et professionnelle dans les domaines des services sociaux et des services de santé. Il reflète les particularités sociales, culturelles et linguistiques endogènes de la population francophone du Manitoba.

Au-delà des principaux objectifs énoncés ci-dessus, ce programme comporte plusieurs sous-objectifs plus précis qui ont l'avantage de refléter tant le contenu pédagogique du programme de la Faculty of Social Work de l'Université du Manitoba que les objectifs proposés par l'USB. Dans cette perspective, le programme cherche aussi à accomplir les sous-objectifs suivants :

- contribuer, par l'entremise de la formation universitaire, de la recherche sociale, des politiques sociales, de l'intervention professionnelle et des services sociaux, au développement socioéconomique et culturel des particuliers, des groupes et des communautés bénéficiaires;
- former des travailleuses sociales et des travailleurs sociaux en les dotant d'habiletés théoriques et pratiques leur permettant d'intervenir efficacement afin de mieux répondre aux besoins et aux problèmes sociaux des populations francophones du Manitoba dans leurs diverses composantes multiethniques;
- permettre l'acquisition des connaissances théoriques et pratiques nécessaires aux futurs travailleurs sociaux et travailleuses sociales pour les rendre aptes à intervenir et à mieux répondre aux besoins existants dans les champs sociaux de la santé, de la famille et de la diversité;
- favoriser une maîtrise théorique et pratique des grandes problématiques de la santé, des services et du système de santé pour mieux agir sur les problèmes d'accessibilité, de prise en charge et de prévention sociale auprès des principaux groupes à risques;

- faciliter l'acquisition des connaissances et des aptitudes théoriques et pratiques aux futurs travailleurs sociaux et travailleuses sociales sur les enjeux sociétaux de la diversité multiethnique, des politiques et de l'impact des phénomènes de l'immigration sur les plans social, culturel, démographique, économique et des problèmes de prise en charge sociale qui en résultent;
- doter les travailleurs sociaux et les travailleuses sociales d'outils méthodologiques appropriés à la diversité des modèles d'intervention sociale privilégiant, entre autres, le counselling pour la compréhension des problèmes psychosociaux.

Au cours des années, l'École de ~~service social~~ **travail social** et la Faculty of Social Work de l'Université du Manitoba ont adopté une démarche sur deux fronts de la pratique du ~~service social~~ **travail social** axée sur les principes humanitaires et de justice sociale :

1. répondre aux besoins sociaux légitimes des gens qui souffrent présentement en leur offrant une attention concrète (protection sociale); et
2. passer d'une société qui pénalise les gens selon la classe, le sexe, la race, l'âge, la sexualité, les aptitudes, etc. à une société telle que décrite précédemment. Ce double intérêt pour la justice sociale d'une part et un fonctionnement social sain autant personnel que familial d'autre part, influence profondément le curriculum, le programme de recherche, la pédagogie, la façon d'agir envers les étudiantes et les étudiants et le service communautaire de l'École. Cette démarche se fonde sur la conviction que la plupart des souffrances et des inégalités sociales prennent racine dans l'ordre social plutôt que dans la personne, la famille ou certaines cultures.

# MEMO

REGISTRAR'S OFFICE

Room 400 University Centre

PH: 204-474-9425



UNIVERSITY  
OF MANITOBA

**Date:** May 10, 2016

**Memo To:** Senate

**From:** Neil Marnoch, Registrar

A handwritten signature in black ink, appearing to read 'Neil Marnoch'.

**Re:** Revisions to the Academic Schedule for 2016-2017

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Several edits, clarifications and corrections have been made to the 2016-17 Academic Schedule since its approval by Senate. Please see below for a description of the revisions:

## 2016-2017 Academic Schedule Edits

- **Editorial updates:**

- Table of Contents: Section 1.2 and 1.8:
  - Clarified that “Dates Applicable to Medicine” are not applicable to the Family Social Sciences program; added a note referring FSS students from Section 1.8 to Section 1.2.
- Section 1.2.3:
  - Added the URL for the “Irregular Refund and Withdrawal Deadline” information found on the Registrar’s Office website.
- Section 1.2.5:
  - Minor reorganization of introductory paragraph.
  - Added “Pharmacy (Year 4)” to list of programs with alternate or differing Term Break dates.
  - Clarified that “No classes, examinations or tests will be held...” during the Fall Term Break or the long weekend that follows.
  - Changed the Winter Term break to Feb. 21 to 24, from Feb. 20 to 24, and clarified that “The UofM will be closed Monday Feb. 20 for Louis Riel day (see 1.1.1)”.
- Section 1.3.6:
  - Correction of two dates to January 2017 from January 2016.
- Section 1.6:
  - Clarified that “Unless registered in a B.Ed. course...” PBDE students are to follow the dates listed in Section 1.2.
- Section 1.6.3:
  - For consistency, Faculty of Education Winter Term Break dates replaced with “See section 1.2.5”.

- Added a note clarifying that Faculty of Education Winter Practicum Break “Dates may vary by school division and/or practicum placement”.
  - Section 1.11.3:
    - For consistency, added “The academic and administrative offices will be open during this period, but there will be no classes/examinations held for students” to the Pharmacy Term Breaks section.
- **Corrections:**
  - Section 1.2.1:
    - Faculty of Education Orientation date corrected to August 30, from August 29.
  - Section 1.6.2:
    - Faculty of Education Winter Term Program Days corrected to Jan. 9 and Feb. 6, from Jan. 9 to Feb. 6.
  - Section 1.10.3:
    - Occupational Therapy Winter Term Break corrected to Mar. 6 to 10, 2017, from Feb. 27 to Mar. 3 (the latter being the previous year’s dates).
    - Updated the Winter Term Break note to reflect the wording provided by the program office.
  - Section 2.1.1:
    - Summer 2016 June-August Evening end date corrected to Aug. 4 from Aug. 3.
  - Section 2.2.2:
    - End of Summer 2017 June Day Registration Period corrected to May 28 from June 28.
    - Start of Summer 2017 June Day Revision Period corrected to May 29 to 31, from June 29 to 31.
  - Section 2.2.2 and 2.2.3:
    - Summer 2017 June Day Revision Deadline corrected to May 31, from June 31.
- **Changes:**
  - Section 1.2.2 and 1.2.6
    - Clarified that “No classes, examinations or tests will be held” between the Fall and Winter Term End Date and the beginning of the Examination period

Encl.



## 2016-2017 Academic Schedule

Admission application deadlines are found online at [umanitoba.ca/student/admissions](http://umanitoba.ca/student/admissions). Additional important date information for Faculty of Graduate Studies students is available at [umanitoba.ca/faculties/graduate\\_studies/deadlines/index.html](http://umanitoba.ca/faculties/graduate_studies/deadlines/index.html).

Faculties, schools, colleges and/or programs may have other important dates and deadlines that are not included in the Academic Schedule.

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## Section 1: Dates for Fall/Winter Session

*This section contains information for Fall and Winter Terms, including distance and online courses. See section 3 for Summer Term information, including information for distance and online courses offered over Summer Term.*

### 1.1 Dates applicable to all U of M students:

#### 1.1.1 University Closure

*When the University is closed no classes/examinations will be held.*

Canada Day	July 1, 2016
Terry Fox Day (Civic Holiday)	Aug.1, 2016
Labour Day	Sept. 5, 2016
Thanksgiving Day	Oct. 10, 2016
Remembrance Day	Nov. 11, 2016
Winter Holiday	Dec. 23, 2016 to Jan. 2, 2017
Louis Riel Day	Feb. 20, 2017
Good Friday	Apr. 14, 2017
Victoria Day	May 22, 2017
Canada Day (Holiday Observed)	July 3, 2017
Terry Fox Day (Civic Holiday)	Aug. 7, 2017

### 1.2 Dates applicable to most U of M students:

*Some additional or differing date information is included in separate sections for: **Agriculture Diploma, Dental Hygiene, Dentistry (includes IDDP), Education (B.Ed. only), Law, Medicine (excludes Family Social Sciences), Nursing, Occupational Therapy, Pharmacy, Physical Therapy, Respiratory Therapy, and Social Work.** Students in these programs should also see their respective section of the Academic Schedule.*

#### 1.2.1 Orientation

*Additional or differing dates exist for: Agriculture Diploma, IDDP, Education, Medicine, Nursing, Occupational Therapy, Pharmacy, Physical Therapy, Respiratory Therapy, and Social Work. Students in these programs should also see their respective section of the Academic Schedule.*

##### New Student Orientation

Fall Term, Fort Garry Campus	Sept. 6 to 7, 2016
Winter Term, Fort Garry Campus	Jan. 3, 2017
Faculty of Agricultural & Food Sciences Year 1	Sept. 7, 2016
Faculty of Architecture, Environmental Design Program	Aug. 29, 2016
School of Art	Sept. 6 to 7, 2016

<b>Asper School of Business</b>	
Year 1 student welcome luncheon	Sept. 6, 2016
Year 1 CSA orientation and Barbeque	Sept. 7, 2016
<b>Faculty of Education</b>	Aug. <del>30</del> 29, 2016
<b>Faculty of Engineering</b>	Sept. 6 to 7, 2016
<b>Family Social Sciences, Health Sciences and Health Studies</b>	
New student information session	Sept. 7, 2016
<b>Marcel A. Desautels Faculty of Music</b>	Sept. 6, 2016

### 1.2.2 Start and End Dates

*Additional or differing dates exist for: Agriculture Diploma, Dental Hygiene, Dentistry, Education, Law, Medicine, Nursing, Occupational Therapy, Pharmacy, Physical Therapy, Respiratory Therapy, and Social Work. Students in these programs should also see their respective section of the Academic Schedule.*

#### Fall Term

*No classes, examinations or tests will be held Dec. 10 to 11, 2016.* Sept. 8 to Dec. 9, 2016

#### Winter Term

*No classes, examinations or tests will be held Apr. 8 to 9, 2017.* Jan. 4 to Apr. 7, 2017

**Winter/Summer Term spanned distance and online courses** Jan. 4 to June 30, 2017

### 1.2.3 Registration and Withdrawal Dates

*Additional or differing dates exist for: Agriculture Diploma, Education, Law and other faculties, colleges and/or schools offering irregularly scheduled courses. Agriculture Diploma and Law students should also see their respective section of the Academic Schedule; Education students are referred to the Class Schedule; all others should also refer to either the 'Irregular Refund and Voluntary Withdrawal Deadline' information posted on the Registrar's Office website ([http://umanitoba.ca/student/records/fees/irregular\\_refund\\_vw\\_deadlines.html](http://umanitoba.ca/student/records/fees/irregular_refund_vw_deadlines.html)), or the Class Schedule.*

#### Regular Registration Period

Fall Term and Fall/Winter Term classes	Ends Sept. 7, 2016
Winter Term classes	Ends Jan. 3, 2017
Winter/Summer term spanned distance and online courses	Ends Jan. 3, 2017

#### Late Registration/Registration Revision Period

*A financial penalty may be assessed for late registrations. Students may use this period of time to make changes to their selected courses or class schedule.*

Fall Term and Fall/Winter Term classes	Sept. 8 to 21, 2016
Winter Term classes	Jan. 4 to 17, 2017
Winter Term classes and	
Winter/Summer term spanned distance and online courses	Jan. 4 to 17, 2017

#### Last Date to Register/Registration Revision Deadline

*Last date to drop and have course excluded from transcripts; VWs will be recorded on transcripts for courses dropped after this date.*

Fall Term and Fall/Winter Term classes	Sept. 21, 2016
Winter Term classes	Jan. 17, 2017
Winter Term classes and	

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Winter/Summer term spanned distance and online courses

Jan. 17, 2017

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### Voluntary Withdrawal (VW) deadline

*Last date to withdraw and not receive a final grade; students cannot withdraw from courses after this date.*

Fall Term classes

Nov. 18, 2016

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Winter Term and Fall/Winter Term classes

Mar. 17, 2017

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Winter/Summer term spanned distance and online courses

June 5, 2017

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### 1.2.4 Fee Deadlines

#### Fee Payment Deadline

(determined by RCGA)

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#### Registration Revision Deadline

*Last date to withdraw and have some fees removed from fee assessment. Additional or differing dates exist for Agriculture Diploma students; students in this program should also see their respective section of the Academic Schedule.*

Fall Term and Fall/Winter Term classes

Sept. 21, 2016

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Winter Term classes and

Winter/Summer term spanned distance and online courses

Jan. 17, 2017

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### 1.2.5 Term Breaks

*Academic and administrative offices will be open during this period; ~~but there will be~~ no classes/examinations will be held for students. Additional or differing dates exist for: Dental Hygiene, Dentistry, Education, Law, Medicine, Occupational Therapy, Pharmacy (Year 4), ~~and~~ Physical Therapy and Respiratory Therapy. Students in these programs should also see their respective section of the Academic Schedule.*

**Fall Term Break** No classes, examinations or tests will be held Oct. 6 to 10, 2016.

Oct. 6 to 7, 2016

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**Winter Term Break** The UofM will be closed Monday Feb. 20 for Louis Riel day (see 1.1.1)

Feb. 21~~9~~ to 24, 2017

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### 1.2.6 Examination and Test Dates

*Students are reminded that they must remain available until all examination and test obligations have been fulfilled. Additional or differing dates exist for: Agriculture Diploma, Dental Hygiene, Dentistry, Education, Law, Medicine, and Pharmacy. Students in these programs should also see their respective section of the Academic Schedule.*

**Fall Term** (includes tests and midterm exams for Fall/Winter Term classes)

No classes, examinations or tests will be held Dec. 10 to 11, 2016.

Dec. 12 to 22, 2016

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**Winter Term** (includes final exams for Fall/Winter Term classes)

No classes, examinations or tests will be held Apr. 8 to 9, 2017.

Apr. 10 to 25, 2017

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### 1.2.7 Challenge for Credit, Supplemental Examinations and Other Tests

*This information is only for those academic units that extend supplemental examination privileges. Additional or differing dates exist for Agriculture Diploma students; these students should also see their respective section of the Academic Schedule.*

#### Supplemental Examination application deadline:

For Fall supplemental exams

July 4, 2016

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#### Challenge for Credit application deadline:

For classes offered Fall Term 2016

Sept. 21, 2016

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For classes offered Winter Term 2017	Jan. 17, 2017
For June 2017 series	Apr. 21, 2017
<b>Language Reading Tests for Graduate Students</b>	Aug. 27, 2016; Mar. 25, 2017

### 1.2.8 Final Grade Appeal Deadlines

For final grades received for Fall Term 2016 classes	Jan. 24, 2017
For final grades received for Winter Term 2017 and Fall 2016/Winter 2017 classes	June 12, 2017

### 1.2.9 Graduation and University Convocation

*Degrees, Diplomas and Certificates will be awarded at Convocation. Graduation date may differ from Convocation Ceremony date. Additional or differing dates exist for Agriculture Diploma and Medicine; students in these programs should also see their respective section of the Academic Schedule.*

#### For students graduating Fall 2016:

Deadline to apply online to graduate <i>for most Undergraduate students</i>	Aug. 4, 2016
Faculty of Graduate Studies Submission Deadline*	Aug. 25, 2016
Convocation Ceremony (Fort Garry Campus)	Oct. 18 to 20, 2016

#### For students graduating February 2017:

Deadline to apply online to graduate <i>for most Undergraduate students</i>	Sept. 21, 2016
Faculty of Graduate Studies Submission Deadline*	Jan. 4, 2017
Graduation date for students graduating in February	Feb. 1, 2017
Convocation Ceremony (Fort Garry Campus)	June 5 to June 9, 2017

#### For students graduating Spring 2017:

Deadline to apply online to graduate <i>for most Undergraduate students</i>	Jan. 17, 2017
Faculty of Graduate Studies Submission Deadline*	Mar. 30, 2017
Convocation Ceremony – Agriculture Diploma	May 5, 2017
Convocation Ceremony – College of Medicine	May 18, 2017
Convocation Ceremony (Fort Garry Campus)	June 5 to June 9, 2017
Convocation Ceremony – Université de Saint-Boniface	June 12, 2017

<b>Graduate Studies Submission Deadline* for students graduating Fall 2017</b>	Aug. 31, 2017
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<b>Annual traditional Graduation Pow Wow in honour of Indigenous graduates</b>	May 6, 2017
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*\* Last date for receipt by Graduate Studies of Theses/Practica and reports on Theses/Practica, comprehensive examinations, and project reports from students, and lists of potential graduands from departments.*

## 1.3 Dates applicable to Agriculture Diploma:

### 1.3.1 Orientation

Sept. 14, 2016

### 1.3.2 Start and End Dates

#### Fall Term

Sept. 15 to Dec. 6, 2016

#### Winter Term

Jan. 4 to Mar. 27, 2017

### 1.3.3 Registration and Withdrawal Dates

#### Regular Registration Period

Fall Term and Fall/Winter Term classes

Ends Sept. 14, 2016

Winter Term classes

Ends Jan. 3, 2017

#### Late Registration/Registration Revision Period

*A financial penalty may be assessed on late registrations. Students may use this period of time to make changes to their selected courses or class schedule.*

Fall Term and Fall/Winter Term classes

Sept. 15 to Sept. 28, 2016

Winter Term classes

Jan. 4 to 17, 2017

#### Last Date to Register/Registration Revision Deadline

*Last date to drop and have class excluded from transcripts; VWs will be recorded on transcripts for classes dropped after this date.*

Fall Term and Fall/Winter Term classes

Sept. 28, 2016

Winter Term classes

Jan. 17, 2017

#### Voluntary (VW) Withdrawal deadline

*Last date to withdraw and not receive a final grade; students cannot withdraw from classes after this date.*

Fall Term classes

Nov. 15, 2016

Winter Term and Fall/Winter Term classes

Mar. 7, 2017

### 1.3.4 Fee Deadlines

#### Fee Payment Deadline

(determined by RCGA)

#### Registration Revision Deadline

*Last date to withdraw and have fees removed from fee assessment; a credit will be granted for applicable fees that have already been paid.*

Fall Term and Fall/Winter Term classes

Sept. 28, 2016

Winter Term classes

Jan. 17, 2017

### 1.3.5 Examination and Test Dates

**Fall Term** (includes tests and midterm exams for Fall/Winter Term classes)

Dec. 7 to 14, 2016

**Winter Term** (includes final exams for Fall/Winter Term classes)

Mar. 28 to Apr. 4, 2017

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### 1.3.6 Challenge for Credit and Supplemental Examinations and Tests

#### Supplemental Examination application deadline:

Fall Term 2016 courses	Jan. 3, 201 <del>7</del> <sup>6</sup>
Winter Term 2017 courses (for graduating students)	Apr. 17, 2017
Winter Term 2017 courses (for non-graduating students)	May 23, 2017

#### Supplemental Examination dates:

Fall Term 2016 courses	Jan. 5, 201 <del>7</del> <sup>6</sup>
Winter Term 2017 courses (for graduating students)	Apr. 19, 2017
Winter Term 2017 courses (for non-graduating students)	May 31, 2017

#### Challenge for Credit application deadline:

For classes offered Fall Term 2016:	Sept. 14, 2016
For classes offered Winter Term 2017:	Jan. 17, 2017
For June 2017 series:	Apr. 21, 2017

### 1.3.7 School of Agriculture Convocation

May 5, 2017

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## 1.4 Dates applicable to Dental Hygiene:

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### 1.4.1 Start and End Dates

#### Year 2

Fall Term Classes	Aug. 22 to Dec. 2, 2016
Winter Term Classes	Jan. 3 to Mar. 31, 2017
Winter Term Clinic	Jan. 3 to Mar. 31, 2017

#### Year 3

Fall Term Classes	Aug. 15 to Dec. 2, 2016
Fall Term Clinics	TBA to Dec. 9, 2016
Winter Term Classes	Jan. 3 to Mar. 31, 2017
Winter Term Clinics	Jan. 3 to Apr. 13, 2017

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### 1.4.2 Term Breaks

*The academic and administrative offices will be open during this period, but there will be no classes/examinations held for students.*

<b>Fall Term Break</b>	n/a
<b>Winter Term Break</b>	Feb 27 to Mar. 3, 2017

### 1.4.3 Examination and Test Dates

#### Year 2

Fall Term (includes tests and midterm exams for Fall/Winter Term classes)	Dec. 5 to 16, 2016
Winter Term	Apr. 3 to 7, 2017

#### Year 3

Fall Term (includes tests and midterm exams for Fall/Winter Term classes)	Dec. 12 to 16, 2016
Winter Term	Apr. 3 to 7, 2017

## 1.5 Dates applicable to Dentistry:

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### 1.5.1 International Dentist Degree Program (IDDP)

<b>Year 1 Orientation</b>	May-June 2016
<b>On-Site Assessment</b>	TBA

### 1.5.2 Start and End Dates

#### Years 1 and 2

Fall Term Classes	Aug. 15 to Dec. 2, 2016
Winter Term Classes	Jan. 3 to Apr. 28, 2017

#### Year 3

Fall Term Classes	Aug. 8 to Dec. 2, 2016
Fall Term Clinic	TBA to Dec. 9, 2016
Winter Term Classes	Jan. 3 to Apr. 28, 2017
Winter Term Clinics	Jan. 3 to Apr. 28, 2017

#### Year 4

Fall Term Classes	Aug. 8 to Dec. 9, 2016
Fall Term Clinic	TBA to Dec. 9, 2016
Winter Term (most classes)	Jan. 3 to 6, 2016
Winter Term Clinics	Jan. 3 to Apr. 21, 2017



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### 1.5.3 Term Breaks

*The academic and administrative offices will be open during this period, but there will be no classes/examinations held for students.*

<b>Fall Term Break</b>	n/a
<b>Winter Term Break</b>	Feb 27 to Mar. 3, 2017

### 1.5.4 Examination and Test Dates

#### Years 1, 2 and 3

Fall Term (includes tests and midterm exams for Fall/Winter Term classes)	Dec. 5 to 16, 2016
Winter Term	May 1 to 12, 2017

#### Year 4

Fall Term (includes tests and midterm exams for Fall/Winter Term classes)	Dec. 12 to 16, 2016
Winter Term	Jan. 9 to 13, 2017

### 1.6 Dates applicable to Education (B.Ed. only):

**Note:** Unless registered in a B.Ed. course, PBDE students follow the dates listed in Section 1.2: Dates applicable to most U of M students.

#### 1.6.1 Orientation

Aug. 30, 2016

#### 1.6.2 Start and End Dates

##### Fall Term

Practicum Block	Sept. 6 to 9, 2016
Classes	Sept. 13 to Nov. 10, 2016
Program Days	Sept. 26, 2016
Practicum Mondays	Sept. 12, Sept. 19, Nov. 7, 2016
Practicum Block	Nov. 14 to Dec. 14, 2016

##### Winter Term

Classes	Jan. 3 to Mar. 10, 2017
Program Days	Jan. 9 <del>and</del> Feb. 6, 2017
Practicum Mondays	Feb. 13, Feb. 27, Mar. 6, 2017
Practicum Block	Mar. 13 to Apr. 26, 2017

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### 1.6.3 Term Breaks

The academic and administrative offices will be open during this period, but there will be no classes/examinations held for students.

<b>Fall Term Break</b>	Oct. 3 and Oct. 17, 2016
<b>Winter Term Break</b>	<del>Feb. 20 to 24, 2017</del> See section <a href="#">1.2.5</a>
<b>Winter Practicum Break</b> <i>Note: Dates may vary by school division and/or practicum placement.</i>	Mar. 27 to 31, 2017

### 1.6.4 Examination and Test Dates

<b>Fall Term</b> (as required)	Nov. 12, 2016
<b>Winter Term</b> (as required)	Mar. 11, 2017

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## 1.7 Dates applicable to Law:

### 1.7.1 Start and End Dates

<b>Fall Term</b>	Sept. 6 to Dec. 7, 2016
<b>Winter Term</b>	Jan. 4 to Apr. 7, 2017

### 1.7.2 Registration and Withdrawal Dates

#### Regular Registration Period

Fall Term and Fall/Winter Term classes	Ends Sept. 7, 2016
Winter Term classes	Ends Jan. 3, 2017

#### Late Registration/Registration Revision Period

*A financial penalty may be assessed for late registrations. Students may use this period of time to make changes to their selected courses or class schedule.*

Fall Term and Fall/Winter Term classes	Sept. 8 to 19, 2016
Winter Term classes	Jan. 4 to 17, 2017

#### Last Date to Register/Registration Revision Deadline

*Last date to drop and have class excluded from transcripts; VWs will be recorded on transcripts for classes dropped after this date.*

Fall Term and Fall/Winter Term classes	Sept. 19, 2016
Winter Term classes	Jan. 17, 2017

#### Voluntary Withdrawal deadline

*Last date to withdraw and not receive a final grade; students cannot withdraw from classes after this date.*

Fall Term classes	Nov. 18, 2016
Winter Term and Fall/Winter Term classes	Mar. 17, 2017

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### 1.7.3 Term Breaks

*The academic and administrative offices will be open during this period, but there will be no classes/examinations held for students.*

<b>Fall Term Break</b>	October 11 to 12, 2016
<b>Winter Term Break</b>	See section 1.2.5

### 1.7.4 Examination and Test Dates

<b>Fall Term</b> (includes tests and midterm exams for Fall/Winter Term classes)	Dec. 8 to 21, 2016
<b>Winter Term</b>	Apr. 10 to 25, 2017

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## 1.8 Dates applicable to Medicine (excludes Family Social Sciences):

*Note: Family Social Sciences students follow the dates listed in Section 1.2: Dates applicable to most UofM students.*

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### 1.8.1 Orientation

<b>Medicine Inaugural Exercises</b>	Aug. 24, 2016
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### 1.8.2 Start and End Dates

#### Year 1

Fall Term	Aug. 23 to Dec. 23, 2016
Winter Term	Jan. 9 to June 2, 2017

#### Year 2

Fall Term	Aug. 29 to Dec. 23, 2016
Winter Term	Jan. 9 to June 2, 2017

#### Year 3

Fall Term	Aug. 29 to Dec. 23, 2016
Winter Term	Jan. 9 to Aug. 4, 2017

#### Year 4

Fall Term	Aug. 15 to Dec. 16, 2016
Winter Term	Jan. 3 to May 11, 2017

### 1.8.3 Term Breaks (Year 1 and Year 2)

*The academic and administrative offices will be open during this period, but there will be no classes/examinations held for students.*

<b>Fall Term Break</b>	n/a
<b>Winter Term Break</b>	Mar. 20 to 24, 2017

<b>1.8.4 Faculty of Medicine Convocation Ceremony</b>	May 18, 2017
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## 1.9 Dates applicable to Nursing:

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### 1.9.1 Submission Deadlines

*Non-Academic requirements due for all newly admitted students.*

<b>Returning students (fall or winter)</b>	June 1, 2016
<b>New students</b>	
admitted for Fall Term	July 15, 2016
admitted for Winter Term	Nov. 10, 2016

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### 1.9.2 Orientation

<b>Students admitted for Fall Term</b>	Sept. 1 and 2, 2016
<b>Students admitted for Winter Term</b>	Jan. 4 and 5, 2017
<b>Year 2 Clinical Orientation</b>	Sept. 26, 2016
<b>Year 3 Orientation</b>	TBA
<b>Year 4 clinical and senior practicum orientation (January start)</b>	Sept. 8, 2016

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### 1.9.3 Start and End Dates

<b>Nursing labs</b>	Begin week of Sept. 12, 2016
<b>Year 3 Clinical Rotation</b>	
Tuesday/Wednesday	Starts Sept. 27, 2016
Thursday/Friday	Starts Sept. 29, 2016
<b>Year 4 NURS 4270 Clinical Rotation</b>	Starts Sept. 13, 2016
<b>Year 4 NURS 4430 Clinical Rotation</b>	
Tuesday/Wednesday	Starts Sept. 20, 2016
Thursday/Friday	Starts Sept. 22, 2016
<b>Year 4 NURS 4290 Senior Practicum</b>	Starts Sept. 12, 2016

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### 1.9.4 Registration Dates

<b>Last date to register for Fall 2016 and Winter 2017 Nursing Clinical Courses</b>	Aug. 2, 2016
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### 1.9.5 Term Breaks

*The academic and administrative offices will be open during this period, but there will be no classes/examinations held for students.*

Fall Term Break	See section 1.2.5
Winter Term Break	See section 1.2.5

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### 1.10 Dates applicable to Occupational Therapy:

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1.10.1 Year 1 Orientation	Aug. 25 to 26, 2016
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#### 1.10.2 Start and End Dates

##### Year 1

Fall Term Classes	Aug. 29 to Nov. 18, 2016
Fall Term Basic Fieldwork	Nov. 21 to Dec. 16, 2016
Winter Term Classes	Jan. 9 to May 5, 2017
Winter Term Intermediate Fieldwork 1	May 8 to June 30, 2017

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##### Year 2

Fall Term Classes	Aug. 29 to Dec. 16, 2016
Winter Term Intermediate Fieldwork 2	Jan. 9 to Mar. 3, 2017*
Winter Term Classes	Mar. 13 to June 30, 2017
Summer Term Advanced Fieldwork	flexible start and end dates between July 4 to Sept. 15, 2017

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#### 1.10.3 Term Breaks

*The academic and administrative offices will be open during this period, but there will be no classes/examinations held for students.*

Fall Term Break	n/a
Winter Term Break	<del>Feb. 27 to</del> Mar. <del>36 to 10</del> , 2017*

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*\*Note: Some students may need to complete fieldwork during the term break. Depending on availability of fieldwork sites, some students may need to complete fieldwork during the term break mid-term break depending on availability of fieldwork sites.*

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### 1.11 Dates applicable to Pharmacy:

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1.11.1 Year 1 Orientation	Sept. 7, 2016
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#### 1.11.2 Start and End Dates

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<b>Year 2 SPEP 2</b>	May 1 to May 12, 2017
<b>Year 3</b>	
Winter Term Classes	Jan. 3 to Mar. 24, 2017
SPEP 3	Apr. 3 to 28, 2017
<b>Year 4</b>	
Fall Term Classes	Sept. 6 to Oct. 31, 2016
SPEP 4 – Block 1	Nov. 7 to Dec. 16, 2016
Electives – Block 1	Nov. 7 to Dec. 23, 2016
SPEP 4 – Block 2	Jan. 3 to Feb. 10, 2017
Electives – Block 2	Jan. 3 to Feb. 17, 2017
SPEP 4 – Block 3	Feb. 21 to Mar. 31, 2017
Electives – Block 3	Feb. 21 to Apr. 7, 2017

### 1.11.3 Term Breaks

*The academic and administrative offices will be open during this period, but there will be no classes/examinations held for students.*

<b>Year 1, 2 and 3</b>	See section 1.2.5
<b>Year 4</b>	n/a

### 1.11.4 Examination and Test Dates

<b>Year 4</b>	Nov. 2 to 4, 2016
<b>Year 3</b>	Mar. 27 to 31, 2017

## 1.12 Dates applicable to Physical Therapy:

<b>1.12.1 Year 1 Orientation</b>	Aug. 15, 2016
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### 1.12.2 Start and End Dates

<b>Year 1</b>	
Fall Term	Aug. 15 to Dec. 16, 2016
Winter Term	Jan. 3 to Mar. 24, 2017
Winter Term (PT 6291)	6 week placement between Apr. 3 to June 23, 2017
<b>Year 2</b>	
Fall Term	Aug. 15 to Dec. 16, 2016
Winter Term	Jan. 3 to Mar. 24, 2017

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### 1.12.3 Term Breaks (Years 1 and 2)

*The academic and administrative offices will be open during this period, but there will be no classes/examinations held for students.*

Fall Term Break	n/a
Winter Term Break	Mar. 27 to Mar. 31, 2017

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### 1.13 Dates applicable to Respiratory Therapy:

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#### 1.13.1 Orientation

Year 1	Sept. 1 and 2, 2016
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#### 1.13.2 Start and End Dates

Year 1	
Fall Term	Sept. 6 to Dec. 16, 2016
Winter Term	Jan. 4 to May 26, 2017
Year 2	
Fall Term	Sept. 6 to Dec. 16, 2016
Winter Term	Jan. 4 to June 23, 2017
Year 3	
Fall Term	Aug. 15 to Dec. 16, 2016
Winter Term	Jan. 2 to May 26, 2017

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#### 1.13.3 Term Breaks

*The academic and administrative offices will be open during this period, but there will be no classes/examinations held for students.*

Fall Term Break	n/a
Winter Term Break	See section 1.2.5

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### 1.14 Dates applicable to Social Work:

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#### 1.14.1 Orientation

Year 1	Sept. 7, 2016
Year 2 and 3 Field Orientation	Sept. 6 and 7, 2016

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#### 1.14.2 Start and End Dates

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**Years 2 and 3 Field Instruction\***

Fall Term	Sept. 6 to Dec. 16, 2016
Winter Term	Jan. 4 to Apr. 14, 2017

*\*Note: Some students may need to complete fieldwork during the fall and/or winter term breaks.*

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**1.14.3 Term Breaks**

*The academic and administrative offices will be open during this period, but there will be no classes/examinations held for students.*

Fall Term Break	See section 1.2.5
Winter Term Break	See section 1.2.5

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**1.15 Other University Special Events**

2016 School Counsellors Admissions Seminar	Sept. 2016 (date tbd)
Evening of Excellence	Oct. 2016 (date tbd)
Memorial events for 14 women murdered at l'École Polytechnique in 1989	Dec. 6, 2016
Information Days for High School Students	Feb. 15 to 16, 2017

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**Section 2: Dates for Summer Term****2.1 Summer Term 2016 Dates**

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**2.1.1 Start and End Dates****Distance and online courses:**

Winter/Summer spanned courses	Jan. 6 to June 30, 2016
Summer Term courses	May 2 to July 29, 2016
May Day	May 2 to 25, 2016
May/June Day	May 2 to June 21, 2016
May/June Evening	May 2 to June 16, 2016
May-August Evening	May 2 to Aug. 4, 2016
June Day	May 30 to June 21, 2016
June-August Evening	June 20 to Aug. 4 <sup>3</sup> , 2016
July Day	July 4 to 26, 2016
July/August Day	July 4 to Aug. 24, 2016
August Day	Aug. 2 to 24, 2016

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## 2.1.2 Registration and Withdrawal Dates

### Regular Registration Period

#### Distance and online courses

Winter/Summer spanned courses	Ends Jan. 5, 2016
Summer Term courses	Ends May 1, 2016
<b>May Day</b>	Ends May 1, 2016
<b>May/June Day</b>	Ends May 1, 2016
<b>May/June Evening</b>	Ends May 1, 2016
<b>May-August Evening</b>	Ends May 1, 2016
<b>June Day</b>	Ends May 29, 2016
<b>June-August Evening</b>	Ends June 19, 2016
<b>July Day</b>	Ends July 3, 2016
<b>July/August Day</b>	Ends July 3, 2016
<b>August Day</b>	Ends Aug. 1, 2016

### Late Registration/Registration Revision Period

*Students may use this period of time to make changes to their selected courses or class schedule.*

#### Distance and online courses

Winter/Summer spanned courses	Jan. 6 to 19, 2016
Summer Term courses	May 2 to 13, 2016
<b>May Day</b>	May 2 to 4, 2016
<b>May/June Day</b>	May 2 to 4, 2016
<b>May/June Evening</b>	May 2 to 6, 2016
<b>May-August Evening</b>	May 2 to 6, 2016
<b>June Day</b>	May 30 to June 1, 2016
<b>June-August Evening</b>	June 20 to 24, 2016
<b>July Day</b>	July 4 to 6, 2016
<b>July/August Day</b>	July 4 to 6, 2016
<b>August Day</b>	Aug. 2 to 4, 2016

### Last Date to Register/Registration Revision Deadline

*Last date to drop and have course excluded from transcripts; VWs will be recorded on transcripts for courses dropped after this date.*

#### Distance and online courses

Winter/Summer spanned courses	Jan. 19, 2016
Summer Term courses	May 13, 2016
<b>May Day</b>	May 4, 2016
<b>May/June Day</b>	May 4, 2016
<b>May/June Evening</b>	May 6, 2016
<b>May-August Evening</b>	May 6, 2016

<b>June Day</b>	June 1, 2016
<b>June-August Evening</b>	June 24, 2016
<b>July Day</b>	July 6, 2016
<b>July/August Day</b>	July 6, 2016
<b>August Day</b>	Aug. 4, 2016

### **Voluntary Withdrawal (VW) deadline**

*Last date to withdraw and not receive a final grade; students cannot withdraw from courses after this date.*

#### **Distance and online courses**

Winter/Summer spanned courses	June 6, 2016
Summer Term courses	July 8, 2016
<b>May Day</b>	May 18, 2016
<b>May/June Day</b>	June 9, 2016
<b>May/June Evening</b>	June 7, 2016
<b>May-August Evening</b>	July 12, 2016
<b>June Day</b>	June 15, 2016
<b>June-August Evening</b>	July 26, 2016
<b>July Day</b>	July 20, 2016
<b>July/August Day</b>	Aug. 12, 2016
<b>August Day</b>	Aug. 18, 2016

## **2.1.3 Fee Deadlines**

**Fee payment deadline** (determined by RCGA)

### **Registration Revision Deadline**

*Last date to withdraw and have some fees removed from fee assessment.*

#### **Distance and online courses**

Winter/Summer spanned courses	Jan. 19, 2016
Summer Term courses	May 13, 2016
<b>May Day</b>	May 4, 2016
<b>May/June Day</b>	May 4, 2016
<b>May/June Evening</b>	May 6, 2016
<b>May-August Evening</b>	May 6, 2016
<b>June Day</b>	June 1, 2016
<b>June-August Evening</b>	June 24, 2016
<b>July Day</b>	July 6, 2016
<b>July/August Day</b>	July 6, 2016
<b>August Day</b>	Aug. 4, 2016

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### 2.1.4 Examination and Test Dates

*Students are reminded that they must remain available until all examination and test obligations have been fulfilled.*

#### Distance and online courses

Winter/Summer spanned courses	July 4 to 7, 2016
Summer Term courses	Aug. 2 to 5 & Aug. 8, 2016
<b>May Day</b>	May 27 & 28, 2016
<b>May/June Day</b>	June 23 & 24, 2016
<b>May/June Evening</b>	June 17 & 18, 2016
<b>May-August Evening</b>	Aug. 5 & 6, 2016
<b>June Day</b>	June 23 & 24, 2016
<b>June-August Evening</b>	Aug. 5 & 6, 2016
<b>July Day</b>	July 28 & 29, 2016
<b>July/August Day</b>	Aug. 26 & 27, 2016
<b>August Day</b>	Aug. 26 & 27, 2016

### 2.1.5 Other Start and End Dates

<b>Medicine, B.Sc.</b>	May 30* to Aug. 19, 2016
<b>Nursing Summer Term</b>	Apr. 18 to July 22, 2016
<b>Occupational Therapy</b>	Flexible start and end between
Year 2 Advanced Fieldwork	June 27 to Sept. 9, 2016
<b>Physical Therapy</b>	
Year 1, PT 6292	6-week placement between May 16 to Sept. 23, 2016
Year 1, PT 6310	6-week placement between Mar. 28 to Aug. 12, 2016
Year 2, PT 7292 and PT 7390	2 x 6-week placements between Apr. 4 to Sept. 9, 2016

**\*Note:** Modified from previously approved date of May 23, 2016.

## 2.2 Summer Term 2017 Dates

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### 2.2.1 Start and End Dates

#### Distance and online education courses

Winter/Summer spanned courses	Jan. 4 to June 30, 2017
Summer Term courses	May 1 to July 29, 2017
<b>May Day</b>	May 1 to 24, 2017
<b>May/June Day</b>	May 1 to June 20, 2017
<b>May/June Evening</b>	May 1 to June 15, 2017

<b>May-August Evening</b>	May 1 to Aug. 3, 2017
<b>June Day</b>	May 29 to June 20, 2017
<b>June-August Evening</b>	June 19 to Aug. 3, 2017
<b>July Day</b>	July 4 to 26, 2017
<b>July/August Day</b>	July 4 to Aug. 23, 2017
<b>August Day</b>	July 31 to Aug. 23, 2017

## 2.2.2 Registration and Withdrawal Dates

### Regular Registration Period

#### Distance and online courses

Winter/Summer spanned courses	Ends Jan. 3, 2017
Summer Term courses	Ends Apr. 30, 2017
<b>May Day</b>	Ends Apr. 30, 2017
<b>May/June Day</b>	Ends Apr. 30, 2017
<b>May/June Evening</b>	Ends Apr. 30, 2017
<b>May-August Evening</b>	Ends Apr. 30, 2017
<b>June Day</b>	Ends <del>June</del> May 28, 2017
<b>June-August Evening</b>	Ends June 18, 2017
<b>July Day</b>	Ends July 3, 2017
<b>July/August Day</b>	Ends July 3, 2017
<b>August Day</b>	Ends July 30, 2017

### Late Registration/Registration Revision Period

*Students may use this period of time to make changes to their selected courses or class schedule.*

#### Distance and online courses

Winter/Summer spanned courses	Jan. 4 to 17, 2017
Summer Term courses	May 1 to 12, 2017
<b>May Day</b>	May 1 to 3, 2017
<b>May/June Day</b>	May 1 to 3, 2017
<b>May/June Evening</b>	May 1 to 5, 2017
<b>May-August Evening</b>	May 1 to 5, 2017
<b>June Day</b>	<del>June</del> May 29 to 31, 2017
<b>June-August Evening</b>	June 19 to 23, 2017
<b>July Day</b>	July 4 to 6, 2017
<b>July/August Day</b>	July 4 to 6, 2017
<b>August Day</b>	July 31 to Aug. 2, 2017

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**Last Date to Register/Registration Revision Deadline**

*Last date to drop and have course excluded from transcripts; VWs will be recorded on transcripts for courses dropped after this date.*

**Distance and online courses**

Winter/Summer spanned courses	Jan. 17, 2017
Summer Term courses	May 12, 2017
<b>May Day</b>	May 3, 2017
<b>May/June Day</b>	May 3, 2017
<b>May/June Evening</b>	May 5, 2017
<b>May-August Evening</b>	May 5, 2017
<b>June Day</b>	<del>June</del> May 31, 2017
<b>June-August Evening</b>	June 23, 2017
<b>July Day</b>	July 6, 2017
<b>July/August Day</b>	July 6, 2017
<b>August Day</b>	Aug. 2, 2017

**Voluntary Withdrawal (VW) deadline**

*Last date to withdraw and not receive a final grade; students cannot withdraw from courses after this date.*

**Distance and online courses**

Winter/Summer spanned courses	June 5, 2017
Summer Term courses	July 7, 2017
<b>May Day</b>	May 17, 2017
<b>May/June Day</b>	June 8, 2017
<b>May/June Evening</b>	June 6, 2017
<b>May-August Evening</b>	July 11, 2017
<b>June Day</b>	June 14, 2017
<b>June-August Evening</b>	July 25, 2017
<b>July Day</b>	July 20, 2017
<b>July/August Day</b>	Aug. 11, 2017
<b>August Day</b>	Aug. 17, 2017

**2.2.3 Fee Deadlines****Fee payment deadline**

(determined by RCGA)

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**Registration Revision Deadline**

*Last date to withdraw and have some fees removed from fee assessment. Additional or differing dates exist for Agriculture Diploma students; students in this program should also see their respective section of the Academic Schedule.*

**Distance and online courses**

Winter/Summer spanned courses	Jan. 17, 2017
Summer Term courses	May 12, 2017
<b>May Day</b>	May 3, 2017

<b>May/June Day</b>	May 3, 2017
<b>May/June Evening</b>	May 5, 2017
<b>May-August Evening</b>	May 5, 2017
<b>June Day</b>	<del>June</del> May 31, 2017
<b>June-August Evening</b>	June 23, 2017
<b>July Day</b>	July 6, 2017
<b>July/August Day</b>	July 6, 2017
<b>August Day</b>	Aug. 2, 2017

## 2.2.4 Examination and Test Dates

*Students are reminded that they must remain available until all examination and test obligations have been fulfilled.*

### Distance and online courses

Winter/Summer spanned courses	July 4 to 7, 2017
Summer Term courses	July 31 to Aug. 4, 2017
<b>May Day</b>	May 26 & 27, 2017
<b>May/June Day</b>	June 22 & 23, 2017
<b>May/June Evening</b>	June 16 & 17, 2017
<b>May-August Evening</b>	Aug. 4 & 5, 2017
<b>June Day</b>	June 22 & 23, 2017
<b>June-August Evening</b>	Aug. 4 & 5, 2017
<b>July Day</b>	July 28, 2017
<b>July/August Day</b>	Aug. 25 & 26, 2017
<b>August Day</b>	Aug. 25 & 26, 2017

## 2.2.5 Other Start and End Dates

<b>Medicine, B.Sc.</b>	TBD
<b>Nursing Summer Term</b>	Apr. 24 to Jul. 21, 2017
<b>Occupational Therapy</b>	Flexible start and end between
Year 2 Advanced Fieldwork	July 4 to Sept. 15, 2017
<b>Physical Therapy</b>	
Year 1, PT 6292	6-week placement between May 15 to Sept. 22, 2017
Year 1, PT 6310	6-week placement between Apr. 3 to Aug. 18, 2017
Year 2, PT 7292 and PT 7390	2 x 6-week placements between Apr. 3 to Sept. 22, 2017

April 15, 2016

Ms. Shannon Coyston, Academic Specialist  
Office of the University Secretary  
314C Administration Building

**Re: Application for Approval under Section 64 of the Manitoba Medical Act**  
**- Dr. Marta Carneiro de Moura**

Dear Colleagues:

The Senate Committee on Medical Qualifications met on April 12, 2016 to consider the application from the Department of Pediatrics and Child Health, College of Medicine, Faculty of Health Sciences, University of Manitoba, to grant Dr. Carneiro de Moura a certificate under the academic seal of the university. Dr. Carneiro de Moura's Curriculum Vitae and letters of support are enclosed.

Dr. Carneiro de Moura received her Medical Degree from the University of Lisbon, Portugal in 1999. This degree was accompanied by a Certificate of Advanced English from Cambridge. She spent one month in Imperial College, London as a clinical observer, followed by a Medical Internship and Residency in Internal Medicine at Hospital Pulido Valente in Lisbon. She completed her residency training in the Department of Pediatrics of the Fernando Fonseca Hospital in Lisbon, in 2008. From 2008-2014 she was a clinical teacher and lecturer in Paediatrics, in the Undergraduate Medical Student Teaching Programme at the University of Lisbon, before starting a clinical fellowship in the Division of Gastroenterology, Hepatology and Nutrition at the Hospital for Sick Children, Toronto.

The Senate Committee on Medical Qualifications unanimously supports this application for use of Section 64. The Head, Department of Pediatrics and Child Health, Dr. Terry Klassen considers, and the Senate Committee on Medical Qualifications agrees, that Dr. Carneiro de Moura's expertise in Gastroenterology and Hepatology will be highly beneficial in the care of children in the Section of Pediatric Gastroenterology, Department of Pediatrics and Child Health, College of Medicine, Faculty of Health Sciences and the University of Manitoba. Dr. Carneiro de Moura's curriculum vitae shows emerging achievement in clinical research and the basis for a successful career as an academic clinician.

The Senate Committee on Medical Qualifications would appreciate your support for this application to grant Dr. Carneiro de Moura a certificate under the academic seal of the University to the College of Physicians and Surgeons of Manitoba.

Sincerely,

Sara J. Israels, MD FRCPC  
Vice Dean  
Chair, Senate Committee on Medical Qualifications

Cc: Dr. Terry Klassen, Head, Department of Pediatrics and Child Health  
Dr. Brian Postl, Dean, College of Medicine, Vice Provost, Faculty of Health Sciences  
Dr. Anna Ziomek, Registrar, College of Physicians & Surgeons of Manitoba

/ck

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



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

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### 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 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 a proposal from the Dept. of Physiology and Pathophysiology, Dept. of Plant Science, Dept. of Biomedical Engineering, Dept. of Physics and Astronomy, Dept. of Computer Science, Dept. of Classics, and Dept. of Philosophy.

### Observations

1. The **Dept. of Physiology and Pathophysiology**: is proposing two (2) course introductions.

The proposed Neural Stem Cells course was designed to provide much needed core academic course material for the growing number of graduate trainees entering the Regenerative Medicine Program as well as enriching existing programs. This includes those associated with the Division of Neuroscience and Spinal Cord Injury that is offered through the Department of Physiology & Pathophysiology as well as other relevant departments and the emerging Neuroscience Research Program; hence the request for an IMED designation. The 1.5 credit hour course format is expected to make this an attractive and certainly credible option for students in other programs. Neural stem cells build the central nervous system and understanding their biology and function in developing, normal and pathologic brain and spinal cord is essential for a broad range of disciplines in neurosciences. Additionally, this course is of interest to MD/PhD students as well as residents with interest in neurology, neurosurgery, neuropsychiatry and neuro-oncology at the U of M and affiliated teaching hospitals. Neuroscientists within the Regenerative Medicine Program and Department of Physiology & Pathophysiology will teach this course. In addition to providing a course of broad interest to those in the neurosciences and even cell biologists, this course is intended to be part of a core family of courses to serve those in the Regenerative Medicine Program. Currently, there are no other courses at the U of M covering the topics proposed in this course. The only neuroscience course that is being offered every two academic year is fundamental Neuroscience I and II (IMED710J and IMED7102), which does not have a component dedicated to neural stem cells. Therefore, no conceptual overlapping exists between the proposed Neural Stem Cells course and the existing courses at the U of M. Regenerative neuroscience is currently at the forefront of biomedical research and without doubt a growing interest globally, as well as at the U of M, Manitoba and in Canada.

The proposed Stem Cell Therapy & Tissue Engineering course was designed to provide much needed core academic course material for the growing number of graduate trainees entering the Regenerative Medicine Program as well as enriching existing programs. This includes those associated with the Divisions of Cardiovascular Science & Disease, Endocrinology & Metabolic Disease, Neuroscience & Spinal Cord Injury and Respiratory Physiology & Disease that are offered through the Department of Physiology & Pathophysiology as well as other relevant departments; hence the request for an IMED designation. The 1.5 credit hour course format is expected to make this an attractive and certainly

credible option for students in other programs. The topic and applicability of the material to be covered will make this course attractive to a broad range of disciplines that includes cancer biology, cardiovascular sciences and neurosciences to name but three. The course offers essential knowledge of the translational aspects and fundamentals of stem cell therapy for M.Sc. and Ph.D. students enrolled in research programs with an interest in stem cell and tissue engineering based regenerative medicine therapies.

### **Course Introductions**

#### **IMED 7104 Neural Stem Cells: Biology and Regenerative Medicine Applications +1.5**

This course will discuss current concepts in Neural Stem Cells from basic neurobiology (development, fate specification and maintenance) to their potential clinical applications in treating a broad range of neurological disorders through cell transplantation as well as gene and drug delivery. Neural stem cells play critical roles in the nervous system and the course is developed to build the necessary knowledge for graduate students and residents within all disciplines in neurosciences. Prerequisite: by instructor approval only.

#### **IMED 7106 Stem Cell Therapy & Tissue Engineering +1.5**

Stem cell therapy opens up new avenues and has the potential to provide permanent solutions to many irreversible disorders in the body. This course will discuss different aspects of stem cell mediated repair and challenges involved in taking stem cells to the clinical applications. This course will further discuss the use of biomaterials based approaches to enhance homing and engraftment of transplanted stem cells in different organs. The course will also provide an overview of current status of stem based clinical trials, regulatory requirements in clinical practice, and ethical issues that arise. Prerequisite: by instructor approval only.

#### **NET CREDIT HOUR CHANGE +3**

2. The **Dept. of Plant Science:** is proposing one (1) course introduction. The course fills a gap in course offerings for graduate students in the Department of Plant Science. No current course provides an in-depth review and training in these analyses, which are very commonly used in plant genetic research.

### **Course Introduction**

#### **PLNT 7164 Genetic Mapping in Plants +3**

Application of genetic mapping analyses for the dissection of traits in plant species, linkage mapping, quantitative trait locus (QTL) mapping, association mapping, and related analyses will be reviewed in detail. Emphasis will be placed on practical applications in genetic studies. The analysis and interpretation of real data will be conducted in computer tutorial sessions. Prerequisite: PLNT 4330 or consent of instructor.

#### **NET CREDIT HOUR CHANGE +3**

3. The **Dept. of Biomedical Engineering:** is proposing one (1) course introduction. The topics course is to allow flexibility for new course development.

### **Course Introduction**

#### **BME 8990 Current Research Topics in Biomedical Engineering**

**+3**

A discussion of current topics in biomedical engineering. The latest in instrumentation, procedures and practices relevant both to clinical engineering and ongoing research are covered. Prerequisite: Consent of instructor.

### **NET CREDIT HOUR CHANGE**

**+3**

4. The **Dept. of Physics and Astronomy** is proposing two (2) course introductions and one (1) course modification. The medical physics graduate program is introducing two new courses in order to maintain its CAMPEP accreditation status. New course, PHYS 7420, delivers all of the x-ray imaging physics content that is included within the current PHYS 7410 course. Course PHYS 7410 x-ray content has been removed in order to remove the overlap with PHYS 7420 content and has expanded content on magnetic resonance imaging and ultrasound imaging to fill the available space.

### **Course Introductions**

#### **PHYS 7420 Physics of X-ray Imaging**

**+3**

X-ray imaging is the oldest form of medical imaging, yet continues to undergo dramatic technological development and innovation. This course will cover topics related to clinical and diagnostic x-ray imaging including: x-ray production, special radiographic systems, mammography, fluoroscopy, digital imaging, computed tomography, and theoretical and practical aspects of image reconstruction and image quality. Prerequisite: PHYS 7400/4400 or consent of instructor.

#### **PHYS 7430 Physics of Nuclear Medicine**

**+3**

Nuclear medicine covers a range of topics from radionuclide based imaging methods to treatments through administration of radioisotopes. Knowledge of nuclear structure, radioactive decay and the interaction of radiation with matter are essential to understanding the application of radiotracer methods to medicine and the function of highly sophisticated nuclear medicine imaging equipment. This course will cover topics related to clinical and diagnostic nuclear medicine including: radioactive decay, interaction of radiation with matter, radionuclide and radiotracer production counting statistics, radiation detection systems, nuclear medicine imaging systems, emission computed tomography, image reconstruction, and evaluation and radiation dosimetry. Prerequisite: PHYS 7400/4400 or consent of instructor.

### **Course Modification**

#### **PHYS 7410 Diagnostic Methods**

**3**

This course is an intensive introduction to the fundamentals of medical imaging using magnetic resonance imaging and ultrasound. Included is an in-depth look at the physics and mathematics of image formation. Note that this course is challenging with a great deal of mathematical content.

### **NET CREDIT HOUR CHANGE**

**+6**

5. The **Dept. of Computer Science:** is proposing two (2) course deletions and seven (7) course modifications. The courses being deleted are outdated and would require significant revision before being taught again. The course modifications are to better reflect present-day course material.

### **Course Deletions**

**COMP 7820 Advanced Topics in Computer Architecture** -3

**COMP 7980 Advanced Topics in Scientific and Numerical Computing** -3

### **Course Modifications**

**COMP 7770 Coding Theory** 3

Algebraic background of coding theory. Possible topics include theory of linear codes; Hamming, Golay, Reed-Miller, Macdonald, and Hadamard codes; structure of finite fields; application to cyclic and Bose Chaudhuri codes; and decoding algorithms and error-correcting bounds. Prerequisite: written consent of instructor.

**COMP 7780 Queuing Theory and Performance Evaluation** 3

Theory and application of queuing systems applied to problems of computer systems performance. Possible topics include investigation of deterministic and stochastic models of single and multiple queuing systems using analytical, numerical, and simulation techniques; performance evaluation methods for computer systems and communications networks. Prerequisite: written consent of instructor.

**COMP 7810 Advanced Topics in Computer Networks** 3

A selection of current research topics in computer networks, including advanced network architectures, protocols, and systems. Prerequisite: written consent of instructor.

**COMP 7890 Advanced Topics in Software Engineering** 3

Topics of current research interest in software engineering. Possible topics include requirement analysis, software architecture, software evolution, and software verification and validation. Prerequisite: written consent of instructor.

**COMP 7910 Advanced Topics in Computer Graphics** 3

Advanced topics in computer graphics. Possible topics include advanced lighting models and radiosity, ray tracing, computational photography, graphics architectures, procedural graphics, model and mesh processing, splines and curves, and advanced rendering techniques. Prerequisites: written consent of instructor.

**COMP 7920 Advanced Topics in Human-Computer Interaction** 3

Topics of interest in advanced Human-Computer Interaction (HCI). Possible topics include quantitative and qualitative evaluations, crowdsourcing methods and applications, personal informatics, persuasive technologies, technologies for special populations, and information visualization. Prerequisites: written consent of instructor. COMP 4020 is recommended.

A detailed study of methods used in image processing. Major topics include image transformations, image enhancement, feature extraction, image analysis, and filtering. Prerequisite: written consent of instructor.

**NET CREDIT HOUR CHANGE****-6**

6. The **Dept. of Classics:** is proposing three (3) course deletions and five (5) course modifications. A number of calendar descriptions are identical. CLAS 7310, GRK 7100, GRK 7110, LATN 7200, and LATN 7210 are being reclassified as true topics courses so that students may take them more than once for credit and a subtitle describing the content can be printed on their transcript. CLAS 7320, GRK 7102, and LATN 7202 are being deleted because a second topics course in these areas is not needed.

**Course Deletions**

**GRK 7102 Greek Literature 2** **-3**

**LATN 7202 Latin Literature 2** **-3**

**CLAS 7320 Readings in Selected Topics 2** **-3**

**Course Modifications**

**GRK 7100 Greek Literature** **3**

A reading course involving a selected Greek author or authors, or a set of related works. As the course content will vary from year to year, students may take this course more than once for credit.

**GRK 7110 Topics in Greek History** **3**

This course will investigate aspects of Greek history, emphasizing different topics, sources, and theoretical approaches. Possible focuses for the course include a period of Greek history, or a particular region of the Greek world. As the course content will vary from year to year, students may take this course more than once for credit.

**LATN 7200 Latin Literature** **3**

A reading course involving a selected Latin author or authors, or a set of related works. As the course content will vary from year to year, students may take this course more than once for credit.

**LATN 7210 Topics in Roman History** **3**

This course will investigate aspects of Roman history, emphasizing different topics, sources, and theoretical approaches. Possible focuses for the course include a period of Roman history, or a particular region or province of the Roman Empire. As the course content will vary from year to year, students may take this course more than once for credit.

**CLAS 7310 Readings in Selected Topics****3**

Intensive study of one or more authors in Greek or Latin literature or of a special topic in ancient history. As the course content will vary from year to year, students may take this course more than once for credit.

**NET CREDIT HOUR CHANGE****-9**

7. The **Dept. of Philosophy** is proposing two (2) course deletions and two (2) course modifications. PHIL 7140 and PHIL 7160 are being changed into topics courses which students may take more than once for credit when content varies. PHIL 7150 and PHIL 7170 are being deleted because a second topics course in these areas is not needed.

**Course Deletions****PHIL 7150 Epistemology 2****-3****PHIL 7170 Metaphysics 2****-3****Course Modifications****PHIL 7140 Epistemology****3**

A study of selected topics in epistemology. As the course content will vary from year to year, students may take this course more than once for credit.

**PHIL 7160 Metaphysics****3**

A study of selected topics in metaphysics. As the course content will vary from year to year, students may take this course more than once for credit.

**NET CREDIT HOUR CHANGE****-6****Recommendations**

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

**Dept. of Physiology and Pathophysiology****Dept. of Plant Science****Dept. of Biomedical Engineering****Dept. of Physics and Astronomy****Dept. of Computer Science****Dept. of Classics****Dept. of Philosophy**

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

Respectfully submitted,

Dr. Todd A. Mondor, Chair  
Faculty of Graduate Studies Executive Committee

/py

## Senate Membership 2016-2017

(as of June 1, 2016)

### **President**

David T. Barnard      2008.07.01

### **Chancellor**

Harvey Sector      2010.01.01

### **Vice-Presidents**

Provost and Vice-President (Academic)	Joanne Keselman	1997.01.09
Vice-President (Administration)	TBD	2016.00.00.
Vice-President (External)	John Kearsey	2010.07.13
Vice-President (Research and International)	Digvir Jayas	2009.04.28

### **Deans of Faculties**

Agricultural & Food Sciences	Karin Wittenberg	2015.01.01
Architecture	Jonathan Beddoes*	2015.09.01
Arts	Jeffery Taylor	2011.09.01
Clayton H. Riddell Faculty of Environment, Earth, and Resources	Norm Halden	2008.07.01
Education	David Mandzuk	2013.08.01
Engineering	Jonathan Beddoes	2011.07.01
Graduate Studies	Todd Mondor*	2016.04.01
Health Sciences	Brian Postl	2014.02.01
I.H. Asper School of Business	Michael Benarroch	2011.11.15
Kinesiology and Recreation Management	Douglas Brown	2013.09.01
Law	Lorna Turnbull	2010.05.01
Marcel A. Desautels Faculty of Music	Edmund Dawe	2007.07.01
Science	Stefi Baum	2014.10.01
Social Work	James Mulvale	2013.07.01
Director, School of Art	Paul Hess	2008.07.01
Dean, Extended Education	Gary Hepburn	2014.07.01
University Librarian	Mary-Jo Romaniuk	2014.10.01
Vice-Provost (Students)	Susan Gottheil	2010.08.15

### **Deans of Constituent Colleges**

Dentistry	Anthony Iacopino	2007.07.01
Medicine	Brian Postl	2010.07.01
Nursing	Beverly O'Connell	2012.10.15
Pharmacy	Neal Davies	2011.07.01
Rehabilitation Sciences	Donna Collins*	2016.01.01
University College	Jeffery Taylor*	2011.09.01



### **Appointed by the Board of Governors**

TBA  
TBA

### **Members-at-large**

N/A

### **President of UMSU**

Tanjit Nagra 2016.05.01 - 2017.04.30

### **Appointed by Alumni Association**

TBA 2016.06.01 - 2017.05.31  
TBA 2016.06.01 - 2017.05.31

### **Elected by Faculty and School Councils**

Agricultural & Food Sciences	Jared Carlberg	2013.06.01 – 2017.05.31
	Nazim Cicek	2015.06.01 – 2018.05.31
	Robert Currie	2015.06.01 – 2018.05.31
	Annemieke Farenhorst	2016.06.01 – 2019.05.31
Architecture	Lisa Landrum	2012.06.01 – 2018.05.31
	Alyssa Schwann	2015.06.01 – 2018.05.31
Art, School of	Oliver Botar	2014.06.01 – 2017.05.31
Arts	Brenda Austin-Smith	2014.06.01 – 2017.05.31
	Alison Calder	2014.06.01 – 2017.05.31
	(l/r Royce Koop)	2016.01.01 – 2016.06.30
	Tina Chen	2011.06.01 – 2017.05.31
	David Churchill	2015.06.01 – 2018.05.31
	Radhika Desai	2015.06.01 – 2018.05.31
	Mark Gabbert	2003.06.01 – 2018.05.31
	Mary-Anne Kandrack	2015.06.01 – 2018.05.31
	Tracey Peter	2015.06.01 – 2018.05.31
	(l/r Will Oxford)	2016.01.01 – 2016.06.30
	Caterina Reitano	2015.06.01 – 2018.05.31
	Greg Sobie	2015.06.01 – 2018.05.31
	David Watt	2015.06.01 – 2018.05.31
Clayton H. Riddell Faculty of Environment, Earth and Resources	David Walker	2015.06.01 – 2018.05.31
	Bonnie Hallman	2016.06.01 – 2019.05.31
Education	Thomas Falkenberg	2014.06.01 – 2017.05.31
	Richard Hechter	2010.06.01 – 2019.05.31

Engineering	Witold Kinsner	2008.06.01 – 2017.05.31
	Dimos Polyzois	2005.06.01 – 2017.05.31
	BingChen Wang	2014.06.01 – 2017.05.31
	Derek Oliver	2015.06.01 – 2018.05.31
Extended Education	Stephanie Olson	2016.03.21 – 2017.05.31
Health Sciences	Frank Burczynski	2013.07.01 – 2017.05.31
	Susan McClement	2014.06.01 – 2017.05.31
	Diana McMillan	2008.06.01 – 2017.05.31
	Archie McNicol	2014.06.01 – 2017.05.31
	Chris Anderson	2015.06.01 – 2018.05.31
	Raj Bhullar	2015.06.01 – 2018.05.31
	Leslie Johnson	2015.06.01 – 2018.05.31
	Sarvesh Logsetty	2015.06.01 – 2018.05.31
	Mojgan Rastegar	2015.06.01 – 2018.05.31
	Annette Schultz	2015.06.01 – 2018.05.31
	Barbara Shay	2015.06.01 – 2018.05.31
	Harminder Singh	2015.06.01 – 2018.05.31
	Robert Tate	2007.12.01 – 2018.05.31
	Brenda Elias	2010.06.01 – 2019.05.31
	Wael El-Matary	2016.06.01 – 2019.05.31
	James Gilchrist	2010.06.01 – 2019.05.31
	Soheila Karimi	2016.06.01 – 2019.05.31
	Shaundra Popowich	2016.06.01 – 2019.05.31
I.H. Asper School of Business	Gayle Restall	2015.06.01 – 2019.05.31
	Pam Wener	2016.06.01 – 2019.05.31
	Robert Biscontri (on leave)	2014.06.01 – 2017.05.31 2016.01.01 – 2016.06.30
	Parshotam Dass	2014.11.21 – 2017.05.31
Kinesiology and Recreation Management	Mary Brabston	2004.06.01 – 2019.05.31
	Gordon Giesbrecht	2014.06.01 – 2017.05.31
Law	Steven Passmore	2016.06.01 – 2019.05.31
	TBA	2016.06.01 – 2019.05.31
Libraries	Ada Ducas	2015.06.01 – 2018.05.31
	Mayu Ishida	2015.06.01 – 2018.05.31
	Lisa Demczuk	2016.06.01 – 2019.05.31
Marcel A. Desautels Faculty of Music	Gordon Fitzell	2014.06.01 – 2017.05.31
Science	John Anderson	2008.06.01 – 2017.05.31
	Judith Anderson	2014.06.01 – 2017.05.31
	Philip Hultin	2011.06.01 – 2017.05.31
	Joan McConnell	2014.06.01 – 2017.05.31
	Gary Anderson	2012.06.01 – 2018.05.31
	Peter Blunden	2015.06.01 – 2018.05.31
	Mike Domaratzki	2015.06.01 – 2018.05.31
	Thomas Booth	2010.06.01 – 2019.05.31

Social Work	Judith Hughes TBA	2011.06.01 – 2017.05.31 2016.06.01 – 2019.05.31
Student Affairs	Jim Honeyford	2014.06.01 – 2017.05.31

### **Heads of Affiliated or Member Institutions**

St. Andrew's College	Roman Bozyk*	2003.05.01
St. John's College	Christopher Trott	2011.07.01
St. Paul's College	Christopher Adams	2012.07.01
Université de Saint-Boniface	Gabor Csepregi	2014.07.01

### **Deputy Minister of Education**

Deputy Minister of Education and Advanced Learning (or designate)	Gerald Farthing Jean-Vianney Auclair (designate)
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### **Elected by the Students** (2016.04.01 – 2017.03.31)

Agricultural & Food Sciences	Barrett Hill
Architecture	TBA
Art, School of	Charizabel Dizon
Arts	Allison Kilgour, Julia Minarik, Alexa Smith
Clayton H. Riddell Faculty of Environment, Earth and Resources	TBA
Education	Katelyn Corbin, Courtney Van De Kerckhove
Engineering	Kim Laberinto, Hunter Loewen
Graduate Studies	Mohammad Hasan, Md Khan, Hadeesha Piyadasa
Health Sciences:	
Dentistry/Dental Hygiene	TBA
Medicine	Mathieu Bourrier
Nursing	TBA
Pharmacy	Ashley Wickens
Rehabilitation Sciences	Binudith Warnakulasooriya
I.H. Asper School of Business	Michael Gussakovsky, Shane Moulton
Kinesiology and Recreation Management	TBA
Law	Bonnie Schott
Marcel A. Desautels Faculty of Music	Chloe LeBlanc-Tod
Science	Mitchell Chu, Mercy Oluwafemi, Tristan Smythe
Social Work	TBA

### **Assessors**

Vice-Provost (Academic Affairs)	Janice Ristock
Vice-Provost (Integrated Planning and Academic Programs)	David Collins
Associate Vice-President (Research)	Gary Glavin
Associate Vice-President (Partnerships)	Jay Doering
Associate Dean of Graduate Studies	Diane Hiebert-Murphy
Associate Dean of Extended Education	Kathleen Matheos
Chair SPPC	N/A

UMFA Representative	Janet Morrill
Université de Saint-Boniface	Stéphane Dorge
Executive Director of Enrolment Services	Jeff Adams
Registrar	Neil Marnoch
Executive Director of Student Support	Don Stewart
Chair SCCCC	Greg Smith*
Vice-President UMSU	Dara Hallock
President GSA	Enoch A-iyeh
Executive Director, Student Academic Success	Jerome Cranston
Executive Director, CATL	Mark Torchia
University1 Students	Arthur Coelho Reis, Maya Goldberg, Morgan Trembath
Executive Lead, Indigenous Achievement	Frank Deer

\* = acting

l/r = leave replacement

updated April 25, 2016

SCHEDULE OF MEETINGS AND AGENDA AVAILABILITY  
SENATE AND SENATE EXECUTIVE COMMITTEE

Date for Items to the Secretary	Agenda to the Executive Committee	Executive Committee Meetings	Agenda available to Senate Members	Senate Meetings
<a href="#">May 25, 2016**</a>	June 1, 2016	June 8, 2016	June 15, 2016	June 22, 2016
September 7, 2016	September 14, 2016	September 21, 2016	September 28, 2016	October 5, 2016
October 5, 2016	October 12, 2016	<a href="#">October 19, 2016*</a>	October 26, 2016	November 2, 2016
November 9, 2016	November 16, 2016	November 23, 2016	November 30, 2016	December 7, 2016
November 30, 2016	December 7, 2016	December 14, 2016	December 21, 2016	January 4, 2017
January 4, 2017	January 11, 2017	January 18, 2017	January 25, 2017	February 1, 2017
February 1, 2017	February 8, 2017	February 15, 2017	February 22, 2017	March 1, 2017
March 8, 2017	March 15, 2017	March 22, 2017	March 29, 2017	April 5, 2017
April 19, 2017	April 26, 2017	May 3, 2017	May 10, 2017	May 17, 2017
<a href="#">May 17, 2017**</a>	May 24, 2017	May 31, 2017	June 14, 2017	June 21, 2017
September 6, 2017	September 13, 2017	September 20, 2017	September 27, 2017	October 4, 2017
October 4, 2017	October 11, 2017	<a href="#">October 18, 2017*</a>	October 25, 2017	November 1, 2017
November 8, 2017	November 15, 2017	November 22, 2017	November 29, 2017	December 6, 2017

1. Senate meets the end of June so that a meeting in July is not required.
2. Senate meets the third Wednesday in May to consider the list of graduands for Senate approval.
3. Senate meetings are held in the Senate Chambers, Room E3-262 EITC at 1:30 p.m.
4. Senate Executive meetings are held in the Alan A. Borger Sr. Executive Conference Room, E1-270 EITC at 1:30 p.m.
5. [\\*Senate Executive will meet at 9:00 am on October 19, 2016 and October 18, 2017 due to Fall Convocation.](#)
6. [\\*\\* Latest date by which to submit items for June Senate agenda, where approval is required in time for the subsequent academic session.](#)

## Annual Report of the Senate Committee on Academic Computing

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### Preamble

The current terms of reference for the Senate Committee on Academic Computing are found on the University Governance website at:

[http://umanitoba.ca/admin/governance/governing\\_documents/governance/sen\\_committees/485.html](http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/485.html)

### Observations

1. Members of the Committee for 2015-2016 were:

Dr. Mark Torchia (Centre for the Advancement of Teaching and Learning), Chair  
Prof. Greg Bak (Arts)  
Dean Stefi Baum (Science)  
Prof. Mary Brabston (Management)  
Mr. Sol Chu (Centre for the Advancement of Teaching and Learning)  
Dr. Jay Doering (Associate Vice-President (Partnerships))  
Prof. James Gilchrist (Health Sciences)  
Mr. Mario Lebar (Information Services and Technology)  
Dr. Mary-Jo Romaniuk (University Librarian)  
Ms Christine Shaw (Libraries)  
Prof. Karen Smith (Education)  
Prof. James Young (Science)  
Mr. Armin Hamta (graduate student)  
Mr. Kenny Hong (student)  
Mr. Anjan Neupane (graduate student)  
Mr. Sabbir Shuvo (graduate student)  
Mr. Isaac Weldon (student)  
Mr. Gilbert Detillieux (technical resource, Computer Science)  
Ms Lynette Phye (resource, Distance and Online Education).

2. Seven meetings were held during the reporting period:

- The Committee considered several issues:
  - Classroom Polling Technology – Pilot Project
  - Identification of Information Technology (IT) Investment Opportunities
  - Technology in Teaching – Making It Frictionless
- The Committee received updates on a number of ongoing matters and projects:
  - Experimental Classroom
  - Learning Technology
  - Blended and Online Learning Task Force (BOLTF) Report and Recommendations
  - IT Transformation Project and IT Status
  - Learning Technology Systems Advisory Committee
  - Learning Management System

- Special presentations were provided to the Committee regarding:
  - Creation of an IT Strategy
  - Information Services and Technology (IST) Service Catalogue/Client Self Service
- During the reporting period, the Committee received and reviewed eleven IT Investment Proposals related to teaching and learning, provided feedback and made recommendations to the University IT Advisory Council (UITAC).

Respectfully submitted,

Dr. Mark Torchia, Chair  
Senate Committee on Academic Computing

## **Annual Report of the Senate Committee on Academic Dress**

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### **Preamble**

Terms of Reference for the Senate Committee on Academic Dress can be found at:

[http://umanitoba.ca/admin/governance/governing\\_documents/governance/sen\\_committees/486.html](http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/486.html)

### **Observations**

1. Committee members (2015-2016):  
  
Prof. Paul Hess (School of Art), Chair  
Prof. Kelley Beaverford (Architecture)  
Prof. Song Liu (Agricultural and Food Sciences)  
Mr. Neil Marnoch (Registrar)  
Ms Oyindamola Alaka (student)  
Mr. Kenny So (graduate student)
2. The Committee met three times during the reporting period on September 14, 2015, January 11, 2016 and May 2, 2016.
3. During this period, the Committee reported to Senate on February 3, 2016 and recommended the following:
  - approval of the Indigenous Graduation Stole
  - a stole colour for the Diploma in Population Health
4. The Committee also considered:
  - Guidelines regarding convocation attire
  - a stole for the Certificate in Translation
  - a hood colour for the Master of Social Work in Indigenous Knowledges

Respectfully submitted,

Professor Paul Hess, Chair  
Senate Committee on Academic Dress



## **Annual Report of the Senate Committee on Academic Freedom**

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### **Preamble**

The Terms of Reference for the Senate Committee on Academic Freedom can be found on the web at [http://umanitoba.ca/admin/governance/governing\\_documents/governance/sen\\_committees/488.html](http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/488.html).

### **Observations**

1. Committee members 2015-2016:  
Professor R. Cardwell (Agricultural and Food Sciences), Professor J. Embree (Health Sciences), Professor R. Hechter (Education), Professor C. Morrill (Management), Ms. S. Tappia (student, Management), Dean J. Taylor (Arts), and Ms. L.A. Vermette (student, Graduate Studies),
2. The committee did not meet during the reporting period.

Respectfully submitted,  
Senate Committee on Academic Freedom

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

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### **Preamble**

The Terms of Reference for the Senate Committee on Academic Review can be found at:  
[http://umanitoba.ca/admin/governance/governing\\_documents/governance/sen\\_committees/489.htm](http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/489.htm)

### **Observations**

1. Committee members (2015-2016):  
Dr. D. Collins (Vice-Provost, Integrated Planning and Academic Programs), Chair, Professor H. Anderson (Health Sciences), Professor J. Anderson (Science), Ms. P. Bachewich (Student, Health Sciences), Dean D. Brown (Kinesiology and Recreation Management), Dean J. Doering (Graduate Studies, May 2015 – March 2016), Acting Dean T. Mondor (Graduate Studies, April 2016), Professor J. Morrill (Management), Ms. G. Sidhu (Student, Graduate Studies), Professor L. Wang (Science)
2. The Committee met twice during the reporting period, on December 12, 2015 and April 15, 2016.
3. During this period, the Committee reported to Senate on the following matters:
  - the status of current graduate and undergraduate program reviews (Senate, *for information*, May 13, 2015 and February 3, 2016)
4. The Committee considered Summaries of Graduate Program Reviews for graduate programs in Animal Science; Biochemistry and Medical Genetics; Computer Science; Human Anatomy and Cell Sciences; Immunology; Kinesiology and Recreation Management; Medical Rehabilitation; Pharmacology and Therapeutics; Religion (M.A., JMP).
5. The Committee received for its consideration, Summaries of Undergraduate Program Reviews for programs in Environmental Design and Women's and Gender Studies.
6. The committee received an update on a pilot project to investigate the possibility of conducting joint undergraduate/graduate program reviews.
7. The Committee established an ad hoc Review Committee to Review a proposal from the Faculty of Health Sciences for an Academic Institute, the Indigenous Institute of Health and Healing.

Respectfully submitted,

David Collins, Chair  
Senate Committee on Academic Review

## ANNUAL REPORT OF THE SENATE COMMITTEE ON ADMISSIONS (SCADM) FOR THE YEAR FROM MAY 1, 2015 TO APRIL 30, 2016

The terms of reference for the Senate Committee on Admissions (SCADM) are found on the University website at:

[http://www.umanitoba.ca/admin/governance/governing\\_documents/governance/sen\\_committees/490.htm](http://www.umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/490.htm)

The committee membership is as follows:

<u>Incumbent</u>	<u>Position</u>	<u>Composition</u>
Ms. Susan Gottheil	Vice-Provost (Students)	(1) VP (Academic) or <b>designate, Chair</b>
Ms Erin Stone	Director, Admissions	(2) Vice Provost (Student Affairs) or <b>designate</b>
Mr. Jeff Adams	Executive Director, Enrolment Services	(3) Executive Director (Enrolment Services)
Dr. Steve Lecee	Associate Dean, Faculty of Arts	(4) Dean, Faculty of Arts or <b>designate</b>
Dr. Gary Anderson	Associate Professor, Faculty of Science	(4) Dean, Faculty of Science or <b>designate</b>
Dr. John Perry	Associate Professor, Faculty of Dentistry	(4) Dean, Faculty of Dentistry or Medicine or <b>designate</b>
Dr. David Mandzuk	Dean, Faculty of Education	(5) Senate-appointed dean/director
Dr. Lorna Turnbull	Dean, Faculty of Law	(5) Senate-appointed dean/director
Dr. Gary Anderson	Associate Head, Faculty of Science	(6) Senate Appointee
Dr. Jerome Cranston	Executive Director, Student Academic Success	(6) Senate Appointee
Dr. Nariman Sepehri (on leave)	Assoc Dean, Faculty of Engineering	(6) Senate Appointee
Dr. Derek Brewin (on leave)	Assoc Professor, Agricultural and Food Sciences	(6) Senate Appointee
Dr. Sarah Teetzel	Assoc Dean, Fac of Kinesiology and Rec Mgmt	(6) Senate Appointee
Dr. Robert Biscontri	Associate Professor, Asper School of Business	(6) Senate Appointee
Mr. Ifeanyi Nwachukwu	Student, Graduate Studies	(7) Student
Mr. Joseph Bernshine	Student, Faculty of Science	(7) Student
Ms. Victoria Krahn	Student, Graduate Studies	(7) Student
Vacant (Declined)	Declined	(8) Deputy Minister of Education (or designate)
Mr. Peter Brass	University Advisor, St. John's Ravenscourt	(8) Counsellor from a Manitoba high school

Subsequent to the previous Annual Report, SCADM met on April 24, 2015, May 21, 2015, August 24, 2015, September 28, 2015, October 26, 2015, November 17, 2015, December 17, 2015, February 19, 2016 and March 22, 2016.

1. **Enrolment Services** – SCADM reviewed a recommendation for amendments to the blended entry template, effective September, 2016. Endorsed by the Senate Committee on Admissions on April 24, 2015. Approved by Senate on June 24, 2015.
2. **College of Nursing** – SCADM reviewed a proposal recommending a revision to the policy for prerequisite courses for admission and advance standing, effective September, 2016. Endorsed by the Senate Committee on Admissions on May 21, 2015. Approved by Senate on June 24, 2015.
3. **Faculty of Education** - SCADM reviewed a proposal recommending the addition of Religious Studies as a teachable minor for admission to the Early Years and Middle Years Bachelor of Education programs, effective September, 2016. Endorsed by the Senate Committee on Admissions on August 24, 2015. Approved by Senate on October 7, 2015.
5. **Asper School of Business** – SCADM reviewed a proposal recommending a 1+3 agreement at the undergraduate level with Renmin University of China, effective August, 2016. Endorsed by the Senate Committee on Admissions on August 24, 2015. Approved by Senate on November 4, 2015.
6. **Faculty of Engineering** – SCADM reviewed a proposal recommending an amendment to the admission requirement to the Internationally-Educated Engineering Qualification Program (IEEQ), effective for September, 2016. Endorsed by the Senate Committee on Admissions on September 28, 2015. Approved by Senate on November 4, 2015.

7. **College of Dentistry** – SCADM reviewed a proposal recommending change to the dental aptitude testing score, effective September 2017. Endorsed by the Senate Committee on Admissions on October 26, 2015. Approved by Senate on December 2, 2015.
8. **College of Nursing** – SCADM reviewed a proposal requesting the addition of a Bachelor of Midwifery program, effective September, 2016. Endorsed by the Senate Committee on Admissions on October 26, 2015. Approved by Senate on January 6, 2016.
9. **Université de Saint-Boniface** – SCADM reviewed a proposal recommending that the list of teachable subjects be updated in accordance with the Manitoba Professional Certification Unit and the Department of Education and Advanced Learning, effective on approval by Senate. Endorsed by the Senate Committee on Admissions on November 17, 2015. Approved by Senate on January 6, 2016.
10. **Université de Saint-Boniface** – SCADM reviewed a proposal recommending that the new requirement for geography and history be changed to: 6 credit hours in history or geography (minimum of 3 credits in history or geography having Canadian content), effective on approval by Senate. Endorsed by the Senate Committee on Admissions on November 17, 2015. Approved by Senate on January 6, 2016.
11. **Faculty of Education** – SCADM reviewed a proposal regarding a new diversity admission policy for the Bachelor of Education program, effective September, 2017. Endorsed by the Senate Committee on Admissions on November 17, 2015. Approved by Senate on January 6, 2016.
12. **Enrolment Services** – SCADM reviewed a proposal recommending a change to the admission process for sequential high school students, effective September, 2017. Endorsed by the Senate Committee on Admissions on November 17, 2015. Pending Senate approval.
13. **Faculty of Education** – SCADM reviewed a proposal recommending changes to the calculation of the Adjusted Grade Point Average (AGPA) for admission to the B.Ed. program, effective September, 2017. Endorsed by the Senate Committee on Admissions on December 17, 2015. Approved by Senate on February 3, 2016.
14. **Enrolment Services** – SCADM reviewed a proposal regarding the transference of external grades, effective upon Senate approval. Endorsed by the Senate Committee on Admissions on February 19, 2015. Pending Senate approval.
15. **Université de Saint-Boniface** – SCADM reviewed a proposal requesting a program modification for the early/middle years mathematics breadth requirement for admission to the Faculté d'éducation, effective on approval by Senate. Endorsed by the Senate Committee on Admissions on March 22, 2016. Pending Senate approval.
16. **Université de Saint-Boniface** – SCADM reviewed a proposal requesting that all international applicants submit results of a standardized French-language test for admission, effective September, 2017. Endorsed by the Senate Committee on Admissions on March 22, 2016. Pending Senate approval.
17. **Faculty of Engineering** – SCADM reviewed a proposal requesting modifications to its Preliminary Engineering program, effective September, 2017. Endorsed by the Senate Committee on Admissions on March 22, 2016. Pending Senate approval.

Preamble

1. The terms of reference for the Senate Committee on Admissions Appeals are found at the link:  
[http://umanitoba.ca/admin/governance/governing\\_documents/governance/sen\\_committees/491.html](http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/491.html)
2. The Committee is charged to hear and determine appeals from:
  - a) decisions of faculty and school Selection Committees;
  - b) administrative decisions affecting the admission process;
  - c) decisions related to the transfer of credit policy of the faculty/school; and
  - d) the possible granting of advanced standing.
3. The Committee is to report to Senate on the determination of all appeals submitted to it; and recommend any changes in admission policies and procedures which should be considered as a result of the appeal.

Observations

1. Members of the Committee for 2015 - 2016 were: Dean D. Mandzuk, Chair (Education); Professor B. Hann, Vice-Chair (Science); Professor J. Linklater, (Music); Prof. M. Domaratzki, (Science); Prof. S. Sivaramakrishnan, (I.H. Asper School of Business); Professor L. Guse, (Nursing); Professor C. Casey, (Education); Prof. Kumar Sharma, (Science); Prof. Lucas Tromly, (Arts); Prof. Ryan Cardwell, (Agriculture); Mr. D. Krassioukov-Enns, (Student member - Graduate Studies); Ms. Tanjit Nagra, (Student member - Arts); Mr. J. Kopp (Student member - President of UMSU - Ex Officio); and Ms. Erin Stone, (Director of Admissions - Ex Officio - Non-voting).
2. The Committee met on April 23, 2015 and recommended to approve revisions to the Senate Committee on Admission Appeals Policy and Procedures. The recommendation was then approved by Senate on June 24, 2015.
3. The Senate Committee on Admissions Appeals reports to Senate on an ongoing basis as appeals are heard. During the period from April 1, 2015 to March 31, 2016 the Committee received 1 appeal which is summarized below:

#	Faculty	Decision
1	I.H. Asper School of Business	No grounds

Respectfully submitted,

Dr. D. Mandzuk, Chair  
Senate Committee on Admission Appeals

Preamble

1. The terms of reference for the Senate Committee on Appeals are found at the link:  
[http://umanitoba.ca/admin/governance/governing\\_documents/governance/sen\\_committ ees/493.html](http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committ ees/493.html)
2. The Committee is charged to hear and determine appeals from:
  - a) decisions made by academic administrators involving Senate regulations in which Faculty or School Councils have no jurisdiction; and
  - b) appeals against decisions taken by Awards Selection Committees of Faculties and Schools.
3. The Committee is to report to Senate on the determination of all appeals submitted to it; and advise the Executive Committee of any Senate regulations affecting students which appear to be creating particular difficulties.

Observations

1. Members of the Committee for 2015 - 2016 were: Dean D. Brown (Kinesiology & Recreation Management), Dean E. Dawe (Music), Dean B. O'Connell (Nursing), Professor S. Alward (School of Art, Vice-Chair), Professor P. Blunden (Science), Professor C. Enns (Education), Professor V. Swain (Dentistry), Professor D. McMillan (Nursing), Professor M. Scanlon (Agricultural and Food Sciences), Professor L. Fainstein (Law), Mr. R. Saurette (Université de Saint-Boniface), Ms. Rebecca Kunzman (Student – Designate for President of UMSU), Ms. P. Bachewich (Student), Ms. A. Roscoe (Student), Ms. K. Grimolfson (Student), Mr. A. Sadick (Student), and Professor A. McNicol (Graduate Studies/Pharmacy) served as Chair.
2. The Committee met on November 26, 2015 and approved a recommendation from the Chair of the Senate Committee on Appeals that the composition of the committee be changed. The recommendation was then approved by Senate on February 3, 2016. The new positions on the committee are currently in the process of being populated.
3. The Committee reports to Senate on a regular basis and details of these reports are contained in the Senate minutes.
4. During the reporting period from April 1, 2015 to March 31, 2016 the Committee received 13 appeals which are summarized below:

#	Faculty/College/School	Decision
1	Agriculture	1 – Returned to Faculty
1	Dentistry	1 – No grounds
3	Engineering	1 – No grounds 1 – Denied 1 – Pending
3	Graduate Studies	1 – Granted 1 – Denied 1 – No grounds
1	Law	1 – Denied
2	Medicine	1 – Granted 1 – No grounds
1	Pharmacy	1 – Denied
1	Science	1 – No grounds

5. Two appeals reported as pending in the April 1, 2015 annual report have now been resolved and are summarized below:

#	Faculty/College/School	Decision
2	Science	2 – Denied

Respectfully submitted,

Dr. A. McNicol, Chair  
Senate Committee on Appeals

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

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### **Preamble**

1. Terms of reference for the Senate Committee on Approved Teaching Centres can be found at: [http://umanitoba.ca/admin/governance/governing\\_documents/governance/sen\\_committees/494.html](http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/494.html).

### **Observations**

1. Committee members, 2015-2016:  
Professor C. Cartmill (Arts), Professor T. Chen (Arts), Professor M. Faubert (Arts), Professor R. Finnegan (Arts), Professor M. Glenwright (Arts), Professor W. Kops (Extended Education), Professor K. Kumar (Extended Education), Professor J. Linden (Arts), Professor L. Renee (Arts), Dean J. Taylor (Arts), Professor I. Whicher (Arts)
2. The Committee participated in one electronic meeting during the reporting period, responding to a poll conducted between May 8 and May 15, 2015.
3. The Committee considered the list of proposed courses and instructors as submitted by Booth University College and the Prairie Theatre Exchange for cross-registration with the University of Manitoba in 2015-2016.
4. The following are Approved Teaching Centres at the University of Manitoba:  
  
Prairie Theatre Exchange  
William and Catherine Booth College

Respectfully submitted,

Senate Committee on Approved Teaching Centres





## **ANNUAL REPORT TO SENATE FROM THE SENATE COMMITTEE ON AWARDS**

### **Number of meetings**

The Senate Committee on Awards met 12 times (including two electronic polls) between May 1, 2015 and April 30, 2016.

### **Terms of Reference**

Terms of Reference for the Senate Committee on Awards can be found on the University of Manitoba website at:

[http://umanitoba.ca/admin/governance/governing\\_documents/governance/sen\\_committees/495.html](http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/495.html)

### **Committee Members**

#### Academic Representatives:

Dr. Philip Hultin (Chair / Faculty of Science)  
Dr. Jared Carlberg (Vice Chair / Faculty of Agricultural and Food Sciences)  
Dr. Wanda Chernomas (College of Nursing)  
Dr. Laura Loewen (Faculty of Music)  
Prof. Darcy MacPherson (Faculty of Law)  
Dr. Greg Smith (Faculty of Arts)

#### Student Representatives:

Mr. Gustavo Mejicanos (Faculty of Graduate Studies)  
Mr. Christian Okwudiwa (Faculty of Arts)

#### Director, Financial Aid and Awards

Ms. Jane Lastra

#### Vice-Provost (Graduate Education) and Dean, Faculty of Graduate Studies

Dr. Jay Doering (until March 31, 2016)  
Dr. Todd Mondor (as of April 1, 2016)  
Ms. Rowena Krentz (alternate)

#### Consultants:

Mr. Jeff Adams (Executive Director, Enrolment Services)  
Ms. Adrienne Domingo (Recording Secretary/Financial Aid and Awards)  
Ms. Mandy Laing (Financial Aid and Awards)  
Ms. Pamela Gareau (Financial Aid and Awards, *on leave*)  
Ms. Mabelle Magsino (Financial Aid and Awards, *on leave*)  
Ms. Jessica Storoschuk (Financial Aid and Awards, *term: May 2015- April 2016*)  
Mr. Tyler Kroeker (Financial Aid and Awards, *term: June 2015 – April 2016*)  
Ms. Lesli Lucas-Aseltine (Awards Selection Coordinator, Financial Aid and Awards)

## Observations

1. In 2015-2016, the Senate Committee on Awards approved the establishment of 93 new awards, amendments to 103 existing awards, and the withdrawal of 48 awards. Of the 93 new awards, 65 are scholarships, prizes, travel awards, or fellowships, 28 are bursaries.

(Appendix A)

2. The Senate Committee on Awards recommended to Senate, for approval, 19 requests to establish awards that appear to be discriminatory under the policy on the *Non-Acceptance of Discriminatory Awards*. The awards will provide funding for students who are Indigenous, female, LGBT, entered Canada with refugee status, and those living with disabilities.

Respectfully submitted,

Dr. Philip Hultin  
Chair, Senate Committee on Awards

# APPENDIX A -

New Awards\* Established Between May 1, 2015 and April 30, 2016 (Total = 93)

Undergraduate, Graduate, and Extended Education	Entrance Awards	Renewable Entrance Awards	In-course and Graduating Awards	Subtotal
Undergraduate	3	2	58	<b>60</b>
Graduate	2	1	26	<b>29</b>
Undergraduate and/or Graduate and Residents	-	-	4	<b>4</b>
<b>TOTAL</b>				<b>93</b>

New Undergraduate Awards\* by Faculty, College or School, May 1, 2015 - April 30, 2016 and Historical Data for 2011-2012 through 2014-2015

Faculty, College, or School	15-16	14-15	13-14	12-13	11-12
Agricultural & Food Sciences	4	2	2	2	1
Architecture	1	-	-	-	-
Art (Fine Arts)	1	-	-	1	-
Arts	5	4	5	3	3
Asper	9	7	13	8	1
Central <sup>†</sup>	11	15	6	6	4
Dentistry	2	2	2	1	3
Dental Hygiene	-	1	-	-	-
Education <sup>°</sup>	-	1	1	-	-
Engineering <sup>°</sup>	6	3	3	7	2
English Language Centre	-	1	1	2	-
Environment, Earth, & Resources	1	2	-	2	1
Extended Education	-	-	-	-	-
Human Ecology <sup>§</sup>	-	-	-	1	-
Interdisciplinary	-	-	-	-	-
Kinesiology & Recreation Management	1	-	-	1	-
Law	4	5	3	1	2
Medicine	5	4	4	11	18
Music	1	-	1	1	4
Nursing	1	1	-	-	-
Pharmacy	4	-	1	1	1
Rehabilitation Sciences	-	-	1	-	-
Science	2	3	3	-	3
Social Work	2	2	-	2	-
University 1	-	-	-	-	-
<b>Totals</b>	<b>60</b>	<b>53</b>	<b>46</b>	<b>50</b>	<b>43</b>

\* scholarships, prizes, fellowships, and bursaries; <sup>†</sup> awards open to students in any faculty, college, or school; <sup>°</sup> including Internationally Educated Teachers Program, Internationally Educated Engineers Qualification; <sup>§</sup> the Faculty of Human Ecology closed on July 1, 2014.

**APPENDIX A -****New Graduate Awards\* by Area of Study, May 1, 2015 - April 30, 2016 and Historical Data for 2011-2012 through 2014-2015**

<b>Area of Study</b>	<b>15-16</b>	<b>14-15</b>	<b>13-14</b>	<b>12-13</b>	<b>11-12</b>
Agricultural & Food Sciences	2	-	1	-	1
Architecture	4	-	-	1	-
Art (Fine Arts)	-	1	-	1	1
Arts	4	-	-	2	4
Central <sup>†</sup>	3	5	2	1	2
Dentistry	-	-	-	-	-
Education	2	1	-	-	-
Engineering	-	-	2	1	-
Environment, Earth, & Resources	1	-	-	2	-
Human Ecology <sup>§</sup>	-	-	-	1	-
Interdisciplinary	1	1	1	-	-
Law	-	-	-	-	-
Management	2	3	-	-	2
Medicine	2	2	2	2	-
Music	1	-	1	-	-
Nursing	1	-	1	-	-
Pharmacy	1	-	-	-	-
Rehabilitation Sciences	3	2	-	-	-
Science	2	3	-	-	1
<b>Totals</b>	<b>29</b>	<b>18</b>	<b>10</b>	<b>11</b>	<b>11</b>

\* scholarships, prizes, fellowships, and bursaries; <sup>†</sup> awards open to students in any faculty, college, or school; <sup>§</sup> the Faculty of Human Ecology closed on July 1, 2014.

**APPENDIX A -**

**New Awards\* Open to Undergraduate and/or Graduate Students or Residents by Area of Study, May 1, 2015 - April 30, 2016 and Historical Data for 2011-2012 through 2014-2015**

<b>Area of Study</b>	<b>15-16</b>	<b>14-15</b>	<b>13-14</b>	<b>12-13</b>	<b>11-12</b>
Architecture	1	-	-	-	-
Arts	1	-	1	-	-
Central <sup>†</sup>	1	-	-	1	-
Environment, Earth, & Resources	-	2	-	-	-
Education	1	-	-	-	-
Interdisciplinary	-	-	-	-	-
Kinesiology and Recreation Management	-	-	-	1	-
Medicine – Rehabilitation Sciences	-	-	-	1	-
Medicine – UGME & MPAS	-	-	1	-	-
Medicine - PGME	-	1	-	8	-
Science	-	1	-	-	-
Social Work	-	-	1	-	-
<b>Totals</b>	<b>4</b>	<b>4</b>	<b>3</b>	<b>11</b>	<b>0</b>

\* scholarships, prizes, fellowships, and bursaries; <sup>†</sup> awards open to students in any faculty, college, or school.

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

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### **Preamble**

1. Terms of reference for the Senate Committee on the Calendar can be found at:  
[http://umanitoba.ca/admin/governance/governing\\_documents/governance/sen\\_committees/496.html](http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/496.html)

### **Observations**

1. Committee members, 2015-2016:  
Mr. J. Leclerc (University Secretary), Chair, Dr. J. Doering (Chair, Senate Committee on Rules and Procedures), Professor P. Hultin (Science), Mr. N. Marnoch (Registrar), Acting Dean T. Mondor (Graduate Studies, April 2016), Mr. H. Piyadasa (student, Graduate Studies), Ms. G. Saindon (Calendar Editor)
2. The Committee met once during the reporting period, on February 5, 2016.
3. The Committee participated in preliminary discussions of proposals to establish a Content Protocol for the Undergraduate Academic Calendar and an Admission Protocol for the Undergraduate Academic Calendar.

Respectfully submitted,

Jeff M. Leclerc, Chair  
Senate Committee on the Calendar

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

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### Preamble

1. Terms of reference for the Senate Committee on Curriculum and Course Changes can be found at:  
[http://umanitoba.ca/admin/governance/governing\\_documents/governance/sen\\_committees/497.html](http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/497.html)

### Observations

1. Committee members, 2015-2016:  
 Professor G. Smith (Arts), Acting Chair, Ms. S. Bannatyne (designate for Registrar), Professor A.-M. Bernier (Université de Saint-Boniface, May – September 2015), Professor J. Carlberg (Agricultural and Food Sciences), Ms. A. Ciapala (student, Graduate Studies, October – December 2015), Dr. D. Collins (Vice-Provost Integrated Planning and Academic Programs), Professor J. Cranston (Education), Dr. P. Dorrington (Université de Saint-Boniface, October 2015 – April 2016), Professor J. Hamilton (Health Sciences), Ms. J. Horner (Libraries, May – December 2015), Ms. K. Kruse (Libraries, January – April 2016), Ms. H. Loewen (student, Engineering), Professor D. McNeill (Engineering), Professor M. Piercey-Normore (Science), Ms. R. Ansah Quairgrain (student, Graduate Studies, April 2016), Mr. D. Sytnik (student, Health Sciences), Professor B. Temple (Nursing)
2. During the reporting period, the Committee met on nine occasions on: September 30, October 13, October 28, and October 30, 2015, and March 24, March 29, March 31, April 5, and April 11, 2016. The committee also participated in one electronic poll conducted in April 2016.
3. During this period, the Committee reported to Senate on:
  - course changes totaling less than nine credit hours from departments in various faculties, colleges, and schools (Senate, May 13, June 24, December 2, 2015 and January 6, 2016), including the following:
    - program proposals: Double Honours in Anthropology, Double Advanced Major in Classical Studies, Double Advanced Major in Philosophy, Faculty of Arts; Bioresource Specialization, Software Engineering Focus Area, Faculty of Engineering
    - program closures: Agricultural Specialization, Bioprocessing Specialization, Sustainable Building Systems Specialization, Machine Vision Focus Area, Faculty of Engineering
  - revised Entrance and Continuation Requirements, Bachelor of Science (Major) Programs, Faculty of Science (Senate, May 13, 2015)
  - major curriculum revisions, Department of Mathematics, Faculty of Science (Senate, May 13, 2015)
  - modifications to the Basic Faculty Regulations for the Bachelor of Arts General, Advanced, and Honours Degrees concerning the Science Requirement, Faculty of Arts (Senate, May 13, 2015)
  - revised undergraduate curriculum and course change forms and *Guidelines for Completion of Undergraduate / Certificate Course and Curriculum Changes* (Senate, May 13, 2015)
  - proposal for an Articulation Agreement, University of Manitoba, Bachelor of Science Degrees in Engineering – UCSI University, Bachelor of Engineering (Honours) Degrees (June 24, 2015)

- proposal for an Articulation Agreement, University of Manitoba, Bachelor of Commerce (Honours) Degree – Renmin University of China, International Foundation Program (Senate, November 4, 2015)
- undergraduate course changes beyond nine credit hours RE: Biomedical Sciences Concentration, Interdisciplinary Health Programs, Faculty of Health Sciences
- proposal for a Bachelor of Midwifery, College of Nursing, University of Manitoba, and Faculty of Health, University College of the North (Senate, January 6, 2016)
- revised Academic Regulations, Faculty of Science RE:
  - Bachelor of Science (Major) Degree Graduation Requirements (Senate, January 6, 2016)
  - Bachelor of Science (Honours) Degree Entrance, Continuation, and Graduation Requirements (Senate, January 6, 2016)

Respectfully submitted,

Professor G. Smith, Acting Chair  
Senate Committee on Curriculum and Course Changes



April 6, 2016

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

### **Preamble**

The terms of reference for the Senate Committee on Honorary Degrees are found online at:  
[http://www.umanitoba.ca/admin/governance/governing\\_documents/governance/sen\\_committees/501.htm](http://www.umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/501.htm)

### **Observations**

1. The membership of the Committee for 2015-2016 included: Dr. David T. Barnard (President), Ms. Kim Metcalfe (President of Alumni Association), Dr. Annemieke Farenhorst (Agricultural & Food Sciences), Dean Edmund Dawe (Music), Dr. Judy Anderson (Science), Dr. Arlene Young (Arts), Mr. Jeremiah Kopp (President of UMSU), Dr. Bill Pope (community representative), and Dr. Harvey Sector (Chancellor) as Chair.
2. The Committee on Honorary Degrees reports to Senate as required in closed session on candidates for honorary degrees, and the naming of buildings, parts of buildings, roadways and special units.
3. During the period from May 2015 to April 2016, the Committee reported to Senate on five occasions: May 13, 2015, November 4, 2015, December 2, 2015, February 3, 2016, and April 6, 2016. Details of these reports are available in the Office of the University Secretary (312 Administration Building) upon request by eligible members of Senate.

Respectfully submitted,

Chancellor Harvey Sector, Chair  
Senate Committee on Honorary Degrees

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## Annual Report of the Senate Committee on Instruction and Evaluation

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### **Preamble:**

The terms of reference for the Senate Committee on Instruction and Evaluation (SCIE) are found on the web at:

[http://www.umanitoba.ca/admin/governance/governing\\_documents/governance/sen\\_committees/502.htm](http://www.umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/502.htm)

### **Observations:**

1. Committee members, 2015-2016:  
Dr. J. Ristock, Vice-Provost (Academic Affairs), Chair, Ms. P. Bachewich (student, Health Sciences) Professor B. Elias (Health Sciences), Dean E. Etcheverry (Health Sciences, May – December 2015), Professor A. Farenhorst (Agricultural and Food Sciences), Professor D. Hiebert-Murphy (Social Work), Ms. R. Kunzman (Vice-President Advocacy, UMSU), Professor M. Lawall (Arts), Professor Z. Lutfiyya (Education), Dean D. Mandzuk (Education, April 2016), Mr. N. Marnoch (Registrar), Professor T. Mondor (Graduate Studies), Mr. M. Rahimian (student, Graduate Studies), Professor E. Smirnova (Science), Ms. H. Tekelmariam (student, Science), Dr. M. Torchia (Director, University Teaching Services), Ms. B. Usick (Director, Student Advocacy and Accessibility), Ms. L.A. Vermette (student, Graduate Studies)
2. The Committee met six times during the reporting period on May 14, September 17, and November 19, 2015, and on February 11, March 17, and April 28, 2016.
3. During this period, the Committee reported to Senate on the following matters:
  - Revised Academic Regulations concerning Clinical Agency Requirements, Bachelor of Nursing, College of Nursing RE:
    - revised Immunization policy (Senate, May 13, 2015)
    - revised Cardiopulmonary Resuscitation (CPR) Certification Policy (Senate, May 13, 2015)
  - Establishment of policy on Non-Academic Requirements for Graduate Nursing Programs, Faculty of Graduate Studies (Senate, May 13, 2015)
  - Revised Academic Regulations concerning Entrance and Continuation Requirements for the Bachelor of Science (Major) programs, Faculty of Science (Senate, May 13, 2015)
  - Revised Academic Regulations concerning Academic Assessment and Progression for the Bachelor of Commerce (Honours) program, I.H. Asper School of Business (Senate, June 24, 2015)
  - Proposal for a Bachelor of Midwifery, College of Nursing, University of Manitoba, and Faculty of Health, University College of the North (Senate, January 6, 2016)
  - Revised Academic Regulations, Faculty of Science RE:
    - Bachelor of Science (Major) Degree Graduation Requirements (Senate, January 6, 2016)
    - Bachelor of Science (Honours) Degree Entrance, Continuation, and Graduation Requirements (Senate, January 6, 2016)

- Revised Academic Regulations, Bachelor of Education program, Faculty of Education RE:
  - Academic Standing (Senate, January 6, 2016)
  - Repeating a Course (Senate, January 6, 2016)
- Regulation concerning NURS 4560 Professional Foundations 7: Preparation for Nursing Practice 7, Bachelor of Nursing degree, College of Nursing (Senate, January 6, 2016)
- Proposed revisions to withdrawal policies and associated changes (Senate, January 6, 2016)
  - Revised Voluntary Withdrawal policy
  - Authorized Withdrawal policy and procedure
  - Repeated Course policy
  - Revised Grade Point Averages policy

Respectfully submitted,

Dr. Janice Ristock, Chair  
Senate Committee on Instruction and Evaluation

***Joint Senate Committee on Master's Programs  
Annual Report  
April 20 2016***

I submit the following report on the work of the Joint Senate Committee on Master's Programs between the University of Manitoba and the University of Winnipeg from April 2015 through April 2016.

*Membership*

Zana Lutfiyya	Chair of the JSC Director, Peace and Conflict Studies
Jay Doering	Vice Provost (Graduate Education) & Dean (FGS) University of Manitoba (through March 31, 2016) Ex-officio
Todd Mondor	Acting Vice Provost (Graduate Education) & Dean (FGS) University of Manitoba (from April 1 2016) Ex-officio
Diane Hiebert-Murphy	Dean Designate, FGS University of Manitoba
Sean Byrne	Peace and Conflict Studies, University of Manitoba Director, the Arthur V. Mauro Centre for Peace & Justice
Andrea Rounce	Political Studies, University of Manitoba
Mark Libin	English, Film & Theatre, University of Manitoba
Christina Reinke	Peace and Conflict Studies graduate student University of Manitoba representative
Mavis Reimer	Dean, FGS, University of Winnipeg
Malcolm Bird	Political Science, University of Winnipeg
Andrew Burke	English, University of Winnipeg
Anna Caudano	History, University of Winnipeg
Sean McKie	Public Administration graduate student University of Winnipeg representative

Deanna England	Graduate Studies Officer, University of Winnipeg
Andrea Kailer	Programs Coordinator, FGS, University of Manitoba (through October 12, 2015)
Pam Yarushinsky	Interim Programs Coordinator, FGS, University of Manitoba (from October 13, 2015)
Sarah Morin	FGS Minutes Secretary, University of Manitoba

*Committee Activities for 2015-2016*

- The JSC met on May 5 2015 and March 22 2016.
- The position of Chair returned to the UM January 2016.
- The JSC approved program and curricular changes in the Public Administration JMP and the Major Research Paper route in the History JMP. These items have been sent to UM and UW Senates for consideration and approval.
- Nominations for two UM positions coming vacant this summer were made to the UM Senate.
- We continued our review of the JSC regulations.

*Upcoming Activities*

- Complete the review of the JSC regulations.

Respectfully submitted by  
Zana Lutfiyya  
Chair, JSC  
University of Manitoba

## Annual Report of the Joint Senate Committee on Master's Programs Appeals

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### **Preamble**

The Terms of Reference for the Joint Senate Committee on Master's Programs can be found on the web at:

[http://umanitoba.ca/admin/governance/governing\\_documents/governance/sen\\_committees/504.html](http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/504.html)

### **Observations**

1. The Committee membership presently stands vacant until such time as the Committee is required.
2. No appeals were referred to the Committee for consideration; therefore, no meetings were held during the reporting period of May 2015 - April 2016.

## **Annual Report of the Senate Committee on Libraries**

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### **Preamble**

1. Terms of reference for the Senate Committee on Libraries can be found at:  
[http://umanitoba.ca/admin/governance/governing\\_documents/governance/sen\\_committees/505.html](http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/505.html)

### **Observations**

1. Committee members (2015-2016):  
Dr. M.-J. Romaniuk, University Librarian (and designate for Provost and Vice-President (Academic)), Chair, Dr. J. Blatz (designate for Vice-President (Research and International) May – December 2015), Prof. T. Booth (Science), Dean D. Brown (Kinesiology and Recreation Management), Prof. D. Churchill (Arts), Mr. E. Ekine (student, Arts), Ms. P. England (student, Science), Prof. J. Gilchrist (Health Sciences), Prof. D. Hiebert-Murphy (designate, Vice Provost (Graduate Education) and Dean, Graduate Studies, May – December 2015), Ms. P. Mehta (student, Graduate Studies), Prof. T. Mondor (designate, Vice Provost (Graduate Education) and Dean, Graduate Studies, April 2016), Dean J. Mulvale (Social Work), Dr. S. Sweeney (Libraries), Ms. L. Valmestad (Libraries), Ms. L.A. Vermette (student, Graduate Studies), Prof. V. Warne (Arts)
2. The Committee did not meet during the reporting period.

Respectfully submitted,

Dr. Mary-Jo Romaniuk, Chair  
Senate Committee on the Libraries



UNIVERSITY  
OF MANITOBA

## Faculty of Health Sciences

Office Academic Affairs  
S203 Medical Services Building  
750 Bannatyne Avenue  
Winnipeg, Manitoba  
Canada R3E 0W2  
Telephone (204) 977-5647

### MEMORANDUM

**TO:** Mr. Jeff Leclerc  
University Secretary  
312 Administration Building  
Fort Garry Campus

**FROM:** Dr. Sara Israels, Vice Dean, Academic Affairs

**DATE:** April 15, 2016

**RE: ANNUAL REPORT OF THE SENATE COMMITTEE ON MEDICAL QUALIFICATIONS  
MAY 2015 – APRIL 2016**

The Senate Committee on Medical Qualifications met on June 10, 2015, to consider the applications under Section 64 of the Medical Act for Dr. Felipe Borlot and on October 10, 2015, to consider the application for Dr. Iqbal Mohammed (both Pediatrics & Child Health). Both applications were recommended to Senate and were approved.

On April 12, 2016, the SCMQ met again to consider the application under Section 64 of the Medical Act for Dr. Marta Carneiro de Moura (Pediatrics & Child Health). The application was approved for submission to Senate.

In April 2016, committee members Dr. M. Moffat and Dr. E. Cowden agreed to continue to serve on the committee and have been re-appointed to additional three-year terms.

#### **Members of the SCMQ are:**

Dr. Sara Israels, Chair, Designate, Dean of Medicine  
Dr. David Collins, Designate, Vice-President (Academic) & Provost  
Dr. Anna Ziomek, Registrar, College of Physicians and Surgeons of Manitoba  
Dr. Murray Enns, Faculty Member, Faculty of Medicine  
Dr. Michael Moffatt, Faculty Member, Faculty of Medicine  
Dr. Elizabeth Cowden, Faculty Member, Faculty of Medicine

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## Annual Report of the Senate Committee on Nominations

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### Preamble

The Terms of Reference for the Senate Committee on Nominations can be found on the University Governance website at:

[http://umanitoba.ca/admin/governance/governing\\_documents/governance/sen\\_committees/507.html](http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/507.html)

### Observations

1. Committee members (2015-2016):  
  
Prof. Marie Edwards (Health Sciences), Chair  
Prof. Robert Biscontri (Management)  
Prof. Helen Cameron (Science)  
Dr. Jay Doering (Engineering)  
Prof. Gordon Fitzell (Music)  
Ms Vera Keown (Libraries)  
Prof. Sandra Kouritzin (Education)  
Prof. Archie McNicol (Health Sciences)  
Prof. Pam Perkins (Arts)  
Dean Karin Wittenberg (Agricultural and Food Sciences)  
Ms Bronte Charette (graduate student)  
Mr. Aser Hailu (student)
2. During the reporting period, the Committee met once on May 13, 2015, and participated in four electronic meetings held on September 22, 2015, October 22, 2015, January 25, 2016 and March 22, 2016.
3. The Committee reported to Senate on June 24, 2015, October 7, 2015 and April 6, 2016 to consider academic member nominees for vacancies on standing committees of Senate.
4. Student nominees for standing committees of Senate are prepared by a special sub-committee. Lists of nominees were received from the sub-committee and recommendations were made by the Senate Committee on Nominations to Senate on October 7, 2015, November 4, 2015 and April 6, 2016.

Respectfully submitted,

Professor M. Edwards, Chair  
Senate Committee on Nominations

## Annual Report of the Senate Planning and Priorities Committee

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### Preamble

1. Terms of reference for the Senate Planning and Priorities Committee (SPPC) can be found at: [http://umanitoba.ca/admin/governance/governing\\_documents/governance/sen\\_committees/508.html](http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/508.html)

### Observations

1. Committee members, 2015-2016:  
Ms. Ada Ducas (University Libraries), Chair, Prof. Judy Anderson (Science), Dr. J. Blatz (designate for Vice-President, Research and International, May – December 2015), Prof. M. Campbell (Environment, Earth, and Resources), Dr. D. Collins (designate for Vice-President Academic and Provost), Dr. J. Doering (designate for Vice-President, Research and International in April 2016), Prof. J. Dodd (Health Sciences), Prof. M. Gabbert (Arts), Dr. G. Glavin (designate for Vice-President, Research and International), Ms. S. Gottheil (Vice-Provost (Students)), Dr. J. Keselman (designate for President), Mr. A. Konowalchuk (designate for Vice-President (Administration)), Mr. J. Kopp (President, UMSU), Ms. R. Kunzman (student, Arts), Prof. K. Main (Management), Prof. R. Perron (Architecture), Ms. L. Rempel (student, Graduate Studies), Prof. A. Shalaby (Engineering), Prof. F. Wang (Environment, Earth, and Resources), Prof. D. Watt (Arts)
2. The work of the Committee is carried out by three sub-committees:  
Program and Curriculum Planning – Chair, Prof. J. Anderson  
Campus Planning – Chair, Ms. A. Ducas  
Finance Planning – Chair, Ms. A. Ducas
3. The Chair of SPPC and the members of the Finance Planning subcommittee are members of the President's Budget Advisory Committee (BAC). This committee contributes to discussion of the University Budget through a series of meetings scheduled in April 2016.
4. During the reporting period, the Senate Planning and Priorities Committee met on eleven occasions: May 25, June 4, June 25, August 24, September 28, October 26, and November 30, 2015, and January 25, February 29, March 28, and April 25, 2016. The committee also participated in one electronic poll conducted on June 3, 2015.
5. During this period, the Committee reported to Senate on the following matters:
  - Articulation Agreement proposal, University of Manitoba, Bachelor of Science Degrees in Engineering – UCSI University, Bachelor of Engineering (Honours) Degrees (Senate, June 24, 2015)
  - proposal for a Master of Science in Genetic Counselling (Senate, June 24, 2015)
  - graduate course changes beyond nine credit hours, Master of Business Administration, I.H. Asper School of Business (Senate, November 4, 2015)
  - proposal for *Admission Targets* policy and procedure (Senate, November 4, 2015)
  - Articulation Agreement proposal, University of Manitoba, Bachelor of Commerce (Honours) Degree – Renmin University of China, International Foundation Program (Senate, November 4, 2015)
  - proposal for a Biomedical Sciences concentration in the Bachelor of Health Sciences degree, Faculty of Health Sciences (Senate, December 2, 2015)

- proposal for a Bachelor of Midwifery degree, College of Nursing, University of Manitoba, and Faculty of Health, University College of the North (Senate, January 6, 2016)
- proposal for the Visionary (re)Generation Master Plan (Senate, April 6, 2016)

Respectfully submitted,

Ms. A. Ducas, Chair  
Senate Planning and Priorities Committee

## **Annual Report of the Senate Committee on Rules and Procedures**

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### **Preamble**

Terms of reference for the Senate Committee on Rules and Procedures can be found at:

[http://umanitoba.ca/admin/governance/governing\\_documents/governance/sen\\_committees/509.html](http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/509.html)

### **Observations**

1. Committee members (2015-2016):  
Dr. Jay Doering (Associate Vice-President (Partnerships)), Chair  
Prof. John Anderson (Science)  
Prof. Archie McNicol (Health Sciences)  
Prof. Judith Owens (Arts)  
Ms Kathryn Marcynuk (student, Graduate Studies).
2. During the reporting period, the Committee met on March 15, 2016, is scheduled to meet on May 24, 2016, and participated in several electronic meetings on July 31, 2105, October 19, 2015, January 11, 2106 and January 27, 2016.
3. On December 2, 2015, the Committee reported to Senate regarding the re-allocation of the Faculty of Human Ecology Student Senate Seat.
4. The Committee received the following for its consideration and review:
  - Department of Biochemistry and Medical Genetics Council Bylaw
  - Department of Anthropology Council Bylaw
  - Department of Religion Council Bylaw
  - Department of Medical Microbiology Council Bylaw
  - Department of Community Health Sciences Council Bylaw
  - Department of Economics Council Bylaw
  - Department Council Bylaw for Engineering Departments
  - Extended Education Council Bylaw (will require Senate approval)
  - Faculty of Arts Council Bylaw (will require Senate approval)

Respectfully submitted,

Dr. Jay Doering, Chair  
Senate Committee on Rules and Procedures

## **Preamble**

The terms of reference for the Senate Committee on University Research (SCUR) can be found on the web at: [http://umanitoba.ca/admin/governance/governing\\_documents/governance/sen\\_committees/510.html](http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/510.html)

## **Observations**

As per the July 07, 2015 SCUR Membership list, the members of the Committee during the Annual Report period of **May 2015 - April 2016** included:

- Digvir Jayas, Vice-President (Research & International), as Chair
- David T. Barnard, President and Vice-Chancellor (Ex-Officio)
- Janice Ristock, Vice-Provost (Academic Affairs) (Ex-Officio)
- Gary Glavin, Associate Vice-President (Research) (Ex-Officio)
- James Blatz, Associate Vice-President (Partnerships) (Ex-Officio)
- Jay Doering, Dean, Faculty of Graduate Studies (Ex-Officio)
- Barbara Crutchley, Director, Office of Research Services (Ex-Officio/Non-Voting)
- Anthony Iacopino, Dean - College of Dentistry, Faculty of Health Sciences
- Jeffery Taylor, Dean, Faculty of Arts
- Stefi Baum, Dean, Faculty of Science
- Jonathan Beddoes, Dean, Faculty of Engineering
- Lea Stirling, Professor, Dept. of Classics, Faculty of Arts
- Martin Scanlon, Professor, Dept. of Food Science, Faculty of Agricultural & Food Sciences
- Roberta Woodgate, Professor, College of Nursing, Faculty of Health Sciences
- James Davie, Professor, Dept. of Biochemistry and Medical Genetics, Faculty of Health Sciences
- Niigaanwewidam James Sinclair, Assistant Professor, Dept. of Native Studies, Faculty of Arts
- Pawan Singal, Professor, Dept. of Physiology, Faculty of Health Sciences
- Gordon Fitzell, Associate Dean, Faculty of Music;
- Liqun Wang, Professor, Dept. of Statistics, Faculty of Science
- Olivier Gagne, Graduate Studies, GSA Student Rep;
- Anastasia Sizykh, Graduate Studies, GSA Student Rep

***To May 31, 2015: (These members were included in the June 11, 2015 SCUR Meeting)***

- Paul Hess, Director, School of Art;
- Rick Linden, Professor, Dept. of Sociology, Faculty of Arts;

1. The Committee met **four times** during the reporting period on **June 11, 2015; October 01, 2015; December 10, 2015; and March 10, 2016.**
2. The committee reviewed and recommended to Senate for approval of the following Chairs, Professorships, and Centres/Institutes:

**Establishment of:**

### ***Professorships***

- Endowed Professorship in Business Ethics (Apr 06/16; Senate)
- Endowed Professorship in Traumatology (Apr 06/16; Senate)

***Centres and Institutes; and Research Groups***

- No new Centres or Institutes established
- Manitoba Chemosensory Biology Research Group established - (Senate informed)
- Developmental Health Research Group disbanded - (Senate informed)
- Violence & Injury Prevention Research Group established - (Senate informed)

**Centre/Institute Term Renewals:**

- Legal Research Institute (LRI)  
5 Years effective June 01, 2015 through to May 31, 2020 (Oct 07/15; Senate)
- University of Manitoba Transport Institute (UMTI)  
2 Years effective January 01, 2016 through to December 31, 2017 (Oct 07/15; Senate)
- Centre for the Research & Treatment of Atherosclerosis (CRTA)  
5 Years effective January 01, 2016 through to December 31, 2020 (Nov 04/15; Senate)
- University of Manitoba Institute for the Humanities (UMIH)  
5 Years effective July 01, 2016 through to June 30, 2021 (Apr 06/16; Senate)

**Extensions to Centre/Institute Term End Dates:**

- Manitoba Centre for Nursing and Health Research (MCNHR); original Term End Date – June 30, 2016  
MCNHR to continue in its present form until March 2017 (Feb 03/16; Senate)

3. The Committee approved the *Membership of the Selection Committees* for:

- The Rh Awards - 2015
- The Dr. John M. Bowman Memorial Winnipeg RH Institute Foundation Award – 2016

Respectfully submitted,



Digvir S. Jayas, Ph.D.  
Chair, Senate Committee on University Research

/jm

## **REPORT OF THE SENATE COMMITTEE ON AWARDS – PART A (Addendum II)**

### **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 December 7, 2015 the Senate Committee on Awards approved one amended offer (that was not included in the report of the same date), as set out in Appendix A of the *Report of the Senate Committee on Awards – Part A (Addendum II)* (dated December 7, 2015).

### **Recommendations**

On behalf of Senate, the Senate Committee on Awards recommends that the Board of Governors approve one amended offer as set out in Appendix A (dated December 7, 2015). These award decisions comply with the published guidelines of November 3, 1999, and are reported to Senate for information.

Respectfully submitted,

Dr. Phil Hultin  
Chair, Senate Committee on Awards

## SENATE COMMITTEE ON AWARDS

### Appendix A December 7, 2015

#### 1. AMENDED OFFERS

##### **Marian Campbell Scholarship in Community Nutrition**

The following amendments have been made to the terms of reference for the Marian Campbell Scholarship in Community Nutrition:

- The opening paragraph was revised to:  
*In honour of Dr. Marian Campbell's retirement from the Faculty of Human Ecology, Dr. Stan Cheung contributed \$20,000 towards establishing an endowment fund in her name. Further donations have been made by friends and colleagues of Dr. Campbell. The purpose of the scholarship is to reward graduate students in the field of community nutrition. Each year, beginning in the 2004-2005 academic session, the available annual interest will be used to offer one scholarship to a graduate student who:*
- The first three numbered criteria were revised to:
  - (1) *is enrolled full-time in the Faculty of Graduate Studies as a Master's or Ph.D student either in the Department of Human Nutritional Sciences, the Department of Community Health Sciences, or in a nutrition-related Interdisciplinary Ph.D program;*
  - (2) *has completed an undergraduate degree in Human Ecology, Agricultural and Food Sciences with a major in Human Nutritional Sciences, or a closely related field;*
  - (3) *has achieved a minimum grade point average of 3.5 based on the previous 60 credit hours (or equivalent) of undergraduate or graduate study;*
- The following statement was removed:  
*The call for applications shall be made by the Faculty of Graduate Studies.*
- The selection committee statement was revised to:  
*The Vice-Provost (Graduate Education) and Dean of the Faculty of Graduate Studies (or designate) will ask the Dean of the Faculty of Agricultural and Food Sciences to convene the selection committee for this award. The selection committee shall include a member of the Department of Human Nutritional Sciences who works in the area of community nutrition.*
- The following statements were added:
  - *If there are no eligible applicants in any given year, the award will not be offered and the funds will be recapitalized as per the donor's wishes.*
  - *Wherever possible, future modifications to the terms of reference for this award, if required, will be made in consultation with a faculty member in the Department of Human Nutritional Sciences who works in the area of community nutrition.*
- The standard Board of Governors statement was added.



## **REPORT OF THE SENATE COMMITTEE ON AWARDS – PART A (Addendum)**

### **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 February 23, 2016 the Senate Committee on Awards approved one new offer (that was not included in the report of the same date), as set out in Appendix A of the *Report of the Senate Committee on Awards – Part A (Addendum)* (dated February 23, 2016).

### **Recommendations**

On behalf of Senate, the Senate Committee on Awards recommends that the Board of Governors approve one new offer as set out in Appendix A (dated February 23, 2016). These award decisions comply with the published guidelines of November 3, 1999, and are reported to Senate for information.

Respectfully submitted,

Dr. Phil Hultin  
Chair, Senate Committee on Awards

## **SENATE COMMITTEE ON AWARDS**

### **Appendix A**

**February 23, 2016**

#### **1. NEW OFFERS**

##### **Lalita Purohit Bursary in Active Living**

With an initial gift of \$5,000 in 2016, Bachu Purohit established an endowment fund at the University of Manitoba to support students in the Faculty of Kinesiology and Recreation Management to attend conferences, workshops or educational sessions. The Manitoba Scholarship and Bursary Initiative has made a contribution to the fund. Each year, beginning in 2018-2019, the available annual income from the fund will be used to offer at least two bursaries to undergraduate students who:

- (1) are enrolled full-time (minimum 60% course load) in the Faculty of Kinesiology and Recreation Management;
- (2) have achieved a minimum degree grade point average of 2.5;
- (3) will be attending a provincial or national conference with a focus on active and healthy living;
- (4) have submitted an application to the Faculty of Kinesiology and Recreation Management for this award (as approved by Financial Aid and Awards) that includes a summary or overview of the conference they wish to attend (including the date, location and cost of registration for the event), and demonstrates that they are in need of financial support to attend the conference.

Preference in selection will be given to students who have demonstrated financial need on the standard University of Manitoba bursary application.

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

The Dean of the Faculty of Kinesiology and Recreation Management (or designate) will name the selection committee for this award.

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.

## **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 April 5, 2016 the Senate Committee on Awards approved eight new offers, four amended offers, and the withdrawal of four awards as set out in Appendix A of the *Report of the Senate Committee on Awards – Part A* (dated April 5, 2016).

### **Recommendations**

On behalf of Senate, the Senate Committee on Awards recommends that the Board of Governors approve eight new offers, four amended offers, and the withdrawal of four awards as set out in Appendix A (dated April 5, 2016). These award decisions comply with the published guidelines of November 3, 1999, and are reported to Senate for information.

Respectfully submitted,

Dr. Phil Hultin  
Chair, Senate Committee on Awards

## SENATE COMMITTEE ON AWARDS

### Appendix A

April 5, 2016

#### 1. NEW OFFERS

##### **Amber Scholarship Fund**

The Amber Scholarship Fund administered by The Winnipeg Foundation will be used to provide scholarships to high achieving graduate students studying Microbiology at the University of Manitoba. Each year, The Winnipeg Foundation will report the available earnings from the fund to the Financial Aid and Awards Office at the University of Manitoba.

Each year, beginning in the 2016-2017 academic year, the available earnings from the fund will be used to offer one scholarship to the graduate student who:

- (1) is enrolled full-time in the Faculty of Graduate Studies in any year of study in either the Master's or doctoral program delivered by the Department of Microbiology at the University of Manitoba;
- (2) has achieved a minimum grade point average of 3.5 based on the previous 6 credit hours (or equivalent) of study from graduate-level courses the student has taken in their current program;
- (3) has demonstrated outstanding academic achievement and strong research potential.

To demonstrate how they meet criterion (3), applicants will be required to submit an application to the Department of Microbiology which will consist of the following materials:

- (i) their thesis or dissertation proposal (maximum 1000 words);
- (ii) a current academic transcript;
- (iii) one letter of reference from the applicant's supervisor/advisor or from a professor who has taught the applicant one or more courses. This letter should assess the applicant's ability to succeed in a graduate program and/or speak to their research potential;
- (iv) a *curriculum vitae* of the applicant;

Students must have completed a minimum of 6 credit hours of graduate-level study in their current program in order to be considered for this award.

The Vice-Provost (Graduate Education) and Dean of the Faculty of Graduate Studies (or designate) will ask the Head of the Department of Microbiology (or designate) to name the selection committee for this award.

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. Any future modifications that may be necessary due to changed conditions will require complete consultation with The Winnipeg Foundation.

##### **Elizabeth Marr and Nick Slonosky International Exchange Bursary**

Elizabeth Marr and Nick Slonosky established a trust fund at the University of Manitoba, with an initial gift of \$25,000 in 2015. The purpose of the fund is to encourage eligible students to undertake the I.H. Asper School International Exchange Program by providing assistance with the associated costs. Each year, beginning in 2016-2017, and until the fund is exhausted, one bursary of \$5,000 or up to two bursaries of \$2,500 each will be offered to undergraduate students who:

- (1) are residents of Manitoba;
- (2) are enrolled full-time (minimum 60% course load) in the I.H. Asper School of Business;
- (3) have achieved a minimum degree grade point average of 2.0;
- (4) have been accepted to the I.H. Asper School of Business International Student Exchange program for the first time and have not previously studied abroad;

- (5) have demonstrated financial need on the standard University of Manitoba bursary application form.

A student may receive the Elizabeth Marr and Nick Slonosky International Exchange Bursary only once in their lifetime and the award is not renewable.

The bursaries offered each year will total no more than \$5,000. The selection committee will have the discretion to determine the number and value of bursaries offered each year based on the number of eligible students and the level of financial need. In any given year, if there are no students who meet all of the criteria, the bursary will not be offered. The bursary amounts may be adjusted in the final year of the award to ensure the fund is exhausted.

The Dean of the I.H. Asper School of Business (or designate) will ask the International Exchange Program Director (or designate) to name the selection committee for this award.

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.

### **Joys of Landscape Prize**

A group of Landscape Architecture alumni from the University of Manitoba have established an annually funded prize to recognize and reward students' individual efforts to promote departmental spirit and bring a sense of fun, humour and sophistication to the dialogue of landscape architecture. Each year, beginning in 2016-2017, at least one prize of up to \$1,000 will be offered to a graduate student who:

- (1) was enrolled full-time in the Faculty of Graduate Studies in the Master of Landscape Architecture program, delivered by the Department of Landscape Architecture in the year in which the award was tenable;
- (2) has achieved a minimum grade point average of 3.5 based on the previous 60 credit hours (or equivalent) of study;
- (3) works in the studio environment on a regular basis as determined and verified by a professor in the Department of Landscape Architecture;
- (4) demonstrates involvement in extra-curricular activities within the Faculty of Architecture;
- (5) has completed both of the following:
  - (i) performed and documented a creative public act of social commentary and artistic expression for the benefit of a larger audience (respecting City of Winnipeg and/or University of Manitoba campus regulations),
  - (ii) shared or distributed the "public act of expression" with the Faculty of Architecture during at least one of the following forums:
    - (a) Coffee Haus,
    - (b) Ditchball,
    - (c) a solo exhibition or presentation within Centre Space, adjoining classrooms, Arch II Gallery, University Centre Gallery or other on-campus gallery,
    - (d) a Center Space gallery critique of any graduate or undergraduate studio review—before or after the critique or review, without interrupting any actual presentations or discussion by others,
    - (e) a spontaneous presentation.

Candidates may choose to apply on their own, or they may be nominated by another student. If nominated by another student, the nominating student must supply the required documentation as outlined below.

To be considered for the award, the following must be submitted as application to the Department of Landscape Architecture:

- written verification from a professor in the Department of Landscape Architecture indicating that the candidate meets criterion (3)—may be combined with the letter of reference (below);
- two letters of reference, one from a professor and one from a student, that indicate how the candidate meets criteria (4) through (5);
- a statement (maximum 500 words), written either by the candidate or their nominator, that indicates how the candidate meets criterion (4) (activities may include, but are not limited to: positions on student council, attending or participating in academic and social departmental or faculty events, organizing departmental or faculty events, volunteer work, etc.);
- documentation (audio or visual media) that verifies that the student has completed the activities outlined in criterion (5).

Each year, a representative from Donor Relations (Annual Giving) will report the available funding, in writing, to Financial Aid and Awards at the University of Manitoba no later than March 31. In any year the available funding exceeds \$1,000 a second-place prize of up to \$500 will be awarded using the remaining funds. In any year the available funding exceeds \$1,500 a third place prize of up to \$300 will be awarded using the remaining funds. In any year the available funding exceeds \$1,800 all three prizes will be awarded and the remaining funds will be donated to the Landscape Architectural Students' Association (LASA) for the planning and execution of student events. The donor representative will notify Financial Aid and Awards by March 31 in any year this award will not be offered.

The Vice-Provost (Graduate Education) and Dean of the Faculty of Graduate Studies (or designate) will ask the Head of the Department of Landscape Architecture (or designate) to name the selection committee for this award.

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.

### **Manitoba Teachers' Society Scholarship in Educational Leadership**

The Manitoba Teachers' Society established an annually funded scholarship to recognize a graduate student in the Faculty of Education who has contributed significantly in the area of educational leadership. Each year, beginning in 2016-2017, one scholarship of \$3,000 will be offered to a graduate student who:

- (1) is enrolled part-time or full-time in the Faculty of Graduate Studies in a Master's or Ph.D. program delivered by the Faculty of Education at the University of Manitoba;
- (2) has achieved a minimum grade point average of 3.5 based on the previous 60 credit hours (or equivalent) of study;
- (3) has demonstrated education leadership through either:
  - (a) involvement with the Manitoba Teachers' Society locally, or
  - (b) work as a school administrator in a Manitoba school, or
  - (c) informal leadership within the broader educational community.

Candidates will be required to submit an application that includes a statement (max. 500 words) and one letter of reference, each describing how they meet criterion (3).

The Vice-Provost (Graduate Education) and Dean of the Faculty of Graduate Studies (or designate) will ask the Dean of the Faculty of Education (or designate) to name the selection committee for this award.

The donor will notify Financial Aid and Awards by March 31 in any year the award will not be offered.

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.

### **Mark and Sharon Evans Graduate Fellowship in Computer Science**

With an initial gift of \$10,000 in 2016, and gifts totaling \$75,000 by 2020, Mark and Sharon Evans have established an endowment fund at the University of Manitoba to recognize graduate students in Computer Science. The Manitoba Scholarship and Bursary Initiative has made a matching contribution to the fund. Each year, beginning in 2018-2019, the available annual income from the fund will be used to offer one fellowship to a graduate student who:

- (1) is enrolled full-time in the Faculty of Graduate Studies in a Ph.D. program delivered by the Department of Computer Science;
- (2) has achieved a minimum grade point average of 3.5 based on the previous 60 credit hours (or equivalent) of study;
- (3) has demonstrated research potential, as determined by the selection committee.

Candidates will be required to submit one of the following:

- (i) a copy of their thesis proposal, or
- (ii) a statement (maximum 500 words) that outlines their research interests and one letter of reference from a university professor that describes how they meet criterion (3).

In any given year, if there are no eligible Ph.D. students, the fellowship may be offered to a Master's student who otherwise meets the established criteria.

Recipients may hold the Mark and Sharon Evans Graduate Fellowship in Computer Science with any other awards, providing the total support provided by all sources, excluding per diems, does not exceed that offered by Tri-Agency funding at the equivalent academic level.

The fellowship is renewable for up to three years provided the recipient continues to meet the criteria. If in any given year a recipient is no longer eligible, a new recipient will be selected based on the established criteria. Doctoral students will not be eligible for a renewal of the fellowship after they have completed their fourth year of study in the program. Master's students will not be eligible for a renewal of the fellowship after they have completed their second year of study in the program.

The Vice-Provost (Graduate Education) and Dean of the Faculty of Graduate Studies will ask the Head of the Department of Computer Science (or designate) to name the selection committee for this award.

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.

### **Sheila Moore Scholarship**

In memory of Sheila Moore, Alexandra Flynn, along with friends and family, established an endowment fund at the University of Manitoba in 2015, with initial gifts totaling \$10,000. The Manitoba Scholarship and Bursary Initiative has made a contribution to the fund. The purpose of the fund is to reward the academic achievement of undergraduate students pursuing studies in French, Political Studies, or English, and who are active in school media. Each year, once the fund generates a minimum of \$500 in available annual interest in a given year, one scholarship will be offered to an undergraduate student who:

- (1) is enrolled full-time (minimum 80% course load) in the third year of study in the Faculty of Arts, in a Major or Honours program in either French, Political Studies, or English;
- (2) has achieved a minimum degree grade point average of 3.5;

- (3) is an active participant with the University of Manitoba student newspaper, The Manitoban, or the University of Manitoba student radio station, UMF.

Candidates will be required to submit an application form to the Faculty of Arts that includes a letter of reference (maximum one page) from an individual in a leadership position at The Manitoban or UMF verifying their involvement.

The Dean of the Faculty of Arts (or designate) will name the selection committee for this award.

In the event that there are no candidates that meet all of the criteria, the award may be offered to a student who is enrolled full-time (minimum 80% course load) in any year of study in the Faculty of Arts, and who otherwise meets criteria (2) and (3).

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 establishing the award.

### **Tony T.K. Lau International Exchange Scholarship**

Tony T.K. Lau B.A./71 has generously established an endowment fund at the University of Manitoba, with an initial gift of \$50,000 in 2014, to provide a scholarship for students in the Faculty of Arts who are participating in an exchange opportunity at a university in the People's Republic of China. The purpose of the scholarship is to celebrate and recognize students who are fostering connections between China and Canada. Beginning in 2016-2017, the available annual interest from the fund will be used to offer one scholarship of \$2,000 to an undergraduate student who:

- (1) is enrolled full-time (minimum 60% course load) in the Faculty of Arts;
- (2) has achieved a minimum degree grade point average of 3.5;
- (3) has demonstrated involvement in extra-curricular activities on campus and/or the community;
- (4) has been accepted by the International Centre for Students (ICS) to participate in an outbound exchange to a university in China (not to include Hong Kong or Taiwan).

The scholarship is intended to be valued at \$2,000. However, if in any given year, the available annual interest from the fund is greater or less than this amount, the scholarship will still be offered using the interest available.

The selected student will receive this award following their acceptance to the exchange program, and the award is contingent upon the student's offer from the host institution. This process is administered at the discretion of the Director of the International Student Centre (or designate).

The selection committee will be named by the Dean of the Faculty of Arts (or designate) and will include the Director of the International Centre for Students (ICS) Student Exchange Program (or designate) and the donor. More than 50% of the members of the committee shall be University of Manitoba staff.

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**

### **A.J. Christie Prizes in Law for Advocacy**

The following amendments have been made to the terms of reference for the A.J. Christie Prizes in Law for Advocacy:

- The opening paragraph was revised to:



*Mr. and Mrs. F.W. Christie have established an endowment fund at the University of Manitoba in memory of Mr. Christie's father, the late Mr. A.J. Christie. The purpose of the prize is to reward the academic excellence of law students pursuing studies in the course Introduction to Advocacy. Each year, the available annual income from the fund will be used to offer one or more prizes of equal value to the undergraduate students from each section of the course who:*

- The selection criteria were revised to:
  - (1) *were enrolled full-time in the Juris Doctor program in the Faculty of Law at the University of Manitoba in the year in which the award was tenable;*
  - (2) *have achieved the highest standing in their section of the course Introduction to Advocacy (currently numbered LAW 2650);*
  - (3) *have achieved a minimum degree grade point average of 3.0.*
- The following statement was added:

*In the event of a tie, the prize shall be awarded to the student with the highest standing calculated in the compulsory and elective subjects the tied students have in common.*
- The selection committee was revised to the following:

*The Dean of the Faculty of Law (or designate) will name the selection committee for this award.*

#### **Douglas R. Grimes Graduate Fellowship**

The following amendments have been made to the terms of reference for the Douglas R. Grimes Graduate Fellowship:

- The third paragraph was revised to:

*The purpose of this annual fellowship is to provide financial support to a student in the graduate program in Civil Engineering at the University of Manitoba who is specializing in the field of Structural Engineering. The award will be offered to a student who:*
- The selection criteria were revised to:
  - (1) *is enrolled full-time in the Faculty of Graduate Studies in the Master's or doctoral Civil Engineering program, and is specializing in Structural Engineering;*
  - (2) *has achieved a minimum grade point average of 3.0 based on the last 60 credit hours of study (or equivalent);*
  - (3) *has demonstrated leadership skills and involvement in the community.*
- The application statement was revised to state the following:

*Female and Canadian Indigenous students are encouraged to apply.*
- References to the application deadline were removed from the terms.
- The selection committee was revised to the following:

*The selection committee shall be named by the Head of the Department of Civil Engineering (or designate) and shall include the Head (or designate) as the Chair, a representative of the Grimes family, the Registrar of the Association of Professional Engineers and Geoscientists of Manitoba (or designate), and a Professor of Structural Engineering.*

#### **Emőke Szathmáry Graduate Scholarship in Music**

The following amendments have been made to the terms of reference for the Emőke Szathmáry Graduate Scholarship in Music:

- The opening paragraph was revised to:

*Dr. Marcel A. Desautels has made a gift of \$100,000 in honour of Dr. Emőke Szathmáry, President Emeritus, on the occasion of her retirement in 2014. This gift is in honour of her contributions to the University of Manitoba. The Manitoba Scholarship and Bursary Initiative has made a contribution to the fund. The purpose of this scholarship is to attract top graduate students to the Marcel A. Desautels Faculty of Music. Beginning in 2015-2016, the available annual interest from the fund will be used to offer one scholarship to a graduate student who:*

- The selection criteria were revised to:

- (1) is enrolled full-time in the Faculty of Graduate Studies, in the first year of the Master of Music in Performance program (solo or collaborative) in the Marcel A. Desautels Faculty of Music at the University of Manitoba;*
- (2) has achieved a minimum degree grade point average of 3.5 based on the last 60 credit hours (or equivalent) of study;*
- (3) in the opinion of the selection committee, has demonstrated outstanding skill and promise in performance as evidenced in the graduate auditions.*

- The terms were modified to allow for the previous year's recipient to receive the award a second time as a renewal. For the renewed component of this award, the following paragraphs and selection criteria have been added:

*The scholarship is renewable to the recipient for a second year provided that the recipient:*

- (1) continues to be enrolled full-time in the Faculty of Graduate Studies and in the second year of the Master of Music in Performance program (solo or collaborative) in the Marcel A. Desautels Faculty of Music at the University of Manitoba;*
- (2) has achieved a minimum degree grade point average of 3.5 based on the last 60 credit hours (or equivalent) of study.*

*This award will only be made to one student per year, and no new award recipients will be named during the years when an original recipient renews the award.*

### **John Duncan Emergency Bursary**

The following amendments have been made to the terms of reference for the John Duncan Mundie Emergency Bursary:

- The award name was revised to: *John Duncan Mundie Bursary*
- The opening paragraph was revised to:

*A fund has been established at the University of Manitoba by Dr. John Mundie, Dean Emeritus of the I.H. Asper School of Business. The purpose of the fund is to support students pursuing studies in the I.H. Asper School of Business. In academic years ending in an even number (e.g. the 2017-2018 academic year), the award will be offered to an undergraduate student. In academic years ending in an odd number (e.g. the 2018-2019 academic year), the award will be offered to a graduate student. Each year, the available annual income will be used to offer one award to the student who:*

- The selection criteria were revised to:

- (1) is either:*
  - a. as an undergraduate student, enrolled full-time (minimum 60% course load) in the Bachelor of Commerce (Honours) program in the I.H. Asper School of Business at the University of Manitoba; or*

- b. *as a graduate student, is enrolled full-time in the Faculty of Graduate studies and is pursuing any graduate-level program offered by the I.H. Asper School of Business at the University of Manitoba;*
  - (2) *has achieved either:*
    - a. *as an undergraduate student, a minimum degree grade point average of 2.0; or*
    - b. *as a graduate student, a minimum degree grade point average of 3.0 on the last 60 credit hours (or equivalent) of study;*
  - (3) *has demonstrated financial need on the standard University of Manitoba bursary application form.*
- The selection committee statement was revised to:  
*The selection committee will be named by the Dean of the I.H. Asper School of Business (or designate). Any graduate student recipients named to receive the bursary will be reported through the Vice-Provost (Graduate Education) and Dean of the Faculty of Graduate studies.*
- The standard Board of Governors statement was added.
- The following paragraph was removed:  
*The available annual interest\* on this fund shall be made available each year to provide bursaries to undergraduate or graduate students in the I.H. Asper School of Business who are faced with financial emergencies affecting their ability to continue their year of studies. Awards from this fund are to be allocated by the Financial Aid and Awards Office in consultation with the Dean (or designate) of the I.H. Asper School of Business. The standard criteria governing emergency financial aid at The University of Manitoba shall apply.*

### 3. WITHDRAWALS

#### **Bapai Batliwalla Blind Student Award**

This award is being withdrawn at the request of Donor Relations.

#### **Manulife Actuarial Scholarship**

This award is being withdrawn at the request of the donor.

#### **Shell Canada Engineering Access Program Scholarships**

This award is being withdrawn as the end of the funding agreement has been reached.

#### **Wild Gobblers Unlimited Bursary**

This award is being withdrawn at the request of the donor.

### In Memoriam Dr. Arthur Schwartz

#### A Legend Lost

The College of Dentistry at the University of Manitoba sadly announces the passing of Dr. Arthur Schwartz following a brief battle with cancer. He was 92 years old. A graduate of the University of Toronto, Dr. Schwartz served as Dean of the College of Dentistry from 1978 to 1989 and was appointed Dean Emeritus in 1990. Dr. Schwartz succeeded Dean Emeritus Jack Neilson in 1978 for a term that lasted 11 years. During that time, he oversaw wholesale renovations to the laboratory and clinical areas of the dental college which helped the school attain full accreditation. He would later establish the Arthur and Daphne Schwartz Endowment Fund in support of undergraduate and graduate students who indicate a preference for clinical research. The fund was particularly dear to Dr. Schwartz's heart, he always showed interest and concern for those students with potential who might be deterred from a promising future through lack of funds. A highly regarded academic and administrator, Dr. Schwartz will be greatly remembered and sadly missed by the many that knew and were influenced by him.

The College of Dentistry, Faculty of Health Sciences and the entire University of Manitoba community offers condolences to the family.

**Report of the Senate Committee on Curriculum and Course Changes RE: Annual Update on Academic Program Listings (*for information*)**

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**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](http://www.umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/497.htm).
2. At its meeting on April 11, 2016, the SCCCC received, for information, an annual update on academic program listings from the Vice-Provost (Academic Planning and Programs).

**Observations:**

1. At the meeting on June 25, 2014, Senate received a Report of the SCCCC concerning an Audit of the University's Programs. The audit had been completed by the Office of the Vice-President (Academic) and Provost and the Registrar's Office, in consultation with deans and directors of faculties and schools. It includes degree programs, academic minors, and academic concentrations.
2. The purpose of the audit is to ensure an accurate and comprehensive listing of academic program offerings that can be used in the academic planning process and in support of strategic initiatives at the University.
3. The Office of the Vice-President (Academic) and Provost will report to the SCCCC and to Senate annually on any changes to the program listing.

Respectfully submitted,

Professor G. Smith, Acting Chair  
Senate Committee on Curriculum and Course Changes



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**Date:** March 7, 2016

**To:** Senate Committee on Curriculum and Course Changes  
David Collins, Vice-Provost (Integrated Planning & Academic Programs)

**From:** Cassandra Davidson, Undergraduate Program Analyst *C. Davidson*

**Re:** Annual Update on Academic Program Listing: March 2015 – February 2016

In June 2014, Senate was presented with a comprehensive list of academic programs offered at the University of Manitoba. As part of this audit, it was identified that an update on any changes to the offerings would be provided to Senate on an annual basis. Please find below an update of the changes over the last year.

Should you have any questions or concerns about this process, please contact Cassandra Davidson, Program Analyst, at [cassandra.davidson@umanitoba.ca](mailto:cassandra.davidson@umanitoba.ca).

\*\*\*\*\*

**Program Introductions and Implementations**

**Senate Date**

- |   |                 |
|---|-----------------|
| ▪ <b>Post-Baccalaureate Certificate in Applied Leadership, <i>Division of Extended Education</i></b><br>Effective term: Winter 2016               | June 24, 2015   |
| ▪ <b>Post-Baccalaureate Certificate in E-Learning, <i>Division of Extended Education</i></b><br>Effective term: Winter 2016                       | October 7, 2015 |
| ▪ <b>Certificate of General Competency in English, <i>Division of Extended Education</i></b><br>Effective term: Winter 2016                       | October 7, 2015 |
| ▪ <b>Certificate in Management and Administration, <i>Division of Extended Education</i></b><br>Effective term: Winter 2016                       | October 7, 2015 |
| ▪ <b>Certificate in Applied Management, <i>Customer Service Specialization, Division of Extended Education</i></b><br>Effective term: Winter 2016 | October 7, 2015 |

- Certificate in Applied Management, **Leadership Development Specialization**, *Division of Extended Education*  
Effective term: Winter 2016 October 7, 2015
- **Master of Social Work, Indigenous Knowledges**, *Faculty of Graduate Studies*  
Effective term: Fall 2016 June 25, 2014  
(BOG: June 24, 2014)  
(ALD: Jan. 13, 2016)
- B.A.(Hons), **Double Honours in Anthropology**, *Faculty of Arts*  
Effective term: Fall 2016 Dec. 2, 2015
- B.A.(Adv.) **Double Advanced Major in Classical Studies**, *Faculty of Arts*  
Effective term: Fall 2016 Dec. 2, 2015
- B.A.(Adv.) **Double Advanced Major in Philosophy**, *Faculty of Arts*  
Effective term: Fall 2016 Dec. 2, 2015
- B.H.Sc., **Biomedical Sciences** concentration, *Faculty of Health Sciences*  
Effective: Fall 2016 Dec. 2, 2015
- B.Sc. (Biosystems Eng.), **Bioresource Specialization**, *Faculty of Engineering*  
Effective: Fall 2016 Dec. 2, 2015
- B.Sc. (Computer Eng.), **Software Engineering Focus Area**, *Faculty of Engineering*  
Effective: Fall 2016 Dec. 2, 2015
- M.B.A., **Financial Analyst** concentration, *Faculty of Graduate Studies*  
Effective: Fall 2016 Dec. 2, 2015

#### **Suspension of Admissions**

#### **Senate Notification**

- **B.Sc. (Textile Sciences), Product Development and B.Sc. (Textile Sciences), Textile Development** in *Faculty of Agricultural and Food Sciences*.  
*Extended to: May 2016. Status review: February 2016.* May 13, 2015
- **B.H.Ecol. (General)** in *Faculty of Agricultural and Food Sciences*.  
*Extended to: May 2016. Status review: February 2016.* May 13, 2015
- **M.A., Icelandic**, *Faculty of Graduate Studies*  
Effective: December 2015. Status review: March 2016 February 3, 2016
- **M.Sc., Textile Sciences**, *Faculty of Graduate Studies*  
Effective: December 2015 .Status review: March 2016 February 3, 2016

- **Post-Bac. Diploma in Agrology (IEAP), Faculty of Agricultural and Food Sciences** February 3, 2016  
Effective: December 2015. Status review: March 2016

#### Program Closures

#### Senate Date

- B.Sc. (Biosystems Eng.), **Agricultural Specialization, Faculty of Engineering** Dec. 2, 2015  
Effective: closed to new students to the program as of Fall 2016
- B.Sc. (Biosystems Eng.), **Bioprocessing Specialization, Faculty of Engineering** Dec. 2, 2015  
Effective: closed to new students to the program as of Fall 2016
- B.Sc. (Biosystems Eng.), **Sustainable Building Specialization, Faculty of Engineering** Dec. 2, 2015  
Effective: closed to new students to the program as of Fall 2016
- B.Sc. (Computer Eng.), **Machine Vision Focus Area, Faculty of Engineering** Dec. 2, 2015  
Effective: closed to new students to the program as of Fall 2016

#### Program Administration Changes

#### Senate Date

- **Department of Textile Sciences** and associated undergraduate programs merged with the **Department of Biosystems, Faculty of Agricultural and Food Sciences.** March 4, 2015  
Effective: July 1, 2015 (program moves effective for Fall 2015 term) (BOG: Mar. 17, 2015)

#### Program Name Changes

#### Senate Date

- *Diploma in Aboriginal Community Wellness* renamed to **Diploma in First Nations Community Wellness<sup>1</sup>**, Division of Extended Education May 2014  
Effective term: Fall 2014
- *M.Sc. Medical Rehabilitation* renamed to **M.Sc., Rehabilitation Sciences, Faculty of Graduate Studies** Dec. 2, 2015  
Effective term: Fall 2016

<sup>1</sup> Omitted in error from annual report presented to Senate, June 24, 2015





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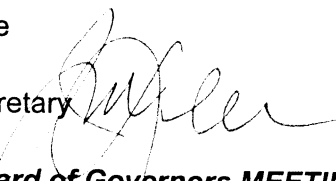
Office of the University Secretary

312 Administration Building  
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Tel. (204) 474-9593  
Fax (204) 474-7511

MEMORANDUM

**DATE:** March 16, 2016

**TO:** David Barnard, Chair of Senate

**FROM:** Jeff M. Leclerc, University Secretary 


**SUBJECT:** ***APPROVAL OF MOTION, Board of Governors MEETING –  
March 15, 2016***

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At its meeting on March 15, 2016, the Board of Governors approved the following motions:

**THAT the Board of Governors approve six new offers, six amended offers, and the withdrawal of nine offers, as set out in Appendix A of the Report of the Senate Committee on Awards – Part A [dated December 7, 2015].**

**THAT the Board of Governors approve three new offers and one amended offer, as set out in Appendix A of the Report of the Senate Committee on Awards – Part B [dated December 7, 2015].**

Copy:  S. Coyston

JML/sf




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MEMORANDUM

**DATE:** April 13, 2016  
**TO:** David Barnard, Chair of Senate  
**FROM:** Jeff Leclerc, University Secretary   
**SUBJECT:** ***APPROVAL OF MOTION, Board of Governors MEETING – April 12, 2016***

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At its meeting on April 12, 2016, the Board of Governors approved the following motions:

**THAT the Board of Governors approve the naming of the Max Rady College of Medicine [as recommended by Senate on April 6, 2016], supplemental to the naming of the Rady Faculty of Health Sciences approved in February 2016, subject to the University executing a mutually agreeable agreement with the benefactor.**

**THAT the Board of Governors approve, in principle, the Visionary (re)Generation Master Plan, as recommended by Senate on April 6, 2016.**

Copy: J. Keselman  
D. Jayas  
S. Coyston

JL/sf

## PRESIDENT'S REPORT: April 12, 2016

### GENERAL

The provincial election will take place on April 19, and the University is working to ensure that post-secondary education, the economy, immigration, and Indigenous achievement are among the issues crucial to the province's future that are at the forefront of the public debate during the campaign. This includes the Visionary Conversations event held in February, at which presidents, student leaders, faculty, and other stakeholders from Manitoba's post-secondary institutions considered the question of whether we collectively are placing the right value on higher education, letters to the leaders of Manitoba's main political parties seeking their party's respective positions on the \$150 million Front and Centre campaign commitment, tuition fees and research funding, as well as direct advocacy with all those seeking office.

On March 16, Dr. Janice Ristock was announced as the University's next Provost and Vice-President (Academic). Dr. Ristock will assume her new portfolio on July 1, 2016. She currently serves as Vice-Provost (Academic Affairs), following previous positions as Associate Vice-President (Research), Acting Dean of the Faculty of Arts, Associate Dean (Research and Faculty Development) of the Faculty of Arts, and Coordinator of the Women's and Gender Studies Program.

The University of Manitoba formally responded to the *Federal Budget 2016: Growing the Middle Class* on UM Today. The new Liberal government committed to fund a Post-Secondary Institutions Strategic Investment Fund which will provide up to \$2 billion over three years to support up to 50 per cent of eligible costs of infrastructure projects at post-secondary institutions and affiliated research and commercialization organizations. Also of note is the 50 per cent increase to the Canada Student Grants for academic year 2016-17 and a \$2.6 billion investment in primary and secondary education on reserves. The federal granting agencies received an additional \$95 million per year on an ongoing basis.

The University was sad to announce the passing of Dr. Isabel Auld, the University of Manitoba's first female Chancellor, on Sunday March 27. Dr. Auld's contributions to the University were considerable, serving on its Board of Governors and Senate for 14 years, and as Chancellor for nine. Among her many honours were honorary Doctorates from the Universities of Saskatchewan and Manitoba, Member of the Order of Canada, inclusion in Winnipeg's Citizens' Hall of Fame and being named Chancellor Emeritus of the University of Manitoba. Her contributions to the broader community were no less noteworthy, marked by decades of volunteer work in support of organizations dedicated to education, health, consumer and social services. She remained a committed and an active member of the University community throughout her life, and she will be greatly missed.

The next installment of Visionary Conversations on Campus will take place on April 27 at the Robert B. Shultz Theatre. We will ask the question "Is the End of HIV in Sight? Can the University of Manitoba's renowned scientists help us achieve this ambitious goal?" The discussion will be moderated by Steven Moses and our panelists will be Keith Fowke, James Blanchard, Marissa Becker and Ken Kasper.

## ACADEMIC MATTERS

- Frank Hawthorne, geological sciences was appointed Consultant for Gem materials by Cultural Properties Canada.
- Frank Plummer, medical microbiology, received the Canada Gairdner Wightman Award for his groundbreaking research in Africa in understanding HIV transmission.
- Sherry Farrell-Racette, native studies, Shawna Ferris and Jocelyn Thorpe, women's and gender studies, along with students were involved in showcasing the work of six Indigenous women filmmakers at the Native Women & Film 5. More than a dozen films by local, national, and international filmmakers were shown in classes and at the Winnipeg Art Gallery.
- Kris Dick, biosystems engineering, was in Honduras with his student group February 13-22 working at a school in rural Honduras. In five days, the team completed a rainwater collection system with sand filter, a kitchen enclosure using rammed earth polyvinyl chloride (PVC) columns and a new connecting system for metal roofing.
- Karlee Dyck, agricultural and food sciences' graduate student, placed first in the Three Minute Thesis (3MT) competition. Karlee's thesis was "Fetal Alcohol Spectrum Disorder: Are pregnant women getting enough nutrients to reduce the risk?" She will attend the Western Regional Three Minute Thesis competition on April 29 at UBC-Okanagan in Kelowna, BC.
- Ifeanyi Nwachukwu and Karlee Dyck, human nutritional sciences' graduate students, were nominated as two of three most promising life science students by the 2016 Life Science Association of Manitoba.
- The Asper School students held their Annual "5 Days for the Homeless" campaign and raised in excess of \$25,000 for RAY (Resource Assistance for Youth).
- A total of 42 students participated in Alternative Reading Week programs this February. During their reading week placements, students worked alongside community members and non-profit organizations in Winnipeg, Belize and Ecuador. These programs are examples of the experiential learning initiatives developed by Student Life where students connect classroom learning with real-life situations. Through hands-on learning, our students are making a difference in Manitoba and in other communities while learning about social, economic and political issues that transcend borders and nationalities.
- Student Life hosted the Emerging Leaders Dinner where 66 outstanding students were recognized for their contributions to the University of Manitoba, and the wider community. Nominated by peers, professors, and professional staff, the recipients of the Emerging Leader Award represented a very diverse population of undergraduate and graduate students from across all disciplines and campuses.
- Mayor Brian Bowman was the special guest speaker at Wahkotowin, a new speaker series launched by the Asper School's Association of Aboriginal Commerce Students (AACS). Bowman discussed the future of commerce in Winnipeg and the importance of Indigenous inclusion and partnership.

## RESEARCH MATTERS

- On March 1, 2016 the Natural Sciences and Engineering Research Council of Canada (NSERC) announced new funding to two Strategic Partnerships Projects at the University of Manitoba. Dr. Arkady Major, (Electrical and Computer Engineering) was awarded \$510,000 over three years to develop advanced techniques for efficient frequency conversion of laser radiation. Partnering with Major on the project is Dr. Roberto Morandotti from the Institut National de la Recherche Scientifique.

Two leading Canadian companies that manufacture industrial laser systems are also partnering on the project: Passat Ltd. and Attodyne Inc. Dr. Jörg Stetefeld (Chemistry and Centre for Oil and Gas Research and Development) with Dr. Gregg Tomy (Chemistry) were awarded \$582,500 over three years to develop right-handed coiled coil nanotube (RHCC-NT) as a new monitoring and remediation tool for Poly-Aromatic Hydrocarbons (PAHs).

- Partners in Research (PIR) has awarded one of only seven national research awards to Dr. Noralou Roos [Community Health Sciences, Manitoba Centre for Health Policy (MCHP)] in recognition of her outstanding work in the field of her leadership in communicating across the academic/policy interface. Roos is receiving the 2016 Biomedical Science Ambassador Award which recognizes a Canadian researcher whose outstanding body of work over a period of time has contributed to the fields of biomedical science and/or clinical medicine, and their promotion of this research to the Canadian public. She will be honoured at the PIR National Awards ceremony on May 3, 2016 in Ottawa.
- The tenth annual Science, Engineering and Technology (SET) Day was held on campus on February 19, 2016, hosted and organized by the Office of the Vice-President (Research and International). More than 180 grade 11 and 12 high school students and their teachers participated in faculty-hosted hands-on activities: Hearts and Rec (Science), Pizza 101 (Agricultural and Food Sciences), Intro to Intelligent Robots (Science), Build-A-Bridge (Engineering), Greenhouse Gases from Agriculture at Glenlea Research Station (Agricultural and Food Sciences) and Analyzing Your Moves (Kinesiology and Recreation Management). Let's Talk Science student volunteers provided hands-on DNA extraction activities. The participants listened to three SET Talks given by Dr. C.J. Mundy (Environment and Geography), graduate student Jennifer West (Physics and Astronomy/Graduate Studies), and Dr. Zahra Moussavi (Biomedical Engineering). Students and teachers were very engaged throughout the day both in the activities, talks and via social media.
- On March 1, 2016 the National Centre for Truth and Reconciliation held an event at Rideau Hall with the Right Honourable David Johnston, Governor General of Canada, to celebrate the winners of the Imagine a Canada art and essay competition. The competition encouraged youth across the country to share their vision of Canada through the lens of reconciliation. For more information visit [umanitoba.ca/nctr](http://umanitoba.ca/nctr).

- Twenty-five researchers, leading 37 projects, were awarded funding from various external sponsors totaling \$1,072,870. Those projects awarded more than \$25,000 are:

PI	Sponsor	Title	Awarded
Blakley, Brian (Otolaryngology)	University Medical Group	Otology research	\$40,000
Bohm, Clara (Internal Medicine)	University Medical Group	Development and validation of a classification tool to document nursing workload in in-centre hemodialysis	\$50,000
Filizadeh, Shaahin (Electrical and Computer Engineering)	Mitacs Inc.	Modeling and HIL simulation of modular multi-level converters	\$30,000
Lawley, Yvonne (Plant Science)	Manitoba Corn Growers Association	MCGA research associate	\$185,033
MacDonald, Kelly (Internal Medicine)	Sellers Endow	Research start-up fund	\$167,500
MacDonald, Kelly (Internal Medicine)	University Medical Group	Research start-up fund	\$50,000
Murooka, Thomas (Immunology)	GlaxoSmithKline - CIHR Partnered Chair Program	Dynamics of cell-to-cell mediated HIV-1 spread in the lymph node	\$100,000
Passmore, Steven (Kinesiology and Recreation Management)	Manitoba Chiropractors Association Research Fund	Performance-based outcome measures, motor performance, and healthcare integration	\$50,000
Yang, Xi (Immunology)	GlaxoSmithKline - CIHR Partnered Chair Program	Dynamics of cell-to-cell mediated HIV-1 spread in the lymph node	\$235,000

#### ADMINISTRATIVE MATTERS

- **UMFA BARGAINING** - the UMFA collective agreement expires on March 31, 2016. Some initial procedural discussions have been held between chief negotiators, and bargaining is expected to begin in earnest in April.
- Jeanette Mockford was the successful candidate for the newly created position, **NCTR Access and Privacy Coordinator**, which reports directly to the Access and Privacy Officer. The creation of this role and its fulfilment is an important step towards achieving our unit's SRP 2016-17 priority of "Providing expertise and support for the National Centre for Truth and Reconciliation (NCTR) in relation to access, privacy and information management."

- The **Copyright Strategy Manager** has begun the process of institutional data collection, which will require a statistical analysis of our learning management system to determine overlap between print materials, digital materials, and the Access Copyright repertoire. The expected result is similar to that shown at the U of T, namely 60-70%. The Copyright Strategy Manager reported to the Copyright Advisory Committee on national lobbying efforts prior to the 2017 update of the Copyright Act and sits on the steering committee with solicitors from partner universities across Canada, and the goal is to take necessary steps to provide a measured counterpoint to the lobbying efforts (and at times misinformation) of Access Copyright, the Writers Guild of Canada and the Association of Canadian Publishers.
- In partnership with the Disability Issues Office (DIO) and various other Manitoban Post-Secondary Institutions, Student Accessibility Services and Student Advocacy, the Office of Human Rights and Conflict Management (OHRCM) hosted an **Accessibility Learning Event** on March 15th. Special guest Jutta Treviranus, Director of the Inclusive Design Research Centre, discussed good practices and resources for accessible web sites, learning platforms and libraries. This learning event was of interest to all public sector organizations preparing accessibility plans under [The Accessibility for Manitobans Act](#).
- The Legal Office has created a **process for the Office of Institutional Analysis** to create contest rules (which are a legal requirement) for surveys that include prizes for participation. The process has made it easier for researchers to add contest rules and it has streamlined the process which has allowed for a quicker turn-around time to up load the rules to the survey.
- As a result of the Architectural and Engineering Services **Energy Conservation Project**, the University has experienced a \$400,000 reduction in water consumption this year.
- The Office of Sustainability, in partnership with the Faculty of Architecture, Department of Entomology and the UM Parks Canada Campus Club student group launched the **BEE/HOUSE/LAB International Design Competition** on March 1, 2016. The competition challenges participants to create innovative and practical houses for wild bees as a way of taking action on bee population decline. Protecting pollinating species – bees, other bugs, hummingbirds and more – is critical as about 75% of flowering plants and a third of the world’s food crops rely on pollination. Many of these species, and notably bees, are under pressure from climate change, pesticides and pathogens and habitat loss. Through creative design that captures the imagination and deployment of winning designs on campus (with interpretive signage of course) the competition will raise awareness of threats to pollinators, create prototypes that would be easy for any homeowner/land manager to use – thereby promoting community action, and continue the work that the University has been doing to protect campus ecology and help pollinators. Metro News and CBC have both covered the competition launch, and additional media is anticipated when winners are announced on April 25 (Monday after Earth Day).
- During Winter Term, over 80 University students have worked on **32 sustainability projects on campus**. 19 projects with community partners and 13 projects through the Sustainability Research in Action (SRA) program coordinated by the Office of Sustainability and in partnership with faculties. Projects topics range from waste prevention and diversion, energy and water conservation, biodiversity, education, light pollution, food production, climate change, to green buildings. External partners include Canada Summer Games, City of Winnipeg, Lafarge,

Assiniboine Park Conservancy and Red River College. An online library for these projects is under development and on-campus project results will be shared with administrative units.

## EXTERNAL MATTERS

- For the period of April 1, 2015 to March 18, 2016, the University has raised \$106,720,112.84 for the 2015/2016 fiscal year.
- To date, we have raised \$234,270,942 in philanthropic gifts and received a \$150 million commitment from the provincial government towards our \$500 million goal for the Front and Centre campaign.

Significant gifts and activities in the last reporting period include:

- Research Manitoba made a \$300,000 commitment to support Multiple Sclerosis research and the Research Chair in Multiple Sclerosis.
  - Bayer Inc. and the Israels family each announced gifts of \$1 million to establish the Lyonel G. Israels Professorship in Hematology at an event on Bannatyne Campus on March 14, 2016. Approximately 50 guests attended the announcement, at which the University introduced Dr. Ryan Zarychanski [BSc/95, BSc(Med)/00] as the inaugural Israels Professor.
  - The John J. Conklin Theatre had its official opening on March 15, 2016 with the world premiere of *Doubtful House*, from Governor General's Award winner Ian Ross [BA/92]. A number of members of the Conklin family attended the event, with John Conklin's grandson, Murray Conklin [BA/66, LLB/69], giving remarks on the family's behalf.
  - President David Barnard hosted a reception in recognition of student referenda giving leaders on March 29, 2016. Students have given \$14.2 million to the Front and Centre campaign through the referenda program, with more than 30,000 individual students participating since the campaign began in 2010.
  - Prime Minister Justin Trudeau appointed seven new senators to the upper chamber on March 18. Two of the seven new legislators, Justice Murray Sinclair [LL.B./1979, LL.D./2002] and Raymonde Gagné [B.esA/1976, Cert.en Ed/1977] are University of Manitoba alumni.
- The 2016 University of Manitoba Distinguished Alumni Award recipients have been announced. We are excited to share their stories and honour them at the Celebration of Excellence on May 5 at the Winnipeg Art Gallery. More information is online at [umanitoba.ca/distinguishedalumni](http://umanitoba.ca/distinguishedalumni).
    - Outstanding Young Alumni: Diana Nicholson [BSc(BioE)/06]
    - Outstanding Young Alumni: Gary Wong [PhD/14]
    - Community Service: Karen Beaudin, OM [BA/92, BSW/11]
    - Service to the University of Manitoba: The Hong Kong Alumni Association
    - Professional Achievement: Emmie Leung [BComm(Hons)/76]
    - Lifetime Achievement: Edward Lyons, OC [BSc/63, BSc(Med)/68, MD/68]
  - The Seniors' Alumni Learning for Life Program began its spring 2016 sessions on Thursday, March 10 and will run until April 28. This program is for seniors 60-plus and is open to alumni and friends of the University of Manitoba.



- On April 6 the University of Manitoba hosted a conversation around Palliative Care and its importance to Canadians. The discussion was moderated by Dr. Harvey Chochinov, Canada Research Chair in Palliative Care and Director of the Manitoba Palliative Care Research Unit. The event was held at McNally Robinson Booksellers.
- A special gift announcement from the Richardson Foundation will take place on April 14, 2016 at 10:00 a.m. in the Engineering & Information Technology Complex Atrium. The Richardson Foundation's gift will have a transformational impact on the success of students, professors, and researchers at the University of Manitoba.
- On April 20 the University will host a reception in Minneapolis to launch Front and Centre: The campaign for the University of Manitoba. This will be a valuable opportunity to meet and visit with alumni, donors and friends and to share with them the exciting initiatives taking place at the U of M.
- On June 9 the University will co-host an alumni reception at the home of Susan Brownstone-Brock and Thomas Brock in New York City, New York to launch Front and Centre. This is another valuable opportunity to meet and visit with alumni, donors and friends and to share with them the exciting initiatives taking place at the U of M.
- University of Manitoba provided Mayor Brian Bowman with an update on the Southwood lands development. In attendance were: Tyler MacAfee, Director, Government and Community Engagement; Andrew Konowalchuk, Associate Vice-President (Administration); Réjeanne Dupuis, Acting Director, Campus Planning Office; and Jonathan Hildebrand, Planner.
- Tyler MacAfee, Director, Government and Community Engagement, had an informal meeting with the Leader of the Manitoba Liberals, Rana Bokhari and Stephanie Harris, Executive Assistant to Rana Bokhari, to discuss the U of M's Indigenous Blueprint, Indigenous achievement, and the Front and Centre campaign. Ms. Bokhari stated that the Liberal Party would honour the \$150 million provincial government commitment to the campaign if they were voted into office after the April 19, 2016 election.
- David Barnard, President and Vice-Chancellor, Tyler MacAfee, and Ry Moran, Director, National Centre for Truth and Reconciliation (NCTR), conducted several meetings in Ottawa as part of the Office of Government and Community Engagement's (GCE) outreach with the new federal government. U of M focused on engagement with senior government officials, ministers, and membership organizations: Colleen Swords, Deputy Minister, Indigenous and Northern Affairs; Les Linklater, Deputy Secretary to Cabinet (Operations), Privy Council Office; Andrea Lyon, Deputy Minister, Agriculture and Agri-Food Canada and Deputy Minister University Champion for the U of M; Jean-Francois Tremblay, Deputy Minister, Infrastructure; The Honourable Kirsty Duncan, Minister of Science; officials from the Prime Minister's Office; and The Honourable John Manley, President and CEO, Business Council of Canada. Topics for discussion included key U of M priorities such as infrastructure funding for universities, Indigenous achievement, NCTR, co-op and work-integrated learning programs, and Arctic research.

- John Kearsey, Vice-President (External) and Tyler MacAfee met with Jean-Vianney Auclair, Acting Assistant Deputy Minister, Education and Advanced Learning, to discuss the provincial government's commitment to the Front and Centre campaign and how best to move forward with funding specific initiatives under the \$150 million umbrella.
- Tyler MacAfee met with Robert-Falcon Ouellette, Member of Parliament, Winnipeg Centre, to discuss how best to develop a relationship between MP Ouellette and U of M. It was agreed that GCE would make arrangements for MP Ouellette to have a tour of the Bannatyne campus, meet with faculty and staff who can speak to the role that the U of M plays in the downtown community, and talk about the Bannatyne campus master plan.



## **MEMORANDUM**

**TO:** Jeff Leclerc, University Secretary

**cc.** Susan Gottheil, Vice-Provost (Students)  
Todd Mondor, Acting Vice-Provost (Graduate Education) and Dean,  
Graduate Studies

**FROM:** Maria Versace, Legal Counsel

**DATE:** May 11, 2016

**Re:** **Student Discipline Bylaw – policy revision**



On April 6, 2016, Senate reviewed and expressed support for the proposed revisions to the *Student Discipline Bylaw* and related procedures, with the exception of sections 2.17(a) and 2.26 of the *Student Academic Misconduct Procedure*, and sections 2.19(a) and 2.34 of the *Student Non-Academic Misconduct and Concerning Behaviour Procedure*. Senate recommended that these sections be referred to Senate Executive for further consideration. The main concerns related to disclosure and the use of anonymous information.

On May 4, 2016, Senate Executive reviewed the provisions and recommended that the above-noted sections be revised to indicate that disclosure of documents and of the name of the complainant should be the norm, with acknowledgment that there may be exceptions to the norm (for example, where there are safety concerns at play or privacy concerns regarding the personal information or personal health information of third parties).

Based on this recommendation, I am resubmitting the Student Discipline Bylaw and related procedures as presented to Senate on April 6, 2016, with amendments to sections 2.17(a) and 2.26 of the *Student Academic Misconduct Procedure*, and sections 2.19(a) and 2.34 of the *Student Non-Academic Misconduct and Concerning Behaviour Procedure* to read as follows:

2.17 [2.19] The Disciplinary Authority will conduct the investigation in accordance with the principles of procedural fairness and natural justice. In particular, the Disciplinary Authority will consider that:

(a) The Student must be informed of the allegations against him or her, including having access to documentary and other evidence and knowing the identity of the complainant, subject to section 2.26 [2.34] of this Procedure;

2.26 [2.34] The Disciplinary Authority, in conducting the investigation, will comply with *The Freedom of Information and Protection of Privacy Act* and *The Personal Health Information Act* with respect to personal information and personal health information collected, used and disclosed in the course of the investigation. Where a Disciplinary Authority is unsure of whether they may disclose particular information, they may seek advice from the Access & Privacy Office.

*The Freedom of Information and Protection of Privacy Act* allows exceptions to disclosure with respect to a number of headings, including mandatory exceptions where the disclosure would be harmful to a third party's privacy, and discretionary exceptions where the disclosure could reasonably be expected to threaten or harm the mental or physical health or safety of another person or threaten public safety. Under the above revised language, Disciplinary Authorities are directed to consult and seek advice from the Access and Privacy Office where they are unsure whether they may disclose particular information.

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

## **Report of the University Discipline Committee regarding revisions to the Student Discipline Bylaw and related procedures**

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### **Preamble:**

1. The Student Discipline Bylaw and Procedures are found on the website at:  
[http://umanitoba.ca/admin/governance/governing\\_documents/students/student\\_discipline.html](http://umanitoba.ca/admin/governance/governing_documents/students/student_discipline.html)
2. At its meeting on March 3, 2016, the Committee considered a proposal from the behavioural policies working group regarding revisions to the Student Discipline Bylaw and related procedures.
3. As per 2.13.4 of the Student Discipline Procedure, it is the responsibility of the University Discipline Committee to “review the Student Discipline Bylaw and related Procedures periodically and, if necessary, to recommend changes to it.”

### **Observations:**

1. Revisions to the Student Discipline Bylaw and procedures were made as part of a review of the University’s behavioural policies. The intent of the review was to address the following concerns:
  - (a) A need to ensure compliance with The Human Rights Code (Manitoba) and The Workplace Safety and Health Regulation (Manitoba);
  - (b) A desire to more clearly outline and streamline the University’s response to sexual assault on campus;
  - (c) A need for clarity with students and employees about behavioural expectations;
  - (d) A need to respond to a changing environment including the growing use of social media; and
  - (e) A need for consistency in addressing student misconduct and concerning behaviour across the University.
2. The working group responsible for the review included the following members: Susan Gottheil, Vice-Provost (Students), Jeff Leclerc, University Secretary; Jay Doering, Vice-Provost (Graduate Education) and Dean, Faculty of Graduate Studies; Greg Juliano, Associate Vice-President (Human Resources); Naomi Andrew, General Counsel and Director, Fair Practices and Legal Affairs; Alan Scott, Chief Risk Officer; Jackie Gruber, Human Rights and Conflict Management Officer; Brandy Usick, Director, Student Advocacy and Accessibility; Maria Versace, Legal Counsel; and Marcia Yoshida, Student Appeals Officer

3. On November 19, 2015 a presentation was made to the Committee by representatives of the working group regarding proposed revisions to the Student Discipline Bylaw and Procedure, as well as other University behavioural policies and procedures, and the Committee was given an opportunity to ask questions and provide feedback. This presentation was made as part of a University wide consultation which included a total of 17 presentations, as well as opportunity to provide feedback online and by email.
4. Ms. Maria Versace (Office of Legal Counsel) has provided a summary document of the feedback received and a response to the feedback, which is attached to this report.
5. Some changes to note are:
  - (a) The Procedure has been separated into three separate procedures:
    - (i) Student Academic Misconduct Procedure
    - (ii) Student Non-Academic Misconduct and Concerning Behaviour Procedure
    - (iii) Student Discipline Appeal Procedure
  - (b) The Student Academic Misconduct Procedure and Student Non-Academic Misconduct and Concerning Behaviour Procedure include an Investigation Procedure.
  - (c) The Student Academic Misconduct Procedure and Student Non-Academic Misconduct and Concerning Behaviour Procedure each include a decision section which outlines the information which should be included in a decision letter.
  - (d) Detailed descriptions of Academic Misconduct and Non-Academic Misconduct.
  - (e) The Student Non-Academic Misconduct and Concerning Behaviour Procedure includes a definition of Concerning Behaviour and outlines steps to take in situations involving Concerning Behaviour.
6. The Committee will monitor the implementation of the revised bylaw and procedures and make appropriate recommendations as required.

**Recommendation:**

The University Discipline Committee recommends:

THAT the revisions to the Student Discipline Bylaw and related procedures be approved.

Respectfully submitted,  
Dr. Donald Fuchs, Chair  
University Discipline Committee



## **MEMORANDUM**

**TO:** Jeff Leclerc, University Secretary

**cc.** Susan Gottheil, Vice-Provost (Students)  
Jay Doering, Vice-Provost (Graduate Education) and Dean, Graduate Studies

**FROM:** Maria Versace, Legal Counsel 

**DATE:** March 9, 2016

**Re:** **Student Discipline Bylaw – policy revision**

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On December 2, 2015, I presented to Senate on the proposed changes to the University's behavioural policies, including the *Respectful Work and Learning Environment (RWLE) Policy*, the *Violent or Threatening Behaviour Policy*, the *Inappropriate or Disruptive Student Behaviour Policy*, and the *Student Discipline Bylaw*. The community consultations on these policies have now been completed and we are in the process of reviewing and incorporating (where appropriate) the comments received on each of the policies.

The majority of comments focused on the *RWLE Policy*, the proposed *Sexual Assault Protocol*, and the *Violent and Threatening Behaviour Policy*. As a result, the review of these policies is ongoing and these policies will be submitted for review and approval at a subsequent date.

With respect to the *Student Discipline Bylaw* and related procedures, the comments received were both constructive and useful, and most of the comments were incorporated into the documents. The documents were reviewed and approved by the University Discipline Committee on March 3, 2016, and are now ready for submission to Senate Executive and Senate.

For reference, I have provided an overview of the revision process, the comments received, and the changes made to the Bylaw and procedures from the version sent out for consultation. I ask that you submit these documents for review by Senate Executive and by Senate on their next agendas. Ms. Susan Gottheil, Vice-Provost (Students), and Dr. Jay Doering, Vice-Provost (Graduate Education) and Dean of Graduate Students, will be available to speak to the policies at Senate on April 6, 2016. I will also be available if required to provide additional information regarding the revisions.

## **PURPOSE OF REVISION TO STUDENT DISCIPLINE BYLAW**

The review of the *Student Discipline Bylaw* and related procedures was guided by three main concerns:

- A need to clarify behavioural expectations for students;
- A need to be responsive to a changing environment (including the growing use of social media); and
- A need to be consistent in addressing student misconduct and concerning behaviour across the university.

With these concerns in mind, the main purpose of the revision was to clearly define the University's jurisdiction in reviewing student conduct, to clearly distinguish between student academic misconduct and student non-academic misconduct, to give guidance on how to conduct an investigation under the Bylaw, and to outline a protocol for dealing with students who exhibit concerning behaviour.

## **OVERVIEW OF MAIN REVISIONS TO STUDENT DISCIPLINE BYLAW**

As identified during the consultation process and previous presentation to Senate, the *Student Discipline Bylaw* has been separated out into three distinct procedures:

- Student Academic Misconduct Procedure;
- Student Non-Academic Misconduct and Concerning Behaviour Procedure; and
- Student Discipline Appeal Procedure.

The draft "Student Academic Misconduct" and "Student Non-Academic Misconduct and Concerning Behaviour" procedures cover jurisdiction, investigation, consultation, decisions, and confidentiality. They also provide definitions for "Academic Misconduct" and "Non-Academic Misconduct", and the Bylaw separates the jurisdiction of disciplinary authority for each into separate tables. The layout of the tables has been improved for easier navigation. In addition, the provisions regarding Suspension, Expulsion and Reprimand have been reorganized for better flow.

With respect to the draft *Student Non-Academic Misconduct and Concerning Behaviour* procedure:

- The former *Inappropriate and Disruptive Student Behaviour Policy* will be replaced with the draft section on "concerning behaviour" in the *Student Non-Academic Misconduct and Concerning Behaviour* procedure. This section now reflects a clear reporting protocol, and also outlines the role of STATIS (which is referred to simply as a "staff conference" under 2.1.3(c) of the current *Inappropriate and Disruptive Student Behaviour Policy*) and of UMSS.



- Currently, the Vice-Provost (Students) acts only under the delegated jurisdiction of the President or Vice-President (Administration). In the draft procedure, the Vice-Provost (Students) will be the disciplinary authority for matters of Student Non-Academic Misconduct and Concerning Behaviour affecting the University generally.
- Behaviour identified as "Non-Academic Misconduct" are cross-referenced, where appropriate, with related policies such as the RWLE policy, the Violent or Threatening Behaviour policy, the proposed Sexual Assault Policy (which will be submitted for approval in the coming weeks), the Use of Computer Facilities policy, the Campus Alcohol policy, and the Residence Contract.

With respect to the draft *Student Academic Misconduct* procedure, behaviours identified as "Academic Misconduct" are reflective of definitions created by the Academic Integrity Working Group and the Associate Deans (Undergraduate). The purpose of this revision is to work towards consistent definitions and understandings of academic misconduct across the University.

Finally, with respect to the *Appeal Procedure*, the content has been reorganized for better flow and consistency in terminology. There has also been clarification of the role of the parties at each stage and the representation allowed for the Appellant and the Respondent at each level of appeal.

## **CONSULTATION PROCESS**

In total, 17 presentations on the behavioural policies were made between the months of October and December, including the presentation to Senate, presentations to each union (UMFA, AESES, UNIFOR, CUPE and CUPE Engineering), presentations to the Associate Deans (Undergraduate), to the Student Experience Committee, to staff members within Student Support, to the Sexual Assault Working Group (SAWG), to the UMSU senior sticks and to UMSU Council, to the University Discipline Committee, and to the broader community at both Fort Garry Campus and Bannatyne Campus. In addition, the behavioural policies were sent to all LASH committees and to the OSHA committee for review. Approximately 24 emails with feedback were received, 10 of which came through the consultation website. The remaining emails were sent by individuals and by groups in response to the presentations.

## **FEEDBACK RECEIVED AND ADDITIONAL REVISIONS MADE**

With respect to the *Student Discipline Bylaw* and related procedures, the working group reviewed the feedback and incorporated changes to the drafts sent for consultation where appropriate. Representatives from UMSU and the GSA were also given an opportunity to comment on the proposed revisions before submission to the University Discipline Committee. I have included a summary of the specific feedback received, as well as the working group's response to that feedback. This information was submitted to the University Discipline Committee for review and approval on March 3, 2016.

## **APPROVAL BY UNIVERSITY DISCIPLINE COMMITTEE**

On March 3, 2016, the University Discipline Committee reviewed the feedback received on the *Student Discipline Bylaw* and approved the revised drafts, subject to 2 additional revisions:

1. **2.5 (c)** of the Student Academic Misconduct Procedure should be changed to:

Inappropriate collaboration – when a Student and any other person work together on assignments, projects, tests, labs or other work unless otherwise authorized by the course instructor.

2. **2.5 (d)** of the Student Non-Academic Misconduct and Concerning Behaviour Procedure should be changed to remove the words “or disrespect for”.

These changes have been made to the documents and, on this basis, I ask that you forward the Bylaw and related procedures to Senate Executive, Senate, and the Board of Governors for review and approval.

Please let me know if you require any additional information regarding the *Student Discipline Bylaw* and related procedures.

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## STUDENT DISCIPLINE BYLAW

Feedback Received	Response to Feedback
<b>2.5:</b> <i>remove 'academic history' . When the change of grade paper work is submitted to the Registrar's office, the "Grade Change Reason" often says "Discipline" but this is not on the transcript.</i>	➤ <i>This suggestion was not incorporated because there are things on the transcript that are not grade-related</i>
<b>2.23</b> <i>This is unclear – it sounds like an Disciplinary Authority can “indefinitely suspend” and students do not have right to appeal?</i>	➤ <i>This was addressed by clarifying that only the <u>discretionary decision to lift</u> a suspension or expulsion is not appealable. The original decision to impose a suspension or expulsion remains appealable.</i>
<b>2.28</b> <i>The University Secretary's office does not currently maintain records of disciplinary actions. It merely maintains the summaries that are provided for the annual report.</i>	➤ <i>This section was deleted.</i>

In addition to the above, the following changes were made to the Bylaw:

- 2.1(s)**     *"University Librarian" was added to the definition of "Unit Head".*
- 2.1(v)**     *The section referenced in the definition of UDC changed from "2.54" to "2.53" due to the deletion of section 2.41 in the Appeal Procedure.*
- 2.5(a)**     *The cross-reference to Table 3 was incorrect in the draft for consultation and has been modified to reflect the section referenced in the current Bylaw.*
- 2.6**         *Revised to be consistent with other sections.*
- 2.11**        *Language was added for clarification purposes.*
- 2.15**        *The section was divided into 2 subsections to clarify the different procedure for undergraduate versus graduate students.*
- 2.26**        *Revised to be consistent with other sections.*
- 7.1**         *The cross-references were modified to reflect the fact that the "Sexual Assault Protocol" is being revised to be a stand-alone "Sexual Assault Policy", with the "Respectful Work and Learning Environment Procedure" being renamed as the "RWLE and Sexual Assault Procedure".*

## **STUDENT ACADEMIC MISCONDUCT PROCEDURE**

<b>Feedback Received</b>	<b>Response to Feedback</b>
<b>2.5(b)</b> <i>The words "purposeful" and "unintentional" are contradictory. Remove word "purposeful".</i>	➤ <i>The word "purposeful" was deleted.</i>
<b>2.14</b> <i>Is what is meant here the hold comes off after a decision is made by the disciplinary authority?</i>	➤ <i>Yes.</i>
<b>2.15-2.19</b> <i>General comment: What would be helpful here is to add the procedural guidelines that are currently provided on the AI site. (e.g. outline the steps to follow, when consultation with other AD takes place and if invited to investigative meeting (which is current process), need to address departments/faculties practice of having instructor present at these meetings.)</i>	➤ <i>Supporting documents on the AI site and Fair Investigation workshop would address this. No change to procedure is needed.</i>
<b>2.17</b> <i>Wonder if should explain what is meant by "essential nature of the allegations".</i>	➤ <i>Not necessary to explain.</i>
<b>2.17</b> <i>How would the disciplinary authority determine when to give access to documentary and other evidence. Students would always prefer to see the evidence ahead of time.</i>	➤ <i>Determination as to whether access is required to fulfil procedural fairness requirements is often case-specific and the University is providing additional guidance on these issues through LOD sessions on Fair Investigations and Fair Hearings. No change to language needed.</i>
<b>2.18</b> <i>The use of the word "may": does this cover instances when the student responds to the allegations in writing versus meeting face to face, for example one course and large number of allegations has necessitated process that allows for written responses</i>	➤ <i>Yes.</i>

In addition to the above, the following changes were made to the Student Academic Misconduct procedure:

- 2.1(p)** *"University Librarian" was added to the definition of "Unit Head";*
- 2.3(a)(vi)** *Language was added to the definition of "University Matter" with respect to student and/or employee exchanges to clarify that the exchange must have been arranged in connection with the University.*
- 2.3(b)(ii)** *Reference to "a representative of the University Community" under the definition of "University Matter" was unclear and has been deleted.*
- 2.3(b)(iii)** *Section on writings, photographs, etc. under the definition of "University Matter" has been revised to include specific reference to social media.*
- 2.25** *Reference to a "Breach" was included in the original draft in error. This term has been removed and replaced with "an incidence of Academic Misconduct".*

## **STUDENT NON-ACADEMIC MISCONDUCT PROCEDURE**

Feedback Received	Response to Feedback
<p><b>2.1(y)</b> <i>Include a specific reference to the Sexual Assault Protocol in the definition of violence.</i></p>	<p>➤ <i>Not necessary. The term "Violence" as defined could include sexual assault without specific reference, and the definition of "Non-Academic Misconduct" under section 2.5 includes both "Sexual Assault" and "Violence".</i></p>
<p><b>2.3</b> <i>The definition of "University Matter" should include social media groups and publications that have some connection to a university population, such as a student group or a specific faculty.</i></p>	<p>➤ <i>Section on writings, photographs, etc. under the definition of "University Matter" has been revised to include specific reference to social media.</i></p>
<p><b>2.26(a)</b> <i>Clarify "self-harm" as follows: "Self-harm involving significant bodily injury (e.g., deep cuts, serious burns, broken bones), neglect (e.g., voluntary restriction of food intake), expressions of suicidal intent (e.g., student threatens to act on suicidal thoughts), or potentially dangerous behaviour (e.g., acute intoxication)."</i></p>	<p>➤ <i>No change made. This clarification is better to be in a guideline or educational document.</i></p>
<p><b>2.26(b)</b> <i>Add "apparent detachment from reality" to section.</i></p>	<p>➤ <i>Language added as recommended.</i></p>
<p><b>2.31(b)</b> <i>Replace this section with more general wording similar to the following: "The Executive Director of Student Support may consult with colleagues to determine whether or not an involuntary psychiatric assessment is advisable according to mental health legislation and regulations and provide information to the Unit Head regarding how to proceed."</i></p>	<p>➤ <i>Language added as recommended, minus the reference to "provide information to the Unit Head regarding how to proceed".</i></p>

<p><b>2.32</b> Clarify what “corrective action” means, possibly including definition of “risk to the community”.</p>	<p>➤ No change made. The language proposed is in accordance with the Workplace Safety and Health Regulation for dealing with Violence and Harassment, and has been included here for consistency between the policies.</p>
<p><b>2.33</b> Include a qualifying statement regarding limitations to reporting for regulated health service providers (where it does not conflict with professional ethics or regulatory obligations to preserve confidentiality, as in the case of regulated health service providers).</p>	<p>➤ No change made. Qualifying statement is not needed.</p>

In addition to the above, the following changes were made to the Student Non-Academic Misconduct and Concerning Behaviour procedure:

- 2.1(g)** Cross-reference to the "Respectful Work and Learning Environment procedure" has been revised to refer to the "RWLE and Sexual Assault Procedure", as this will now be a common procedure under 2 policies.
- 2.1(h)** "Disrespectful Conduct" will no longer be a defined term under the RWLE policy, so this definition has been deleted.
- 2.1(i)** Cross-reference to the "Respectful Work and Learning Environment procedure" has been revised to refer to the "RWLE and Sexual Assault Procedure", as this will now be a common procedure under 2 policies.
- 2.1(m)** Cross-reference to the "Sexual Assault Protocol" has been revised to refer to a "Sexual Assault Policy", as this will now be a stand-alone policy.
- 2.1(u)** "University Librarian" was added to the definition of "Unit Head";
- 2.1(y)** "Violence" was revised to remove "any threatening statement or behaviour that may cause emotional trauma" as part of the definition, as this subsection is going to be removed from the Violent or Threatening Behaviour (VTB) policy. While this language is found within the current VTB policy, it goes beyond the definition of "violence" within The Workplace Safety and Health Regulation and would be covered under the remainder of the definition, which includes "any threatening statement or behaviour that gives a person reasonable cause to believe that physical force will be used against the person".

- 2.3(a)(vi)** *Language was added to the definition of "University Matter" with respect to student and/or employee exchanges to clarify that the exchange must have been arranged in connection with the University.*
- 2.3(b)(ii)** *Reference to "a representative of the University Community" under the definition of "University Matter" was unclear and has been deleted.*
- 2.5(c)** *"Disrespectful Conduct" will no longer be a defined term under the RWLE policy, so this term has been deleted from the definition of "Non-Academic Misconduct".*
- 2.6** *Cross-reference to the "Respectful Work and Learning Environment policy and procedure" has been revised to refer to the "Sexual Assault Policy" and the "RWLE and Sexual Assault Procedure", as there will now be 2 stand-alone policies and a common procedure. Reference to "Disrespectful Conduct" has also been removed from 2.6(a), as this will no longer be a defined term under the RWLE policy.*
- 2.33** *Reference to a "Breach" was included in the original draft in error. This term has been removed and replaced with "an incidence of Non-Academic Misconduct or Concerning Behaviour".*
- 6.1** *The cross-references were modified to reflect the fact that the "Sexual Assault Protocol" that was sent for community consultation is being revised to be a stand-alone "Sexual Assault Policy", with the "Respectful Work and Learning Environment Procedure" being renamed as the "RWLE and Sexual Assault Procedure".*



## **TABLES**

### **Table 1: Jurisdiction for Student Academic Misconduct**

**s.5:** Reference to "Faculties/Schools" changed to "Faculties/Colleges/Schools".

### **Table 2: Jurisdiction for Student Non-Academic Misconduct and Concerning Behaviour**

**s.9:** Reference made to "Sexual Assault Policy", as this will now be a stand-alone policy.

### **Table 3: Disciplinary Actions**

No changes.

## **STUDENT DISCIPLINE – APPEAL PROCEDURE**

<b>Feedback Received</b>	<b>Response to Feedback</b>
<b>2.5</b> <i>Is there a need to define what is “reasonable”?</i>	➤ <i>Not necessary.</i>
<b>2.11</b> <i>Add St. John's and St. Andrews Colleges?</i>	➤ <i>No, they are separate institutions with their own policies and contracts for student residence.</i>
<b>2.33</b> <i>Add in sentence that parties provided with names of panel members in advance and/or cross reference with 2.44 as typically this information is part of the appeals package</i>	➤ <i>Language added to s.2.43 (formerly 2.44) that the names of members of the LDC hearing panel must be disclosed with the hearing package.</i>
<b>2.41</b> <i>Does 2.41 create situation where student may feel strongly compelled to retain legal counsel?</i>	➤ <i>Section 2.41 was deleted and language added to s.2.40 to make rules regarding representation equal for both the appellant and respondent.</i>

In addition to the above, the following changes were made to the Student Discipline - Appeal Procedure:

- 2.1(p)** *Cross-reference to the "Respectful Work and Learning Environment policy, procedure, and Sexual Assault Protocol" has been revised to refer to the "Sexual Assault Policy", as this will now be a stand-alone policy.*
- 2.1(u)** *"University Librarian" was added to the definition of "Unit Head";*
- 2.7** *Cross-reference was added to the LDC and UDC sections on lawyers.*
- 2.8** *Cross-reference was added to the sections on the Appellant's right to not testify.*
- 2.38** *Reference added to the "Sexual Assault policy", as this will now be a stand-alone policy.*
- 2.85** *Reference added to the "Sexual Assault policy", as this will now be a stand-alone policy.*

## UNIVERSITY OF MANITOBA BYLAW

<b>BYLAW:</b>	<b>STUDENT DISCIPLINE</b>
<b>Effective Date:</b>	
<b>Revised Date:</b>	
<b>Review Date:</b>	
<b>Approving Body:</b>	Board of Governors
<b>Authority:</b>	<i>The University of Manitoba Act, s.16(1)(d)</i>
<b>Responsible Executive Officer:</b>	President
<b>Delegate:</b>	University Secretary
<b>Contact:</b>	University Secretary
<b>Application:</b>	Students, Faculty/College/School Councils, Unit Heads, Academic Staff and employees

### Part I Reason for Bylaw

- 1.1 The reason for this Bylaw is to outline the Disciplinary Actions available to Disciplinary Authorities and the subsequent appeal process available to Students for findings of Academic Misconduct and Non-Academic Misconduct.

### Part II Policy Content

#### Definitions

- 2.1 The following terms are defined for the purpose of this Bylaw:
- (a) **"Academic Misconduct"** has the same meaning as defined in section 2.5 of the Student Academic Misconduct Procedure.
  - (b) **"Academic Staff"** refers to all individuals whose primary assignment is instruction, research, and/or service/academic administration. This includes employees who hold an academic rank such as professor, associate professor, assistant professor, instructor, lecturer, librarian, or the equivalent of any of those academic ranks. The category also includes

a dean, director, associate dean, assistant dean, chair or head of department, visiting scholars, senior scholars, and those holding unpaid academic appointments, insofar as they perform instructional, research, and/or service/academic administrative duties.

- (c) **"Appeal Procedure"** means the Student Discipline – Appeal Procedure.
- (d) **"Bylaw"** means the Student Discipline Bylaw.
- (e) **"College"** means a Professional College as defined under the Definitions of Academic Units Policy.
- (f) **"Disciplinary Action"** means the specific disciplinary actions available for each Disciplinary Authority under Table 3: Disciplinary Actions and Disciplinary Authorities.
- (g) **"Disciplinary Authority"** means the discipline authority designated to determine a matter of student discipline under:
  - (i) Table 1: Jurisdiction of Disciplinary Authorities for Academic Misconduct; or
  - (ii) Table 2: Jurisdiction of Disciplinary Authorities for Non-Academic Misconduct.
- (h) **"Expulsion"** has the same meaning as defined under section 2.16 of this Bylaw.
- (i) **"Faculty"** means a Faculty as defined under the Definitions of Academic Units Policy.
- (j) **"Non-Academic Misconduct"** has the same meaning as defined in section 2.5 of the Student Non-Academic Misconduct and Concerning Behaviour Procedure.
- (k) **"Reprimand"** has the same meaning as defined under section 2.6 of this Bylaw.
- (l) **"School"** means a "School of the University" or a "School of a Faculty", as those terms are defined under the Definitions of Academic Units Policy.
- (m) **"Student"** means any of the following individuals:
  - (i) **Applicant** – an individual who has submitted application for admission to the University;
  - (ii) **Admitted** – an individual who has accepted an offer of admission to the University;

- (iii) **Current** – an individual who is either registered in course(s) or in a program of studies at the University or is eligible to continue in their studies at the University either because the individual meets minimum academic performance requirements or will be eligible to continue after discharging a financial hold or serving Suspension due to academic or discipline;
- (iv) **Former** – an individual who has graduated from the University or who has withdrawn (either voluntarily or was required to withdraw).
- (n) **"Suspension"** has the same meaning as defined in section 2.8 of this Bylaw.
- (o) **"Table 1"** refers to Table 1: Jurisdiction of Disciplinary Authorities for Academic Misconduct, which follows the Bylaw.
- (p) **"Table 2"** refers to Table 2: Jurisdiction of Disciplinary Authorities for Non-Academic Misconduct, which follows the Bylaw.
- (q) **"Table 3"** refers to Table 3: Disciplinary Actions and Disciplinary Authorities, which follows the Bylaw.
- (r) **"Unit"** means a Faculty, School, College, institute, centre, academic support unit (for example, libraries) or administrative unit whose Unit Head reports to the President or a Vice-President, Associate Vice-President or Vice-Provost. An academic department within a Faculty/College/School is not a Unit as the term is used within this Bylaw.
- (s) **"Unit Head"** refers to the individual with direct supervisory authority over a Unit, including Deans, Directors, the University Librarian, the President, Vice-Presidents, Associate Vice-Presidents and Vice-Provosts with respect to their Units.
- (t) **"University"** means The University of Manitoba.
- (u) **"University Community"** means all Board of Governors members, Senate members, Faculty/College/School Councils, employees, anyone holding an appointment with the University, Students, volunteers, external parties, contractors and suppliers.
- (v) **"UDC"** means the University Discipline Committee composed under section 2.53 of the Appeal Procedure.

## Disciplinary Actions

- 2.2 Students will be subject to Disciplinary Action under this Bylaw for acts of Academic Misconduct and for acts of Non-Academic Misconduct.

- 2.3 The Disciplinary Actions available to a Disciplinary Authority are set out in Table 3.
- 2.4 Once a Disciplinary Action has been implemented, no further Disciplinary Action may be imposed for the same matter except as a result of an appeal by the Student.

### **Student Academic History/Transcript with regard to Disciplinary Actions**

- 2.5 Disciplinary Actions implemented shall not ordinarily be recorded on the Student's academic history / transcript except in the following:
- (a) if the Student receives Suspension or Expulsion under sections 16, 17, 20 or 26 of Table 3; or
  - (b) a Reprimand has been ordered recorded on a Student's academic history / transcript under section 2 of Table 3.

### **Reprimand**

- 2.6 **"Reprimand"** means an action intended to convey stern disapproval to a Student by means of recording their Academic Misconduct or Non-Academic Misconduct on their Student's academic history / transcript.
- 2.7 Where a Reprimand has been ordered to be recorded on the Student's academic history / transcript (see section 2 of Table 3), the Reprimand shall be removed:
- (a) Following the elapse of the specified period of time, upon the written request of the Student to the Registrar; or
  - (b) Earlier, upon a written order from the Disciplinary Authority that implemented the Disciplinary Action.

### **Suspensions**

- 2.8 **"Suspension"** means any withdrawal of one or more rights or privileges for a definite or indefinite period of time.
- 2.9 A Student may receive Suspension from the following:
- (a) a particular course or courses;
  - (b) a department;
  - (c) a Faculty/College/School;
  - (d) the University; or
  - (e) a Residence.

- 2.10 Students who have been suspended for a definite period of time shall, upon the lifting of the Suspension, have the rights or privileges that were suspended automatically reinstated, subject to any conditions attached to the Disciplinary Action proscribing future conduct.
- 2.11 Suspension for an indefinite period of time shall be dealt with as follows:
- (a) In the case of Suspension for an indefinite time by the Executive Director of Enrolment Services, the Suspension may be lifted by the Executive Director of Enrolment Services upon consideration at the written request of the Student, after consultation with the Unit Head(s) of the Unit(s) concerned.
  - (b) In the case of Suspension for an indefinite period of time by a Disciplinary Authority other than the Executive Director of Enrolment Services, the Student may apply to the Disciplinary Authority that imposed the final penalty for a lifting of the Suspension. If the Suspension is lifted, the Student will have the rights or privileges that were suspended automatically reinstated, subject to any conditions attached to the Disciplinary Action proscribing future conduct.
- 2.12 Where a Student has received a Suspension pursuant to sections 2.9(c) or 2.9(d) of this Bylaw, any academic credits earned by the Student at the University or at any academic institution during the period of Suspension shall not be counted as credit toward any degree or program offered by the University, unless at the time of the imposition of the Suspension, the Disciplinary Authority stipulates otherwise.
- 2.13 Where the Student has received Suspension from a Faculty/College/School of the University, any other Faculty/College/School may refuse to register the Student for any course or courses or refuse to accept the Student into their programs, provided that prior to such refusal, the other Faculty/College/School has:
- (a) obtained and considered a written report from the Disciplinary Authority that implemented the Suspension, outlining the circumstances surrounding the Disciplinary Action;
  - (b) provided the Student a copy of the report; and
  - (c) given the Student an opportunity to respond to the report.
- 2.14 A Suspension will appear on the Student's academic history / transcript until such time as the Suspension period has elapsed, when it shall be removed upon the written request of the Student to the Registrar.

- 2.15 In the case of Suspension for supplying false or misleading information in connection with an application for admission (see sections 23 and 24 of Table 3), any notation on the Student's academic history / transcript may only be removed:
- (a) For undergraduate students, by the Registrar upon the written order of the Disciplinary Authority that implemented the Disciplinary Action.
  - (b) For graduate students, by the Registrar in consultation with the Dean, Faculty of Graduate Studies, upon the written order of the Disciplinary Authority that implemented the Disciplinary Action.

## **Expulsions**

- 2.16 **"Expulsion"** means a withdrawal of all rights or privileges available to Students for either a definite or indefinite period of time.
- 2.17 A Student may receive Expulsion from the following:
- (a) a particular course or courses;
  - (b) a department;
  - (c) a Faculty/College/School;
  - (d) the University; or
  - (e) a Residence.
- 2.18 In the case of an Expulsion for a definite period of time, upon expiration of such time, in order to be readmitted, the Student must reapply for admission through normal channels to the appropriate authority having jurisdiction over admission.
- 2.19 In the case of an Expulsion for an indefinite period of time the Student may apply to the Disciplinary Authority that imposed the final penalty for a lifting of the Expulsion. If the Expulsion is lifted, the Student, in order to be readmitted, must reapply for admission through normal channels to the authority having jurisdiction over admission.
- 2.20 Where a Student has received an Expulsion pursuant to sections 2.17(c) or 2.17(d) of this Bylaw, any academic credits earned by the Student at the University or at any academic institution during the period of Expulsion shall not be counted as credit toward any degree or program offered by the University, unless at the time of the imposition of the Expulsion, the Disciplinary Authority stipulates otherwise.
- 2.21 Where the Student has received Expulsion from a Faculty/College/School of the University, any other Faculty/College/School may refuse to register the Student



for any course or courses or refuse to accept the Student into their programs, provided that prior to such refusal, the other Faculty/College/School has:

- (a) obtained and considered a written report from the Disciplinary Authority that implemented the Expulsion, outlining the circumstances surrounding the Disciplinary Action;
- (b) provided the Student a copy of the report; and
- (c) given the Student an opportunity to respond to the report.

2.22 An Expulsion shall appear on the Student's academic history / transcript and may only be removed by the Registrar upon the written order of the Disciplinary Authority that implemented the Disciplinary Action.

### **Appeals**

2.23 Students have a right to appeal decisions made by a Disciplinary Authority, excluding the following decisions which are final:

- (a) Any decision of the UDC.
- (b) The discretionary decision of a Disciplinary Authority to lift a suspension or an expulsion under section 2.11 or section 2.19 of this Bylaw;
- (c) The decision of a Faculty/College/School to refuse a Student under section 2.21.

2.24 Appeals shall be conducted in accordance with the Appeal Procedure.

2.25 Subject to section 2.26 of this Bylaw, no Disciplinary Action shall be implemented and Students shall be permitted to continue in their courses or program until the time for appeal has elapsed or until the Student has waived in writing the right to appeal, whichever occurs first. The Disciplinary Authority must ensure that the Student's work continues to be graded normally and is unaffected until the appeal period has lapsed or the appeal process is complete.

2.26 Section 2.25 of this Bylaw does not apply in the following circumstances:

- (a) Where the Disciplinary Action would be entered on the academic history / transcript of the Student, the Registrar shall be notified by the Disciplinary Authority implementing such Disciplinary Action, and shall not issue any academic transcripts until the appeal period has elapsed or the appeal process is complete;
- (b) Where the Disciplinary Action relating to academic dishonesty or academic fraud may result in a change to the Student's transcript, the Registrar shall be notified by the Disciplinary Authority implementing such

Disciplinary Action, and shall not issue any transcripts until the appeal period has elapsed or the appeal process is complete;

- (c) Where changes in the Student's courses and/or program are directly related to the matter under disciplinary consideration, such changes shall not be permitted; and
- (d) Where if the Disciplinary Action were not implemented, the safety of members of the University Community would be compromised.

### **Confidentiality**

- 2.27 All matters relating to student discipline or appeal must be kept confidential in accordance with applicable University policies and procedures, and The Freedom of Information and Protection of Privacy Act and The Personal Health Information Act.

### **Annual Reports**

- 2.28 The Annual Report of the UDC will contain all the disciplinary matters that have occurred on campus from September 1 to the following August 31 of each Calendar year.
- 2.29 Academic Staff and department heads who have dealt with a disciplinary matter shall report to the Dean/Director of the Faculty/College/School to which each Student belongs, setting out the nature of the offence and particulars of the penalty and the Student's identification number if applicable. The Student's identification number is only used for administrative purposes to reduce the possibilities of errors in duplicate reporting and will not be included in the Annual Report.
- 2.30 Disciplinary Authorities, except members of the Academic Staff and department heads, shall report all disciplinary matters considered by or reported to them to the Chair of the UDC by October 1 of each year. The report shall contain the number of disciplinary matters referred to such person or body, the nature of the offences and particulars of the dispositions, and such further matters as may be required by the UDC.
- 2.31 The recording secretary of the UDC shall prepare and the Chair shall submit a report to the University President by December 1 in each year setting out both a summary of the reports submitted to the Chair of the UDC as well as particulars of the number, nature and disposition of cases appealed to the UDC.
- 2.32 Members of the University Community, shall be kept informed of the nature and disposition of cases dealt with under this Bylaw as the Annual Report shall be presented to the both the Senate and the Board of Governors annually. The names of Students disciplined shall not normally be made public.

### **Part III Accountability**

- 3.1 The Office of Legal Counsel is responsible for advising the President that a formal review of this Policy is required.
- 3.2 The President is responsible for the implementation, administration and review of this Policy.
- 3.3 Students, Faculty/College/School Councils, Unit Heads, Academic Staff and employees are responsible for complying with this Policy.

### **Part IV Secondary Documents**

- 4.1 The President or Approving Body may approve Regulations, Policies and Procedures which are secondary to and comply with this Bylaw.

### **Part V Review**

- 5.1 Governing Document reviews shall be conducted every ten (10) years. The next scheduled review date for this Bylaw is .
- 5.2 In the interim, this Bylaw may be revised or repealed if:
  - (a) The President or Approving Body deems it necessary or desirable to do so;
  - (b) The Bylaw is no longer legislatively or statutorily compliant; and/or
  - (c) The Bylaw is now in conflict with another Governing Document.
- 5.3 If this Bylaw is revised or rescinded, all Secondary Documents will be reviewed as soon as reasonably possible in order to ensure that they:
  - (a) comply with the revised Bylaw; or
  - (b) are, in turn, rescinded.

### **Part VI Effect on Previous Statements**

- 6.1 This Bylaw supersedes:
  - (a) Student Discipline Bylaw, dated January 1, 2009;

- (b) all previous Board/Senate Bylaws, Regulations, Rules, Policies and Procedures, and resolutions on the subject matter contained herein; and
- (c) the previous Faculty/College/School Council Bylaw, Regulations, Procedures, and resolutions on the subject matter contained herein.

## **Part VII**

### **Cross References**

#### **7.1 Cross referenced to:**

- (a) Table 1: Jurisdiction of Disciplinary Authorities for Academic Misconduct;
- (b) Table 2: Jurisdiction of Disciplinary Authorities for Non-Academic Misconduct;
- (c) Table 3: Disciplinary Actions and Disciplinary Authorities;
- (d) Student Discipline – Appeal Procedure;
- (e) Student Academic Misconduct Procedure;
- (f) Student Non-Academic Misconduct and Concerning Behaviour Procedure;
- (g) Definitions of Academic Units Policy.
- (h) Final Examinations and Final Grades Policy and Procedures;
- (i) Respectful Work and Learning Environment Policy;
- (j) Sexual Assault Policy;
- (k) RWLE and Sexual Assault Procedure;
- (l) Use of Computer Facilities Policy and Procedure;
- (m) Violent or Threatening Behaviour Policy and Procedure;
- (n) *The Freedom of Information and Protection of Privacy Act*, C.C.S.M. c. F175;
- (o) *The Personal Health Information Act*, C.C.S.M. c. P33.5.

## UNIVERSITY OF MANITOBA PROCEDURE

<b>Procedure:</b>	<b>STUDENT ACADEMIC MISCONDUCT</b>
<b>Parent Policy:</b>	Student Discipline Bylaw
<b>Effective Date:</b>	To be entered by Office of Legal Counsel
<b>Revised Date:</b>	To be entered by Office of Legal Counsel
<b>Review Date:</b>	To be entered by Office of Legal Counsel
<b>Approving Body:</b>	Board of Governors
<b>Authority:</b>	Student Discipline Bylaw
<b>Responsible Executive Officer:</b>	President
<b>Delegate:</b>	University Secretary
<b>Contact:</b>	University Secretary
<b>Application:</b>	Students, Faculty/College/School Councils, Unit Heads, Academic Staff and employees

### Part I Reason for Procedure

- 1.1 The University of Manitoba emphasizes the importance of academic integrity and works diligently to uphold a rigorous and ethical academic environment.
- 1.2 The reason for this Procedure is to:
  - (a) Articulate the University's expectation that all Students maintain the highest standards of integrity;
  - (b) Outline the jurisdiction for each Disciplinary Authority dealing with the Academic Misconduct of Students; and
  - (c) Provide a fair and thorough investigation process into allegations of Academic Misconduct.

## Part II Procedure Content

### Definitions

2.1 The following terms are defined for the purpose of this Procedure:

- (a) **"Academic Misconduct"** has the same meaning as defined in section 2.5 of this Procedure.
- (b) **"Academic Staff"** refers to all individuals whose primary assignment is instruction, research, and/or service/academic administration. This includes employees who hold an academic rank such as professor, associate professor, assistant professor, instructor, lecturer, librarian, or the equivalent of any of those academic ranks. The category also includes a dean, director, associate dean, assistant dean, chair or head of department, visiting scholars, senior scholars, and those holding unpaid academic appointments, insofar as they perform instructional, research, and/or service/academic administrative duties.
- (c) **"Appeal Procedure"** means the Student Discipline – Appeal Procedure.
- (d) **"Bylaw"** means the Student Discipline Bylaw.
- (e) **"College"** means a Professional College as defined under the Definitions of Academic Units policy.
- (f) **"Disciplinary Action"** means the specific disciplinary actions available for each Disciplinary Authority under Table 3.
- (g) **"Disciplinary Authority"** means the disciplinary authority designated to determine a matter of student discipline for Academic Misconduct under Table 1.
- (h) **"Faculty"** means a Faculty as defined under the Definitions of Academic Units policy.
- (i) **"Procedure"** means this Student Academic Misconduct procedure.
- (j) **"School"** means a "School of the University" or a "School of a Faculty", as those terms are defined under the Definitions of Academic Units policy.
- (k) **"Student"** means any of the following individuals:
  - (i) **Applicant** – an individual who has submitted application for admission to the University;

- (ii) **Admitted** – an individual who has accepted an offer of admission to the University;
- (iii) **Current** – an individual who is either registered in course(s) or in a program of studies at the University or is eligible to continue in their studies at the University either because the individual meets minimum academic performance requirements or will be eligible to continue after discharging a financial hold or serving suspension;
- (iv) **Former** – an individual who has graduated from the University or who has withdrawn (either voluntarily or was required to withdraw).
- (l) **"Student Advocate"** is a member of the University's Student Advocacy Office who provides Students with information on their rights and responsibilities, as well as assistance with resolving problems or concerns resulting from actions or decisions taken by the University.
- (m) **"Table 1"** refers to Table 1: Jurisdiction of Disciplinary Authorities for Academic Misconduct, which follows the Bylaw.
- (n) **"Table 3"** refers to Table 3: Disciplinary Actions and Disciplinary Authorities, which follows the Bylaw.
- (o) **"Unit"** means a Faculty, School, College, institute, centre, academic support unit (for example, libraries) or administrative unit whose Unit Head reports to the President or a Vice-President, Associate Vice-President or Vice-Provost. An academic department within a Faculty/College/School is not a Unit as the term is used within this Procedure.
- (p) **"Unit Head"** refers to the individual with direct supervisory authority over a Unit, including Deans, Directors, the University Librarian, the President, Vice-Presidents, Associate Vice-Presidents and Vice-Provosts with respect to their Units.
- (q) **"University"** refers to the University of Manitoba.
- (r) **"University Community"** means all Board of Governors members, Senate members, Faculty/College/School Councils, employees, anyone holding an appointment with the University, Students, volunteers, external parties, contractors and suppliers.
- (s) **"UMSS"** means the University of Manitoba Security Services.

## Scope

- 2.2 This Procedure applies to Student's academic conduct in relation to any University Matter.

2.3 **"University Matter"** means any activity, event, or undertaking in which a member of the University Community participates which has a substantial connection to the University, such as:

- (a) University-related activities or events, including but not limited to:
  - (i) Any activity or event on property owned or controlled by the University;
  - (ii) The leasing of space, including student residence rooms, on property owned or controlled by the University;
  - (iii) The offering of any service by the University, including educational services;
  - (iv) Student placements, practica, or clinical training;
  - (v) University research activities, whether on or off campus;
  - (vi) Student and/or employee exchanges arranged in connection with the University;
  - (vii) Social events or networking, where matters regarding the University or members of the University Community are a significant focus of the activity;
  - (viii) University field trips, travel-study tours, service-learning activities, and similar activities;
- (b) Activities or events involving members of the University Community, where the actions of those members of the University Community may reasonably reflect upon or affect the University, including but not limited to:
  - (i) Any aspect of the employment or engagement of employees and contractors for roles and projects substantially connected to the University;
  - (ii) Participation on a committee or board as a representative of the University;
  - (iii) Writings, photographs, artwork, audio or video recordings, and/or electronic communications, including communications through social media, where matters regarding the University or members of the University Community are a significant focus of the communication;



- (iv) Matters related to The University of Manitoba Students' Union, the Graduate Students' Association, and their affiliated student groups to the extent that it affects the proper functioning of the University or the rights of a member of the University Community to use and enjoy the University's learning and working environments; or
- (v) Matters of off-campus conduct that have, or might reasonably be seen to have an adverse effect on the proper functioning of the University or the rights of a member of the University Community to use and enjoy the University's learning and working environments.

### **Academic Misconduct**

- 2.4 As members of the University Community, Students have an obligation to act with academic integrity. Any Student who engages in Academic Misconduct in relation to a University Matter will be subject to discipline.
- 2.5 **"Academic Misconduct"** means any conduct that has, or might reasonably be seen to have, an adverse effect on the academic integrity of the University, including but not limited to:
- (a) **Plagiarism** – the presentation or use of information, ideas, sentences, findings, etc. as one's own without appropriate citation in a written assignment, test or final examination.
  - (b) **Cheating on Quizzes, Tests or Final Examinations** – the circumventing of fair testing procedures or contravention of exam regulations. Such acts may be premeditated/planned or may be unintentional or opportunistic.
  - (c) **Inappropriate collaboration** – when a Student and any other person work together on assignments, projects, tests, labs or other work unless authorized by the course instructor.
  - (d) **Duplicate Submission** – cheating where a Student submits a paper/assignment/test in full or in part, for more than one course without the permission of the course instructor.
  - (e) **Personation** – writing an assignment, lab, test, or examination for another Student, or the unauthorized use of another person's signature or identification in order to impersonate someone else. Personation includes both the personator and the person initiating the personation.
  - (f) **Academic Fraud** – falsification of data or official documents as well as the falsification of medical or compassionate circumstances/documentation to gain accommodations to complete assignments, tests or examinations.
- 2.6 Students will be subject to Disciplinary Action for any instance of Academic Misconduct, regardless of whether such behaviour is covered by other

University policies, procedures or bylaws. Matters relating to certain Academic Misconduct may also be subject to additional policies, such as the Responsible Conduct of Research policy and related procedures.

### **Jurisdiction of Disciplinary Authority**

- 2.7 The specific jurisdiction of each Disciplinary Authority designated to determine an allegation of Academic Misconduct is set out in Table 1.
- 2.8 For matters involving the Academic Misconduct of an undergraduate Student, the Disciplinary Authority with the closest connection to the particular alleged Academic Misconduct has jurisdiction over the matter, subject to section 2.10 of this Procedure. However, the Disciplinary Authority must inform the Unit Head of the Student's home Faculty/College/School prior to any investigation.
- 2.9 Matters involving Academic Misconduct of a graduate Student must be referred directly to the Dean of the Faculty of Graduate Studies who shall, in turn, inform the department head or Unit Head of the Student's home department or Unit prior to any investigation and Disciplinary Action.
- 2.10 When the alleged Academic Misconduct, if proven on a balance of probabilities, would:
- (a) Constitute a second instance of Academic Misconduct by the Student; or
  - (b) Be of such severity as to warrant a Disciplinary Action that is not available to the Disciplinary Authority with the closest connection to the matter under Table 1 (e.g. Department Head);
- the matter shall be referred to the next appropriate Disciplinary Authority under Table 1 (e.g. Dean/Director) for investigation and decision.
- 2.11 If a question arises as to which Disciplinary Authority should hear a particular case, the question must be referred to the President for resolution.
- 2.12 If the Academic Misconduct relates to a criminal offence, the Disciplinary Authority must provide relevant information to UMSS for potential follow-up by the appropriate policing authority.

### **Notice to the Student**

- 2.13 If the Disciplinary Authority determines that there is sufficient evidence to initiate an investigation into the allegation of Academic Misconduct, the Student who is the subject of a disciplinary matter will be informed in writing by the Disciplinary Authority (with a copy to the University's Registrar) that:
- (a) An investigation is proceeding in accordance with this Procedure, the nature of the matter being investigated, that the Student may be subject to Disciplinary Action and that a hold will be placed on the Student's record

in accordance with section 2.14 of this Procedure until the allegation is investigated;

- (b) The Student will be given an opportunity to respond to the allegation and, if a meeting is scheduled, notice will be provided as to who will be present on behalf of the University at the meeting;
- (c) The Student may seek advice and representation from a Student Advocate, a representative from the University of Manitoba Students' Union, a representative from the Graduate Students' Association, a member of the University Community not receiving payment for appearing, a member of the Student's immediate family or other support person as may be appropriate. It is the sole responsibility of the Student to determine the adequacy of the Student's representation;
- (d) Failure to respond by a specified date will result in the matter being considered without the Student's response;
- (e) The Student may obtain a copy of this Procedure, the Bylaw and related procedures. These documents are available online or from the Office of the University Secretary or the Student Advocacy office;
- (f) The Student has a right to appeal in accordance with the Bylaw and Appeal Procedure.

### **Student Records**

- 2.14 The Disciplinary Authority will request that the Registrar place a hold on the Student's record to prevent the issuance of transcripts, transfers between Faculty/College/School and changes in registrations until the alleged Academic Misconduct is investigated. Until a decision has been made and any appeal process available under the Bylaw has concluded, the Student shall be permitted to continue in the course or program until the case is heard and the Disciplinary Authority must ensure the Student's work continues to be graded normally and is unaffected by the allegation of Academic Misconduct, subject to sections 2.25 and 2.26 of the Bylaw.

### **Investigation Procedure**

- 2.15 Subject to section 2.16 of this Procedure, the Disciplinary Authority will, either personally or through a designate, conduct an investigation into the allegations of Academic Misconduct in any manner that he or she deems appropriate to the nature of the circumstances and the seriousness of the issues involved and any admissions made during the investigation. This may include some or all of:
- (a) Interviewing witnesses;
  - (b) Reviewing documents and records (both paper and electronic);

- (c) Reviewing photographs, audio, and video recordings;
  - (d) Examining physical evidence;
  - (e) Arranging for testing of physical evidence;
  - (f) With the consent of participants, arranging for medical or psychological evaluations; and/or
  - (g) Submitting a Third Party Data Access Request Form to IST regarding accessing electronic systems and consulting with Access & Privacy Office as required to facilitate the request.
- 2.16 The Disciplinary Authority may choose not to personally investigate where the issue has been or may be investigated pursuant to another University policy, procedure or bylaw.
- 2.17 The Disciplinary Authority will conduct the investigation in accordance with the principles of procedural fairness and natural justice. In particular, the Disciplinary Authority will consider that:
- (a) The Student must be informed of the allegations against him or her, including having access to documentary and other evidence and knowing the identity of the complainant, subject to section 2.26 of this Procedure;
  - (b) The Student must be provided an opportunity to respond to the allegations;
  - (c) While strict rules of evidence do not apply, appropriate weight must be given to evidence based on its credibility and reliability; and
  - (d) Witnesses may wish to consult with or respond through an advocate (which may include legal counsel, a union representative, or a Student Advocate, as may be appropriate).
- 2.18 The Disciplinary Authority (or designate) may meet with the Student to present the facts/evidence concerning the allegation and to give the Student an opportunity to respond to the allegation and present his/her explanation of the matter. The Disciplinary Authority will give notice to the Student as to who will be present on behalf of the University at such a meeting.
- 2.19 The Disciplinary Authority will inform the Student that a written decision letter will be sent normally within five (5) working days of receiving the Student's response. If the Student does not respond within a reasonable time, the Disciplinary Authority will consider the matter and make a decision in the absence of the Student's response and based on the information that is available.

## **Decision**

- 2.20 At the conclusion of the investigation, the Disciplinary Authority will inform the Student of his or her decision in writing and will include, at minimum, the following:
- (a) A summary of the allegation of Academic Misconduct;
  - (b) A summary of the process and key timelines in the investigation;
  - (c) A summary of the key evidence obtained through the investigation, including the response of the Student to the allegation;
  - (d) An indication of which key evidence was considered credible and reliable;
  - (e) A conclusion as to whether, on a balance of probabilities, the Academic Misconduct occurred;
  - (f) A summary of the reasons for the conclusion;
  - (g) A summary of any Disciplinary Action instituted in accordance with the Bylaw and section 2.21 of this Procedure; and
  - (h) If Disciplinary Action is taken, information about the right to appeal, the time period for appeal, and the person and contact information for the submission of an appeal, in accordance with the Bylaw.
- 2.21 Where there is a finding of Academic Misconduct, the Disciplinary Authority will consider any previous findings of Academic Misconduct before determining the appropriate Disciplinary Action under the Bylaw. In the case where the Disciplinary Authority is not the Unit Head of the Faculty/College/School in which the Student is registered, the Disciplinary Authority will determine the appropriate Disciplinary Action in consultation with the Unit Head of that Faculty/College/School.
- 2.22 The Disciplinary Authority will send a copy of their decision to the Registrar and to the Unit Head of the Faculty/College/School in which the Student is registered.

## **Appeals**

- 2.23 Students have a right to appeal Disciplinary Actions in accordance with the Bylaw and Appeal Procedure.

## **Obligations of Confidentiality by the University**

- 2.24 In respect of an incidence of Academic Misconduct, the University will not disclose the name of the complainant, the Student, or the circumstances related to the complaint to any person, other than where the disclosure is:

- (a) Necessary to investigate the complaint or take corrective action with respect to the complaint; or
  - (b) Required by law.
- 2.25 Personal information that is disclosed under section 2.24 above in respect of an incidence of Academic Misconduct will be the minimum amount necessary for the purpose.

### **Obligations of Confidentiality by the Disciplinary Authority**

- 2.26 The Disciplinary Authority, in conducting the investigation, will comply with *The Freedom of Information and Protection of Privacy Act* and *The Personal Health Information Act* with respect to personal information and personal health information collected, used and disclosed in the course of the investigation. Where a Disciplinary Authority is unsure of whether they may disclose particular information, they may seek advice from the Access & Privacy Office.
- 2.27 The Disciplinary Authority will advise all persons involved with an investigation as to their obligations regarding confidentiality, and the protections available to them under this Procedure.

### **Obligations of Confidentiality by the Others**

- 2.28 All persons involved in an investigation of an incident of Non-Academic Misconduct or Concerning Behaviour, whether as a witness or retrieving relevant information or documents, must keep confidential:
  - (a) The existence and nature of the investigation; and
  - (b) Any information or documentation obtained as a result of the investigation;which information may only be disclosed to those who reasonably need to know. Where an individual is unsure of whether they may disclose particular information, they may seek advice from the Access & Privacy Office.
- 2.29 Notwithstanding section 2.28, the Complainant, the Respondent, and witnesses involved in the investigation may:
  - (a) Obtain confidential advice (including advice from a Student Advocate or lawyer, as may be appropriate);
  - (b) Disclose information to others only to the extent reasonably necessary to gather evidence and, in the case of an accused Student, to make full answer and defense to the allegations; and
  - (c) Use information obtained independent of the investigation in any other forum.

## **Records Management**

- 2.30 The Disciplinary Authority will maintain files with respect to each complaint in accordance with the Records Management policy and procedure.

### **Part III Accountability**

- 3.1 The Office of Legal Counsel is responsible for advising the President that a formal review of this Procedure is required.
- 3.2 The President is responsible for the implementation, administration and review of this Procedure.
- 3.3 Students, Faculty/College/School Councils, Unit Heads, Academic Staff and employees are responsible for complying with this Procedure.

### **Part IV Review**

- 4.1 Governing Document reviews shall be conducted every ten (10) years. The next scheduled review date for this Procedure is [Click here to enter a date](#).
- 4.2 In the interim, this Procedure may be revised or repealed if:
- (a) the President or the Approving Body deems it necessary or desirable to do so;
  - (b) the Procedure is no longer legislatively or statutorily compliant;
  - (c) the Procedure is now in conflict with another Governing Document; and/or
  - (d) the Parent Policy is revised or repealed.

### **Part V Effect on Previous Statements**

- 5.1 This Procedure supersedes all of the following:
- (a) all previous Board of Governors/Senate Governing Documents on the subject matter contained herein; and
  - (b) all previous Administration Governing Documents on the subject matter contained herein.

## **Part VI**

### **Cross References**

- 6.1 This Procedure should be cross referenced to the following relevant Governing Documents, legislation and/or forms:
- (a) Student Discipline Bylaw;
  - (b) Table 1: Jurisdiction of Disciplinary Authorities for Academic Misconduct;
  - (c) Table 3: Disciplinary Actions and Disciplinary Authorities;
  - (d) Student Discipline - Appeal Procedure;
  - (e) Definitions of Academic Units Policy;
  - (f) Responsible Conduct of Research Policy and Procedures;
  - (g) Records Management Policy and Procedure;
  - (h) Use of Computer Facilities Policy and Procedure;
  - (i) Third Party Data Access Request Form;
  - (j) Student Advocacy Office Policy;
  - (k) *The Freedom of Information and Protection of Privacy Act*, CCSM c. F175;
  - (l) *The Personal Health Information Act*, CCSM c. P33.5.



## UNIVERSITY OF MANITOBA PROCEDURE

<b>Procedure:</b>	<b>STUDENT NON-ACADEMIC MISCONDUCT AND CONCERNING BEHAVIOUR</b>
<b>Parent Policy:</b>	Student Discipline Bylaw
<b>Effective Date:</b>	To be entered by Office of Legal Counsel
<b>Revised Date:</b>	To be entered by Office of Legal Counsel
<b>Review Date:</b>	To be entered by Office of Legal Counsel
<b>Approving Body:</b>	Board of Governors
<b>Authority:</b>	Student Discipline Bylaw
<b>Responsible Executive Officer:</b>	President
<b>Delegate:</b>	University Secretary
<b>Contact:</b>	University Secretary
<b>Application:</b>	Students, Faculty/College/School Councils, Unit Heads, Academic Staff and employees

### Part I Reason for Procedure

1.1 The reason for this Procedure is to:

- (a) Articulate the University's expectation that all Students act in a fair and reasonable manner toward their peers, the faculty, staff, administration and the physical property of the University;
- (b) Outline the jurisdiction for each Disciplinary Authority dealing with the Non-Academic Misconduct of Students;
- (c) Provide a fair and thorough investigation process for allegations of Non-Academic Misconduct;
- (d) Coordinate an action plan for Students exhibiting Concerning Behaviour that includes supports and a clear referral mechanism for members of the University Community.

## Part II Procedure Content

### Definitions

2.1 The following terms are defined for the purpose of this Procedure:

- (a) **"Academic Staff"** refers to all individuals whose primary assignment is instruction, research, and/or service/academic administration. This includes employees who hold an academic rank such as professor, associate professor, assistant professor, instructor, lecturer, librarian, or the equivalent of any of those academic ranks. The category also includes a dean, director, associate dean, assistant dean, chair or head of department, visiting scholars, senior scholars, and those holding unpaid academic appointments, insofar as they perform instructional, research, and/or service/academic administrative duties.
- (b) **"Appeal Procedure"** means the Student Discipline – Appeal Procedure.
- (c) **"Bylaw"** means the Student Discipline Bylaw.
- (d) **"College"** means a Professional College as defined under the Definitions of Academic Units policy.
- (e) **"Disciplinary Action"** means the specific disciplinary actions available for each Disciplinary Authority under Table 3.
- (f) **"Disciplinary Authority"** means the discipline authority designated to determine a matter of student discipline for Non-Academic Misconduct under Table 2.
- (g) **"Discrimination"** has the same meaning as defined in section 2.3 of the RWLE and Sexual Assault procedure.
- (h) **"Faculty"** means a Faculty as defined under the Definitions of Academic Units policy.
- (i) **"Harassment"** refers to Personal Harassment, Human Rights Based Harassment, and/or Sexual Harassment as defined in section 2.10 of the RWLE and Sexual Assault procedure.
- (j) **"Non-Academic Misconduct"** has the same meaning as defined in section 2.5 of this Procedure.
- (k) **"Procedure"** means this Student Non-Academic Misconduct and Concerning Behaviour procedure.

- (l) **"School"** means a "School of the University" or a "School of a Faculty", as those terms are defined under the Definitions of Academic Units policy.
- (m) **"Sexual Assault"** has the same meaning as defined in section 2.1 of the Sexual Assault Policy.
- (n) **"STATIS"** means the Student/Staff Threat Assessment Triage Intervention Support team established pursuant to section 2.11 of the Violent or Threatening Behaviour procedure.
- (o) **"Student"** means any of the following individuals:
  - (i) **Applicant** – an individual who has submitted application for admission to the University;
  - (ii) **Admitted** – an individual who has accepted an offer of admission to the University;
  - (iii) **Current** – an individual who is either registered in course(s) or in a program of studies at the University or is eligible to continue in their studies at the University either because the individual meets minimum academic performance requirements or will be eligible to continue after discharging a financial hold or serving suspension;
  - (iv) **Former** – an individual who has graduated from the University or who has withdrawn (either voluntarily or was required to withdraw).
- (p) **"Student Advocate"** is a member of the University's Student Advocacy Office who provides Students with information on their rights and responsibilities, as well as assistance with resolving problems or concerns resulting from actions or decisions taken by the University.
- (q) **"Table 2"** refers to Table 2: Jurisdiction of Disciplinary Authorities for Non-Academic Misconduct, which follows the Bylaw.
- (r) **"Table 3"** refers to Table 3: Disciplinary Actions and Disciplinary Authorities, which follows the Bylaw.
- (s) **"UMSS"** means the University of Manitoba's Security Services.
- (t) **"Unit"** means a Faculty, School, College, institute, centre, academic support unit (for example, libraries) or administrative unit whose Unit Head reports to the President or a Vice-President, Associate Vice-President or Vice-Provost. An academic department within a Faculty/College/School is not a Unit as the term is used within this Procedure.
- (u) **"Unit Head"** refers to the individual with direct supervisory authority over a Unit, including Deans, Directors, the University Librarian, the President,

Vice-Presidents, Associate Vice-Presidents and Vice-Provosts with respect to their Units.

- (v) **"University"** refers to the University of Manitoba.
- (w) **"University Community"** means all Board of Governors members, Senate members, Faculty/College/School Councils, employees, anyone holding an appointment with the University, Students, volunteers, external parties, contractors and suppliers.
- (x) **"University Matter"** has the same meaning as defined in section 2.3 of this Procedure.
- (y) **"Violence"** means:
  - (i) The attempted or actual exercise of physical force against a person; or
  - (ii) Any threatening statement or behaviour that gives a person reasonable cause to believe that physical force will be used against the person.

## SCOPE

2.2 This Procedure applies to a Student's non-academic conduct in relation to any University Matter.

2.3 **"University Matter"** means any activity, event, or undertaking in which a member of the University Community participates which has a substantial connection to the University, such as:

- (a) University-related activities or events, including but not limited to:
  - (i) Any activity or event on property owned or controlled by the University;
  - (ii) The leasing of space, including student residence rooms, on property owned or controlled by the University;
  - (iii) The offering of any service by the University, including educational services;
  - (iv) Student placements, practica, or clinical training;
  - (v) University research activities, whether on or off campus;
  - (vi) Student and/or employee exchanges arranged in connection with the University;

- (vii) Social events or networking, where matters regarding the University or members of the University Community are a significant focus of the activity;
  - (viii) University field trips, travel-study tours, service-learning activities, and similar activities;
- (b) Activities or events involving members of the University Community, where the actions of those members of the University Community may reasonably reflect upon or affect the University, including but not limited to:
  - (i) Any aspect of the employment or engagement of employees and contractors for roles and projects substantially connected to the University;
  - (ii) Participation on a committee or board as a representative of the University;
  - (iii) Writings, photographs, artwork, audio or video recordings, and/or electronic communications, including communications through social media, where matters regarding the University or members of the University Community are a significant focus of the communication;
  - (iv) Matters related to The University of Manitoba Students' Union, the Graduate Students' Association, and their affiliated student groups to the extent that it affects the proper functioning of the University or the rights of a member of the University Community to use and enjoy the University's learning and working environments; or
  - (v) Matters of off-campus conduct that have, or might reasonably be seen to have an adverse effect on the proper functioning of the University or the rights of a member of the University Community to use and enjoy the University's learning and working environments.

## **NON-ACADEMIC MISCONDUCT**

2.4 Any Student who engages in Non-Academic Misconduct in relation to a University Matter will be subject to discipline.

2.5 **"Non-Academic Misconduct"** means any conduct that has, or might reasonably be seen to have, an adverse effect on the integrity or proper functioning of the University or the health, safety, rights or property of the University or members of the University Community, such as:

- (a) Threats of harm or actual harm by any means (including electronic means) to another person, including but not limited to:

- (i) Discrimination;
- (ii) Hazing;
- (iii) Harassment;
- (iv) Possession or use of dangerous objects, in violation of any applicable law;
- (v) Sexual Assault;
- (vi) Stalking behaviour, including repetitive behaviour directed at a specific person which reasonably causes that person alarm, distress, fear or a change of normal behavior;
- (vii) Violence;
- (b) Property-related misconduct, including but not limited to:
  - (i) Theft;
  - (ii) Threats to or damage of University property;
  - (iii) Vandalism;
- (c) Inappropriate or disruptive behavior, including but not limited to:
  - (i) Actions which habitually interfere with the learning environment or requires the inordinate time and attention of faculty and staff;
  - (ii) Alcohol or substance abuse;
  - (iii) Disorderly behaviour;
  - (iv) Indecent exposure;
  - (v) Unprofessional conduct;
- (d) Abuse of the process of University policies, procedures or regulations, including but not limited to:
  - (i) Abuse of computer privileges;
  - (ii) Breach of student residence rules or regulations;
  - (iii) Failure to comply with a previously imposed Disciplinary Action;
  - (iv) Frivolous or vexatious complaints or appeals.

- 2.6 Students will be subject to Disciplinary Action for any instance of Non-Academic Misconduct, regardless of whether such behaviour is covered by other University policies, procedures or bylaws. Matters relating to certain Non-Academic Misconduct may also be subject to additional policies, such as:
- (a) The Respectful Work and Learning Environment Policy and the RWLE and Sexual Assault Procedure when the matter relates to Discrimination, or Harassment;
  - (b) The Sexual Assault Policy and the RWLE and Sexual Assault Procedure when the matter relates to Sexual Assault;
  - (c) The Violent or Threatening Behaviour Policy and Procedure when the matter relates to Violence, hazing, stalking behaviour, or the possession or use of dangerous objects in violation of any applicable law;
  - (d) The Use of Computer Facilities Policy and Procedure when the matter relates to abuse of computer privileges;
  - (e) The Campus Alcohol Policy and Procedure when the matter relates to alcohol or substance abuse;
  - (f) The student Residence Contract when the matter relates to a breach of student residence rules or regulations.

### **Jurisdiction of Disciplinary Authority**

- 2.7 The specific jurisdiction of each Disciplinary Authority designated to determine an allegation of Non-Academic Misconduct is set out in Table 2.
- 2.8 For matters involving the Non-Academic Misconduct of an undergraduate Student, the Disciplinary Authority with the closest connection to the particular alleged Non-Academic Misconduct has jurisdiction over the matter, subject to section 2.10 of this Procedure. However, the Disciplinary Authority must inform the Unit Head of the Student's home Faculty/College/School, and the Vice-Provost (Students), prior to any investigation.
- 2.9 Matters involving Non-Academic Misconduct of a graduate Student must be referred directly to the Dean of the Faculty of Graduate Studies who shall, in turn, inform the department head of the Student's home department, and the Vice-Provost (Students), prior to any investigation.
- 2.10 When the alleged Non-Academic Misconduct, if proven on a balance of probabilities, would:
- (a) Constitute a second instance of Non-Academic Misconduct by the Student; or

- (b) Be of such severity as to warrant a Disciplinary Action that is not available to the Disciplinary Authority with the closest connection to the matter under Table 2 (e.g. Department Head);

the matter shall be referred to the next appropriate Disciplinary Authority under Table 2 (e.g. Dean/Director) for investigation and decision.

- 2.11 If a question arises as to which Disciplinary Authority should hear a particular case, the question must be referred to the President for resolution.
- 2.12 If the Non-Academic Misconduct relates to a criminal offence, the Disciplinary Authority must provide relevant information to UMSS for potential follow-up by the appropriate policing authority.

### **Notice to Vice-Provost (Students)**

- 2.13 Before initiating an investigation, the Disciplinary Authority will advise the Vice-Provost (Students) of the following:
  - (a) An allegation of Non-Academic Misconduct has been received;
  - (b) The nature of the Non-Academic Misconduct;
  - (c) The name of the Student alleged to have committed the Non-Academic Misconduct; and
  - (d) The intention of the Disciplinary Authority to initiate an investigation in accordance with this Procedure.
- 2.14 The Vice-Provost (Students) will review this information and advise the Disciplinary Authority if he or she feels the matter should be referred to STATIS before the investigation is conducted.

### **Notice to the Student**

- 2.15 After consultation with the Vice-Provost (Students), the Student who is the subject of a disciplinary matter will be informed in writing by the Disciplinary Authority (with a copy to the University's Registrar) that:
  - (a) An investigation is proceeding in accordance with this Procedure, the nature of the matter being investigated, that the Student may be subject to Disciplinary Action, and that a hold will be placed on the Student's record in accordance with section 2.16 of this Procedure until the allegation is investigated;
  - (b) The Student will be given an opportunity to respond to the allegation and, if a meeting is scheduled, notice will be provided as to who will be present on behalf of the University at the meeting;



- (c) The Student may seek advice and representation from a Student Advocate, a representative from the University of Manitoba Students' Union, a representative from the Graduate Students' Association, a member of the University Community not receiving payment for appearing, a member of the Student's immediate family, or other support person as may be appropriate. It is the sole responsibility of the Student to determine the adequacy of the Student's representation;
- (d) Failure to respond by a specified date will result in the matter being considered without the Student's response;
- (e) The Student may obtain a copy of this Procedure, the Bylaw and related procedures. These documents are available online or from the Office of the University Secretary or the Student Advocacy office;
- (f) The Student has a right to appeal in accordance with the Bylaw and Appeal Procedure.

## **Student Records**

- 2.16 The Disciplinary Authority will request that the Registrar place a hold on the Student's record to prevent the issuance of transcripts, transfers between Faculty/College/School and changes in registrations until the alleged Non-Academic Misconduct is investigated. Until a decision has been made and any appeal process available under the Bylaw has concluded, the Student shall be permitted to continue in the course or program and the Disciplinary Authority must ensure the Student's work continues to be graded normally and is unaffected by the allegation of Non-Academic Misconduct, subject to sections 2.25 and 2.26 of the Bylaw.

## **Investigation Procedure**

- 2.17 Subject to section 2.18 of this Procedure, the Disciplinary Authority will, either personally or through a designate, conduct an investigation into the allegations of Non-Academic Misconduct in any manner that he or she deems appropriate to the nature of the alleged Non-Academic Misconduct, the seriousness of the issues involved, and any admissions made during the investigation. This may include some or all of:
- (a) Interviewing witnesses;
  - (b) Reviewing documents and records (both paper and electronic);
  - (c) Reviewing photographs, audio, and video recordings;
  - (d) Examining physical evidence;
  - (e) Arranging for testing of physical evidence;

- (f) With the consent of participants, arranging for medical or psychological evaluations; and/or
  - (g) Submitting a Third Party Data Access Request Form to IST regarding accessing electronic systems and consulting with Access & Privacy Office as required to facilitate the request.
- 2.18 The Disciplinary Authority may choose not to personally investigate where the issue has been or may be investigated pursuant to another University policy, procedure or bylaw.
- 2.19 The Disciplinary Authority will conduct the investigation in accordance with the principles of procedural fairness and natural justice. In particular, the Disciplinary Authority will consider that:
- (a) The Student must be informed of the allegations against him or her, including having access to documentary and other evidence and knowing the identity of the complainant, subject to section 2.34 of this Procedure;
  - (b) The Student must be provided an opportunity to respond to the allegations;
  - (c) While strict rules of evidence do not apply, appropriate weight must be given to evidence based on its credibility and reliability; and
  - (d) Witnesses may wish to consult with or respond through an advocate (which may include legal counsel, a union representative, or a Student Advocate, as may be appropriate).
- 2.20 The Disciplinary Authority (or designate) may meet with the Student to present the facts/evidence concerning the allegation and to give the Student an opportunity to respond to the allegation and present his/her explanation of the matter. The Disciplinary Authority will give notice to the Student as to who will be present on behalf of the University at such a meeting.
- 2.21 The Disciplinary Authority will inform the Student that a written decision letter will be sent normally within five (5) working days of receiving the Student's response. If the Student does not respond within a reasonable time, the Disciplinary Authority will consider the matter and make a decision in the absence of the Student's response and based on the information that is available.

## **Decision**

- 2.22 At the conclusion of the investigation, the Disciplinary Authority will inform the Student of his or her decision in writing and will include, at minimum, the following:
- (a) A summary of the allegation of Non-Academic Misconduct;

- (b) A summary of the process and key timelines in the investigation;
  - (c) A summary of the key evidence obtained through the investigation, including the response of the Student to the allegation;
  - (d) An indication of which key evidence was considered credible and reliable;
  - (e) A conclusion as to whether, on a balance of probabilities, the Non-Academic Misconduct occurred;
  - (f) A summary of the reasons for the conclusion;
  - (g) A summary of any Disciplinary Action instituted in accordance with the Bylaw and section 2.23 of this Procedure; and
  - (h) If Disciplinary Action is taken, information about the right to appeal, the time period for appeal, and the person and contact information for the submission of an appeal, in accordance with the Bylaw.
- 2.23 Where there is a finding of Non-Academic Misconduct, the Disciplinary Authority will consider any previous findings of Non-Academic Misconduct before determining the appropriate Disciplinary Action under the Bylaw. In the case where the Disciplinary Authority is not the Unit Head of the Faculty/College/School in which the Student is registered, the Disciplinary Authority will determine the appropriate Disciplinary Action in consultation with the Unit Head of that Faculty/College/School.
- 2.24 The Disciplinary Authority will send a copy of their decision to the Registrar, to the Vice-Provost (Students), and to the Unit Head of the Faculty/College/School in which the Student is registered.

## **Appeals**

- 2.25 Students have a right to appeal Disciplinary Actions in accordance with the Bylaw and the Appeal Procedure.

## **CONCERNING BEHAVIOUR**

- 2.26 **"Concerning Behaviour"** means any behaviour that, while not indicative of a clear immediate threat, gives rise to a reasonable apprehension that the Student may engage in conduct harmful to him- or herself or to others, including but not limited to:
- (a) Threats of self-harm;
  - (b) Worrisome behavioral changes in an individual, such as changes in appearance, social withdrawal or isolation, apparent detachment from reality, or inordinate interest in or discussion of violent themes or events.

- 2.27 Where a Student is exhibiting Concerning Behaviour, members of the University Community must report such behaviour to their Unit Head, a member of STATIS, and/or UMSS. The Unit Head of the Student's Faculty/College/School of registration must be consulted and that Unit Head should, where appropriate:
- (a) Ensure the Student receives timely voluntary counselling referrals through existing support services at the University, such as the Student Support Case Manager, Student Counselling Centre, University Health Services, and/or the Faculty Counselling Services (College of Medicine);
  - (b) Use this Procedure, the Student Discipline Bylaw and other policies, procedures and bylaws as appropriate where additional action is necessary to deal with Concerning Behaviour.
- 2.28 Members of the University Community must report incidents of Concerning Behaviour to UMSS and STATIS where a Student's Concerning Behaviour is affecting the various services and administration offices of the University, or where the Concerning Behaviour is of a nature or quality that likely will result in:
- (a) Serious harm to the Student or substantial deterioration of the Student's health; or
  - (b) Serious harm to another person or property;
- 2.29 When reporting concerns to STATIS or UMSS, individuals should attempt to provide the following information:
- (a) Description of the Concerning Behaviour;
  - (b) Name of the Student exhibiting the Concerning Behaviour; and
  - (c) Indication of what action has been taken to date (if applicable), including a description of any meetings with the Student and any assistance provided, including referrals.
- 2.30 Information regarding Concerning Behaviour that is received during the Student application process must be referred to the Executive Director of Enrolment Services or the Dean of Graduate Studies, as appropriate. If the information is of serious concern to the respective Executive Director of Enrolment Services or the Dean of Graduate Studies, he/she may seek the advice of the University Legal Counsel and may initiate a staff conference of STATIS.
- 2.31 If a Student does not accept personal responsibility for their Concerning Behaviour or will not accept appropriate referral for voluntary counselling, the Unit Head should proceed as follows:
- (a) Advise the Student to seek professional help; and

- (b) Contact the Executive Director of Student Support if the Student refuses to voluntarily seek professional help. The Executive Director of Student Support may consult with colleagues to determine whether or not an involuntary psychiatric assessment is advisable according to mental health legislation and regulations.

## **CONFIDENTIALITY**

### **Obligations of Confidentiality by the University**

- 2.32 In respect of an incidence of Non-Academic Misconduct or Concerning Behaviour, the University will not disclose the name of the complainant, the Student, or the circumstances related to the complaint to any person, other than where the disclosure is:
- (a) Necessary to investigate the complaint or take corrective action with respect to the complaint;
  - (b) Necessary to coordinate an action plan for a Student exhibiting Concerning Behaviour that includes supports and a clear referral mechanism for the Student; or
  - (c) Required by law.
- 2.33 Personal information that is disclosed under section 2.32 above in respect of an incidence of Non-Academic Misconduct or Concerning Behaviour will be the minimum amount necessary for the purpose.

### **Obligations of Confidentiality by the Disciplinary Authority**

- 2.34 The Disciplinary Authority, in conducting the investigation, will comply with *The Freedom of Information and Protection of Privacy Act* and *The Personal Health Information Act* with respect to personal information and personal health information collected, used and disclosed in the course of the investigation. Where a Disciplinary Authority is unsure of whether they may disclose particular information, they may seek advice from the Access & Privacy Office.
- 2.35 The Disciplinary Authority will advise all persons involved with an investigation as to their obligations regarding confidentiality, and the protections available to them under this Procedure.

### **Obligations of Confidentiality by the Others**

- 2.36 All persons involved in an investigation of an incident of Non-Academic Misconduct or Concerning Behaviour, whether as a witness or retrieving relevant information or documents, must keep confidential:
- (a) The existence and nature of the investigation; and

- (b) Any information or documentation obtained as a result of the investigation; which information may only be disclosed to those who reasonably need to know. Where an individual is unsure of whether they may disclose particular information, they may seek advice from the Access & Privacy Office.
- 2.37 Notwithstanding section 2.36, the Complainant, the Respondent, and witnesses involved in the investigation may:
- (a) Obtain confidential advice (including advice from a Student Advocate or lawyer, as may be appropriate);
  - (b) Disclose information to others only to the extent reasonably necessary to gather evidence and, in the case of an accused Student, to make full answer and defense to the allegations; and
  - (c) Use information obtained independent of the investigation in any other forum.

## **Records Management**

- 2.38 The Disciplinary Authority will maintain files with respect to each complaint in accordance with the Records Management policy and procedure.

## **Part III Accountability**

- 3.1 The Office of Legal Counsel is responsible for advising the President that a formal review of this Procedure is required.
- 3.2 The President is responsible for the implementation, administration and review of this Procedure.
- 3.3 Students, Faculty/College/School Councils, Unit Heads, Academic Staff and employees are responsible for complying with this Procedure.

## **Part IV Review**

- 4.1 Governing Document reviews shall be conducted every ten (10) years. The next scheduled review date for this Procedure is [Click here to enter a date](#).
- 4.2 In the interim, this Procedure may be revised or repealed if:
  - (a) the President or the Approving Body deems it necessary or desirable to do so;

- (b) the Procedure is no longer legislatively or statutorily compliant;
- (c) the Procedure is now in conflict with another Governing Document; and/or
- (d) the Parent Policy is revised or repealed.

## **Part V**

### **Effect on Previous Statements**

- 5.1 This Procedure supersedes all of the following:
- (a) all previous Board of Governors/Senate Governing Documents on the subject matter contained herein; and
  - (b) all previous Administration Governing Documents on the subject matter contained herein.

## **Part VI**

### **Cross References**

- 6.1 This Procedure should be cross referenced to the following relevant Governing Documents, legislation and/or forms:
- (a) Student Discipline Bylaw;
  - (b) Table 2: Jurisdiction of Disciplinary Authorities for Non-Academic Misconduct;
  - (c) Table 3: Disciplinary Actions and Disciplinary Authorities;
  - (d) Student Discipline - Appeal Procedure;
  - (e) Respectful Work and Learning Environment Policy;
  - (f) Sexual Assault Policy;
  - (g) RWLE and Sexual Assault Procedure;
  - (h) Residence Contract;
  - (i) Violent or Threatening Behaviour Policy and Procedure;
  - (j) Campus Alcohol Policy and Procedure;
  - (k) Definitions of Academic Units Policy;
  - (l) Records Management Policy and Procedure;

- (m) Use of Computer Facilities Policy and Procedure;
- (n) Third Party Data Access Request Form;
- (o) Student Advocacy Office Policy;
- (p) *The Freedom of Information and Protection of Privacy Act*, CCSM c. F175;
- (q) *The Personal Health Information Act*, CCSM c. P33.5.



**TABLE 1: JURISDICTION OF DISCIPLINARY AUTHORITIES  
FOR STUDENT ACADEMIC MISCONDUCT**

For the purpose of this Table 1, all capitalized terms have the meaning ascribed to them in the Student Discipline Bylaw (the "Bylaw") and/or in the Student Academic Misconduct procedure (the "Procedure"). References to Faculty/College/School will include University 1, and references to Dean/Director will include the Executive Director of Student Academic Success.

<b>DISCIPLINARY AUTHORITY</b>	<b>JURISDICTION</b>	
1. Academic Staff	Undergraduate Level	At the Undergraduate level, Academic Staff have no disciplinary authority and must refer the matter directly to the Department Head or, in the case of non-departmental units, to the Dean/Director or designate of the Faculty/College/School.
	Graduate Level	At the Graduate level, Academic Staff have no disciplinary authority and must refer the matter directly to the Dean of Graduate Studies, or designate, in accordance with section 2.9 of the Procedure.
2. Department Head	Undergraduate Level	<p>The Department Head has jurisdiction over a breach of departmental bylaws or regulations; student disciplinary matters uniquely affecting the department; and matters involving undergraduate students relating to course work.</p> <p>At the Undergraduate level, the Department Head may dispose of the matter, or may refer the matter to the Dean or Director in accordance with section 2.10 of the Procedure.</p>
	Graduate Level	At the Graduate level, the Department Head has no disciplinary authority and must refer the matter directly to the Dean of Graduate Studies, or designate, in accordance with section 2.9 of the Procedure.

DISCIPLINARY AUTHORITY	JURISDICTION	
3. Dean / Directors	Undergraduate Level	<p>The Dean/Director has jurisdiction over a breach of Faculty/College/School bylaws or regulations and over all other disciplinary matters uniquely affecting the Faculty/College/School that do not affect the University generally.</p> <p>If the disciplinary matter relates to a course other than a course offered by the Faculty/College/School in which the Student is registered, the Dean/Director must act in accordance with sections 2.8 and 2.21 of the Procedure.</p>
	Graduate Level	<p>At the Graduate level, the Dean or Director must refer the matter directly to the jurisdiction of the Dean of Graduate Studies, or designate.</p>
4. Dean of Graduate Studies	<p>The Dean of Graduate Studies has jurisdiction over a breach of Faculty of Graduate Studies bylaws or regulations and over all other disciplinary matters uniquely affecting the Faculty of Graduate Studies that do not affect the University generally.</p> <p>The Dean of the Faculty of Graduate Studies will consult with the Registrar over all disciplinary matters involving false or misleading information supplied in connection with applications for admission to the Faculty of Graduate Studies.</p>	

DISCIPLINARY AUTHORITY	JURISDICTION	
5. Executive Director of Enrolment Services	<p>The Executive Director has jurisdiction over all disciplinary matters involving false or misleading information supplied in connection with applications for admission to Faculties/Colleges/Schools, except the Faculty of Graduate Studies.</p> <p>The Executive Director of Enrolment Services may delegate jurisdiction to an ad hoc committee to hear and determine any disciplinary matter within the Executive Director's jurisdiction.</p>	
6. Registrar	Undergraduate Level	At the Undergraduate level, the Registrar has jurisdiction over all disciplinary matters involving false or misleading information supplied in connection with registration with any unit of the University, or a Student's academic history/record, including but not limited to; letters of permission, transfer of credits and transcript matters.
	Graduate Level	At the Graduate level, the Registrar has jurisdiction and will consult with the Dean of Graduate Studies regarding disciplinary matters involving false or misleading information supplied in connection with registration with any unit of the University, or student's academic history/record, including but not limited to; letters of permission, transfer of credits and transcript matters.
7. President	<p>The President has jurisdiction over all disciplinary matters not specifically subject to the control of another Disciplinary Authority under the Procedure or this Table 1.</p> <p>The President may delegate jurisdiction to a person or to an ad hoc committee to hear and determine any disciplinary matter within the President's jurisdiction.</p>	

## **TABLE 2: JURISDICTION OF DISCIPLINARY AUTHORITIES FOR STUDENT NON-ACADEMIC MISCONDUCT**

For the purpose of this Table 2, all capitalized terms have the meaning ascribed to them in the Student Discipline Bylaw (the "Bylaw") and/or in the Student Non-Academic Misconduct and Concerning Behaviour procedure (the "Procedure"). References to Faculty/College/School will include University 1, and references to Dean/Director will include the Executive Director of Student Academic Success.

<b>DISCIPLINARY AUTHORITY</b>	<b>JURISDICTION</b>	
1. Academic Staff	Undergraduate Level	At the Undergraduate level, Academic Staff have jurisdiction over a disruption of an instructional or evaluative activity occurring in their class. Academic Staff may refer the matter directly to the Department Head or, in the case of non-departmental units, to the Dean/Director or designate of the Faculty/College/School.
	Graduate Level	At the Graduate level, Academic Staff have jurisdiction over a disruption of an instructional or evaluative activity occurring in their class. Academic Staff must refer all other disciplinary matters directly to the Dean of Graduate Studies, or designate, in accordance with section 2.9 of the Procedure.

DISCIPLINARY AUTHORITY	JURISDICTION	
2. Department Head	Undergraduate Level	<p>The Department Head has jurisdiction over a breach of departmental bylaws or regulations and student disciplinary matters uniquely affecting the department.</p> <p>At the Undergraduate level, the Department Head may dispose of the matter, or may refer the matter to the Dean or Director in accordance with section 2.10 of the Procedure.</p>
	Graduate Level	<p>At the Graduate level, the Department Head has no disciplinary authority and must refer the matter directly to the Dean of Graduate Studies, or designate, in accordance with section 2.9 of the Procedure.</p>
3. Dean / Director	Undergraduate Level	<p>The Dean/Director has jurisdiction over a breach of Faculty/College/School bylaws or regulations and over all other disciplinary matters uniquely affecting the Faculty/College/School that do not affect the University generally.</p> <p>If the disciplinary matter relates to a course other than a course offered by the Faculty/College/School in which the Student is registered, the Dean/Director must act in accordance with section 2.8 and 2.23 of the Procedure.</p>
	Graduate Level	<p>At the Graduate level, the Dean or Director must refer the matter directly to the jurisdiction of the Dean of Graduate Studies, or designate.</p>

DISCIPLINARY AUTHORITY	JURISDICTION
4. Dean of Graduate Studies	<p>The Dean of Graduate Studies has jurisdiction over a breach of Faculty of Graduate Studies bylaws or regulations and over all other disciplinary matters uniquely affecting the Faculty that do not affect the University generally, in accordance with section 2.9 of the Procedure.</p>
5. University Librarian	<p>The University Librarian has jurisdiction over a breach of library regulations and all other disciplinary matters occurring in and uniquely affecting a library that do not affect the University generally.</p> <p>The University Librarian may delegate jurisdiction to a library administrative officer in any library within the University and/or establish an ad hoc committee to hear and determine any disciplinary matter within the Director's jurisdiction or the jurisdiction of the administrative officer.</p> <p>In situations involving mutilation or theft of library materials, the University Librarian may refer the case to the President. If in this case the President requests the University Librarian to act in the name of the President, the University Librarian shall act with the President's authority.</p>
6. Director of Student Residences	<p>The Director of Student Residences has jurisdiction over a breach of University residence rules or the Residence Contract, and all other disciplinary matters which uniquely affect the proper administration of a University residence, whether committed by residents, visitors or others, and which do not affect the University generally.</p> <p>The Director may delegate jurisdiction to an ad hoc committee to hear and determine any disciplinary matter within the Director's jurisdiction.</p>

DISCIPLINARY AUTHORITY	JURISDICTION
7. Associate Vice-President (Admin)	<p>The Associate Vice-President (Administration) has jurisdiction over all disciplinary matters occurring in and uniquely affecting the University Centre building, which do not affect the University generally.</p> <p>The Associate Vice-President (Administration) may delegate jurisdiction to an ad hoc committee to hear and determine any disciplinary matter within the Associate Vice-President (Administration)'s jurisdiction.</p>
8. CIO, IST	<p>The CIO of Information Services and Technology has the delegated jurisdiction of the Vice-President (Administration) over abuses of computer privileges under the <a href="#">Use of Computer Facilities</a> policy.</p>
9. Vice-President (Admin)	<p>The Vice-President (Administration) has jurisdiction over disciplinary matters relating to a breach of the following policies:</p> <ul style="list-style-type: none"> <li>(a) Respectful Work and Learning Environment policy;</li> <li>(b) Sexual Assault policy;</li> <li>(c) Use of Computer Facilities policy;</li> <li>(d) Violent or Threatening Behaviour policy</li> </ul> <p>The Vice-President (Administration) may delegate jurisdiction in whole or in part, absolutely or conditionally, to the Vice-Provost (Students) to hear and determine any disciplinary matter within the Vice-President (Administration)'s jurisdiction.</p> <p>The Vice-President (Administration) may delegate jurisdiction to the CIO, where appropriate, with respect to a breach of the Use of Computer Facilities policy.</p>

DISCIPLINARY AUTHORITY	JURISDICTION
10. Vice-Provost (Students)	<p>The Vice-Provost (Students) has jurisdiction over disciplinary matters affecting more than one Faculty/College/School or disciplinary matters affecting the University generally.</p> <p>The Vice-Provost (Students) also has jurisdiction over disciplinary matters which have been referred to the Vice-Provost (Students) from the following:</p> <p>(a) President;</p> <p>(b) Vice-President (Administration).</p>
11. President	<p>The President has jurisdiction over all disciplinary matters not specifically subject to the control of another Disciplinary Authority under the Procedure or this Table 2.</p> <p>The President may delegate jurisdiction in whole or in part, absolutely or conditionally, to the Vice-Provost (Students) to hear and determine any disciplinary matter within the President's jurisdiction.</p>



Disciplinary Authorities and Disciplinary Actions		Academic Staff	Department Heads	Deans, Directors or LDC	Director, Student Residences	Executive Director, Enrolment Services	Registrar	University Librarian / Library Appeals Committee	CIO, Information Systems & Technology	Associate V.P (Admin)	Vice-Provost (Students)	V.P. (Admin)	President	UDC
1	Issuing a reprimand.	X	X	X	X	X	X	X	X	X	X	X	X	X
2	Ordering that a reprimand be recorded on the Student's academic history/transcript for a period of up to 5 years.		X	X		X	X				X	X	X	X
3	Imposing developmental disciplinary actions including community services within the University Community.		X	X							X	X	X	X
4	Imposing developmental disciplinary actions including the participation in educational activities.		X	X							X	X	X	X
5	Attaching conditions to any of the authorized actions prescribing future conduct.	X	X	X	X	X		X	X	X	X	X	X	X
6	Requiring that a written apology and/or retraction be made.	X	X	X	X	X		X		X	X	X	X	X
7	Suspending the assessment or enforcement of a penalty subject to conditions.	X	X	X	X	X		X		X	X	X	X	X

Disciplinary Authorities and Disciplinary Actions		Academic Staff	Department Heads	Deans, Directors or LDC	Director, Student Residences	Executive Director, Enrolment Services	Registrar	University Librarian / Library Appeals Committee	CIO, Information Systems & Technology	Associate V.P (Admin)	Vice-Provost (Students)	V.P. (Admin)	President	UDC
8	Ordering restitution to be made.		X	X	X			X		X	X	X	X	X
9	Levying a fine.				X			X [8]	X		X	X	X	X
10	Suspension from further attendance at classes in a particular course.	X [7]	X	X							X	X	X	X
11	Suspension from attendance for the balance of one meeting of instructional activity.	X	X								X	X	X	X
12	Giving a particular grade on a course, paper, test, examination or other evaluative process because of academic dishonesty or academic fraud.		X	X [3]							X	X	X	X
13	Suspension or withdrawal of privileges in whole or in part.		X	X	X	X		X		X	X	X	X	X
14	Restricting or prohibiting access to University property.			X [3]	X [5]			X [4]		X [2]	X	X	X	X

Disciplinary Authorities and Disciplinary Actions		Academic Staff	Department Heads	Deans, Directors or LDC	Director, Student Residences	Executive Director, Enrolment Services	Registrar	University Librarian / Library Appeals Committee	CIO, Information Systems & Technology	Associate V.P (Admin)	Vice-Provost (Students)	V.P. (Admin)	President	UDC
15	Suspension from attendance at all or certain classes in a particular department.		X	X							X	X	X	X
16	Suspension or expulsion from a particular course.		X	X							X	X	X	X
17	Suspension or expulsion from all or certain courses in a particular department.		X	X							X	X	X	X
18	Suspension from attendance at all or certain classes in a particular faculty or school.			X							X	X	X	X
19	Suspension from attendance at all or certain classes in the University.			X							X	X	X	X
20	Suspension or expulsion from a faculty or school or from all or certain courses therein.			X							X	X	X	X
21	Suspending and restricting use of computer privileges provided by the University.								X		X	X	X	X

Disciplinary Authorities and Disciplinary Actions		Academic Staff	Department Heads	Deans, Directors or LDC	Director, Student Residences	Executive Director, Enrolment Services	Registrar	University Librarian / Library Appeals Committee	CIO, Information Systems & Technology	Associate V.P (Admin)	Vice-Provost (Students)	V.P. (Admin)	President	UDC
22	Suspension or expulsion from a University Residence.				X						X	X	X	X
23	Suspension of the right to submit a future application for admission for a definite or indefinite period.					X					X	X	X	X
24	Suspension of the processing of an application for admission in the year of application.			X [9]		X					X	X	X	X
25	Suspension or expulsion from University College.										X	X	X	X
26	Suspension or expulsion from the University.										X	X	X	X

<sup>[1]</sup> The UDC may, after finding that Disciplinary Action is warranted, implement any one or more Disciplinary Actions as set out in this Schedule "A".

<sup>[2]</sup> Only with respect to University Centre.

<sup>[3]</sup> Only with respect to facilities under their jurisdiction.

<sup>[4]</sup> Only with respect to the Libraries.

<sup>[5]</sup> Only with respect to University Residences.

<sup>[6]</sup> Only with respect to University College.

<sup>[7]</sup> This Disciplinary Action will not be for more than a week's balance of that particular instructional activity.

<sup>[8]</sup> Only as to overdue books in accordance with a pre-published scale of fines.

<sup>[9]</sup> The Dean of the Faculty of Graduate Studies with respect to admission fraud or misconduct of a graduate student application for admission.

## UNIVERSITY OF MANITOBA PROCEDURE

PROCEDURES:	STUDENT DISCIPLINE – APPEAL PROCEDURE
Parent Policy:	Student Discipline Bylaw
Effective Date:	
Revised Date:	
Review Date:	
Approving Body:	Board of Governors
Authority:	Student Discipline Bylaw
Responsible Executive Officer:	President
Delegate:	University Secretary
Contact:	University Secretary
Application:	Students, Faculty/College/School Councils, Unit Heads, Academic Staff and employees

### Part I Reason for Procedures

- 1.1 These Appeal Procedures are secondary to the Student Discipline Bylaw and are intended to establish a process for appeals to be heard, and to provide guidance to the members of appeal panels, to the student and to the Faculty/College/School representatives in relation to appeal hearings.

### Part II Procedures

#### Definitions

- 2.1 The following terms are defined for the purpose of this Bylaw and related Procedures:
- (a) **"Academic Misconduct"** has the same meaning as defined in section 2.5 of the Student Academic Misconduct Procedure.
  - (b) **"Academic Staff"** refers to all individuals whose primary assignment is instruction, research, and/or service/academic administration. This

includes employees who hold an academic rank such as professor, associate professor, assistant professor, instructor, lecturer, librarian, or the equivalent of any of those academic ranks. The category also includes a dean, director, associate dean, assistant dean, chair or head of department, visiting scholars, senior scholars, and those holding unpaid academic appointments, insofar as they perform instructional, research, and/or service/academic administrative duties.

- (c) **"Appeal Body"** means the appropriate persons or bodies as identified in sections 2.9 to 2.14.
- (d) **"Appeal Procedure"** means this Student Discipline – Appeal Procedure.
- (e) **"Appellant"** means the Student appealing a Disciplinary Action taken against him or her.
- (f) **"Bylaw"** means the Student Discipline Bylaw.
- (g) **"College"** means a Professional College as defined under the Definitions of Academic Units Policy.
- (h) **"Disciplinary Action"** means the specific disciplinary actions available for each Disciplinary Authority under Table 3 of this Bylaw.
- (i) **"Disciplinary Authority"** means the discipline authority designated to determine a matter of student discipline for Academic Misconduct or Non-Academic Misconduct.
- (j) **"Faculty"** means a Faculty as defined under the Definitions of Academic Units Policy.
- (k) **"Local Disciplinary Committee"** or **"LDC"** means the standing or, from time to time, ad hoc committee appointed to hear and determine disciplinary matters under section 2.24 of this Appeal Procedure.
- (l) **"Non-Academic Misconduct"** has the same meaning as defined in section 2.5 of the Student Non-Academic Misconduct and Concerning Behaviour Procedure.
- (m) **"Notice of Appeal"** means the appeal documentation that must be filed by the Student under section 2.16.
- (n) **"Respondent"** means the Disciplinary Authority whose decision is being appealed.
- (o) **"School"** means a "School of the University" or a "School of a Faculty", as those terms are defined under the Definitions of Academic Units Policy.

- (p) **"Sexual Assault"** has the same meaning as defined under the Sexual Assault Policy.
- (q) **"Student"** means any of the following individuals:
  - (i) **Applicant** – an individual who has submitted application for admission to the University;
  - (ii) **Admitted** – an individual who has accepted an offer of admission to the University;
  - (iii) **Current** – an individual who is either registered in course(s) or in a program of studies at the University or is eligible to continue in their studies at the University either because the individual meets minimum academic performance requirements or will be eligible to continue after discharging a financial hold or serving suspension due to academic or discipline;
  - (iv) **Former** – an individual who has graduated from the University or who has withdrawn (either voluntarily or was required to withdraw).
- (r) **"Student Advocate"** is a member of the University's Student Advocacy Office who provides students with information on their rights and responsibilities, as well as assistance with resolving problems or concerns resulting from actions or decisions taken by the University.
- (s) **"Table 3"** means Table 3: Disciplinary Actions and Disciplinary Authorities, which follows the Bylaw.
- (t) **"Unit"** means a Faculty, School, College, institute, centre, academic support unit (for example, libraries) or administrative unit whose Unit Head reports to the President or a Vice-President, Associate Vice-President or Vice-Provost. An academic department within a faculty or school is not a Unit as the term is used within this Procedure.
- (u) **"Unit Head"** refers to the individual with direct supervisory authority over a Unit, including Deans, Directors, the University Librarian, the President, Vice-Presidents, Associate Vice-Presidents and Vice-Provosts with respect to their Units.
- (v) **"University"** means The University of Manitoba.
- (w) **"University Community"** means all Board of Governors members, Senate members, Faculty/College/School Councils, employees, Students, volunteers, external parties, contractors and suppliers.
- (x) **"UDC"** means the University Discipline Committee composed under section 2.53 of this Appeal Procedure.

## **Appeals Generally**

- 2.2 Students have a right to appeal Disciplinary Actions made by a Disciplinary Authority, subject to section 2.23 of the Bylaw.
- 2.3 Only the Student who has been the subject of a Disciplinary Action has the right to appeal.
- 2.4 An Appeal Body may dispose of the matter by instituting any Disciplinary Action authorized to it under Table 3. The resulting disposition may be the same, more severe or less severe than the original Disciplinary Action and the Appellant must be so informed of this possibility prior to the commencement of an appeal hearing.
- 2.5 When an appeal is heard by an Appeal Body, the Appellant must be invited to attend the hearing and, if in attendance, be permitted to ask questions and offer an explanation. Every reasonable attempt should be made to schedule the hearing at a time and place that permits the Appellant's participation.
- 2.6 If the Appellant, Respondent or their respective representatives are unable to attend the hearing in person, the use of a digital communication, such as audio or video conferencing, may be used with prior consent of the chair of the Appeal Body, provided that such means enable all parties to clearly communicate. A request for such a meeting must be made at least one week in advance of the hearing date.
- 2.7 Subject to sections 2.40 and 2.74 of this Appeal Procedure, the Appellant may appear in person and be represented by a Student Advocate, a representative from the University of Manitoba Students' Union, a representative from the Graduate Students' Association, a member of the University Community not receiving payment for appearing, or a member of the Appellant's immediate family. It is the Appellant's sole responsibility to determine the adequacy of their representation.
- 2.8 Subject to sections 2.40, 2.45, 2.76, and 2.83 of this Appeal Procedure, a representative designated in writing by the Appellant may:
  - (a) attend any disciplinary hearing; and
  - (b) participate in any disciplinary hearing to the extent of asking questions of anyone in attendance and making submissions to any Appeal Body.

## **Appeal Routes**

- 2.9 If the Appellant wishes to appeal the Disciplinary Action of a member of the Academic Staff (except for suspension from attendance for the balance of the meeting of one class), or the decision of a department head, the Notice of Appeal must be delivered to the appropriate Unit Head in the Unit offering course(s) and



the Unit Head in the Unit in which the Appellant is registered, with a copy to the Academic Staff or department head, as the case may be.

- 2.10 If a Appellant is appealing within a Unit that does not have department heads, then the first level of decision will be the Unit Head of that respective Unit and the next level of appeal will be as set out in 2.11 of this Procedure.
- 2.11 If the Appellant wishes to appeal the Disciplinary Action of a Unit Head, or the Director of Student Residences, the Notice of Appeal must be delivered to the appropriate Local Disciplinary Committee in care of the respective Unit Head or Director of Student Residence.
- 2.12 If the Appellant wishes to appeal the Disciplinary Action of the University Librarian (other than as a delegate of the President), a delegate of the University Librarian, or an ad hoc committee appointed by the University Librarian, the Notice of Appeal must be delivered to the Chair of the Senate Committee on Libraries, with a copy to the person or ad hoc committee which made the initial disciplinary decision. Within ten (10) working days of receipt of the Notice of Appeal, the Chair of the Senate Committee on Libraries will appoint a Library Appeals Committee to hear the appeal.
- 2.13 If the Appellant wishes to appeal the disciplinary decision of any of the following Disciplinary Authorities, the Notice of Appeal must be delivered to the UDC in care of the Secretary of the UDC (University Secretary):
  - (a) the decision of an LDC or the Library Appeals Committee;
  - (b) the decision of the Executive Director of Enrolment Services;
  - (c) the decision of the Dean of the Faculty of Graduate Studies in relation to fraudulent documents submitted for admission to the Faculty;
  - (d) the decision of the Executive Director of Enrolment Services or the Associate Vice-President (Administration) or an ad hoc committee appointed by either of these persons;
  - (e) the decision of the CIO of Information Services & Technology (IST);
  - (f) the Registrar;
  - (g) the decision of the Vice-President (Administration);
  - (h) the decision of the Vice-Provost (Students); or
  - (i) the decision of the President or delegate.
- 2.14 If the disciplinary matter involved two or more Students and two or more Students appeal:

- (a) The Students must have separate hearings, but the members of the Appeal Body may be the same for each hearing, subject to sections 2.33 and 2.67 of this Procedure;
- (b) The Respondents may bring in relevant information on the other Student(s) as it pertains to each appeal; and
- (c) Every effort must be made to protect the identity of the other Student(s).

## **Filing an Appeal**

- 2.15 The Appellant must deliver the Notice of Appeal to the appropriate Appeal Body within ten (10) working days as of the date on the letter notifying the Appellant of the Disciplinary Action from the lower body.
- 2.16 The Notice of Appeal must include:
- (a) such appeal application form, with current mailing address and telephone numbers, as may be required by the Appeal Body;
  - (b) copies of such written materials as the Appellant wishes considered in connection with the appeal;
  - (c) copies of the letter indicating the lower level decision, if not a first level appeal;
  - (d) A letter clearly outlining the reason for the appeal and the remedy sought, including an indication of whether the Appellant is appealing the decision on:
    - (i) the finding of facts;
    - (ii) the Disciplinary Action imposed by the Disciplinary Authority; or
    - (iii) both the facts and the Disciplinary Action; and
  - (e) the name and contact information of any representative that the Appellant wishes to have present at the appeal hearing, subject to subject to sections 2.7, 2.39 and 2.74 of this Appeal Procedure.
  - (f) In the case of an appeal to the LDC or UDC, a listing of all resources or witnesses the Appellant wants in attendance at the hearing and their relevance. The scheduling of witnesses and resource people is the responsibility of the Appellant.
- 2.17 Subject to section 2.18, if an appeal is not received by the next level Appeal Body by the deadline set out in 2.15, the Disciplinary Action against the Student will be implemented.

- 2.18 The time for delivery of a Notice of Appeal may be extended by the Appeal Body, or by the chair of the Appeal Body where the Appeal Body is the LDC or the UDC.
- 2.19 The Disciplinary Action implemented may be put on hold if the Appeal Body receiving the next level of appeal deems the lateness acceptable and grants the Appellant permission to proceed with the appeal after deadline.
- 2.20 The Appellant and the designated representative of the Appellant must receive the same notices of hearings held by the LDC and the UDC as the Respondents.

### **Responsibilities of Respondents**

- 2.21 The Respondent will be given ten (10) working days to respond to the Notice of Appeal.
- 2.22 Respondents must submit the following:
- (a) A written response to the Appellant's Notice of Appeal;
  - (b) All relevant documentation the Respondents will rely on as support for their position regarding the appeal; and
  - (c) In the case of an appeal to the LDC or UDC, a listing of all resource people or witnesses they want in attendance at the hearing and their relevance. The scheduling of witnesses and resource people is the responsibility of the Respondent.
  - (d) All the above documents must be filed within the time set out in section 2.21.
- 2.23 If no response is received from the Respondent by the date requested by the office coordinating the appeal, a hearing may be set. If the Respondent had not received permission for an extension, a written request must be submitted to the Appeal Body to determine whether the Respondent's submission will be accepted.

### **LOCAL DISCIPLINE COMMITTEE (LDC)**

#### **LDC Jurisdiction**

- 2.24 Each Faculty/College/School, and the University Student Residences under the jurisdiction of the Office of Student Residences, must establish a standing or, from time to time, ad hoc committee to hear and determine disciplinary matters appealed to it by Students from a decision of the Dean/Director of that Faculty/College/School, or the Director of Student Residences for the University Residences under the Office of Student Residences' jurisdiction.

- 2.25 The LDC and the hearing panels thereof must exercise disciplinary authority on all Students that are appealing a decision from the Dean or Director of the Faculty/College/School or University Student Residence.
- 2.26 The Disciplinary Actions available to the LDC are set out in Table 3.

### **LDC Composition**

- 2.27 In Faculties/Colleges/Schools, the LDC must be composed of an equal number of faculty members and students with a minimum of eight (8) members.
- 2.28 In the case of University Student Residences, the LDC must be composed of an equal number of residence staff and students with a minimum of eight (8) members. Members must be appointed by the Director of Student Residences with the advice of the appropriate Residence Students' Association.
- 2.29 The chair of the LDC must be elected by and from the membership of the LDC.
- 2.30 A quorum must be half the members, with a minimum of four (4) members, ensuring at least one (1) student and one (1) faculty member are present.
- 2.31 Where the Disciplinary Action relates to 2 or more Faculties, Colleges or Schools, the LDC hearing panel must contain at least one (1) student and one (1) faculty member from each Faculty/College/School.
- 2.32 The chair must only vote in the case of a tie.
- 2.33 The Appellant, or the Appellant's representative, if any, and Respondent must have the right to challenge for cause any member of the LDC, the validity of the challenge to be judged by the remainder of the LDC. Such cause may include current teacher-student relationship, bias, or any factor likely to prejudice a fair hearing. Any person, who was directly involved in the original Disciplinary Action, either as a principal in the case or as a Disciplinary Authority, must be automatically removed from any hearing panel regarding the appeal.

### **LDC Hearing Procedures**

- 2.34 The Appellant must be presumed innocent until the evidence presented indicates that, on the balance of probabilities Disciplinary Action is warranted. The LDC, in weighing the balance of probabilities, must consider the severity of the alleged incident.
- 2.35 The hearing must be by way of a trial de novo unless the appeal has been made only in relation to the severity of the Disciplinary Action imposed.
- 2.36 Hearings must be closed unless the Appellant requests in writing at least 48 hours before the hearing that a hearing be open and there is no reasonable objection to an open hearing.

- 2.37 If the appeal hearing is in closed session, no observers may be present in the room. If the appeal hearing is in open session, any observers present will not be allowed to contribute in any way to the proceedings. Regardless of open or closed status, no electronic or other recording devices will be permitted.
- 2.38 Regardless of section 2.36, hearings related to discipline under the Respectful Work and Learning Environment Policy and/or discipline under the Sexual Assault Policy must be closed.

### **Representatives at LDC Hearing**

- 2.39 At the LDC hearing, the Appellant may appear in person and be represented by a Student Advocate, a representative from the University of Manitoba Students' Union, a representative from the Graduate Students' Association, a member of the University Community not receiving payment for appearing, or a member of the Student's immediate family. It is the Appellant's sole responsibility to determine the adequacy of their representation.
- 2.40 If the Appellant or the Respondent wishes to have a lawyer present, the lawyer(s) present may only be a non-participating observer(s) at hearings of the LDC, but may represent the Appellant or Respondent at hearings of the UDC.

### **Failure to Attend LDC Hearing**

- 2.41 An Appellant who fails to attend a scheduled appeal hearing may have the appeal considered on the basis of the Appellant's written submission, the presentation of the Appellant's designated representative, if any, and the verbal and written submissions made by the Respondent.
- 2.42 The Appellant shall be advised that the LDC has made a decision regarding the appeal and that the Appellant has ten (10) days to provide reasons for missing the hearing prior to the implementation of the decision. The LDC Chair will determine whether the hearing should be re-scheduled based on any submission from the Appellant. A reasonable attempt will be made to reconvene the same members should the hearing be re-scheduled.

### **Evidence at LDC Hearing**

- 2.43 The Appellant and the Appellant's designated representative, if any, and the Respondent or the Respondent's representative, will receive in writing, at least five (5) working days before the date set for the hearing, the names of the members of the LDC hearing panel who will hear the appeal and the information that has been submitted to the LDC hearing panel by both relevant parties, in accordance with *The Freedom of Information and Protection of Privacy Act* and *The Personal Health Information Act*.
- 2.44 The Appellant, or the Appellant's designated representative, if any, and the Respondent, or the Respondent's representative, if any, may call witnesses and

submit other evidence. The Appellant, the Appellant's representative, if any, and the Respondent, or Respondent's representative, if any, are responsible for arranging their own witnesses. If witnesses are to be called, a witness list must be provided by the Appellant or the Appellant's representative, if any, in their original appeal package provided to the Chair and a witness list must be provided by the Respondent or the Respondent's representative, if any, with their response to the appeal.

- 2.45 The Appellant must not be required to testify, but if the Appellant elects to do so, then the Appellant may be cross-examined by the Respondent, or the Respondent's representative, if any.
- 2.46 The Appellant or the Appellant's designated representative, if any, and the Respondent, must have the right to cross-examine witnesses.
- 2.47 The LDC may consider confidential information from the University Health Service, Counselling Service, University Chaplains and other similar services which are submitted by these services to the LDC at the request of the Appellant. Such confidential information submitted to the LDC may only be used for the purpose of the appeal.

### **Adjournments of LDC Hearing**

- 2.48 Requests for adjournment must be granted within reason.

### **Disposition of LDC Hearing**

- 2.49 A decision to uphold or deny an appeal, in whole or in part, and a decision to take different Disciplinary Action, in whole or in part, requires a simple majority of LDC Committee members present and voting. The results of the hearing must be conveyed in writing, in a timely fashion, by the Chair of the LDC to the Appellant or the Appellant's designated representative, if any and to the Respondent or the Respondent's designated representative, as the case may be.
- 2.50 If, after hearing all the evidence, the LDC is satisfied on the evidence presented that the Appellant has committed Academic Misconduct or Non-Academic Misconduct, the LDC may dispose of the matter by instituting any Disciplinary Action set out in the column entitled "Deans, Directors or LDC" in Table 3.

## **UNIVERSITY DISCIPLINE COMMITTEE (UDC)**

### **UDC Terms of Reference**

- 2.51 The UDC must:
  - (a) Report annually to the President.
  - (b) Establish procedures, consistent with this Bylaw, for hearing panels.

- (c) Hear appeals, either as a committee of the whole or through a hearing panel, from decisions of Disciplinary Authorities.
- (d) Review the Bylaw and related procedures periodically and, if necessary, to recommend changes to them.

## **UDC Jurisdiction**

2.52 The UDC and the hearing panels thereof shall exercise Disciplinary Authority on behalf of the Board of Governors on all Students that are appealing a decision from the Disciplinary Authorities that are set out in section 2.13 of this document.

## **UDC Composition**

2.53 The UDC shall be composed of 19 members. The 19 shall include:

- (a) eight (8) faculty members nominated by the Senate Nominating Committee and appointed by the Board of Governors;
- (b) seven (7) students nominated by the Student Senate Caucus and appointed by the Board of Governors;
- (c) the President of the University of Manitoba (or designate), as an ex-officio member;
- (d) the President of the University of Manitoba Students' Union (or designate), as an ex-officio member;
- (e) the President of the University of Manitoba Graduate Students' Association (or designate), as an ex-officio member; and
- (f) the Chair appointed pursuant to section 2.57. The Chair must only vote in the event of a tie.

2.54 Positions for which no nomination had been received from the Student Senate Caucus by September 15th shall be nominated by the Senate Nominating Committee.

2.55 The terms of office shall be three years for academic staff, and one year for students, from June 1 to May 31(academic staff) and October 14, to October 13 (students). A member whose term of office has expired in any year shall continue in office until a successor has been appointed and shall be eligible for reappointment.

2.56 A quorum must be nine (9) the members, where a minimum of one student and one academic are present.

2.57 A Chair will be appointed by the Board of Governors for a three year term.

- 2.58 The Vice-Chair shall be elected from and by the members of the UDC for a three year term.

### **UDC Hearing Panels**

- 2.59 When a matter has been appealed to the UDC, the Chair must either convene the UDC or convene a hearing panel thereof to hear the appeal.
- 2.60 A quorum shall be a minimum of four (4) members, ensuring at least one student and one faculty member are present including the Chair.
- 2.61 The Chair may vote only if there is a tie.
- 2.62 UDC members who have a conflict of interest in a particular case, or have a temporary work conflict, or are otherwise unable to sit, may disqualify themselves from hearing an appeal.
- 2.63 Notwithstanding the foregoing, the Chair of the UDC may, in a particular case, require that a larger hearing panel be convened to consider the matter, provided that such a larger hearing panel maintains the proportional representation as set out in section 2.60.
- 2.64 The Chair of the UDC may use his/her discretion to reject an appeal if the appeal appears to be clearly outside the jurisdiction of the UDC, (for example, matters not dealing with discipline nor related Disciplinary Actions taken by a lower Appeal Body).
- 2.65 When an appeal is received based on a fine or the amount ordered, the only decision from which an appeal is taken is the amount levied by way of fine or the amount ordered to be paid by way of restitution; then, if such fine or restitution does not exceed \$500.00, the Chair may, at the Chair's discretion, personally decide the matter, or may convene a hearing panel to hear the appeal.
- 2.66 A staff member from the Office of the University Secretary, will serve as recording secretary for the hearings.
- 2.67 The Appellant, or the Appellant's representative, if any, and the Respondent must have the right to challenge for cause any member of the UDC hearing panel, the validity of the challenge to be judged by the remainder of the UDC hearing panel if such a challenge is made at this time. Such cause may include current teacher-student relationship, bias, or any other factor likely to prejudice a fair hearing. Any person who was directly involved in the original Disciplinary Action, either as a principal in the case or as a Disciplinary Authority, must be automatically removed from any hearing panel regarding the appeal. The Office of the University Secretary after consultation with the Chair will make every reasonable attempt to address any concerns made prior to the hearing date regarding bias by either the Appellant or the Respondent.



## **UDC Hearing Procedures**

- 2.68 The Appellant must be presumed innocent until the evidence presented indicates that, on the balance of probabilities Disciplinary Action is warranted. The UDC, in weighing the balance of probabilities, must consider the severity of the alleged incident.
- 2.69 The hearing before the UDC hearing panel must be by way of a *trial de novo* unless the appeal has been made only in relation to the severity of the Disciplinary Action imposed.
- 2.70 After an appeal hearing has commenced, the appeal may be withdrawn by the Appellant only with leave of the UDC hearing panel.
- 2.71 Hearings must be closed unless the Appellant requests in writing at least 48 hours before the hearing that a hearing be open and there is no reasonable objection to an open hearing.
- 2.72 If the appeal hearing is in closed session, no observers may be present in the room. If the appeal hearing is in open session, any observers present will not be allowed to contribute in any way to the proceedings. Regardless of open or closed status, no electronic or other recording devices will be permitted.
- 2.73 Regardless of section 2.71, hearings related to discipline under the Respectful Work and Learning Environment Policy and/or discipline relating to Sexual Assault must be closed.

## **Representatives at UDC Hearing**

- 2.74 At the UDC hearing, the Appellant may appear in person and may be represented by a Student Advocate, a representative from the University of Manitoba Student's Union, a representative from the Graduate Students' Association, a member of the University Community not receiving payment for appearing, a member of the Appellant's immediate family, or a lawyer. It is the Appellant's sole responsibility to determine the adequacy of their representation.
- 2.75 At the UDC hearing, the Respondent may be represented by a lawyer from the University of Manitoba's Office of Legal Counsel.
- 2.76 If any party intends to have a lawyer present at the hearing, that party must notify the Chair of the UDC at least seven (7) working days prior to the hearing. In that event, the UDC hearing panel may also retain the services of legal counsel. A rescheduling of the hearing may be required for all parties to retain legal counsel.
- 2.77 Subject to the notice provision in section 2.76, a representative designated in writing by any party may:
  - (a) attend the disciplinary hearing; and

- (b) participate in any disciplinary hearing to the extent of asking questions of anyone in attendance and making submissions to the UDC.

2.78 The Appellant and the Appellant's designated representative, if any, and the Respondent and the Respondent's representative, if any, shall be entitled to receive in writing, at least five (5) working days before the date set for the hearing, the information that has been submitted to the previous Appeal Body by the parties in accordance with *The Freedom of Information and Protection of Privacy Act* and *The Personal Health Information Act*.

### **Failure to Attend UDC Hearing**

2.79 An Appellant who fails to attend a scheduled appeal hearing may have the appeal considered on the basis of the Appellant's written submission, the presentation of the Appellant's designated representative, if any, and the verbal and written submissions made by the Respondent.

2.80 The Appellant must be advised that the UDC has made a decision regarding the appeal and that the Appellant has ten (10) days to provide reasons for missing the hearing prior to the implementation of the decision. The Chair must determine whether the hearing should be re-scheduled based on any submission from the Appellant. A reasonable attempt will be made to reconvene the same members should the hearing be re-scheduled.

### **Evidence at UDC Hearing**

2.81 The Appellant, or the Appellant's representative, if any, and the relevant Respondent, or the Respondent's representative, if any, may call witnesses and submit other evidence. The Appellant, or the Appellant's representative, if any, and the relevant Respondent, or the Respondent's representative, if any, are responsible for arranging their own witnesses. If witnesses are to be called, a witness list must be provided by the Appellant or the Appellant's representative, if any, in their original appeal submission provided to the Chair and a witness list must be provided by the relevant Respondent, or the Respondent's representative, if any, with their response to the appeal.

2.82 The Appellant or the Appellant's designated representative, if any, and the Respondent, or the Respondent's representative, if any, must have the right to cross-examine witnesses.

2.83 The Appellant must not be required to give testimony but if the Appellant elects to do so, the Appellant may be cross-examined.

2.84 The UDC may consider confidential information from the University Health Service, Counselling Service, University Chaplains and other similar services which are submitted by these services to the UDC at the request of the Appellant. Such confidential information submitted to the UDC may only be used

for the purpose of the appeal and will be treated as other documentation submitted for the appeal hearing as set out in 2.87.

- 2.85 Where the Appellant appeals the disposition of a finding under the Respectful Work and Learning Environment Policy or under the Sexual Assault Policy, and upon the written request of the Chair of the UDC, the Vice-President (Administration) shall forward to the UDC the report of the investigator for consideration in the disposition of the appeal. Such confidential information submitted to the UDC may only be used for the purpose of the appeal and will be treated as other documentation submitted for the appeal hearing as set out in 2.87.
- 2.86 Subject to paragraph 2.78, the Appellant, the Appellant's representative and the relevant Disciplinary Authority normally must have the right to receive a copy of any university document that the UDC or hearing panel considers in relation to the appeal. The Chair of the Committee must make the final determination on this matter.
- 2.87 All members of the UDC and/or hearing panel will keep all materials and information used for the appeal in strict confidence and surrender such materials to the recording secretary who will have the materials destroyed by way of confidential shredding.

## **Adjournments**

- 2.88 Requests for adjournment shall be granted within reason.

## **Disposition**

- 2.89 A decision to uphold or deny an appeal, in whole or in part, and a decision to take different Disciplinary Action, in whole or in part, requires a simple majority.
- 2.90 If, after hearing all the evidence, the UDC is satisfied on the evidence presented that the Appellant has committed Academic Misconduct or Non-Academic Misconduct, the UDC may dispose of the matter by instituting any Disciplinary Action set out in the column entitled "UDC" in Table 3.
- 2.91 The Chair of the UDC or hearing panel must, after a decision has been made, report the results of that decision in writing to:
- (a) the Appellant or the designated representative of the Appellant, if any;
  - (b) the Respondent, or the Respondent's representative, if any, from whose decision the appeal has been heard;
  - (c) the Dean/Director of the Faculty/College/School involved; or the Associate Vice-President (Administration), the Director of Student Residences, or the Chief Information Officer (CIO) of IST, as the case may be;

- (d) the Registrar;
- (e) the Vice-President (Administration);
- (f) the Vice-Provost (Students); or
- (g) any others as deemed relevant.

### **Part III Accountability**

- 3.1 The Office of Legal Counsel is responsible for advising the President that a formal review of this Appeal Procedure is required.
- 3.2 The President or his or her delegate is responsible for the implementation, administration and review of this Appeal Procedure.
- 3.3 Students, Faculty/College/School Councils, Unit Heads, Academic Staff and employees are responsible for complying with this Appeal Procedure.

### **Part IV Review**

- 4.1 Governing Document reviews must be conducted every ten (10) years. The next scheduled review date for this Appeal Procedure is [Click here to enter a date](#).
- 4.2 In the interim, this Appeal Procedure may be revised or repealed if:
  - (a) the Approving Body deems it necessary or desirable to do so;
  - (b) the Appeal Procedure is no longer legislatively or statutorily compliant;
  - (c) the Appeal Procedure is now in conflict with another Governing Document; and/or
  - (d) the Parent Policy is revised or repealed.

### **Part V Effect on Previous Statements**

- 5.1 This Appeal Procedure supersedes all of the following:
  - (a) Student Discipline Procedure, effective January 1, 2009, revised January 26, 2010.

- (b) all previous Board of Governors/Senate Governing Documents on the subject matter contained herein; and
- (c) all previous Administration Governing Documents on the subject matter contained herein.

## **Part VI Cross References**

6.1 This Appeal Procedure should be cross referenced to the following relevant Governing Documents, legislation and/or forms:

- (a) Student Discipline Bylaw;
- (b) Table 1: Jurisdiction of Disciplinary Authorities for Academic Misconduct;
- (c) Table 2: Jurisdiction of Disciplinary Authorities for Non-Academic Misconduct;
- (d) Table 3: Disciplinary Actions and Disciplinary Authorities;
- (e) Student Academic Misconduct Procedure;
- (f) Student Non-Academic Misconduct and Concerning Behaviour Procedure;
- (g) Definitions of Academic Units Policy.
- (h) Final Examinations and Final Grades Policy and Procedures;
- (i) Respectful Work and Learning Environment Policy;
- (j) Sexual Assault Policy;
- (k) RWLE and Sexual Assault Procedure;
- (l) Use of Computer Facilities Policy and Procedure;
- (m) Violent or Threatening Behaviour Policy and Procedure.
- (n) *The Freedom of Information and Protection of Privacy Act*, C.C.S.M. c. F175;
- (o) *The Personal Health Information Act*, C.C.S.M. c. P33.5.

May 4, 2016

## **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 Mark Gabbert will be the Speaker for the Executive Committee for the May 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](http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/477.htm)

## 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 April 5, 2016, the Senate Committee on Awards reviewed one new offer and two amended offers that appear to be discriminatory according to the policy on the *Non-Acceptance of Discriminatory Awards*, as set out in Appendix A of the *Report of the Senate Committee on Awards - Part B* (dated April 5, 2016).

### **Recommendation**

The Senate Committee on Awards recommends that Senate and the Board of Governors approve one new offer and two amended offers, as set out in Appendix A of the *Report of the Senate Committee on Awards - Part B* (dated April 5, 2016). This award decision complies with the published guidelines of November 3, 1999, and is reported to Senate for information.

Respectfully submitted,

Dr. Phil Hultin  
Chair, Senate Committee on Awards

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

## SENATE COMMITTEE ON AWARDS

### Appendix A

April 5, 2016

#### 1. NEW OFFERS

##### **Archival Studies Entrance Scholarship for the National Centre for Truth and Reconciliation**

The National Centre for Truth and Reconciliation (NCTR) and Archives of Manitoba have partnered to provide a funding initiative to encourage the recruitment of Indigenous students to the Master of Arts (History) – Archival Studies stream. The initiative is a part of the implementation of Recommendation #77 from the Truth and Reconciliation Commission: *“We call upon provincial, territorial, municipal, and community archives to work collaboratively with the National Centre for Truth and Reconciliation to identify and collect copies of all records relevant to the history and legacy of the residential school system, and to provide these to the National Centre for Truth and Reconciliation.”* NCTR and Archives of Manitoba will offer this funding initiative for three years, with a right to renew the commitment at the end of the term.

Beginning in 2016-2017, and ending in the 2018-2019 academic year, one entrance scholarship of \$10,000 will be offered to a graduate student who:

- (1) is Indigenous (Status, non-Status, Métis, Inuit);
- (2) is enrolled full-time in the Faculty of Graduate Studies, in the first year of study in the Master of Arts (History) – Archival Studies stream;
- (3) has, in the admission application to the program, demonstrated commitment to the practice of Archival Studies with respect to the protection of human rights, civil rights, and Indigenous rights, and for personal, family, community, and national identities.

Dependent on available funding, the scholarship is renewable in the following year at the University of Manitoba, provided that the recipient:

- (1) continues to be enrolled full-time in the Master of Arts (History) – Archival Studies stream;
- (2) received a minimum grade point average of 3.0 while enrolled in the Master of Arts (History) – Archival Stream;
- (3) has successfully completed the first year requirements of the program.

The Head of the Department of History will report the amount of funding available for the renewable portion of the scholarship to the Financial Aid and Awards office by March 31.

In addition to the scholarship, the recipient will be named as a TD intern through the National Centre for Truth and Reconciliation. This intern will be offered a paid summer internship in the amount of \$10,000 each with the Archives of Manitoba and the NCTR in the first and second years of study. If there are no eligible students, the scholarship can be offered to an Indigenous student already enrolled in the Master of Arts (History) – Archival Studies Stream with research interests in fields relevant to the mandate of the National Centre for Truth and Reconciliation and Recommendation #77. If there are still no eligible applicants, the selection committee will have the discretion to split the funds with those students that have already received the scholarship, or not offer the funds in that year.

In total, three renewable scholarships and internships will be offered. The last renewable award and internship will be offered in the 2019-2020 academic year.

The scholarship can be held concurrently with other awards, consistent with the policies in the Faculty of Graduate Studies.



The Vice-Provost (Graduate Education) and Dean of the Faculty of Graduate Studies (or designate) will ask the Director of the National Centre for Truth and Reconciliation (or designate) to name the selection committee for this award.

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 and the ongoing requirements of the TD internship program in establishing the award.

(Attachment I)

## 2. AMENDMENTS

### **Alumni Association of the University of Manitoba Undergraduate Scholarship**

The following amendments have been made to the terms of reference for the Alumni Association of the University of Manitoba Undergraduate Scholarship:

- The award name was revised to: *Alumni Association of the University of Manitoba Community Leadership Scholarship.*
- The purpose of the fund and opening paragraph of the terms were changed to:  
*The Alumni Association of the University of Manitoba has established an endowment fund to offer scholarships to students who have demonstrated extracurricular involvement at the university. Each year, the available annual income from the fund will be used to offer one or more scholarships, with a minimum value of \$1,000 each, to undergraduate students who:*
- The selection criteria were changed to reflect the purpose of the fund:
  - (1) *are enrolled full-time or part-time in any faculty, college, or school at the University of Manitoba;*
  - (2) *have achieved a minimum degree grade point average of 3.0;*
  - (3) *have demonstrated extra-curricular involvement at the university.*
- The selection committee statement was revised to:  
*The Associate Vice-President of Alumni and Donor Relations (or designate) will name the selection committee for this award, which will include a representative from the Alumni Association's Student Engagement Committee.*
- The following statements were added:
  - *Whenever possible, at least one scholarship per year is to be offered to an Indigenous student (Status, non-Status, Métis, Inuit).*
  - *Applicants will be required to submit an essay (maximum 300 words) that speaks to their involvement with University of Manitoba organizations and/or activities and the personal significance of their experiences.*
  - *The applicants selected for this award may have their essay, or a portion of the essay, published in promotional materials for the University of Manitoba.*
  - *Applications will be issued and received by the Alumni Relations office.*
  - *The selection committee will have the discretion to determine the number and value of scholarships, based on the available income.*
  - *The standard Board of Governors statement.*

### **Raymond F. Currie Graduate Fellowships**

The following amendments have been made to the terms of reference for the Raymond F. Currie Graduate Fellowships:

- The opening paragraph was revised to:

*Through gifts from Dr. Raymond F. Currie (Dean Emeritus, Faculty of Arts), his friends and colleagues, and through a contribution from the Graduate Fellowship Matching Funds Program, an endowment fund of \$100,000 has been established to support graduate fellowships in the Faculty of Arts. The Manitoba Scholarship and Bursary Initiative has made a contribution to this fund. Each year, the available annual income from this fund will be used to offer two fellowships of equal value.*

*The first fellowship, valued at half (50%) of the available annual income, will be offered to the student who:*

- The selection criteria for the first award was revised to:

*(1) is Indigenous (Status, Non-Status, Métis, Inuit);*

*(2) is enrolled full-time in the Faculty of Graduate Studies, either at the Masters or Ph.D. level, in a program delivered by a Department in the Faculty of Arts in the year in which the fellowship is tenable;*

*(3) has completed at least one Regular Session (or two terms) in the chosen program to date;*

*(4) has achieved a minimum grade point average of 3.5 based on the last 60 credit hours of study (or equivalent);*

*(5) has undertaken or has proposed to undertake research focused on issues related to Indigenous Canadian people.*

- In reference to the first award, the following paragraph was added:

*In the event that there are no students who meet criteria (1) through (5) above, this fellowship may be offered to a student who has met criteria (2) through (5) above.*

- In reference to the second award, the following paragraph and selection criteria have been added:

*The second fellowship, valued at half (50%) of the available annual income, will be offered to the student who:*

*(1) is enrolled full-time in the Faculty of Graduate Studies, either at the Masters or Ph.D. level, in a program delivered by a Department in the Faculty of Arts in the year in which the fellowship is tenable;*

*(2) has completed at least one Regular Session (or two terms) in the chosen program to date;*

*(3) has achieved a minimum grade point average of 3.5 based on the last 60 credit hours of study (or equivalent);*

*(4) has undertaken or has proposed to undertake research focused on issues related to persons with disabilities.*

- The paragraph following the selection criteria for the second award has been revised to:

*For both awards, applicants will be required to submit an application which will consist of a one-page (maximum 500 words, single spaced) description of their proposed or ongoing research, a current academic transcript, and two academic letters of reference from professors at a post-secondary institution. Applications will be solicited in May, with winners announced by late June. The fellowships shall be tenable in the fall session following the announcement of the recipient.*

- The selection committee has been revised to:

*The Vice-Provost (Graduate Education) and Dean of the Faculty of Graduate Studies (or designate) will ask the Dean of the Faculty of Arts to name the selection committee for this award and it shall include the Dean of the Faculty of Arts (or designate), the Vice-Provost (Graduate Education) and Dean of the Faculty of Graduate Studies (or designate), and a faculty member in the Faculty of Arts.*

- The standard Board of Governors statement has been added.

(Attachment III)



UNIVERSITY  
OF MANITOBA

Faculty of Arts

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March 23, 2016

Dr. Philip Hultin  
Chair, Senate Committee on Awards  
c/o Adrienne Domingo, Awards Establishment Coordinator  
422 University Centre  
University of Manitoba

**RE: Archival Studies Entrance Scholarship for the National Centre for Truth and Reconciliation**

Dear Dr. Hultin,

The Faculty of Arts supports the establishment of the Archival Studies Entrance Scholarship for the National Centre for Truth and Reconciliation.

In the Fall Term of 2015, the Faculty's self-declared Indigenous graduate student population was 8.5% of total enrolment, compared to Manitoba's Indigenous population of 16.7%<sup>1</sup>. Indigenous student enrolment data for the past five years in Faculty of Arts is provided for context in the table below.

Year (Fall Term)	% Indigenous Students
2015	8.5
2014	7.6
2013	7.4
2012	6.4
2011	4.5

As an institution, our commitment is to increase the number of Indigenous students on our campuses. Increasing the number of bursaries, scholarships and awards for Indigenous students contributes to this commitment. This scholarship will provide the faculties and departments the opportunity to recruit, support and retain Indigenous students at the University of Manitoba and, in doing so, will also contribute to the success of individual Indigenous students.

Sincerely,

Dr. Jeffery Taylor  
Dean, Faculty of Arts

<sup>1</sup> Statistics Canada. Aboriginal Peoples in Canada: First Nations People, Metis and Inuit, National Household Survey, 2011, Catalogue no. 99-011-X2011001. Cited September 16, 2015



UNIVERSITY  
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Alumni and Donor Relations  
200-137 Innovation Drive  
Winnipeg, Manitoba R3T 6B6

Phone: 204.474.9195 Toll-Free: 1-800-330-8066  
Fax: 204.474.7635 Email: [donor.relations@umanitoba.ca](mailto:donor.relations@umanitoba.ca)

February 25, 2016

Dr. Philip Hultin  
Chair, Senate Committee on Awards  
c/o Adrienne Domingo, Awards Establishment Coordinator  
422 University Centre  
University of Manitoba

**RE: Alumni Association of the University of Manitoba Undergraduate Scholarship**

Dear Dr. Hultin,

Alumni and Donor Relations supports the proposed amendments to the Alumni Association of the University of Manitoba Undergraduate Scholarship (proposed name change: Alumni Association of the University of Manitoba Community Leadership Scholarship).

In the Fall Term of 2015, the University of Manitoba's Indigenous undergraduate student population was 7.8% of total enrolment, compared to Manitoba's Indigenous population of 16.7%<sup>1</sup>.

Indigenous student enrolment data for the past five years at the University of Manitoba is provided for context in the table below.

Year (Fall Term)	Number of Indigenous Students	Total Students	% Indigenous Students
2015	1,974	25,460	7.8
2014	1,997	25,298	7.9
2013	1,973	25,363	7.8
2012	1,933	24,996	7.7
2011	1,876	24,374	7.7

As an institution, our commitment is to increase the number of Indigenous students on our campuses. Increasing the number of bursaries, scholarships and awards for Indigenous students contributes to this commitment. This scholarship will provide the opportunity to recruit, support and retain Indigenous students at the University of Manitoba and, in doing so, will also contribute to the success of individual Indigenous students.

Sincerely,

Ms. Danielle Dunbar  
Acting Associate Vice-President, Alumni and Donor Relations (External Relations)  
University of Manitoba

<sup>1</sup> Statistics Canada. *Aboriginal Peoples in Canada: First Nations People, Metis and Inuit, National Household Survey, 2011*, Catalogue no. 99-011-X2011001 [cited July 18, 2013 on Employment and Social Development Canada website: <http://well-being.csdsc.gc.ca/mismc-iowb/.3ndic.lt.4r@-eng.jsp?iid=36>].





UNIVERSITY  
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Faculty of Arts

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February 22, 2016

Dr. Philip Hultin  
Chair, Senate Committee on Awards  
c/o Tyler Kroeker, Awards Establishment/Selection Coordinator  
422 University Centre  
University of Manitoba

**RE: Raymond F. Currie Graduate Fellowships**

Dear Dr. Hultin,

The Faculty of Arts supports the amendments to the Raymond F. Currie Graduate Fellowships.

The Office of Institutional Analysis can confirm that each year, beginning in the 2011-2012 academic year, the percentage of self-declared Canadian Indigenous students at the graduate level in the Faculty of Arts at the University of Manitoba has been less than the Province of Manitoba's Indigenous population percentage in 2011, which was 16.7% of all Manitobans.<sup>1</sup> Because the low enrolment statistics for self-declared Canadian Indigenous students at the graduate level in the Faculty of Arts have the potential to identify individual students, the University has chosen not to make these numbers publicly available in this document in order to ensure that student privacy is maintained.

As an institution, our commitment is to increase the number of Indigenous students on our campuses. Increasing the number of bursaries, scholarships, and awards for Indigenous students contributes to this commitment. This bursary will provide the Faculty of Arts with the opportunity to recruit, support, and retain Indigenous students at the University of Manitoba and, in doing so, will also contribute to the success of individual Indigenous students.

Sincerely,

Dr. Jeffery Taylor  
Dean, Faculty of Arts



<sup>1</sup> Statistics Canada. Aboriginal Peoples in Canada: First Nations People, Metis and Inuit, National Household Survey, 2001, Catalogue no. 99-011-X2011001. Cited February 1, 2016



UNIVERSITY  
OF MANITOBA

## Enrolment Services

421 University Centre  
Winnipeg, Manitoba  
Canada R3T 2N2  
telephone (204) 474-8820  
facsimile (204) 474-7554

### MEMORANDUM

Date: March 7, 2016

TO: The Senate Committee on Instruction and Evaluation

FROM: Jeff Adams, Executive Director, Enrolment Services *J. Adams*

RE: Proposal concerning the creation of a policy on transference of external grades

---

The enclosed package contains a proposal from Enrolment Services to create a formal policy on external transfer credit. This proposal was endorsed by the Senate Committee on Admissions on February 19<sup>th</sup>, 2016.

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

## **Report to the Senate Committee on Admissions Concerning the Transference of External Grades.**

### Preamble:

Effective since the 1999-2000 academic year, the University of Manitoba has displayed external transfer credit and the established comparable earned grades on our official transcript.

In 2009, following observations identified in the 'Rule Findings' document by the 3Rs Committee as part of an overall institutional review, the Undergraduate Admissions Office began an internal review of our transfer credit policies. Included in this review was an assessment of our existing external grade transference policy with various stakeholders on campus. The decision on whether to continue to include external grades on the University of Manitoba official transcript, and to utilize those grades in the institutional grade point average, has been discussed. Early consultation open to all faculties and schools highlighted the need to ensure that determined comparable grades remain readily available for the purpose of program assessment, pre-requisite purposes, and determination of awards. Subsequent dialogue has occurred with several faculties and units on campus, including the Faculty of Arts, Clayton H. Riddell Faculty of Environment, Earth and Resources, the Division of Extended Education, I.H. Asper School of Business, and the Faculty of Science. The Faculty of Graduate Studies, having reviewed the proposal, has endorsed the recommendations.

The goal of this proposal is to establish a policy that is equitable to all of our students, whether they have transferred from another institution, will complete their entire studies within the University of Manitoba, or are exploring options to enhance their student experience through established exchange agreements or studies on a letter of permission. While the determination of external grade values as they relate to the University of Manitoba's weighted scale remains challenging, the optics of grade inequality is amplified when the assigned grade values are presented on our official transcript, a practice that remains inconsistent with other Canadian post-secondary universities.

### Observations:

1. Prior to the 1999-2000 Academic year, the University of Manitoba General Academics and Regulation Policy on the awarding of advanced standing or transfer credit from an accredited prior post-secondary institution, or established equivalent, was restricted to a course classification of TR (transfer). The earned grades associated with external course transfer were excluded from use within the cumulative or degree grade point average. The Grade Point Average (GPA) that was obtained in a particular Faculty/School was determined solely on institutional courses completed at the University of Manitoba, and courses taken through IUN (1998-1999 Undergraduate Calendar 4.2.22 Transfer of Credit).
2. Effective for the 1999-2000 academic calendar year, the policy on external transfer credit was amended to "courses acceptable for credit in the academic units into which students have been admitted shall be transferred with their grades, including grades of 'D' and 'F'. The grades recorded on the student history will be established using a conversion table. The transferred grades will be included in the student's University of Manitoba cumulative grade



point average.” (1999-2000 Undergraduate Calendar 3.22 TRANSFERS TO FACULTIES OR SCHOOLS WITHIN THE UNIVERSITY Transfer of Credit).

3. Of the nine institutions polled in regards to their grade transference practices as part of the original Senate Committee on Admissions recommendation to Senate, four institutions noted that their practice included capturing and displaying external grades on their official transcript (Brandon University, University of Winnipeg, University of Alberta, and University of British Columbia). More recent polling has determined that University of Alberta and University of British Columbia no longer support this practice, while University of Winnipeg limits the capturing of transfer grades to Universities Canada (UC) institutions.
4. Transfer grades for external courses are not determined based on our own institutional grading policy but are approximations of comparable grade values determined using grade comparison charts. While unique grading systems from higher education institutions within Canada exist, international grade scales are often even more incongruent. Best practices in determining grades for students are often perceived as unfair, resulting in a number of student appeals.
5. Due to variations in international grading systems, including qualitative scales and instances where a comparable A+ grade may not be possible, transfer students, University of Manitoba students completing courses through established exchange agreements, or students completing degree requirements through the Letter of Permission process are often restricted from earning top grades.
6. Residency requirements for many undergraduate programs allow for up to half of the degree requirements to be completed external to the University of Manitoba. This means that up to half of the calculated degree grade point average identified on the University of Manitoba transcript may be based on external academic performance for transfer students. The University of Manitoba cumulative grade point average may account for greater than half of a student’s academic performance attempted for a number of undergraduate programs due to external course evaluation regulations that require course-by-course evaluation for all academic courses attempted.
7. A survey of Canadian universities conducted by the University of Manitoba’s Undergraduate Admissions Office (*see* Appendix I, Summary of External Transfer Credit and Exchange Practices by other Canadian Universities) determined that the majority of institutions:
  1. Establish a minimum grade requirement for transfer credit consideration
  2. Exclude external course grades from degree Grade Point Average calculations
  3. Exclude external grades from the official transcript
  4. Utilize failed or marginal grades (as deemed by institutional regulations) only in admissions decisions

8. Similar findings related to grades awarded to transfer students were indicated by the 15 institutions that responded to a 2009 Association of Registrars of the Universities and Colleges of Canada (ARUCC) survey initiated by Kwantlen Polytechnic University (ARUCC Transfer Credits Survey) and a more recent survey regarding students participating in exchange opportunities (ARUCC Exchange Credit Survey Summary, December 2013). The majority of institutions responding once again noting that hours were captured on their transcripts, but not grades.

Recommendations:

1. The institutional transcript should reflect student performance at the University of Manitoba. Only courses and grades completed at the University of Manitoba based on our own established institutional grading practices will be displayed on the official transcript.
2. Transfer credit information on the official transcript will display the source of transfer credit and the hours applied to each specific program of admission within the admission term of that program. Grade transference policies for Letter of Permission/Student Exchange students should be consistent. However, courses completed through Letter of Permission/Student Exchange will display the source of transfer credit and the hours applied to the program of study in the term of study.
3. All assessed courses and grades, including unsuccessful attempts (where required) will be attached to the individual student record and maintained in the University of Manitoba Student Information System (Aurora) for reference and reporting, academic assessment, and pre-requisite checking purposes for registration.
4. The grades recorded in Aurora will be determined using established grade comparison charts, consistent with the current practice.
5. Established reports available to students and academic units for advising purposes will continue to display transfer credit information, including the original course and grade earned at the external institution, and the comparable University of Manitoba course and grade. These reports would include the Statement of Transfer Credit, and the Advisor by Degree and Advisor by Term Reports. These reports are available through Aurora Self-Service.

### Appendix I. Summary of External Transfer Credit and Exchange Practices by Other Canadian Universities

Institution	Grades/CR	Minimum Grade	Ds & Fs Considered	Included in CGPA
University of Alberta	CR	4.0 – C	no	No
Athabasca University	CR	passing grade at sending institution	Fs - no	No
University of British Columbia	CR	successful completion at sending institution	Fs - no	No
Brock University	CR	*	*	No (transfer average recorded)
University of Calgary	CR	50%	Fs - no	No
Concordia University	CR	*	*	No
Carleton University	CR	*	*	No
Dalhousie University	CR	C	no	No
University of Guelph	CR	passing grade, Canadian College 70%	Fs - no, Ds - if from a Canadian institution and considered passing grade at originating institution	No
Lakehead University	CR	CC: B (70%) U: C (60%)	no	No
Laurentian University	CR	*	*	No
University of Lethbridge	CR	grades considered passing at sending institution	Fs - no	No
McGill University	CR & exemptions	C	no	No
Mount Allison University	CR	passing grade at sending institution (C- required for pre-requisites)	no	No
Memorial University	CR	passing grade	Fs - no	No
University of New Brunswick	CR	C within major, D outside of major	Fs - no	No
University of Ottawa	CR	passing grade (some units require a C+ and others a D)	D	No, except inter-prov. exchange agreements
Queen's University	CR	Credit not granted for courses with a final grade lower than 60% or C.	No	No
University of Regina	CR	50% Arts & Science, 60% remaining faculties	Fs - no, Ds from Canadian institutions reviewed to determine whether they meet faculty standards	Rarely
Ryerson University	CR	CC: B (70%) U: C (60%)	no	No
University of Saskatchewan	CR	50% Arts & Science, 60% remaining faculties	Fs - no, Ds from Canadian institutions reviewed to determine whether they meet faculty standards	Rarely
Simon Fraser University	grades**	Ds & Fs (ignored if a higher earned grade is awarded)	yes	No
Thompson Rivers University	CR	*	*	No
University of Toronto	CR	generally 10% higher than min. pass at originating institution	no	No
Trent University	CR	60% (C-)	no	No
University of Victoria	CR	D, some faculties C	Fs - no	No
University of Windsor	CR	60% (C-)	no	No

\* indicates no confirmation from institution– cgpa information collected from undergraduate calendar or official transcript

\*\* SFU transcript does not indicate grades used on official transcript received (information for chart provided by SFU)

### Appendix Ib. Summary of Practices by Other Manitoba Institutions

<b>Institution</b>	<b>Grades/CR</b>	<b>Minimum Grade</b>	<b>Ds &amp; Fs Considered</b>	<b>Included in CGPA</b>
Brandon University	yes	all grades considered	yes	Yes
Canadian Mennonite University	no*	C	no, except for admissions decisions	No
<b>Université de Saint-Boniface</b>	yes	all grades considered	yes	Yes
University College of the North	yes	C+	no	Yes
University of Winnipeg	yes**		yes	Yes**

\*CMU continues to enter grades for courses taken at UM or UW.

\*\*University of Winnipeg Policy:

Grades earned at Universities Canada institution are brought in and used in institutional calculations. For certificate and diploma courses, students must complete the entire certificate and diploma programs to receive credit – grades are loaded as S, and grade requirements vary between agreements. International higher education institutions and colleges are typically loaded as S, as well.

Students may elect to forfeit all transfer credit assessment, regardless of faculty, provided they have been out of school for 3, or more, years. High School/Mature student used as basis for admission. (no indication of previous attendance on transcript).

## UNIVERSITY OF MANITOBA POLICY

<b>Policy:</b>	<b>TRANSFERENCE OF EXTERNAL GRADES</b>
<b>Effective Date:</b>	To be entered by Office of Legal Counsel
<b>Revised Date:</b>	To be entered by Office of Legal Counsel
<b>Review Date:</b>	To be entered by Office of Legal Counsel
<b>Approving Body:</b>	Senate
<b>Authority:</b>	<i>The University of Manitoba Act, section 34(1)</i>
<b>Responsible Executive Officer:</b>	Provost and Vice-President (Academic)
<b>Delegate:</b>	Vice-Provost (Students)
<b>Contact:</b>	Vice-Provost (Students)
<b>Application:</b>	Board of Governors members, Senate members, Faculty/School/College Councils and All Employees

### Part I Reason for Policy

- 1.1 The reason for this Policy is to establish guidelines and a protocol for the transference of external grades that are equitable to all University of Manitoba students. This Policy will include regulations on how external grades are displayed on the Official Transcript.

### Part II Policy Content

#### Definitions

- 2.1 The following terms are defined for the purpose of this Policy:
- (a) **"Letter of Permission"** refers to a letter granting institutional permission for Students enrolled in a degree program at the University to take courses at other University-recognized colleges and universities. Courses may be considered for transfer credit provided that such courses are approved in advance by the Faculty/College/School in which the Student is registered.

- (b) **"Official Transcript"** is an official document printed on secure paper and signed by the Registrar that reflects a Student's permanent record at the University of Manitoba.
- (c) **"Policy"** means Transference of External Grades Policy.
- (d) **"Procedure"** means the Transference of External Grades Procedure.
- (e) **"Student"** refers to any person enrolled at the University.
- (f) **"Student Information System"** is any software application that enables the University to manage Student data.
- (g) **"University"** means The University of Manitoba.

### **Vision for the University**

- 2.2 The goal of this proposal is to establish a Policy where only courses and grades completed at the University of Manitoba will be displayed on the Official Transcript, while still ensuring that comparable grade information remains available in the University of Manitoba Student Information System (SIS) for the purpose of program assessment, pre-requisite verification, and the determination of awards (where applicable).

### **Implementation of Vision**

- 2.3 The Official Transcript will reflect Student performance at the University of Manitoba. Only courses and grades completed at the University of Manitoba based on the University's established institutional grading practices will be displayed on the Official Transcript.
- 2.4 Transfer credit information on the Official Transcript will display the source of transfer credit and the hours applied to each specific program of admission within the admission term of that program.
- 2.5 Courses completed through Letter of Permission/student exchange will display the source of transfer credit and the hours applied to the program of study in the term of study.
- 2.6 All assessed courses and grades, including unsuccessful attempts (where required) will be attached to the individual student record and maintained in the University of Manitoba SIS for reference and reporting, academic assessment, and pre-requisite checking purposes for registration. Transferred credit will be subject to university rules with respect to Repeated Courses.
- 2.7 The grades recorded in the SIS will be determined using established grade comparison charts at the time of transfer.

Established reports available to students and academic units for advising purposes will continue to display transfer credit information, including the original course and grade earned at the external institution, and the comparable University of Manitoba course and grade.

### **Part III Accountability**

- 3.1 The Office of Legal Counsel is responsible for advising the Provost and Vice-President (Academic) that a formal review of this Policy is required.
- 3.2 Board of Governors members, Senate members, Faculty/School/College Councils and All Employees are responsible for complying with this Policy.

### **Part IV Authority to Approve Procedures**

- 4.1 The Provost and Vice-President (Academic) may approve Procedures, if applicable, which are secondary to and comply with this Policy.

### **Part V Review**

- 5.1 Governing Document reviews shall be conducted every ten (10) years. The next scheduled review date for this Policy is [Click here to enter a date](#).
- 5.2 In the interim, this Policy may be revised or repealed if:
  - (a) the Provost and Vice-President (Academic) or the Approving Body deems it necessary or desirable to do so;
  - (b) the Policy is no longer legislatively or statutorily compliant; and/or
  - (c) the Policy is now in conflict with another Governing Document.
- 5.3 If this Policy is revised or repealed all Secondary Documents, if applicable, shall be reviewed as soon as possible in order that they:
  - (a) comply with the revised Policy; or
  - (b) are in turn repealed.

**Part VI**  
**Effect on Previous Statements**

- 6.1 This Policy supersedes all of the following:
- (a) all previous Board of Governors/Senate Governing Documents on the subject matter contained herein; and
  - (b) all previous Administration Governing Documents on the subject matter contained herein.

**Part VII**  
**Cross References**

- 7.1 This Policy should be cross referenced to the following relevant Governing Documents, legislation and/or forms:
- (a) Grade Point Averages Policy
  - (b) Repeated Course Policy



**Report of the Senate Committee on Admissions concerning a proposal from Enrolment Services concerning the creation of a policy on transference of external grades (2016.02.19)**

**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](http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/490.htm).
2. Enrolment Services is proposing the creation of a formal policy on the transference of external grades.
3. The proposal was endorsed by SCADM on February 19<sup>th</sup>, 2016.

**Observations:**

1. Prior to the 1999-2000 Academic year, the University of Manitoba General Academics and Regulation Policy on the awarding of advanced standing or transfer credit from an accredited prior post-secondary institution, or established equivalent, was restricted to a course classification of TR (transfer). The earned grades associated with external course transfer were excluded from use within the cumulative or degree grade point average.
2. Effective for the 1999-2000 academic calendar year, the policy on external transfer credit was amended to “courses acceptable for credit in the academic units into which students have been admitted shall be transferred with their grades, including grades of ‘D’ and ‘F’. The transferred grades will be included in the student’s University of Manitoba cumulative grade point average.
3. A survey of Canadian universities conducted by the University of Manitoba’s Undergraduate Admissions Office (see Appendix I, Summary of External Transfer Credit and Exchange Practices by other Canadian Universities) determined that the majority of institutions:
  - Establish a minimum grade requirement for transfer credit consideration
  - Exclude external course grades from degree Grade Point Average calculations
  - Exclude external grades from the official transcript
  - Utilize failed or marginal grades (as deemed by institutional regulations) only in admissions decisions
4. Under the proposed model:
  - a. The institutional transcript should reflect student performance at the University of Manitoba. Only courses and grades completed at the University of Manitoba based on our own established institutional grading practices will be displayed on the official transcript.
  - b. Transfer credit information on the official transcript will display the source of transfer credit and the hours applied to each specific program of admission within the admission term of that program.

- c. All assessed courses and grades, including unsuccessful attempts (where required) will be attached to the individual student record and maintained in the University of Manitoba Student Information System.
- d. Established reports available to students and academic units for advising purposes will continue to display transfer credit information, including the original course and grade earned at the external institution, and the comparable University of Manitoba course and grade.

**Recommendation:**

The Senate Committee on Admissions recommends that the proposal from Enrolment Services to create a policy on transference of external grades be approved and be effective on approval by Senate.

Respectfully submitted

Susan Gottheil, Chair, Senate Committee on Admissions

## Report of the Senate Committee on Instruction and Evaluation RE Proposed Transference of External Grades Policy

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### **Preamble:**

1. The terms of reference for the Senate Committee on Instruction and Evaluation (SCIE) can be found at:  
[http://umanitoba.ca/admin/governance/governing\\_documents/governance/sen\\_committees/502.html](http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/502.html).
2. At its meeting on March 17, 2016, SCIE considered a proposal from Enrolment Services to establish a *Transference of External Grades* policy.
3. The proposal was also considered and endorsed by the Senate Committee on Admissions at its meeting on February 19, 2016.

### **Observations:**

1. The purpose of the proposed *Transference of External Grades* policy would be, "... to establish guidelines and a protocol for the transference of external grades that are equitable to all University of Manitoba students ... [and to set out] regulations on how external grades are displayed on the Official Transcript."
2. The proposed policy would specify that the Official Transcript would reflect student performance at the University of Manitoba. Only courses and grades completed at the University of Manitoba would be displayed on the Official Transcript.
3. Current practice is to include courses and grades completed at other institutions, for which students have received external transfer credit, on the Official Transcript. Transfer grades for courses completed at other institutions are approximations of comparable grade values at the University, which are determined using grade comparison charts. Given the variability in grading systems used across institutions and particularly at international institutions, the process for determining comparable grades can be difficult and is sometimes perceived as inequitable.
4. With the implementation of the proposed *Transference of External Grades* policy, transfer grades for external courses, including courses completed on Letter of Permission or student exchange, would no longer be displayed on the Official Transcript. Information on transfer credit included on the Official Transcript would be limited to the source of transfer credit and the number of hours applied to each specific program of admission, within the admission term of that program.
5. Information on a student's transfer credits, including the original course and grade earned at the external institution, the comparable University of Manitoba course and grade determined using established grade comparison charts, and including successful and unsuccessful attempts (where required), would continue to be recorded and maintained in the University's Student Information System, for reference and reporting, academic assessment, and prerequisite-checking purposes for registration. Transfer credits would be subject to the University's rules concerning Repeated Courses.

**Recommendation:**

The Senate Committee on Instruction and Evaluation recommends:

**THAT Senate approve a proposal from Enrolment Services to establish a *Transference of External Grades* policy, effective upon approval by Senate.**

Respectfully submitted,

Dr. Janice Ristock, Chair  
Senate Committee on Instruction and Evaluation

**Report of the Senate Committee on Admissions concerning a proposal from the Université de Saint-Boniface to introduce a French language proficiency requirement for international students (2016.03.22)**

**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](http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/490.htm).
2. The Université de Saint-Boniface is proposing the introduction of a French language proficiency requirement for all international applicants.
3. The proposal was endorsed by SCADM on March 22<sup>nd</sup>, 2016.

**Observations:**

1. In its 2013-18 Strategic plan, Université de Saint-Boniface (USB) set an objective to better define admission requirements for international applicants.
2. In the Spring of 2014 USB conducted a study of French language proficiency requirements at six other French-language post-secondary institutions across Canada. The language proficiency standards at these institutions were all quite similar.
3. The proposal will require that all international applicants at USB submit their results and meet the minimum standard on one of the approved French-language tests as outlined in the body of the proposal.

**Recommendation:**

The Senate Committee on Admissions recommends that the proposal to introduce a French-language proficiency requirement for all international applicants to the Université de Saint-Boniface be approved effective for the September, 2017 intake.

Respectfully submitted

Susan Gottheil, Chair, Senate Committee on Admissions

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

**French-Language Proficiency Requirement for International Admissions  
at Université de Saint-Boniface**

**Summary:**

In its 2013-2018 Strategic Plan, Université de Saint-Boniface set the objective to better define its admission requirements for international applicants. As a result, USB seeks to require proof of French-language proficiency for all international applicants as part of the admission process.

In Spring 2014, USB performed a study of such requirements at six other French-language post-secondary institutions across Canada. Since this study revealed similarities in French-language proficiency requirements between each of these institutions, USB has chosen to follow suit by accepting similar standardized tests and results to those of the institutions studied.

**Proposal:**

That all international applicants at Université de Saint-Boniface be required to submit the results of a standardized French-language test for admission, based on the following list:

Accepted Tests	Minimum Score Required
Baccalauréat international	Français A1 score 4 or better
Diplôme d'étude de langue française (DELF)	76 out of 100 (B2)
Diplôme approfondi de langue française (DALF)	76 out of 100 (B2)
Test de connaissance du français (TCF)	450 out of 900 (B2)
Test d'évaluation du français (TEF)	450 out of 900 (B2)
TESTCan	4,5 without any score <4
Test de français international (TFI)	750 out of 990

This admission requirement would apply to all new international applicants as of Fall 2017.

**Introduction d'un critère d'admission lié aux compétences en français  
pour toutes les candidatures internationales  
à l'Université de Saint-Boniface**

Document présenté au Comité d'étude des cours et des programmes  
pour sa rencontre du 8 janvier 2016

Mise en contexte et justification

1. Évolution des candidatures et des inscriptions internationales à l'USB

Depuis que l'Université de Saint-Boniface s'est lancée dans le recrutement international vers la fin des années 90, le simple fait qu'un candidat ait terminé ses études secondaires dans son pays était suffisant pour qu'il soit admis à l'USB. La solide réputation que s'est taillée l'USB au cours des 20 dernières années, tout particulièrement en Afrique francophone, a fait en sorte que le nombre de demandes d'admission n'a cessé de croître. Cette croissance semble davantage être ressentie depuis le changement de statut et de nom de notre établissement à l'automne 2012.

Voici les données relatives aux candidatures internationales depuis les cinq dernières années<sup>1</sup> :

	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016
Demandes d'admission	427	478	705	872	1001
Admissions officielles	Pas disponible			557	477
Nombres d'inscriptions	101	149	185	179	98*
Nouvelles inscriptions	92	95	105	130	54*

\*N'inclut pas les inscriptions d'hiver 2016, car les données ne sont pas encore disponibles.

<sup>1</sup> Il est important de souligner que parmi le nombre de demandes d'admissions internationales reçues, un certain nombre proviennent d'étudiants déjà inscrits à l'USB qui déposent une nouvelle demande pour changer de programme. Par exemple, si on regarde les données de 2013-2014, on constate que les 705 demandes d'admission reçues ont donné 185 inscriptions, dont 105 étaient nouvelles. Les 80 autres étaient des personnes déjà inscrites à l'USB qui ont changé de programme. Ces données démontrent une tendance chez plusieurs étudiants internationaux de changer de programme une fois inscrits à l'USB.

Par conséquent, le pourcentage de la population étudiante de l'USB que représentent les étudiants internationaux a évolué de la façon suivante au cours des cinq dernières années :

Année	Nombre d'étudiants internationaux	% de la population étudiante
2011-2012	210	16 %
2012-2013	242	17 %
2013-2014	274	19 %
2014-2015	353	23 %
2015-2016	293	21 %*

\*N'inclut pas les inscriptions d'hiver 2016, car les données ne sont pas encore disponibles.

## 2. Les effets de la croissance des inscriptions internationales

Dans le but d'offrir le meilleur encadrement et l'expérience la plus positive possible à toutes ses étudiantes et à tous ses étudiants, l'Université de Saint-Boniface se doit d'accepter des personnes aptes à bien réussir sur le plan académique. Le système d'éducation et les standards pouvant varier d'un pays à l'autre, il est difficile de présumer que le simple fait d'avoir terminé des études secondaires dans son pays puisse assurer le succès d'un étudiant lorsqu'il arrive à l'USB. Bien souvent, les études antérieures ont été effectuées dans des écoles privées ou encore dans un système où la langue d'enseignement n'était pas forcément le français.

Voici des données sur la croissance des nouvelles inscriptions internationales et sur le taux de diplomation des étudiants internationaux en général inscrits à l'USB :

	2012-2013	2013-2014	2014-2015	2015-2016
Nouvelles inscriptions internationales	95	105	130	54*
Total inscriptions internationales	242	274	353	293*
Diplômés internationaux	48	41	59	s/o

\*N'inclut pas les inscriptions d'hiver 2016, car les données ne sont pas encore disponibles

Par ailleurs, comme la majorité des étudiants internationaux doivent réussir des stages dans leur programme d'étude, ils doivent atteindre un certain niveau d'anglais pour pouvoir être diplômés. S'ils démontrent aussi de faibles compétences en français, ils éprouveront des difficultés sur le plan de la réussite, ce qui prolonge la durée de leur programme et met à risque leur diplomation. Ces mêmes défis ont



des répercussions sur les ressources internes, car ces personnes nécessitent beaucoup d'appui. Cette grande demande d'encadrement se prouve particulièrement éprouvante pour les services de première ligne et le corps professoral, ce qui a des répercussions négatives sur l'expérience de toute la population étudiante également. Comme l'indique l'axe 1 (environnement de choix) du plan stratégique de l'USB, l'établissement s'est engagé à prioriser l'offre de services afin que ceux-ci répondent davantage à l'ensemble de la population étudiante. Pourtant, il demeure toujours un défi de répondre aux besoins de chacune et de chacune, vu la diversité de la population étudiante et la petite taille de notre établissement.

### 3. La place du recrutement international dans le plan stratégique 2013-2018

Dans son plan stratégique actuel, l'USB s'est fixé comme objectif d'explorer de nouveaux marchés internationaux dans le but de diversifier davantage la provenance de sa population étudiante internationale. Le souci demeure de maintenir une certaine stabilité dans les inscriptions internationales, toujours dans le but de bien accueillir et encadrer cette tranche de la population étudiante, qui nécessite une grande variété de ressources internes. Il est donc important d'établir un seuil minimal de compétence en langue française qui puisse s'appliquer à toute candidature internationale, qu'elle provienne de l'Afrique, des Amériques, de l'Europe ou d'ailleurs.

À l'axe 3 de son plan stratégique 2013-2018, l'Université de Saint-Boniface s'est également engagée à mieux définir les exigences d'admission de la population étudiante internationale. Les systèmes d'éducation variant énormément d'un pays à l'autre, le personnel de l'USB chargé d'évaluer les dossiers de candidature internationaux ne commence qu'à développer une expertise dans ce domaine. Un critère efficace et uniforme pour déterminer l'aptitude à poursuivre des études postsecondaires en français est d'établir un seuil minimal de compétences langagières en français à l'admission qui s'applique à toutes et à tous, peu importe le système d'éducation par lequel le candidat est passé. Vu la mobilité étudiante à l'échelle mondiale, une preuve de compétence langagière est exigée pour l'admission à la grande majorité des établissements d'enseignement postsecondaire, que ce soit en français ou en anglais.

### 4. Les compétences en français des candidates et candidats internationaux

Au mois de mai 2012, l'Université de Saint-Boniface a ajouté un critère de preuve de compétence en français pour toute nouvelle candidature marocaine. Ce nouveau critère visait à répondre à une crainte exprimée par certains membres du corps professoral quant au faible niveau de français des étudiantes et étudiants marocains inscrits l'USB, ce qui posait des défis à leur réussite. Le système d'éducation marocain ayant subi une réforme à l'époque, plusieurs candidates et candidats avaient fait la majorité de leur scolarité en arabe plutôt qu'en français. Après avoir

demandé à un échantillon d'étudiants marocains inscrits à l'USB de passer le Test de français international et avoir comparé le score de chacun à son résultat au profil linguistique et à sa réussite dans les cours de l'USB, le seuil minimal pour l'admission a été fixé à 720 sur 990. L'intention était d'en faire un projet pilote pour le Maroc d'abord, puis d'appliquer cette nouvelle exigence à toutes les candidatures internationales, peu importe leur pays de provenance.

La registraire et la direction du recrutement et des services aux étudiants ont fait appel à madame Lorraine Forbes, consultante en langue au Service de perfectionnement linguistique, pour effectuer une recherche sur les exigences linguistiques à l'admission dans divers établissements d'enseignement postsecondaire de langue française au Canada. Réalisé au printemps 2014, cet exercice nous a permis de constater des similarités d'un établissement à l'autre quant aux diverses épreuves acceptées et le score minimal exigé pour chacune de celles-ci. L'échantillon était composé des établissements suivants : Université de Moncton, Université d'Ottawa, Université Laval, Campus Saint-Jean de l'Université de l'Alberta, Université de Sherbrooke, Université du Québec à Rimouski.

C'est donc en se calquant sur les critères des établissements d'enseignement postsecondaire de langue française susmentionnés que les seuils suivants sont proposés pour l'ensemble des candidatures internationales à l'Université de Saint-Boniface.

Preuves et niveaux acceptés sur l'échantillon d'établissements de langue française étudié en 2014 :

Épreuves acceptées	Seuils minimaux requis
Baccalauréat international	Français A1 cote 4
Diplôme d'étude de langue française (DELF)	76-100 (B2)
Diplôme approfondie de langue française (DALF)	76-100 (B2)
Test de connaissance du français (TCF)	450 sur 900 (B2)
Test d'évaluation du français (TEF)	450 sur 900 (B2)
TESTCan	4,5 et aucune note <4
Test de français international (TFI)	750 sur 990

Ces renseignements seraient publiés dans le site Web de l'USB afin que toute personne en soit au courant avant même de présenter une demande d'admission.

#### Avantages et risques pour l'USB d'introduire ce critère d'admission

- L'USB aurait à changer sa stratégie de marketing international, ce qui est déjà prévu dans le cadre du prochain plan stratégique de recrutement international.
- Le moment est opportun pour apporter un tel changement, vu l'augmentation importante du nombre de demandes d'admission internationales depuis les cinq dernières années en particulier.
- Ce critère d'admission placerait l'USB au même niveau que la majorité des autres établissements d'enseignement postsecondaires au Canada.
- Une transparence et une uniformité seraient assurées dans l'évaluation des dossiers de candidature internationaux.
- Il y aurait un certain niveau d'incertitude quant au nombre de demandes d'admission reçues et au nombre d'admissions officielles accordées, ce qui peut avoir un impact sur les nouvelles inscriptions internationales.
- Bien que ce changement présente un certain risque financier, la stabilité des inscriptions internationales pourrait occasionner des gains d'efficacité dans l'offre de services en général à l'USB.
- L'USB pourrait recruter des étudiants internationaux aptes à bien réussir.

#### Proposition

Que l'Université de Saint-Boniface exige à l'admission un seuil minimal à une épreuve de français normalisée parmi la liste ci-dessus pour toute candidature internationale à compter l'année 2017-2018.



Université de  
**Saint-Boniface**

Une éducation supérieure depuis 1818

Le 10 décembre 2015

Monsieur Peter Dorrington  
Président du Comité d'étude des cours et des programmes  
Université de Saint-Boniface  
200, avenue de la Cathédrale  
Winnipeg (Manitoba) R2H 0H7

Monsieur,

Vous trouverez ci-joint un document proposant l'ajout d'une preuve de compétence en français comme critère d'admission pour toute nouvelle candidature internationale dès l'année 2017-2018. Je tiens à souligner que cette proposition est le fruit d'une collaboration entre le Registrariat, le Bureau de recrutement, le Service de perfectionnement linguistique et le Bureau international.

Vous remerciant de l'attention que vous porterez à cette proposition, je vous prie de recevoir, Monsieur, mes salutations les plus sincères.

La registraire,

*Chantalpastiuk*

**Report of the Senate Committee on Admissions concerning a proposal from the Université de Saint-Boniface to modify its admission requirements for the Bachelor of Education degree program (2016.03.22)**

**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](http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/490.htm).
2. The Université de Saint-Boniface is proposing that the admission requirements to the Faculty of Education be modified to require 6 credit hours of mathematics and 6 credit hours of science in order for a student to be eligible for admission.
3. The proposal was endorsed by SCADM on March 22<sup>nd</sup>, 2016.

**Observations:**

1. In March 2015, the Université de Saint-Boniface received a letter from the Minister of Education indicating this change was mandatory.

**Recommendation:**

The Senate Committee on Admissions recommends that the proposal to modify the admission requirements for the Bachelor of Education program at the Université de Saint-Boniface be approved effective for the September, 2018 intake.

Respectfully submitted

Susan Gottheil, Chair, Senate Committee on Admissions

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

See the *Guidelines for Completion of Undergraduate/Certificate Course and Curriculum Changes*.

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**SECTION A**

Faculty/College/School: Université de Saint-Boniface

Department: education, Faculté d' (USB)

Program: B.Ed.

Changes Take Effect: Request different term

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**SECTION B – DESCRIPTION OF PROGRAM MODIFICATION**

Provide a brief description of the proposed program modification, in prose. Limit - 200 words.

In March 2015, USB received a letter from Mr. Peter Bjornson, Minister of Education, indicating that as of September 2018, students applying to an Education Faculty would need 6 credits of mathematics and 6 credits of science (chemistry, physics, biology, geology or environmental sciences).

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**SECTION C – RATIONALE**

Provide a brief rationale for the proposed program modification. Limit - 150 words.

The Faculty needs to conform to the Department of Education requirements.

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**SECTION D – ACADEMIC CALENDAR CONTENT**

**Attach** a description of the program modification as it would appear in the Academic Calendar, including any program charts, in particular. Beginning with the program description as it appears in the current Academic Calendar, clearly indicate proposed changes using strikethrough font (e.g. ~~strikethrough~~) to indicate content that is to be deleted and **bold font** to indicate content that is to be added.

**No additional costs, workload and/or supplies.**

See the *Guidelines* for instructions on how to complete this section of the form.

No      This program modification leads to changes in programs in other units.  
*If "yes", a Request for Statement of Support Form(s) is required.*

See the *Guidelines* for information on required supporting documentation.

N/A	Executive summary
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N/A	Transition plan
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Attached	Current and revised program charts and descriptions (required)
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N/A SPPC Program Proposal Budget Form

Attached Request for Statement of Support Form(s) and statements of support

Department Approval: Claudine Lupien  
Type Name

Claudine Leprieux 11 janvier 2018  
Signature Date:

Faculty/College/School Approval:

Stéfan Delaquis

---

Type Name

Signature

11 Janvier 2011  
Date



**MINISTER  
OF EDUCATION AND ADVANCED LEARNING**

Room 168  
Legislative Building  
Winnipeg, Manitoba, Canada  
R3C 0V8

**MAR 18 2015**

**To: Deans, Faculties of Education, University of Manitoba, University of  
Winnipeg, Brandon University, Université de Saint-Boniface, Red River  
College, University College of the North**

Dear Deans:

**Re: Early/Middle Years Mathematics Breadth Requirement**

In reviewing the Early/Middle Years Mathematics breadth requirement for admission to Manitoba Faculties of Education, and in consultation with my advisory committee on matters of teacher education and certification, please be advised that I have directed my department to alter the certification requirements respecting the math component of the breadth requirement from three to six credit hours. In revisiting the breadth requirements at the Early/Middle Years, the option of completing a combination of math and science courses has also been removed.

The following reflects the renewed Early/Middle Years breadth requirement as a result of these changes:

- (i) 6 credit hours in math
- (ii) 6 credit hours in a physical or biological science
- (iii) 6 credit hours in English or French
- (iv) 6 credit hours in history, geography or a combination of history and geography

The renewed breadth requirements are **effective September 2015** and apply to:

- 1) students entering an undergraduate program for the first-time in September 2015;  
and
- 2) students admitted to a concurrent Bachelor of Education program for the first time  
in September 2015.

.../2



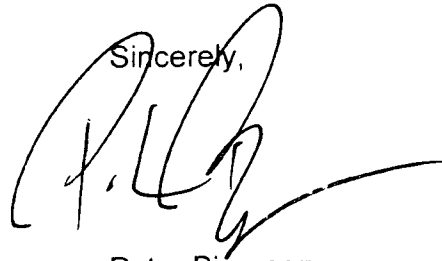
Should you have any questions regarding the new breadth requirement at Early/Middle Years, please contact Mr. Allan Tataryn, Program Director, Professional Certification and Student Records Unit at 1-800-667-2378 (ext. 223).

In considering the courses that teacher candidates complete and which are accepted as meeting the Early/Middle Years math breadth requirement, I have decided to explore the plausibility of more precisely identifying courses with an associated relevance to teaching math at early and middle years as an alternative to a broad acceptance of all courses offered by either Mathematics or Statistics Departments at approved universities.

To this end, I will be engaging the Deans of the Faculties of Education in discussions around how best to identify courses that would be most beneficial to teacher candidates in meeting the math component of the Early/Middle Years breadth requirement. In other words, the goal is to identify those courses that meet a level of academic rigour and relevance that are most likely to best prepare our teacher candidates to effectively teach the Early/Middle Years provincial Mathematics curriculum. Input you may solicit and receive from your colleagues in Mathematics and Statistics departments may be helpful in furtherance of this discussion.

My staff and I look forward to the benefits of this consultation and will contact you shortly to put arrangements in place. I also look forward to the opportunity to receive your cooperative and expert advice on this occasion as I have in our many previous dialogues.

Sincerely,

A handwritten signature in black ink, appearing to read 'P. Bjornson', with a long horizontal flourish extending to the right.

Peter Bjornson  
Minister  
Education and Advanced Learning

c. Allan Tataryn, Secretary, Teacher Education and Certification Committee

**Report of the Senate Committee on Admissions concerning a proposal from the College of Nursing to modify the admissions policy for the Bachelor of Nursing program (2016.04.18)**

**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](http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/490.htm).
2. The College of Nursing is proposing that the method used to calculate the Adjusted Grade Point Average (AGPA) of applicants to the Bachelor of Nursing program be revised.
3. The proposal was approved by the College of Nursing Council on March 24<sup>th</sup>, 2016 and was endorsed by SCADM on April 18<sup>th</sup>, 2016.

**Observations:**

1. The College of Nursing is proposing that the AGPA be calculated as follows:
  - 0.3 x the core course average PLUS 0.7 x the average of the most recent 45 credit hours.
  - The core course average will be calculated on the most recent attempts of the following courses:
    - BIOL 1410
    - BIOL 1412
    - MBIO 1220
  - The most recent 45 credit hours will be based on the most recently completed 45 credit hours of university level course work, including the original grades of any repeated courses if these fall within the most recent 45 credit hours. The 45 credit hours will be limited to courses completed within the past ten years.
  - If an applicant has less than 45 credit hours, the AGPA will reflect all credit hours completed (i.e., a minimum of 30 cr. hours to a maximum of 45 cr. hours).
2. Similar admission requirements for both the Bachelor of Nursing and Bachelor of Midwifery programs enable prospective candidates to apply for admission to both programs if they so desire.
3. This model places more weight on the courses required for admission to the Bachelor of Nursing program, since these courses provide foundational knowledge necessary for students to master content included in the Program.
4. This new model will address problems associated with i) no time limit on courses eligible for inclusion and ii) the inclusion of 60 credit hours of course work in the AGPA calculation. The College's experience with applicants to the BN program is that at least 50% of the applicants have more than 30 credit hours of previous university course work prior to applying to the College.

**Recommendation:**

The Senate Committee on Admissions recommends that the proposal the College of Nursing to modify the admissions policy for the Bachelor of Nursing program be approved and be effective for the September 2017 intake.

Respectfully submitted

Susan Gottheil, Chair, Senate Committee on Admissions

Comments of the Senate Executive Committee:

The Senate Executive Committee endorses the report to Senate.

**Faculty of Health Sciences - College of Nursing**

**Proposed Revision to Admission Policy – for Implementation September 2017**

**Calculation of the Adjusted Grade Point Average of Applicants to the Bachelor of Nursing Program**

The College of Nursing is proposing that the method of calculating the Adjusted Grade Point Average (AGPA) of applicants to the Bachelor of Nursing program be revised.

**Current Policy:**

The AGPA is calculated on the most recent 60 credit hours of university level course work, including repeated courses, regardless of the age of the courses.

**Proposed Policy:**

1. The College of Nursing is proposing that the AGPA be calculated as follows:  $(0.3 \times \text{the core course average})$  PLUS  $(0.7 \times \text{the average of the most recent 45 credit hours})$ .

The core course average will be calculated on the most recent attempts of the following courses:

BIOL 1410

BIOL 1412

MBIO 1220

The most recent 45 credit hours will be based on the most recently completed 45 credit hours of university level course work, including the original grades of any repeated courses if these fall within the most recent 45 credit hours. The 45 credit hours will be limited to courses completed within the past ten years.

If an applicant has less than 45 credit hours, the AGPA will reflect all credit hours completed (i.e., a minimum of 30 cr. hours to a maximum of 45 cr. hours).

**Observations:**

1. Similar admission requirements for both the Bachelor of Nursing and Bachelor of Midwifery programs enable prospective candidates to apply for admission to both programs if they so desire.
2. The AGPA calculation proposed is intended to accomplish the following:
  - a. Place more weight on the courses required for admission to the Bachelor of Nursing program, since these courses provide foundational knowledge necessary for students to master content included in the Program;
  - b. Mitigate problems associated with i) no time limit on courses eligible for inclusion and ii) the inclusion of 60 credit hours of course work in the AGPA calculation. The College's experience with applicants to the BN program is that at least 50% of the applicants have more than 30

## AGPA Policy BN program

credit hours of previous university course work prior to applying to the College. In some instances, students have returned to the University after an absence of many years and their efforts to gain admittance to a competitive program are hampered by poor grades that were earned during a different period of their life when perhaps they did not yet have the motivation, experience or life supports necessary to achieve competitive grades. In other instances, students have a recent and continuous academic record that includes poor grades initially followed by steady improvement in their academic performance. The proposed AGPA calculation policy would diminish the impact of poor academic performance prior by limiting the number of credit hours used in the AGPA calculation and the length of time since courses were taken.

S:\Advisors-Undergrad\Policies & Regulations\AGPA calculation BN Program revised March 2016.docx

**Report of the Senate Committee on Curriculum and Course Changes, Part B - Submitted to Senate for Ordinary Debate RE: Preliminary Engineering Program**

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**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.html](http://www.umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/497.html).
2. At its meeting on April 11, 2016, the SCCCC considered proposed modifications to the curriculum of the Preliminary Engineering Program, Faculty of Engineering.
3. NB - The proposal was also considered by the Senate Committee on Admissions at its meeting on March 22, 2016. *The curriculum changes would take effect for the 2016/2017 Academic Year. The revised requirements for entrance to Year 2 of the various Engineering programs, which would follow from the revised curriculum, would take effect for the September 2017 admissions cycle.*

**Observations**

1. The Faculty of Engineering is proposing several modifications to the curriculum of the Preliminary Engineering Program. The Notes accompanying the Preliminary Engineering Program Chart would be modified as follows:
  - A note (new Note 2) would be added to strongly advise students intending to pursue an Engineering degree to complete MATH 1510 – Applied Calculus 1 and MATH 1710 – Applied Calculus 2;
  - Revised Note 3 specifies that MATH 1500 – Introduction to Calculus or the recently introduced MATH 1230 – Differential Calculus may be taken in lieu of MATH 1510.
  - Revised Note 4 specifies that MATH 1700 – Calculus 2 or the recently introduced MATH 1232 – Integral Calculus may be taken in lieu of MATH 1710.
  - A number of editorial and formatting changes would also be made, including the addition of Note 6, which includes information on the recommended complementary studies elective (PHIL 1290) and appropriate substitutes, that was previously included in a paragraph below the program chart.
2. The Faculty is also proposing changes to the list of Written English Courses for Engineering Students, as follows:
  - ENGL 1300 and ENGL 1340 would be added to the list. These courses were inadvertently left off the list when it was first established (Senate, December 2015);
  - RLGN 1320 would be removed from the list, as the Faculty of Arts has proposed the course for deletion;
  - RLGN 1322 and RLGN 1324 would be added to the list in place of RLGN 1320.

### **Recommendation**

The Senate Committee on Curriculum and Course Changes recommends:

**THAT Senate approve modifications to the curriculum of the Preliminary Engineering Program, Faculty of Engineering, effective September 1, 2016.**

Respectfully submitted,

Professor G. Smith, Acting Chair  
Senate Committee on Curriculum and Course Changes

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

## **Report of the Senate Committee on Admissions concerning a proposal from the Faculty of Engineering to modify the Preliminary Engineering Program (2016.03.22)**

### **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](http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/490.htm).
2. The Faculty of Engineering is proposing a change to the admission requirements in its Preliminary Engineering Program.
3. The proposal was approved by the Faculty Council for Engineering on January 21<sup>st</sup>, 2016 and was endorsed by SCADM on March 22<sup>nd</sup>, 2016.

### **Observations:**

1. The proposal details three changes:
  - i. Add four additional courses and delete one course from the list of Written English courses for Engineering students.
  - ii. Update program notes to reflect changes in Mathematics course offerings.
  - iii. Update and renumber program notes.
2. In September of 2016, any student who is already in an Engineering departmental program can elect to complete their requirements based on the list of approved written English courses for Engineering students. This would not apply to students who would still be in their preliminary year and applying to an Engineering department for Fall 2016. This would allow for students who are competing for entrance into a departmental program to be evaluated for admission based on the same standards. The expanded list would apply for students seeking admission to Engineering departmental programs beginning in September 2017.

### **Recommendation:**

The Senate Committee on Admissions recommends that the proposal to modify the admission requirements for the Preliminary Engineering Program be approved effective for the September, 2017 intake.

Respectfully submitted  
Susan Gottheil, Chair, Senate Committee on Admissions



## 4.2 Preliminary Engineering Program

**Student Advising Office:** E1-284 EITC

**Telephone:** 204 474 9807

**E-mail:** eng\_info@umanitoba.ca

**Website:** umanitoba.ca/faculties/engineering

The Preliminary Engineering Program is common to all programs in engineering. Students in the direct entry engineering program or University 1 must complete a minimum of 8 courses to be admitted to a degree granting engineering program. A student must complete the following list of 12 courses in order to graduate with a B.Sc. degree from any of the engineering programs.

Prior to the 2016/2017 academic year, students were required to complete ENGL 1400 (or equivalent) to satisfy the written English course requirement within all engineering programs. Beginning with the 2016/2017 academic year these requirements may now be satisfied by completing any course selected from the list of Written English Courses for Engineering Students (which includes ENGL 1400). This change applies to all students entering the Faculty of Engineering, as well as all continuing students who have yet to completed this program requirement.

Course No.	Course Name	Credit
CHEM 1300	Structure and Modelling in Chemistry	3
COMP 1012	Computer Programming for Scientists and Engineers	3
ENG 1430	Design in Engineering	3
ENG 1440	Introduction to Statics	3
ENG 1450	Introduction to Electrical and Computer Engineering	3
ENG 1460	Introduction to Thermal Sciences	3
MATH 1210	Techniques of Classical and Linear Algebra ( <del>Note 4</del> ) ( <b>Note 1</b> )	3
MATH 1510	Applied Calculus 1 (or equivalent) ( <del>Notes 1 and 3</del> ) ( <b>Notes 2, 3 and 5</b> )	3
MATH 1710	Applied Calculus 2 (or equivalent) ( <del>Notes 2 and 3</del> ) ( <b>Notes 2, 4 and 5</b> )	3
PHIL 1290*	Critical Thinking ( <b>Note 6</b> )	3
PHYS 1050	Physics 1: Mechanics	3
	Written English Course ( <del>Note 5,6</del> ) ( <b>Notes 7 and 8</b> )	3

\* PHIL 1290 Critical Thinking is the recommended complementary studies elective. However, students may select any course from the Faculty of Arts or the Faculty of Management at the 1000 level or above, with the exception of ARTS 1110 Introduction to the University which may not be held for credit within the Faculty of Engineering.

Note:

(1) MATH 1500 and MATH 1510 are regarded as equivalent to each other.

(2) MATH 1700 and MATH 1710 are regarded as equivalent to each other.

(3) MATH 1690 may be regarded as being equivalent to one course from (1) and one course from (2).

(4) (1) MATH 1300 is not an acceptable equivalent to MATH 1210.

(2) Students intending to obtain a degree in Engineering are strongly advised to complete MATH 1510 and MATH 1710, however, the substitutions described below are allowed.

(3) MATH 1500 or MATH 1230 may be taken in lieu of MATH 1510.

(4) MATH 1700 or MATH 1232 may be taken in lieu of MATH 1710.

(5) The former MATH 1690 may be regarded as fulfilling the requirement of MATH 1510 and MATH 1710.

(6) PHIL 1290 Critical Thinking is the recommended complementary studies elective. Students may, however, select any course from the Faculty of Arts or the Faculty of Management at the 1000 level or above, to be used for credit in lieu of PHIL 1290. The exception is ARTS 1110 Introduction to University which may not be held for credit within the Faculty of Engineering.

(5) (7) Course selected from the list of approved Written English Courses for Engineering Students.

(6) (8) Three credit hours are required to satisfy the written English course requirement. Should a student complete a six credit hour course, the additional three credit hours may be used to satisfy general complementary studies requirements within a student's program.

**University Written English and Mathematics Requirements**

All students are required to complete the university written English and mathematics requirement within the first 60 credit hours of their program. This requirement is described in the chapter General Academic Regulations and Requirements of this Calendar. In the Engineering programs the mathematics requirement is satisfied by one of MATH 1510 or MATH 1710 (or an equivalent); the written English requirement is satisfied by completing a course selected from the list of approved *Written English Courses for Engineering Students*.

### Written English Courses for Engineering Students

ASIA 1420	Asian Civilization to 1500 (3)
ASIA 1430	Asian Civilization from 1500 (3)
CATH 1190	Introduction to Catholic Studies (3)
ENGL 1200	Representative Literary Works (6)
<b>ENGL 1300</b>	<b>Literature Since 1900 (6)</b>
<b>ENGL 1340</b>	<b>Introduction to Literary Analysis (3)</b>
ENGL 1400	Thematic Approaches to the Study of Literature (3)
GPE 2700	Perspectives on Global Political Economy (3)
GRMN 1300	Masterpieces of German Literature in English Translation (3)
GRMN 1310	Love in German Culture in English Translation (3)
HIST 1XXX	Any 1000 level HIST course, (3 or 6 credit hours)
HIST 2XXX	Any 2000 level HIST course, (3 or 6 credit hours)
NATV 2020	The Métis of Canada (3)
POL 1900	Love, Heroes and Patriotism in Contemporary Poland (3)
POL 2600	Polish Culture until 1918 (3)
POL 2610	Polish Culture 1918 to the present (3)
POLS 1500**	Introduction to Politics (6)
POLS 2000	Introduction to Comparative Politics (6)
POLS 2040	Introduction to International Relations (6)
POLS 2070	Introduction to Canadian Government (6)
<del>RLGN 1320</del>	<del>Introduction to World Religions (6)</del>
<b>RLGN 1322</b>	<b>Introduction to Eastern Religions (3)</b>
<b>RLGN 1324</b>	<b>Introduction to Western Religions (3)</b>
RLGN 1424	Religion and Sexuality (3)
RLGN 1440	Evil in World Religions (3)
RLGN 2036	Introduction to Christianity (3)
RLGN 2140	Introduction to Judaism (3)
RLGN 2160	Introduction to Hebrew Scriptures (3)
RLGN 2170	Introduction to the New Testament (3)
RLGN 2222	The Supernatural in Popular Culture (3)
RLGN 2590	Religion and Social Issues (3)
RUSN 1400	Masterpieces of Russian Literature in English Translation (3)
RUSN 2280	Russian Culture until 1900 (3)
RUSN 2290	Russian Culture from 1900 to the present (3)
RUSN 2310	Exploring Russia Through Film (3)
UKRN 2200	Ukrainian Myths, Rites and Rituals (3)
UKRN 2410	Ukrainian Canadian Cultural Experience (3)
UKRN 2590	Ukrainian Literature and Film (3)
UKRN 2770	Ukrainian Culture until 1900 (3)
UKRN 2780	Ukrainian Culture from 1900 to the present (3)
UKRN 2820	Holodomor and Holocaust in Ukrainian Literature and Culture (3)
WOMN 1500	Introduction to Women's and Gender Studies in the Humanities (3)
WOMN 1600	Introduction to Women's and Gender Studies in the Social Sciences (3)
WOMN 2560	Women, Science and Technology (3)

\*\* This course requires a laboratory.

**Report of the Senate Committee on Curriculum and Course Changes RE: Proposal for a Baccalauréat ès arts avec majeure en espagnol [Bachelor of Arts (General Major) in Spanish], Université de Saint Boniface**

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**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](http://www.umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/497.htm).
2. Section 10 of the affiliation agreement between the University of Manitoba and the Université de Saint-Boniface states that “after having been approved by the *Conseil de direction des études* of the Université, all new university programs and courses, shall be sent to the University Secretary of the University for consideration and decision by the Senate and its committees, as appropriate”.
3. At its meeting of April 11, 2016, the SCCCC considered a proposal from Université de Saint-Boniface to establish a Baccalauréat ès arts avec majeure en espagnol [Bachelor of Arts (General Major) in Spanish].

**Observations**

1. The Université de Saint-Boniface (USB) is proposing to establish a Baccalauréat ès arts avec majeure en espagnol [Bachelor of Arts (General Major) in Spanish]. The three-year program would require that students complete 90 credit hours of coursework, including 30 credit hours of Spanish courses, as outlined in section B-5 of the proposal.
2. The structure of the proposed curriculum would be similar to that of the corresponding Bachelor of Arts (General Major) in Spanish offered by the Department of French, Spanish, and Italian at the University of Manitoba. The Department has communicated that it would support establishment of a Baccalauréat ès arts avec majeure en espagnol at the USB.
3. Establishment of the proposed program would not require the introduction of any new courses. All of the Spanish courses in the proposed curriculum are currently offered by the Université. Given this, the Université would not be making a request to the province for new resources for this program.
4. A maximum of twenty-five (25) students would be admitted to the program each year. It is anticipated that initial enrolment would be ten (10) students.
5. As courses required for the proposed program are currently being offered, it is anticipated that the first cohort of students to complete the program would graduate in October 2016, pending approval of the program by the province and implementation by the USB.

**Recommendation**

The Senate Committee on Curriculum and Course Changes recommends:

**THAT Senate approve the establishment of a Baccalauréate ès arts avec majeure en espagnol [Bachelor of Arts (General Major) in Spanish] at the Université de Saint-Boniface.**

Respectfully submitted,

Professor G. Smith, Acting Chair  
Senate Committee on Curriculum and Course Changes

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

## Introducing a Major in Spanish

### Executive Summary

La Majeure en Espagnol existe déjà à l'Université du Manitoba. Nous proposons de l'offrir à l'Université de Saint-Boniface en suivant une structure similaire à celle qui existe déjà à l'Université du Manitoba: 30 crédits d'espagnol, soit 10 cours de 3 crédits.

*A major in Spanish already exists at the University of Manitoba. At the Université de Saint-Boniface, we propose offering a major which follows the same structure that exists at the University of Manitoba: 30 hours' worth of credits in Spanish: i.e. 10 courses of 3 credits.*

Étant donné que tous les cours existent déjà, il n'est pas nécessaire d'ajouter de nouveaux cours. Le cours SPAN 2551 Langue avancée et composition, obligatoire pour la Majeure en espagnol à l'Université du Manitoba a été créé en 2012. Ainsi, depuis septembre 2012, il est tout-à-fait possible d'offrir la Majeure en espagnol à l'USB.

*Given that all of the required courses already exist, it will not be necessary to add new ones. SPAN 2551 Advanced Language and Composition, which is obligatory for the Major in Spanish at the University of Manitoba, was created in 2012. Thus, it has been possible to offer a Major in Spanish at the Université de Saint-Boniface since September 2012.*

Il n'est pas nécessaire d'apporter de changements au programme déjà existant (la Mineure).

*It is not necessary to make changes to the existing program (Minor).*

Il n'y a pas de coûts supplémentaires.

*There are no additional costs.*

## Application

### NEW PROGRAM OF STUDY

Under *The Advanced Education Administration Act*

Universities and colleges requesting approval for a **new** program of study from Education and Advanced Learning must apply using this application form. This form reflects the requirements set out in the Programs of Study Regulation (MR 134/2015) under *The Advanced Education Administration Act*.

#### SECTION A – PROPOSAL DETAILS

Institution: **Université de Saint-Boniface**

Applicable faculties/department with responsibility for the program:

**Faculté des arts / Département d'études françaises, langues et littératures**

If program is a joint program, list all participating institutions and the roles of each in delivering the proposed program:  
**Il ne s'agit pas d'un programme conjoint.**

Program name:

**Majeure en espagnol**

Credential awarded:

**Baccalauréat ès arts avec majeure en espagnol (B.A. avec majeure)**

*Office Use Only*

Funding request:

**N'exige pas de financement nouveau**

One-time funding: \_\_\_\_\_

On-going funding: \_\_\_\_\_

Proposed start date: 2016-09-01

List any critical issues that may impact the start date of the program:

**Le début du programme en septembre 2016 exige une approbation préalable par le Sénat de l'Université du Manitoba et par le ministère de l'Éducation et de l'Enseignement supérieur.**

### **B-1 Provide a general description of the program and its objectives:** *(Include intended purpose, curriculum design, and highlight distinctive attributes)*

La création de la majeure en espagnol vise à offrir une option de plus aux étudiants du baccalauréat ès arts ainsi qu'une reconnaissance formelle de leur compétence en langue espagnole.

Il s'agit d'un modeste amendement de l'actuel baccalauréat ès arts général qui offre déjà une mineure en espagnol et des majeures dans 14 autres disciplines.

Il est important de noter que tous les cours d'espagnol requis pour la majeure sont déjà offerts à l'Université de Saint-Boniface depuis 2012. Aucune nouvelles ressources humaines et financières ne sont nécessaires ni demandées.

Le programme d'espagnol de l'Université de Saint-Boniface se distingue d'au moins trois façons :

- 1) les étudiants de l'USB sont déjà bilingues puisqu'ils évoluent dans un contexte majoritaire anglophone et qu'ils étudient dans une université francophone. Leurs compétences langagières sont donc avancées au moment d'apprendre ce qui est, au minimum, leur troisième langue. Ils ont aussi l'avantage de maîtriser le français, une langue latine très proche de l'espagnol par son vocabulaire et sa structure grammaticale. Dans ce contexte, les étudiants qui prennent les cours d'espagnol de l'USB progressent plus aisément et rapidement que les autres étudiants de la province. Cette réalité sociolinguistique influence tous les aspects de l'apprentissage et de l'enseignement dans ce programme;
- 2) depuis une dizaine d'années, le programme d'espagnol de l'USB applique le *Cadre européen commun de référence pour les langues – Apprendre, Enseigner, Évaluer* (CECRL). L'USB est ainsi la seule université d'Amérique du Nord (hors du Québec) à utiliser cette pédagogie novatrice qui facilite et standardise l'enseignement des langues secondes. La valeur de l'approche pédagogique préconisée par le *Cadre européen* est largement reconnue à l'échelle mondiale;
- 3) l'enseignement à l'USB est personnalisé. Les cours d'espagnol sont contingentés à un maximum de 25 étudiants, ce qui permet de appuyer individuellement les étudiantes et les étudiants et de consolider l'apprentissage.

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### **B-2 Length of Program:** *(Define the length of the proposed program using measures appropriate to the schedule and delivery format. This will include total course credits and weeks/months, and, where relevant, hours and semesters of instruction)*

Le baccalauréat ès arts général de l'USB est un programme de 3 ans organisé en semestres d'automne, d'hiver et d'intersession. L'ajout de la majeure en espagnol ne change pas ce format ni cette durée.

La structure de la majeure en espagnol de l'USB est similaire à celle qui existe à l'Université du Manitoba. Elle comporte 10 cours d'espagnol de 3 heures-crédits chacun, pour un total de 30 heures-crédits.



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### B-3 Intended outcomes of the program:

B-3.1 Describe how this program serves and advances the academic, cultural, social and economic needs and interests of students and the province:

Après le mandarin, l'espagnol est la langue maternelle la plus parlée à travers le monde. C'est aussi la langue la plus courante dans les Amériques. Les diplômés manitobains qui maîtrisent l'espagnol gagnent un accès privilégié à toute une gamme de carrières dans le domaine du commerce international, de l'immigration, du tourisme, de la coopération internationale et des ONG.

En plus de développer les capacités langagières des étudiants, l'apprentissage de l'espagnol ouvre la porte à un vaste univers culturel et contribue au perfectionnement des compétences interculturelles. Ces compétences sont importantes dans une province qui continue d'accueillir un nombre croissant d'immigrants et qui prospère dans une économie mondialisée. La capacité d'interagir efficacement avec des personnes appartenant à d'autres cultures est une compétence qui est prisée sur le marché du travail et qui prépare les étudiants manitobains à exercer des rôles de leadership.

B-3.2 Describe the existing and anticipated post-secondary learning needs of students in Manitoba that this program addresses and responds to:

L'Université du Manitoba et l'Université de Winnipeg offrent aussi des majeures en espagnol, mais celle de l'USB est la seule qui soit adaptée aux besoins et aux compétences sociolinguistiques supérieures des étudiants francophones. L'approche pédagogique du *Cadre européen commun de référence pour les langues* répond aussi au besoin d'une reconnaissance standardisée des compétences langagières pour les étudiants qui veulent travailler ou étudier en Europe et ailleurs au monde.

Le 25 mars 2015, le *Department of French, Spanish, and Italian* de l'Université du Manitoba produit une lettre d'appui pour la création d'une majeure en espagnol à l'USB.

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### B-4 Mode of Delivery

B-4.1 Provide the total program length through one of the following measures:

90 Total credit hours

Total contact hours

Total courses

B-4.2 What proportion of the total program length (as indicated above) can be completed through the two following modes of delivery? (*Note that one or both selections can be offered up to the total program length.*)

100% In-person

Online

**B-5 Provide an overview of the suggested progression of courses on a year-by-year basis for the program from start to maturity.** *(Course level detail is not necessary, however, please include credit hours/contract hours, proportion of upper level courses, clinical placements or practicums, or subject area requirements where applicable)*

Selon de niveau de compétence d'un étudiant au début du programme et selon ses préférences personnelles, deux options et quatre parcours différents sont possibles.

Option 1 (pour les étudiants débutants) :

- a) 6 crédits de niveau introduction, 6 crédits de niveau intermédiaires, 9 crédits de niveau 2000 (dont l'obligatoire SPAN 2551) et 9 crédits de niveau 3000.

1e année	2 <sup>e</sup> année	3 <sup>e</sup> année
6 crédits : <ul style="list-style-type: none"> <li>SPAN 1171 Introduction à l'espagnol I</li> <li>SPAN 1191 Introduction à l'espagnol II</li> </ul>	9 crédits : <ul style="list-style-type: none"> <li>SPAN 1263 Espagnol intermédiaire I</li> <li>SPAN 1273 Espagnol intermédiaire II</li> <li>3 crédits de n'importe quel cours d'espagnol de niveau 2000</li> </ul>	15 crédits : <ul style="list-style-type: none"> <li>SPAN 2551 Espagnol langue avancée et composition</li> <li>3 crédits de n'importe quel cours d'espagnol de niveau 2000 autre que le SPAN 2551</li> <li>9 crédits de n'importe quel cours d'espagnol de niveau 3000</li> </ul>

- b) 6 crédits de niveau introduction, 6 crédits de niveau intermédiaire, 12 crédits de niveau 2000 (dont l'obligatoire SPAN 2551) et 6 crédits de niveau 3000

1e année	2 <sup>e</sup> année	3 <sup>e</sup> année
6 crédits : <ul style="list-style-type: none"> <li>SPAN 1171 Introduction à l'espagnol I</li> <li>SPAN 1191 Introduction à l'espagnol II</li> </ul>	9 crédits : <ul style="list-style-type: none"> <li>SPAN 1263 Espagnol intermédiaire I</li> <li>SPAN 1273 Espagnol intermédiaire II</li> <li>3 crédits de n'importe quel cours d'espagnol de niveau 2000</li> </ul>	15 crédits : <ul style="list-style-type: none"> <li>SPAN 2551 Espagnol langue avancée et composition</li> <li>6 crédits de n'importe quel cours d'espagnol de niveau 2000 autre que le SPAN 2551</li> <li>6 crédits de n'importe quel cours d'espagnol de niveau 3000</li> </ul>

Option 2 (pour les étudiants intermédiaires):

- a) 6 crédits de niveau intermédiaires, 12 crédits de niveau 2000 (dont l'obligatoire SPAN 2551) et 12 crédits de niveau 3000.

1e année	2 <sup>e</sup> année	3 <sup>e</sup> année
6 crédits : <ul style="list-style-type: none"> <li>SPAN 1263 Espagnol intermédiaire I</li> <li>SPAN 1273 Espagnol intermédiaire II</li> </ul>	12 crédits : <ul style="list-style-type: none"> <li>SPAN 2551 Espagnol langue avancée et composition</li> <li>3 crédits de n'importe quel cours d'espagnol de niveau 2000 autre que le SPAN 2551</li> <li>6 crédits de n'importe quel cours d'espagnol de niveau 3000</li> </ul>	12 crédits : <ul style="list-style-type: none"> <li>6 crédits de n'importe quel cours d'espagnol de niveau 2000 autre que le SPAN 2551</li> <li>6 crédits de n'importe quel cours d'espagnol de niveau 3000</li> </ul>

- b) 6 crédits de niveau intermédiaires, 15 crédits de niveau 2000 (dont l'obligatoire SPAN 2551) et 9 crédits de niveau 3000.

1e année	2 <sup>e</sup> année	3 <sup>e</sup> année
6 crédits : <ul style="list-style-type: none"><li>• SPAN 1263 Espagnol intermédiaire I</li><li>• SPAN 1273 Espagnol intermédiaire II</li></ul>	12 crédits : <ul style="list-style-type: none"><li>• SPAN 2551 Espagnol langue avancée et composition</li><li>• 3 crédits de n'importe quel cours d'espagnol de niveau 2000 autre que le SPAN 2551</li><li>• 6 crédits de n'importe quel cours d'espagnol de niveau 3000</li></ul>	12 crédits : <ul style="list-style-type: none"><li>• 9 crédits de n'importe quel cours d'espagnol de niveau 2000 autre que le SPAN 2551</li><li>• 3 crédits de n'importe quel cours d'espagnol de niveau 3000</li></ul>

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#### B-6 Will the program be available for part-time study?

Oui, les étudiants peuvent suivre les cours de la majeure en espagnol à temps partiel.

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#### B-7 Indicate if this program will have a cooperative education, work placement, internship or practicum component and provide any relevant details:

Non, le programme de majeure en espagnol ne comporte pas d'éducation coopérative ni de stage.

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#### B-8 Intake Information

B-8.1 Projected enrolment for the first intake: 10

B-8.2 Maximum seat capacity (*Defined as first-year enrolment capacity*): 25

B-8.3 Anticipated date of maturity: 2019

Puisque tous les cours requis par la majeure sont déjà offerts et qu'ils sont déjà suivis par plusieurs cohortes d'étudiants, l'USB pourra décerner des diplômes de baccalauréat ès arts avec majeure en espagnol dès le semestre suivant l'approbation par la province. La date prévue pour la diplomation de la première cohorte d'étudiants est donc octobre 2016.

**C-1 Describe how this new program aligns with the strategic plans of your institution:**

L'Axe 1 du *Plan stratégique 2013-2018* de l'USB engage l'Université à créer un environnement de choix pour les études postsecondaires et notamment à s'y prendre en procédant à une amélioration continue de ses programmes. En regroupant les cours d'espagnol existants pour offrir aux étudiantes et étudiants un baccalauréat ès arts avec majeure en espagnol, nous offrons à ces derniers une raison supplémentaire de choisir de poursuivre leurs études postsecondaires à l'USB. Il s'agit donc d'une amélioration importante de la programmation en espagnol à l'USB.

L'USB procède également en ce moment à l'élaboration d'un plan pour le développement académique cohérent de l'établissement. Bien que découlant du Plan stratégique actuel, le plan pour le développement académique cohérent constitue une planification académique à long terme. L'introduction de la majeure en espagnol permet à l'Université de se développer sur le plan académique en instaurant une plus grande cohérence parmi les cours d'espagnol déjà offerts. La majeure proposée permettra donc à l'USB de se développer de façon importante, et cela sans encourir de frais additionnels.

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**C-2 Outline the internal approval process (i.e. committees, governing bodies) for approving this new program of study within your institution and indicate any dates of decision.** (*Governing Council, Board of Governors, Board of Regents, Senate, other*)

Decision-Making body: **Sénat de l'Université de Saint-Boniface**

Decision: Approuvée

Date: 2016-01-28

Decision-Making body: **Bureau des gouverneurs de l'Université de Saint-Boniface**

Decision: Approuvée

Date: 2016-03-22

Decision-Making body: **Sénat de l'Université du Manitoba**

Decision:

Date: 2016-05-29

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### C-3 Responsibility to consult

C-3.1 If this program subject to mandatory review or approval by organizations external to the institution (*such as regulatory bodies, Apprenticeship Manitoba, etc.*), please describe any consultation processes and provide copies of reports or letter from these organizations providing support:

Le baccalauréat ès arts avec majeure en espagnol ne serait assujetti ni à une approbation, ni à une évaluation par des ordres réglementaires externes.

C-3.2 What agencies, groups, or institutions have been consulted regarding the development of this program?

Sans objet.

C-3.3 How have students and faculty been informed of the intent to establish this program?

Les étudiants et professeurs ont déjà été informés et consultés au cours du processus interne qui a mené à l'adoption du projet par le Sénat et par le Bureau des gouverneurs de l'Université de Saint-Boniface.

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### C-4 List any similar programs offered in Manitoba: (*Provide such information as institution, programs, and credentials offered in addition to any impacts on these programs, explain rationale for duplication.*)

L'Université du Manitoba et l'Université de Winnipeg offrent aussi des majeures en espagnol, mais celle de l'USB est la seule offerte en contexte francophone.

L'approche pédagogique du *Cadre européen commun de référence pour les langues* répond aussi au besoin d'une reconnaissance standardisée des compétences langagières pour les étudiants et étudiantes qui veulent travailler ou étudier en Europe ou ailleurs.

C-4.1 Describe any specific laddering, articulation and/or credit transfer options for students that are anticipated in this program in Manitoba.

L'Université de Saint-Boniface est affiliée avec l'Université du Manitoba. Le programme est approuvé par les sénats respectifs des deux établissements, ce qui permet d'assurer le transfert de crédits pour tous les cours d'espagnol de la majeure.

Le 25 mars 2015, le *Department of French, Spanish, and Italian* de l'Université du Manitoba produit une lettre d'appui pour la création d'une majeure en espagnol à l'USB.

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**C-5 List any similar programs offered in Canada:** *(Provide such information as institution, programs, and credentials offered in addition to any impacts on these programs, explain rationale for duplication.)*

Plusieurs universités canadiennes offrent un baccalauréat ès arts avec majeure ou certificat de 30 crédits en espagnol : Bishop's University, Concordia University, McGill University, Queen's University, Saint Mary's University, Trent University, Université de Montréal, Université du Québec à Montréal, Université Laval, University of British Columbia, University of Guelph, University of Manitoba, University of Toronto, University of Victoria, University of Western Ontario, University of Winnipeg, York University (Glendon).

Le programme proposé par l'USB n'aura pas d'impact sur ces autres programmes du pays.

- 1) Les étudiants canadiens désireux d'apprendre l'espagnol le font habituellement dans une université locale ou se déplaceront à l'étranger vers une université hispanophone. Peu d'étudiants canadiens se déplacent d'une province à l'autre pour étudier l'espagnol. La compétition entre les programmes n'est pas canadienne ou interprovinciale, elle est internationale.
- 2) Le programme n'admettra qu'environ 10 étudiants par année, ce qui serait important du point de vue de l'USB mais négligeable par rapport au nombre total d'étudiants admis dans des majeures en espagnol au Canada.
- 3) Tous les cours de la majeure proposée sont déjà offerts à l'USB depuis 2012, ce qui n'a jamais affecté les autres programmes.

La duplication des programmes de majeure en espagnole au pays s'explique par le besoin d'une éducation abordable et accessible dans les universités locales afin de développer les compétences de la main-d'œuvre canadienne dans la deuxième langue de la planète et dans les relations interculturelles.

C-5.1 Describe any specific laddering, articulation and/or credit transfer options for students that are anticipated in this program in Manitoba.

L'adoption du *Cadre européen commun de référence pour les langues* dans l'enseignement de l'espagnol devrait faciliter la reconnaissance des crédits de l'USB dans les universités européennes et du reste du monde.

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**C-6 Describe the current and projected labour market demands in Manitoba for graduates of this Program:**

*(Provide such information as probable employment destinations or further educational opportunities available to graduates of this new program of study. Attach any formal reports such as those from Associations, Statistics Canada, Sector Councils, Industry or Regulators.)*

Comme mentionné ci-dessus, l'offre d'une majeure en espagnol permet à l'USB de produire des diplômés qui sont non seulement au minimum trilingues (espagnol, français, anglais), mais qui possèdent aussi d'importantes

compétences interculturelles. Ces compétences linguistiques et interculturelles sont d'autant plus recherchées par les employeurs manitobains et internationaux que l'espagnol est la deuxième langue maternelle au monde.

Comme l'USB offre déjà depuis 2012 tous les cours nécessaires pour permettre à ses étudiants de faire un Baccalauréat ès arts avec majeure en espagnol et qu'il n'est pas nécessaire d'allouer de ressources supplémentaires à la programmation en espagnol, l'Université n'a pas vu la nécessité d'effectuer une étude du marché dans le cadre de cette proposition. Il s'agit en fait d'obtenir un meilleur retour sur un investissement que l'Université fait déjà depuis plusieurs années.

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**C-7 If copies of any internal or peer evaluations with respect to this new program of study are being provided with this proposal, please indicated how any issues identified by these evaluations have been addressed and attach any relevant documents as available:**

Comme il s'agit d'offrir une majeure à partir de cours existants, et dont la structure est le miroir de celle qui est offerte à l'Université du Manitoba, l'USB n'a pas vu la nécessité de faire évaluer la majeure proposée par des pairs externes. Si la majeure est approuvée, elle serait évaluée périodiquement par un comité de pairs externes et internes, comme tous les autres programmes à l'USB.

Tous les cours existants qui formeront la majeure font l'objet d'une évaluation semestrielle par les étudiants. Ces évaluations sont confidentielles, en raison de la convention collective, mais elles ont toujours été favorables.

## SECTION D – REQUIRED RESOURCES AND FINANCIAL IMPLICATIONS

**D-1 If one-time or pilot funding are being requested to support this new program of study, please identify the amount of funding being requested:**

Aucun financement ponctuel n'est nécessaire, ni demandé.

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**D-2 If ongoing funding being requested to support this new program of study, please identify the amount of funding being requested:**

Aucun nouveau financement permanent n'est nécessaire, ni demandé.

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**D-3 If new funding is not being requested, how will the program be funded?**

Aucun financement nouveau n'est demandé.

Les cours existants qui formeront la majeure continueront d'être financés par le budget de base de la Faculté des arts attribué par l'Université. En 2015, les revenus de l'USB provenaient de subventions provinciales (53%) et fédérales (14%), des droits de scolarité (17%), des revenus de placements (7%), d'autres revenus (5%) et des dons (3%).

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**D-4 List any external sources of funding that will be used to support the implementation or delivery of this new program of study:** *(Provide such information as agreements for funding from industry or external grants and indicate the anticipated length of time for each agreement.)*

Cette année, la province a reçu un appui financier de 13 000\$ provenant de l'ambassade de l'Espagne au Canada et servant à couvrir une partie des frais d'embauche d'une auxiliaire d'enseignement dans les cours de langue espagnole. La reconnaissance de la majeure devrait permettre de renouveler cet appui externe l'an prochain.

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**D-5 What are the resource implications to the institution (budget, IT, library, laboratory, computer, space, practicum liability insurance, student services, etc) in delivering this new program of study?**

Puisque les cours qui constitueront la majeure sont déjà offerts depuis 2012, le programme proposé n'aura aucun effet sur les ressources ou services de l'USB.



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**D-6 Please describe new and existing staffing resources needed to provide this new program of study.** *Include reallocation of existing faculty, hiring of new faculty, administrative and support services and any other considerations.*

Puisque les cours qui constitueront la majeure sont déjà offerts depuis 2012, le programme proposé n'aura aucun effet sur le corps professoral, ni le personnel de l'USB.

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**D-7 Provide a program implementation plan for the new program of study by academic year (start to maturity) that includes any elements to be phased in (e.g., new faculty hires, distribution of existing faculty and support staff) from launch to maturity:**

Year 1 Sans objet

Year 2 Sans objet

Year 3 Sans objet

Year 4 Sans objet

Puisque les cours qui constitueront la majeure sont déjà offerts depuis 2012, la mise en œuvre du programme n'exige pas de plan de mise en œuvre complexe. Il sera seulement nécessaire d'organiser une réunion d'information pour aviser le bureau du registraire et les services de recrutement de l'Université dès l'approbation de la majeure.

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**D-8 Please describe the effect of this new program on existing capital infrastructure and equipment:**

Puisque les cours qui constitueront la majeure sont déjà offerts depuis 2012, la mise en œuvre du programme n'aura aucun effet sur les infrastructures et les équipements de l'Université.

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**D-9 If capital funding is being requested to support additional specialized program materials such as infrastructure or equipment required to provide this new program of study, please provide a detailed description of the use of this capital:**

Aucun nouveau financement en capital n'est demandé.

**E-1 What are the proposed tuition fees?**

Les droits de scolarité habituels pour les cours du baccalauréat ès arts continueront de s'appliquer.

Lors de l'année académique 2015-2016, ils s'élevaient à 4 080 \$ (étudiants canadiens) et 8 150 \$ (étudiants internationaux) pour une année de 30 crédits.

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**E-2 Please provide a rationale for the tuition fee proposed.** *(For example, are these tuition fees comparable to tuition for existing programs within the academic unit or to tuition for similar programs offered at other institutions?)*

Les frais pour les cours d'espagnol sont identiques à ceux de tous les autres cours de premier cycle de la Faculté des arts de l'Université de Saint-Boniface. Ils sont comparables à ceux de l'Université du Manitoba et ils sont conformes aux frais de scolarité établis par le gouvernement du Manitoba.

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**E-3 What course-related fees would apply to a student in this program?**

Aucuns frais spéciaux ne sont exigés pour les cours d'espagnol.

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**E-4 Please provide a rationale for the course-related fee(s) proposed.** *(For example, are these fees comparable to fees for existing programs within the academic unit or for similar programs offered at other institutions?)*

Sans objet.

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**E-5 Please describe any specific supports to encourage affordability and accessibility to the program:**

Les droits de scolarité de l'Université de Saint-Boniface et des universités manitobaines sont parmi les plus abordables au Canada.

L'USB offre 23 bourses d'admission de 750 \$ à 2 000 \$ financées par des fonds de dotation désignés. Il y a aussi une grande variété de bourses d'assistance ou d'excellence allant de 500 \$ à 2 500 \$. Tous les détails sont présentés sur le site de l'Université : <http://ustboniface.ca/bourses>

Le Centre de perfectionnement linguistique (SPL) contribue à l'accessibilité à l'USB en facilitant la mise à niveau des compétences linguistiques des étudiants qui doivent améliorer leur français.

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## SECTION F – SIGNATURES

(A second signature section is provided for joint programs only)

### SUBMITTED BY:

**President:**

Name:

Signature:

Date: Click here to enter a date.

**Vice-President/Academic:**

Name:

Signature:

Date: Click here to enter a date.

---

For use by joint programs only:

**President:**

Name:

Signature:

Date: Click here to enter a date.

**Vice-President/Academic:**

Name:

Signature:

Date: Click here to enter a date.

## SUBMIT COMPLETED FORM

Once completed and signed, please submit this application form to the Advanced Learning Division at [ald@gov.mb.ca](mailto:ald@gov.mb.ca) with the following attachments (*double-click to engage check box*):

☐

Cover letter

☐

Advanced Learning Division Financial Form

☐

Any supporting documentation (*reviews, letters of support, etc.*)

**If you have any questions or require further information, please contact:**

Advanced Learning Division  
Manitoba Education and Advanced Learning  
608-330 Portage Avenue Winnipeg MB R3C 0C4  
(204) 945-1833  
[ald@gov.mb.ca](mailto:ald@gov.mb.ca)

## **Report of the Senate Committee on Curriculum and Course Changes RE: Revised Terms of Reference for the Committee**

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### **Preamble:**

1. The terms of reference for the Senate Committee on Curriculum and Course Changes (SCCCC) are found at:  
[http://umanitoba.ca/admin/governance/governing\\_documents/governance/sen\\_committees/497.html](http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/497.html)
2. At its meeting on April 11, 2016, the committee considered a proposal from the Office of the University Secretary to modify the terms of reference for the Senate Committee on Curriculum and Course Changes.

### **Observations:**

1. At its meeting on January 20, 2016, the Senate Executive reviewed and considered the Report of the SCCCC (dated October 20, 2015), concerning proposed revisions to the terms of reference for the committee. The Senate Executive had referred proposed revisions back to the SCCCC for further consideration. Specifically, the Senate Executive had expressed a concern about the number of additions of *ex officio* members as voting members of the committee. Members of the Senate Executive had suggested that, while administrators such as the Vice-Provost (Integrated Planning and Academic Programs) and the Registrar ought to be part of the deliberations of the SCCCC, the voting membership should be primarily academic staff members. It was also noted under the changes proposed at that time, that, if the University Librarian and the Université de Saint-Boniface Recteur were to appoint administrators to the committee, it could further dilute the proportion of academic staff members of the committee.
2. In light of the comments of Senate Executive, the committee considered a revised proposal from the Office of the University Secretary, with a revised membership, as set out in the attachment to this Report, but with a recommendation that *ex officio* members, including the Vice-Provost (Integrated Planning and Academic Programs (or delegate) and the Registrar (or delegate) would be non-voting members.
3. Recognizing the comments of the Senate Executive, the SCCCC was supportive of the majority of changes made in the revised proposal. Members of the committee felt strongly that the Registrar, or that person's delegate, should have voting rights on the committee. Committee members observed that, given the increasingly complex nature of curriculum development and the large number of programs at the University, the advice provided by the Registrar (or delegate) on both curriculum structure and technical aspects of curriculum implementation is essential to the decision making of the committee and so that position should have voting rights.
4. As noted in the Report dated October 20, 2015 the modified terms of reference include a mechanism for electing a Chair and a Vice-Chair for the committee, from among the members of the committee, for a term of three years, normally renewable once.

Previously, the Chair has been appointed through an informal process without input from the committee. The Vice-Chair, which would be a new position on the committee, would chair meetings when the Chair is not available or would take over the chair at meetings when the Chair is required to present proposals from his/her academic unit.

**Recommendation:**

The Senate Committee on Curriculum and Course Changes recommends:

**THAT Senate approve revised terms of reference for the Senate Committee on Curriculum and Course Changes, effective upon approval by Senate.**

Respectfully submitted,

Professor Greg Smith, Acting Chair  
Senate Committee on Curriculum and Course Changes

## Senate Committee on Curriculum and Course Changes

### Terms of Reference:

1. To recommend to Senate on the introduction, modification or ~~abolition~~ closure of undergraduate programs, curricula or courses;
2. In order to arrive at its recommendations the Committee will seek information on such matters as:
  - a) the need for and value of any proposed program, curriculum or course change within the academic community;
  - b) the need for and value of any proposed program, curriculum or course change within the general community;
  - c) the additional cost to the University of any proposed program, curriculum or course change for at least the following five year period;
  - d) the effect of the proposal on other existing programs;
3. Such recommendations to Senate may originate with:
  - a) the Curriculum and Course Changes Committee;
  - b) faculties, colleges, schools, departments, divisions and institutes (with programs of study leading to degrees and diplomas);
  - c) staff or student members of the University;
  - d) members of the general community outside the University;
4. Recommendations of the Committee on Curriculum and Course Changes which involve substantive additional costs or affect long-range planning shall be referred to the Senate Planning and Priorities Committee in order that they may comment on the proposal when it is introduced for discussion in Senate- i
5. To elect a Chair and Vice-Chair from among the members of the Committee for a term of three years (normally renewable once).

### Composition:

1. Seven members of the academic staff
2. Three students
- ~~3. One lay member of the Board of Governors~~
3. One representative from the Université de Saint-Boniface named by the Recteur
4. One librarian named by the University Librarian
5. 4. Ex-officio members: ~~one representative from the Libraries, one representative from Collège de Saint-Boniface~~, the Vice-Provost (Academic-Integrated Planning and Academic Programs) (and/or delegate, non-voting); and the Registrar (or delegate, voting non-voting).

Amended by Senate December 13, 1989; May 15, 2002, May 13, 2009

## **Senate Committee on Curriculum and Course Changes**

### **Terms of Reference:**

1. To recommend to Senate on the introduction, modification or closure of undergraduate programs, curricula or courses;
2. In order to arrive at its recommendations the Committee will seek information on such matters as:
  - a) the need for and value of any proposed program, curriculum or course change within the academic community;
  - b) the need for and value of any proposed program, curriculum or course change within the general community;
  - c) the additional cost to the University of any proposed program, curriculum or course change for at least the following five year period;
  - d) the effect of the proposal on other existing programs;
3. Such recommendations to Senate may originate with:
  - a) the Curriculum and Course Changes Committee;
  - b) faculties, colleges, schools, departments, divisions and institutes (with programs of study leading to degrees and diplomas);
  - c) staff or student members of the University;
  - d) members of the general community outside the University;
4. Recommendations of the Committee on Curriculum and Course Changes which involve substantive additional costs or affect long-range planning shall be referred to the Senate Planning and Priorities Committee in order that they may comment on the proposal when it is introduced for discussion in Senate;
5. To elect a Chair and Vice-Chair from among the members of the Committee for a term of three years (normally renewable once).

### **Composition:**

1. Seven members of the academic staff
2. Three students
3. One representative from the Université de Saint-Boniface named by the Recteur
4. One librarian named by the University Librarian
5. *Ex-officio* members: the Vice-Provost (Integrated Planning and Academic Programs) (and/or delegate, non-voting) and the Registrar (or delegate, voting)

Amended by Senate December 13, 1989; May 15, 2002, May 13, 2009

**Comments of the Senate Executive Committee RE: Report of the Senate Committee on Curriculum and Course Changes regarding Revised Terms of Reference for the Committee**

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1. At its meeting on May 4, 2016, the committee endorsed a proposal from the Senate Committee on Curriculum and Course Changes (SCCCC) to modify the terms of reference for the Committee, with the provision that the Registrar, or the Registrar's delegate, would not be a voting member of the Committee. The SCCCC had recommended that the Registrar be a voting member. The Senate Executive Committee did not find the rationale set out in observation 3 of the Report of the SCCCC, for giving the Registrar (or delegate) voting rights, to be compelling. Members of the Senate Executive Committee reasoned that, given the particular responsibilities of the SCCCC to make decisions on academic courses and curricula, the majority of the voting membership of the Committee should comprise academic staff and the role of the Registrar should be to provide advice, including on technical aspects of curriculum implementation.
2. The Senate Executive Committee recommends that Senate approve the Report of the Senate Committee on Curriculum and Course Changes RE: Revised Terms of Reference for the Committee with the following modification to item 5 under Composition:
  5. *Ex-officio* members (non-voting): the Vice-Provost (Integrated Planning and Academic Programs) (and/or delegate) and the Registrar (or delegate).

Respectfully submitted,

Dr. D. Barnard, Chair  
Senate Executive Committee



**Report of the Senate Committee on Curriculum and Course Changes, Part B - Submitted to Senate for Ordinary Debate RE: Department of Civil Engineering**

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**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.html](http://www.umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/497.html).
2. This part of the report contains observations and recommendations on curriculum and course change proposals for units where the net increase is more than nine credit hours.
3. The Senate Planning and Priorities Committee also considered the proposal from the Department of Civil Engineering, Faculty of Engineering, at its meeting on February 29, 2016.

**Observations**

1. The Department of Civil Engineering is proposing to modify one course, CIVL 4460 – Technology, Society, and the Future (3), and to introduce three courses, CIVL 4024 – Sustainable Building Systems (4), CIVL 4232 – Geotechnical Earthquake Engineering (4), and CIVL 4500 – Contemporary Topics in Civil Engineering (4).
2. The three new courses, CIVL 4024, CIVL 4232, and CIVL 4500, would be added to the list of Civil Engineering Technical Electives, and CIVL 4500 would be added to the Environmental Option Technical Electives. The changes to the elective lists would result in program modifications for the B.Sc. in Engineering (Civil) and the B.Sc. in Engineering (Civil) with Environmental Option, respectively.
3. The Department recently revised the B.Sc. in Engineering (Civil) to allow for a larger number of technical electives (Senate, December 3, 2014). The proposed courses would provide students with a wider variety of elective courses to choose from.

**Recommendation**

The Senate Committee on Curriculum and Course Changes recommends:

**THAT Senate approve curriculum and course changes proposed by the Department of Civil Engineering, Faculty of Engineering, effective September 1, 2016.**

Respectfully submitted,

Professor G. Smith, Acting Chair  
Senate Committee on Curriculum and Course Changes

Comments of the Senate Executive Committee:

The Senate Executive Committee endorses the report to Senate.

**Report of the Senate Planning and Priorities Committee RE: Course Changes Beyond Nine Credit Hours, Department of Civil Engineering**

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**Preamble:**

1. The Senate Planning and Priorities Committee (SPPC) has the responsibility to report to Senate on curriculum changes with significant resource implications, including additions to departmental curricula of more than nine (9) credit hours.
2. At its meeting on February 29, 2016 the Committee considered a proposal from the Department of Civil Engineering, Faculty of Engineering to introduce a net increase of twelve (12) credit hours to its curriculum.

**Observations:**

1. The Department of Civil Engineering is proposing to modify one course, CIVL 4460 – Technology, Society, and the Future (3), and to introduce three courses, CIVL 4024 – Sustainable Building Systems (4), CIVL 4232 – Geotechnical Earthquake Engineering (4), and CIVL 4500 – Contemporary Topics in Civil Engineering (4).
2. The three new courses, CIVL 4024, CIVL 4232, and CIVL 4500, would be added to the list of Civil Engineering Technical Electives, and CIVL 4500 would be added to the Environmental Option Technical Electives. The changes to the elective lists would result in program modifications for the B.Sc. in Engineering (Civil) and the B.Sc. in Engineering (Civil) with Environmental Option, respectively.
3. The Department recently revised the B.Sc. in Engineering (Civil) to allow for a larger number of technical electives (Senate, December 3, 2014). The proposed courses would provide students with a wider variety of elective courses to choose from.
4. No additional teaching resources would be required to deliver the courses.
5. The Library has indicated that the current collections can support the proposed course introductions.
6. The Senate Committee on Curriculum and Course Changes will also consider the curriculum and course changes proposed by the Department of Civil Engineering.

**Recommendation:**

The Senate Planning and Priorities Committee recommends:

**THAT Senate approve the Report of the Senate Planning and Priorities Committee concerning course changes beyond nine credit hours, Department of Civil Engineering, effective September 1, 2016.**

Respectfully submitted,  
Ms. Ada Ducas, Chair  
Senate Planning and Priorities Committee

Introductions:

CIVL 4024 Sustainable Building Design: Principles of Best Practice Cr.Hrs. 4 +4.0  
(Lab required) Best practices in sustainable design; current standards that govern building envelope components, cladding systems, membranes, interface details and indoor air quality. Industry challenges; presents fundamental principles of building science and demonstrates their application to the design, repair and maintenance of buildings; building systems; how environments affect material performance. May not be held with BIOE 4412 or BIOE 4700. Prerequisite: CIVL 3760. Pre- or corequisite: CIVL 3770.

CIVL 4232 Geotechnical Earthquake Engineering Cr.Hrs. 4 +4.0  
(Lab required) Introduction to soil dynamics and geotechnical earthquake engineering. Behavior of soil subjected to various types of dynamic or cyclic loadings; liquefaction and lateral spreading of soil; design of shallow and deep foundations, retaining structures, slopes and pavements subject to seismic loading; design code provisions. Prerequisite: CIVL 3730.

CIVL 4500 Contemporary Topics in Civil Engineering Cr.Hrs. 4 +4.0  
This course will cover contemporary topics in Civil Engineering. The specific topics and a detailed outline will be available at the time of registration prior to the start of the registration period for the session in which the course will be offered. Prerequisite: Permission of department head.

Modification:

CIVL 4460 Technology, Society, and the Future Cr.Hrs. 3 0.0  
Impact of technology and technological change on society - past, present, future; specific technologies, e.g. construction, machine power, computers, communications, medical, military; the process of technological change; invisible effects of technology; technology and resource use; sustainable development, limits to growth and the role of technology. Prerequisite: a grade of "C" or better in one of the courses from the list of Written English Courses for Engineering Students, or the former ENGL 1310, or the former ENGL 1320.

**NET CHANGE IN CREDIT HOURS: +12.0**

Program modifications:

Modifications to the following programs are outlined on the next pages:

- **Bachelor of Science in Engineering (Civil)**
- **Bachelor of Science in Engineering (Civil) – Environmental Option**

## Civil Engineering Course Requirements

CHEM 1300	Structure and Modelling of Chemistry	3
CHEM 1310	University 1 Chemistry: An Introduction to Physical Chemistry	3
COMP 1012	Computer Programming for Scientists and Engineers	3
ENG 1430	Design in Engineering	3
ENG 1440	Introduction to Statics	3
ENG 1450	Introduction to Electrical and Computer Engineering	3
ENG 1460	Introduction to Thermal Sciences	3
ENG 2030	Engineering Communication: Strategies for the Profession	3
or		
ENG 2040	Engineering Communication: Strategies, Practice, and Design	3
GEOL 2250	Geology for Engineers	4
MATH 1210	Techniques of Classical and Linear Algebra	3
MATH 1510	Applied Calculus 1 (or equivalent)	3
MATH 1710	Applied Calculus 2 (or equivalent)	3
MATH 2130	Engineering Mathematical Analysis	3
MATH 2132	Engineering Mathematical Analysis 2	3
PHIL 1290	Critical Thinking**	3
PHYS 1050	Physics 1: Mechanics	3
STAT 2220	Introduction to Probability and Statistics	3
	Written English Course for Engineering Students*	3
CIVL 2770	Civil Engineering Materials	5
CIVL 2780	Civil Engineering Systems	4
CIVL 2790	Fluid Mechanics	4
CIVL 2800	Solid Mechanics 1	4
CIVL 2830	Graphics for Civil Engineers	2
CIVL 2840	Civil Engineering Geomatics	3
CIVL 3590	Numerical Methods for Engineers	4
CIVL 3690	Environmental Engineering Analysis	4
CIVL 3700	Environmental Engineering Design	4
CIVL 3730	Geotechnical Materials and Analysis	4
CIVL 3740	Hydraulics	4
CIVL 3750	Hydrology	4
CIVL 3760	Structural Analysis	4
CIVL 3770	Structural Design 1	4
CIVL 3790	Transportation Engineering	4
CIVL 4050	Engineering Economics	3
CIVL 4220	Geotechnical Design	4
CIVL 4380	Infrastructure Engineering and Construction Management	4
CIVL 4390	Structural Design 2	4
CIVL 4400	Transportation Engineering 2	4
CIVL 4460	Technology, Society and the Future	3
CIVL 4590	Design Project	6

Plus 1 Complementary Studies Electives. (PHIL 2750 required for Environmental Option.) (see Note 1)

Plus 5 Technical Electives from the approved list.

\* Course selected from the list of approved Written English Courses for Engineering Students given in Section 4.2 Preliminary Engineering Program.

\*\* PHIL 1290 Critical Thinking is the recommended complementary studies elective. However, students may select any course from the Faculty of Arts or the Faculty of Management at the 1000 level or above, with the exception of ARTS 1110 Introduction to the University which may not be held for credit within the Faculty of Engineering.

## Civil Engineering Technical Electives

(5 courses) (see Notes 2, 3, 4)

A minimum of 3 courses must be taken from Group A and up to 2 from Group B, with no more than one course from outside the Department of Civil Engineering.

### Group A (Select 3 to 5 courses)

Course No.	Course Name	Cr Hrs
CIVL 3710	Finite Element Analysis	4
CIVL 4020	Masonry Design and Construction	4
CIVL 4022	Properties and Design of Concrete Mixtures	4
<b>CIVL 4024</b>	<b>Sustainable Building Design</b>	<b>4</b>
CIVL 4030	Structural Design 2	4
CIVL 4040	Structural Dynamics	4
CIVL 4100	Engineering Management and the Environment (See Note 5)	4
CIVL 4120	Water Treatment Plant Design	4
CIVL 4130	Solid Waste Management	4
CIVL 4180	Environmental Systems	4
CIVL 4200	Groundwater Contamination	4
CIVL 4230	Geotechnical Engineering	4
<b>CIVL 4232</b>	<b>Geotechnical Earthquake Engineering</b>	<b>4</b>
CIVL 4250	Groundwater Hydrology	4
CIVL 4300	Design of Urban Water Systems	4
CIVL 4350	Hazardous Waste Treatment	4
CIVL 4410	Transportation Systems	4
CIVL 4420	Highway Pavement Design	4
CIVL 4470	Watershed Processes	4

### Group B (Up to 2 courses, only 1 from outside of Civil Engineering)

Course No.	Course Name	Cr Hrs
BIOE 4560	Structural Design in Wood	4
CIVL 4330	Graduation Project	4
<b>CIVL 4332</b>	<b>Civil Engineering Thesis Project</b>	<b>4</b>
<b>CIVL 4500</b>	<b>Contemporary Topics in Civil Engineering</b>	<b>4</b>

## Environmental Option Technical Electives

(5 courses) (see Notes 2, 3, 4)

A minimum of 3 courses must be taken from Group A and up to 2 from Group B, with no more than one course from outside the Department of Civil Engineering.

### Group A (Select 3 to 5 courses)

Course No.	Course Name	Cr Hrs
CIVL 3710	Finite Element Analysis	4
CIVL 4100	Engineering Management and the Environment (See Note 5)	4
CIVL 4120	Water Treatment Plant Design	4
CIVL 4130	Solid Waste Management	4
CIVL 4180	Environmental Systems	4
CIVL 4200	Groundwater Contamination	4
CIVL 4250	Groundwater Hydrology	4
CIVL 4300	Design of Urban Water Systems	4
CIVL 4350	Hazardous Waste Treatment	4
CIVL 4470	Watershed Processes	4

### Group B (Up to 2 courses, only 1 from outside of Civil Engineering)

Course No.	Course Name	Cr Hrs
BIOE 4460	Air Pollution Assessment and Management	4
BIOE 4480	Environmental Impact Assessment (see Note 5)	4
CIVL 4330	Graduation Project	4
<b>CIVL 4332</b>	<b>Civil Engineering Thesis Project</b>	<b>4</b>
<b>CIVL 4500</b>	<b>Contemporary Topics in Civil Engineering</b>	<b>4</b>
SOIL 4500	Remediation of Contaminated Land	3

### Notes:

- 1) Students are required to take any course from the Faculty of Arts or Faculty of Management, at the 1000 level or above, as a complementary studies elective. However, ARTS 1110 Introduction to University may not be used for credit in the Faculty of Engineering. Students pursuing the Environmental Option must take PHIL 2750 as their complementary studies elective.
- 2) Students admitted prior to September 2015 may request to be assessed under the new program or continue under their original program, specifically with CIVL 3710 and CIVL 4250 as core courses and a minimum of three technical elective courses required.
- 3) Technical elective courses offered vary from year to year and may have limited enrollment. Courses offered in the current year are listed on the online timetables on the Department website.
- 4) Students are encouraged to discuss their program of courses with members of the instructional staff to obtain advice concerning the best choice of electives for their needs.
- 5) ~~CIVL 4100 can not be held with BIOE 4480.~~
- 5) 6) Students may take one technical elective course with a significant engineering science and/or design component from another department subject to the approval by the department head (or designate) of Civil Engineering.

## Report of the Faculty Council of Graduate Studies on Program and Curriculum Changes

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### 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 changes are submitted by the Faculty Council of Graduate Studies for the approval of Senate.
2. The Faculty Council of Graduate Studies met on October 16, 2015 to consider a proposal from the Dept. of Mathematics.

### Observations:

1. The **Dept. of Mathematics** proposes the deletion of one (1) course and the introduction of (17) graduate courses (at the 7000 level). These are cross-listed as fourth year undergraduate courses (at the 4000 level), which were introduced for the first time in Fall 2015. These new courses will **strengthen and broaden** considerably the current list of graduate courses. Previously, the Department offered only a small number of lecture-based graduate courses in any given semester, and many students relied on reading courses from their advisor to fulfill the degree requirements. While this was acceptable before when the graduate student population was small, it is not satisfactory with the recent robust increase in graduate enrollment. The cross-listed courses will enable graduate students to master fundamental material at the graduate level in these cross-listed courses.

This proposal requires **no additional financial or teaching resources** since the lectures will be the same for both undergraduate and graduate students. Indeed, the cross-listing of these classes enables the Department of Mathematics to make better use of its limited teaching resources. Mathematics is currently submitting another proposal to revise a course-based M.Sc. degree. The cross-listed courses are not solely tied to the course-based M.Sc. program and will be available to other graduate students (thesis-based M.Sc. and PhD).

This proposal has received strong endorsement from the Faculty of Science and has been approved by the Faculty of Graduate Studies Academic Programs Committee, Executive Committee and Faculty Council.

### Course Deletion

**MATH 8150 Numerical Solution of Partial Differential Equations**

**-3**

## Report of the Faculty Council of Graduate Studies on Program and Curriculum Changes

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### Course Introductions

#### **MATH 7240 Advanced Group Theory** **+3**

Representation theory of finite groups, presentations of finite and infinite groups, or other topics. Prerequisite: permission of department. May not be held with MATH 4240.

#### **MATH 7260 Abstract Measure Theory** **+3**

Lebesgue and abstract measures, measurable functions, convergence theorems, absolutely continuous functions, measure spaces, the Radon-Nikodym theorem, Fubini's and Tonelli's theorems. Prerequisite: permission of department. May not be held with MATH 4260 and the former MATH 4750.

#### **MATH 7270 Algebraic Topology** **+3**

This course will serve as an introduction to elements of homotopy or homology theory. Prerequisite: permission of department. May not be held with MATH 4270 and the former MATH 4230.

#### **MATH 7280 Basic Functional Analysis** **+3**

Banach spaces, Hahn-Banach, open mapping and closed graph theorems, linear operators and functionals, dual space, Hilbert spaces and compact operators. Prerequisite: permission of department. May not be held with MATH 4280 and the former MATH 4750.

#### **MATH 7290 Complex Analysis 2** **+3**

Conformal mappings, normal families, harmonic and subharmonic functions, Perron's family, Dirichlet problem and Green's function. Prerequisite: permission of department. May not be held with MATH 4290 and the former MATH 4710.

#### **MATH 7300 Combinatorial Geometry** **+3**

Topics in combinatorial geometry, including arrangements of convex bodies, introduction to polytopes, problems in discrete geometry, repeated distances, and geometric graphs. Prerequisite: permission of department. May not be held with MATH 4300.

#### **MATH 7320 Dynamical Systems** **+3**

Techniques for the qualitative analysis of nonlinear systems of ordinary differential equations and discrete-time systems. Prerequisite: permission of department. May not be held with MATH 4320 and the former MATH 4800.



## Report of the Faculty Council of Graduate Studies on Program and Curriculum Changes

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### **MATH 7330 Fundamentals of Approximation Theory** **+3**

Theoretical aspects of approximation theory: density, existence, uniqueness; direct and inverse theorems for polynomial approximation. Prerequisite: permission of instructor. May not be held with 4330.

### **MATH 7340 Introduction to Algebraic Geometry** **+3**

This course will introduce students to the basics of affine and projective varieties through a combination of basic theoretical tools and elementary examples. Prerequisite: permission of department. May not be held with MATH 4340.

### **MATH 7360 Introduction to Differential Geometry** **+3**

Manifolds and submanifolds. One of: exterior calculus and Stokes' theorem, Riemannian geometry or symplectic geometry, and Hamiltonian mechanics. Prerequisite: permission of department. May not be held with MATH 4360 and the former MATH 4730.

### **MATH 7370 Linear Algebra and Matrix Analysis** **+3**

Norms, matrix factorizations, eigenvalues/eigenvectors, theory of non-negative matrices. Applications to differential equations, math biology, numerical analysis, graph theory, etc. Prerequisite: permission of department. May not be held with MATH 4370 and the former MATH 4310.

### **MATH 7380 Mathematical Biology** **+3**

Formulation, analysis and simulation of models in math biology. Applications will be chosen from population dynamics, epidemiology, ecology, immunology and cellular dynamics. Prerequisite: permission of department. May not be held with MATH 4380 and the former MATH 3530.

### **MATH 7390 Numerical Approximation Theory** **+3**

Computational aspects of approximation by interpolatory polynomials, convolutions, artificial neural networks, splines and wavelets. Prerequisite: permission of department. May not be held with MATH 4390.

### **MATH 7440 Numerical Analysis of Partial Differential Equations** **+3**

Finite difference method, theory of Elliptic PDEs, finite element method, iterative solution of linear systems. Emphasis will be on the error analysis. Prerequisite: permission of department. May not be held with MATH 4440 and the former MATH 8150.

### **MATH 7450 Number Theory 2** **+3**

Algebraic number theory, arithmetic geometry and analytic number theory, Diophantine equations, examples such as arithmetic of elliptic curves and Dirichlet  $L$ -functions. Prerequisite: permission of department. May not be held with MATH 4450 and the former MATH 3450.

## Report of the Faculty Council of Graduate Studies on Program and Curriculum Changes

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### **MATH 7460 Partial Differential Equations 2**

**+3**

Green's function, Poisson, heat, Schrodinger and wave equations, Fourier and Laplace transforms, introduction to functional analytic techniques. Prerequisite: permission of department. May not be held with MATH 4460 and the former MATH 4810.

### **MATH 7470 Rings and Modules**

**+3**

The general theory of (non-commutative) rings, modules and algebras. Prerequisite: permission of department. May not be held with MATH 4470.

### **NET CREDIT HOUR CHANGE**

**+48**

### **Recommendations**

**The Faculty Council of Graduate Studies recommends THAT: the program changes from the unit listed below be approved by Senate:**

#### **Dept. of Mathematics**

Respectfully submitted,

Dean J. Doering, Chair  
Graduate Studies Faculty Council

/py

#### Comments of the Senate Executive Committee:

The Senate Executive Committee endorses the report to Senate.

**Report of the Senate Planning and Priorities Committee RE: Graduate Course Changes Beyond Nine Credit Hours, Department of Mathematics**

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**Preamble:**

1. The Senate Planning and Priorities Committee (SPPC) has the responsibility to report to Senate on curriculum changes with significant resource implications, including additions to departmental curricula of more than nine (9) credit hours.
2. At its meeting on February 29, 2016 the Committee received the Report of the Faculty Council of Graduate Studies on Program and Curriculum Changes [dated October 16, 2015] concerning a proposal from the Department of Mathematics to introduce a net increase of forty-eight (48) credit hours of 7000- level Mathematics courses.

**Observations:**

1. The Department of Mathematics is proposing to delete one (1) and introduce seventeen (17) graduate courses. The overall number of credit hours of graduate courses offered by the Department would increase by forty-eight (48) credit hours.
2. The courses would be introduced to broaden graduate course offerings in Mathematics. The Department currently offers a small number of lecture courses and students often have to complete reading courses to meet the course requirements for their program. This is no longer feasible given increased graduate enrolment in the Department recently, which now stands at about 40 students.
3. No additional teaching or financial resources would be required to offer the courses, as corresponding undergraduate courses taught at the 4000-level were introduced when the undergraduate curriculum was revised recently (Senate, May 13, 2015). The proposed graduate courses would be cross-listed with the undergraduate courses.
4. The committee was informed that, because the Department offers a sufficient number of 8000- level courses, a student who had completed a significant number of the cross-listed courses at the 4000- level, would be still be able to meet the course requirements for the graduate program.
5. The committee was informed that the practice of cross-listing advanced undergraduate courses and graduate courses is followed in graduate programs in Mathematics at other U15 institutions, including the University of Alberta, the University of Toronto, and McGill University. The number of 7000- level of courses that would be cross-listed with 4000- level courses is also not inconsistent with other places.

**Recommendation:**

The Senate Planning and Priorities Committee recommends:

**THAT Senate approve the Report of the Senate Planning and Priorities Committee concerning graduate course changes beyond nine credit hours in the Department of Mathematics, effective September 1, 2016.**

Respectfully submitted,  
Ms. Ada Ducas, Chair  
Senate Planning and Priorities Committee

## Report of the Faculty Council of Graduate Studies on Program and Curriculum Changes

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### 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 changes are submitted by the Faculty Council of Graduate Studies for the approval of Senate.
2. The Faculty Council of Graduate Studies met on February 12, 2016 to consider a proposal from the Dept. of Mathematics.

### Observations:

The **Dept. Mathematics** is proposing revisions to the M.Sc. Course-Based program. Two (2) course introductions are included with the proposal.

Math's proposal of a course-based MSc has already been considered and recommended by the various FGS committees that considered them. Dean Doering has considered the course-based MSc program and consulted with Dr. David Collins. He has determined that since a similar pre-existing course-based MSc program is still on the books (though it was removed from the Calendar about 15 years ago), the course-based Master's program can be reinstated and that a full program proposal is not necessary. The requirements of the old course-based MSc were 24 credit hours of courses and comprehensive exams. In the new proposed course-based MSc, the requirements are similar except that the comprehensive exams are replaced by a 6 credit-hour project. In effect, the Department of Mathematics is proposing to reinstate its course-based MSc, with a project course replacing the comprehensive exam requirement.

We surmise that the old course-based MSc program was not popular and this was the reason why it was removed from the Calendar. However times have changed. Many students now prefer an MSc which can be completed in 12 months. Many other universities now offer such a program and it is imperative that we do the same to remain competitive. One serious criticism raised in the report of the 2007 graduate review was the small size of our graduate program. The re-introduction of the course-based MSc is Math's response to this criticism. The course-based MSc may entice our own undergraduates to remain in the university for one more year to get an MSc. This new program may also attract recent math graduates already in the work force back to the university to upgrade their math skills.

The project courses require **no additional financial or teaching resources** since the courses are supervised by current faculty members. It is anticipated that the supervisor will have weekly meetings with the student, much like any other graduate student.

Mathematics is concurrently proposing 17-cross listed courses. They are not solely tied to the course-based Master's program and will be available to other graduate students (thesis-based MSc and PhD).

## Report of the Faculty Council of Graduate Studies on Program and Curriculum Changes

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### Course Introductions

#### **MATH 8996 MSc Project 1**

**+6**

This is a project course exclusively for students enrolled in the Course-based MSc program. Students must submit a written report, on the order of 40 to 60 pages, which can be a survey of a topic in mathematics, for instance. This course is taken under the supervision of a faculty member. Course graded pass/fail.

#### **MATH 8998 MSc Project 2**

**+6**

This is a project course exclusively for students enrolled in the teaching track of the Course-based MSc program. Students must submit a written report, on the order of 20 to 30 pages, which can be a survey of a topic in mathematics, for instance. In addition, students are required to teach one undergraduate course. This course is taken under the supervision of a faculty member. Course graded pass/fail.

### **NET CREDIT HOUR CHANGE**

**+12**

### Recommendations

**The Faculty Council of Graduate Studies recommends THAT: the program changes from the unit listed below be approved by Senate:**

#### Dept. of Mathematics

Respectfully submitted,

Dean J. Doering, Chair  
Graduate Studies Faculty Council

/py

#### Comments of the Senate Executive Committee:

The Senate Executive Committee endorses the report to Senate.

**Report of the Senate Planning and Priorities Committee RE: Graduate Course Changes Beyond Nine Credit Hours, Department of Mathematics (February 12, 2016)**

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**Preamble:**

1. The Senate Planning and Priorities Committee (SPPC) has the responsibility to report to Senate on curriculum changes with significant resource implications, including additions to departmental curricula of more than nine (9) credit hours.
2. At its meeting on March 28, 2016 the Committee received the Report of the Faculty Council of Graduate Studies on Program and Curriculum Changes [dated February 12, 2016] concerning a proposal from the Department of Mathematics to modify the curriculum of the course-based Master of Science in Mathematics. The proposal includes the introduction of twelve (12) credit hours of 8000- level Mathematics courses.

**Observations:**

1. The Department of Mathematics will reinstate a one-year, course-based Master of Science in Mathematics. The program has not been offered and has not been included in Graduate Academic Calendar for about fifteen years. The decision to offer the program once again has been made in response to a recent graduate program review, which identified the need to increase graduate enrolment in the Department.
2. The Department anticipates that there would be renewed demand for the program, from current undergraduate students and recent graduates of undergraduate mathematics programs, based on the existence of course-based M.Sc. in Mathematics programs at other Canadian universities.
3. The course-based M.Sc. in Mathematics would be reinstated with a revised curriculum. Students would be required to complete 30 credit hours of coursework including a six (6) credit hour project course. The existing curriculum includes twenty-four (24) credit hours of coursework and a comprehensive examination.
4. The revised curriculum would require the introduction of two project courses, MATH 8996 – MSc Project 1 (6) and MATH 8998 MSc Project 2 (6), as set out in the attached Report of the Faculty Council of Graduate Studies on Program and Curriculum Changes [February 12, 2016]. The remaining course requirements could be met by completing existing 7000- level MATH courses, including seventeen (17) courses that were recently introduced by the Department.<sup>1</sup>
5. The Department has indicated that no additional teaching resources would be required to offer the new courses, which would be supervised by existing faculty members.

<sup>1</sup> See the Report of the Senate Planning and Priorities Committee RE: Graduate Course Changes Beyond Nine Credit Hours, Department of Mathematics [February 29, 2016].

**Recommendation:**

The Senate Planning and Priorities Committee recommends:

**THAT Senate approve the Report of the Senate Planning and Priorities Committee concerning graduate course changes beyond nine credit hours in the Department of Mathematics [February 12, 2016], effective September 1, 2016.**

Respectfully submitted,  
Ms. Ada Ducas, Chair  
Senate Planning and Priorities Committee



## **Report of the Joint Senate Committee (JSC) on Joint Masters Programs between the University of Winnipeg and the University of Manitoba**

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### **Preamble**

1. For information on the powers and duties of the Joint Senate Committee (JSC), please visit point #2 of the committee's terms of reference which are available at: [http://umanitoba.ca/admin/governance/governing\\_documents/governance/sen\\_comm/tees/503.html](http://umanitoba.ca/admin/governance/governing_documents/governance/sen_comm/tees/503.html)
2. Membership on the committee for 2015-2016 included: Dr. Zana Lutfiyya (Chair); Dr. Diane Hiebert-Murphy (Associate Dean, Faculty of Graduate Studies UM, ex-officio), Dr. Mavis Reimer (Assoc. Vice President Academic & Dean of Grad Studies UW, ex-officio), Dr. Sean Byrne (Peace and Conflict Studies, UM), Dr. Mark Libin (English, Film & Theatre, UM), Dr. Andrea Rounce (Political Studies, UM), Dr. Anne Caudano (History, UW), Dr. Malcolm Bird (Political Science, UW), Dr. Andrew Burke (English, UW), Ms Christina Reinke (Grad student rep, UM), and Mr. Sean McKie (Grad student rep, UW).
3. The JSC met on the above noted date to consider a proposal from the Dept. of History.

### **Observations**

1. The **Dept. of History** is proposing a new Major Research Paper (MRP) route in the Joint Master's Program. Students who pursue the MRP route will complete 24 credit hours of course work, at least 18 credit hours of which must be at the 7000 level in History and 6 of which may be taken at the 4000 level. Usually students elect to take all 24 credit hours of coursework in History.

At the time of registration, the student will consult the Chair of the Joint Discipline Committee in History to begin the process of selecting an Advisor for the Major Research Paper. The student will meet with the Advisor and develop a topic for the paper. The MRP itself will be a piece of original writing based on research that includes primary sources and is 40-50 pages in length. Upon consultation and review with the Chair, students may change Advisors. The MRP will be distributed to the Advisor and a Second Reader for grading. Students must achieve a minimum grade of 'B' from both the Advisor and Second Reader to pass the MRP. Students who fail to achieve a grade of 'B' on the second attempt will be required to withdraw from the Program.

#### **Rationale**

SSHRC now requires a primary research component for M.A. students to be eligible for funding. This stipulation will also apply to the UMGF in order to follow Tri-Council policy. Our thesis and archival students are not affected by this change, as their programs already include writing a thesis, but SSHRC has explicitly stated that coursework M.A. students are not eligible for funding.

The Joint Discipline Committee of the History M.A. program and the Departmental Council of the Department of History have passed a motion to create a new, Major Research Project (MRP) stream in the program that would allow students in the Joint

Master's Program who prefer a more course-intensive route to remain eligible for funding. The MRP stream would follow the model of the coursework/comprehensive stream, substituting the major paper for the comprehensive exam. Students can currently complete the course work comprehensive stream in 12 months and it would be anticipated that students could complete the MRP stream in a similar timeframe. Departments across the country offer Major Research Projects as an option. Most stipulate that the MRP is a piece of primary research, similar to an article that could be submitted for publication.

We would not eliminate the current thesis or coursework/comprehensive streams. We will add an explanation to the website about restrictions for external funding for those students who choose the course work/comprehensive option.

### **Current Requirements**

<b><u>Stream</u></b>	<b><u>Courses Required</u></b>	<b><u>Other Components</u></b>
Coursework	24 credit hours (4 full courses)	Comprehensive Exam: 2 hour written and 1 hour oral language requirement
Thesis	12 credit hours (2 full courses)	80-100-page thesis, oral defense language requirement
Archival	18 credit hours history 3 credit elective	summer internship 80-100 page thesis, oral defense language requirement

### **For comparison with Undergraduate Honours Program and Pre-M.A. Requirements**

4th year Honours	24 credit hours at the 4000 level
Pre-M.A.	24 credit hours at the 4000 level

### **Proposed new option**

MRP	24 credit hours	40-50 page major paper language requirement
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**Joint Senate Committee recommends THAT: the program changes from the unit listed below be approved by Senate:**

### **Dept. of History**

Respectfully submitted,

Zana Lutfiyya, Chair  
Joint Senate Committee

/py

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

**Report of the Senate Committee on Instruction and Evaluation RE: Revised Regulations concerning Dean's Honour Roll, B.Sc. in Human Nutritional Sciences**

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**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](http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/502.htm)
2. At its meeting on February 11, 2016, the Committee considered a proposal from the Faculty of Agricultural and Food Sciences to revise its regulations regarding the Dean's Honour Roll for the Bachelor of Science in Human Nutritional Sciences.

**Observations:**

1. The existing regulation concerning the Dean's Honour Roll, for the Bachelor of Science in Human Nutritional Sciences, which specifies that a student must be registered in at least 12 credit hours and must obtain a minimum Term Grade Point Average of 3.50 to be named to the Dean's Honour Roll, prevents academically strong students, who require fewer than 12 credit hours in their graduating year to complete their degree, from receiving this recognition of academic achievement.
2. The Faculty of Agricultural and Food Sciences is proposing that graduating students in the B.Sc. in Human Nutritional Sciences, who had achieved the required Term Grade Point Average in the previous term but had completed fewer than 12 credit hours in their final term, be eligible remain on the Dean's Honour Roll.
3. The revised regulation would be consistent with Dean's Honour Roll requirements for other degree programs in the Faculty of Agricultural and Food Sciences.

**Recommendation:**

The Senate Committee on Instruction and Evaluation recommends:

**THAT Senate approve the Report of the Senate Committee on Instruction and Evaluation concerning revised regulations for the Dean's Honour Roll, for the Bachelor of Science in Human Nutritional Sciences, Faculty of Agricultural and Food Sciences, effective September 1, 2016.**

Respectfully submitted,

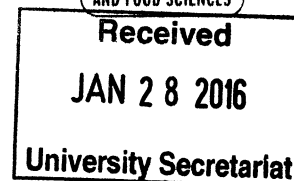
Dr. Janice Ristock, Chair  
Senate Committee on Instruction and Evaluation

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



# MEMORANDUM

Faculty of Agricultural and Food Sciences  
256 Agriculture Building, University of Manitoba  
Winnipeg, MB Canada R3T 2N2



28 January 2016

**TO:** Dr. Janice Ristock, Chair, Senate Committee on Instruction and Evaluation

**FROM:** Dr. Jared Carlberg, Associate Dean (Academic), Faculty of Agricultural and Food Sciences

A handwritten signature in black ink, appearing to read "J. Carlberg".

**SUBJECT:** Revision of the B.Sc. in Human Nutritional Sciences Dean's Honour Roll

On January 18, 2016 the Faculty of Agricultural and Food Sciences' Council voted to approve a recommendation from its Curriculum Committee regarding modification of the Dean's Honour Roll in the Bachelor of Science in Human Nutritional Sciences program. Currently, eligible students who achieve a term Grade Point Average of 3.5 or higher in at least 12 credit hours per term will be included in the Dean's Honour Roll. In the past, some students who qualified to graduate with Distinction were not eligible to qualify for the Dean's Honour Roll. This is because they needed fewer credit hours to complete their B.Sc. in Human Nutritional Sciences Program than the minimum required credit hours needed to qualify for the Dean's Honour Roll.

The proposed change allows qualified graduating students who achieved the required minimum Term GPA to remain on the Dean's Honour Roll despite not necessarily having the minimum required credit hours. This Dean's Honour Roll Regulation revision will align the B.Sc. in Human Nutritional Sciences with our Faculty's other degree programs.

Proposed new regulation:

Students who have completed a minimum of 12 credit hours of study in either the Fall or Winter term and who have achieved a Term GPA of 3.50 or higher will be placed on the Dean's Honour Roll. Graduating students who achieved Dean's Honour Roll status in the previous term, but complete fewer than 12 credit hours in their final term with a Term GPA of 3.5 or greater, will be eligible to remain on the Dean's Honour Roll.

**Report of the Senate Committee on Instruction and Evaluation RE: Revised Entrance, Continuation, and Graduation Requirements, B.Sc.(Joint Major) in Biochemistry and Microbiology, Université de Saint-Boniface**

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**Preamble:**

1. The terms of reference for the Senate Committee on Instruction and Evaluation (SCIE) can be found at:  
[http://umanitoba.ca/admin/governance/governing\\_documents/governance/sen\\_committees/502.html](http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/502.html).
2. The Committee met on March from the Faculty of Science, Université de Saint-Boniface, to amend the entrance, continuation and graduation requirement for the Bachelor of Science (Joint Major) in Biochemistry and Microbiology.

**Observations:**

1. The Faculty of Science, Université de Saint-Boniface, is proposing to change the entrance, continuation, and graduation requirements for the B.Sc.(Joint Major) in Biochemistry and Microbiology.
2. The current entrance requirements specify that a cumulative grade point average of at least 2.00 (C) is required. Under the revised regulations, students would require a minimum degree grade point average of 2.00 (C).
3. The continuation requirements would be revised to require a degree grade point average of at least 2.00 (C) at each point of assessment. Currently, students are assessed based on the requirement for a minimum cumulative grade point average of 2.00 (C).
4. The revised entrance and continuation requirements correspond to recently revised regulations for B.Sc.(Major) programs in the Faculty of Science, University of Manitoba (Senate, May 13, 2015).
5. The graduation requirements for the B.Sc.(Joint Major) in Biochemistry and Microbiology would also be revised to require a degree grade point average of at least 2.00 (C). Currently, students are assessed for graduation based on a requirement for a cumulative grade point average of at least 2.00 (C) based on the 120 credit hours that contribute to the degree.
6. The revised graduation requirements correspond to recently revised graduation requirements for B.Sc.(Major) programs in the Faculty of Science, University of Manitoba (Senate, January 6, 2016).

March 17, 2016

**Recommendation:**

The Senate Committee on Instruction and Evaluation recommends:

**THAT Senate approve revised entrance, continuation, and graduation requirements for the Bachelor of Science (Joint Major) in Biochemistry and Microbiology, Université de Saint-Boniface, effective September 1, 2016.**

Respectfully submitted,

Dr. Janice Ristock, Chair  
Senate Committee on Instruction and Evaluation

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

## Description des règlements du programme – Program Requirements

Faculté des sciences

Université de Saint-Boniface

**Baccalauréat ès sciences avec majeure conjointe en biochimie-microbiologie**

**Proposition de modifications des règlements**

**Entrée en vigueur proposée : automne 2016**

### Admission :

Si on satisfait aux critères d'admission mentionnés ci-dessus (directe ou après Université 1), on peut s'inscrire au Baccalauréat ès sciences avec majeure conjointe en biochimie-microbiologie.

Les conditions d'admission au programme avec majeure conjointe comprennent les suivantes :

1. avoir complété 30 crédits dans sa 1<sup>re</sup> année ou à Université 1. Toutefois, sur recommandation du département, il est possible de s'inscrire après avoir complété 24 crédits;
2. avoir obtenu une note minimale de C+ (2,5) dans le cours spécifié par le secteur, soit CHEM 1311 (Université I Chimie : une introduction à la chimie physique);
3. avoir préférablement complété les cours d'introduction requis au programme de majeure conjointe avec une note minimale de C (2,0), y compris BIOL 1021 (Biologie I: Thèmes et principes), BIOL 1031 (Biologie II : diversité biologique, fonction et interaction), MATH 1701 (Calcul II), PHYS 1031 (Physique générale II) ou PHYS 1071 (Physique II : la physique des ondes et la physique moderne); et
4. ~~avoir une moyenne cumulative pondérée minimale de C (2,0)~~ **avoir une moyenne pondérée cumulative du programme (MPCP) d'au moins 2,00 (C) indépendamment du point d'entrée, et satisfaire les exigences de continuation pour le programme.**

Une étudiante ou un étudiant qui aurait obtenu plus de 30 crédits est admissible au Baccalauréat ès sciences avec majeure conjointe en biochimie-microbiologie, et les crédits excédentaires qui satisfont aux exigences seront appliqués au programme de majeure conjointe.

### Exigences pour demeurer dans le programme avec majeure conjointe :

1. Maintenir une ~~moyenne cumulative minimale de 2,00 (C) calculée à partir des notes obtenues dans tous les cours spécifiques à la majeure et à tous les essais permis du programme.~~ **moyenne pondérée cumulative du programme (MPCP) de 2,00 (C) à chaque évaluation de rendement.**
2. L'évaluation du rendement se fera après avoir obtenu 54 crédits et, par la suite, après la série d'examens de fin de session d'hiver (avril). Si on n'obtient pas ~~la moyenne cumulative minimale de 2,00 (C)~~ **la moyenne pondérée cumulative du programme (MPCP) de 2,00 (C)**, il faut se retirer du programme de majeure conjointe.
3. Cours échoués : si on échoue plus de 18 crédits après avoir été admis au programme avec majeure conjointe, il faut se retirer du programme de majeure conjointe. Les cours échoués, s'ils sont requis au programme, doivent être repris. Un cours échoué et facultatif au programme pourra être remplacé par un autre cours facultatif avec l'autorisation du département.

L'étudiante ou l'étudiant inscrit au baccalauréat ès sciences avec majeure conjointe en biochimie-microbiologie peut, s'il le veut, déclarer une ou plusieurs mineures.

## Conditions d'obtention de diplôme

L'Université du Manitoba accordera le grade de baccalauréat ès sciences avec majeure conjointe en biochimie-microbiologie à toute étudiante ou tout étudiant de l'USB qui aura obtenu :

1. 120 crédits avec une note minimale de C+ dans CHEM 1311, une note minimale de C dans les cours propres à la majeure conjointe et une note minimale de D dans les autres cours du baccalauréat;
2. un minimum de 6 crédits (avec un maximum de 36 crédits) sont exigés hors des sciences;
3. ~~une moyenne cumulative minimale de 2,00 (C) dans les 120 crédits exigés par le programme;~~ **et une moyenne pondérée cumulative du programme (MPCP) de 2,00 (C) ; et**
4. un maximum de 18 crédits de cours échoués après avoir été admis au programme avec majeure conjointe. Les cours échoués, s'ils sont requis au programme, doivent être repris. Un cours échoué et facultatif au programme pourra être remplacé par un autre cours facultatif avec l'autorisation du département.

## RÉSUMÉ DES CHANGEMENTS ET JUSTIFICATIONS:

Afin que notre programme soit conforme avec celui de la Faculté des sciences de l'Université du Manitoba, nous avons modifié la façon d'évaluer les conditions d'admission, de continuité et d'éligibilité à la diplomation du baccalauréat ès sciences avec majeure conjointe en biochimie-microbiologie en remplaçant la moyenne cumulative minimale (GPA) de 2,00 (C) par la moyenne pondérée cumulative du programme (MPCP) (Degree Grade Point Average - DGPA) de 2,00 (C). Ces modifications sont conformes aux modifications de la Faculté des sciences de l'Université du Manitoba.



## **Report of the Senate Committee on Instruction and Evaluation RE: Revised Graduation Requirements, Post-baccalaureate Diploma in Education, Université de Saint-Boniface**

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### **Preamble:**

1. The terms of reference for the Senate Committee on Instruction and Evaluation (SCIE) can be found at:  
[http://umanitoba.ca/admin/governance/governing\\_documents/governance/sen\\_committees/502.html](http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/502.html).
2. The Committee met on March 17, 2016, to consider a proposal from the Faculty of Education and Professional Studies, Université de Saint-Boniface, to amend the academic regulations concerning graduation requirements, with respect to the maximum time to complete the program, and the time limit on courses accepted for advanced standing for the Post-baccalaureate Diploma in Education.

### **Observations:**

1. The Faculty of Education and Professional Studies, Université de Saint-Boniface, is proposing to reduce the maximum time to complete the Post-baccalaureate Diploma in Education (PBDE) from nine (9) to six (6) years from the time of admission. The revised graduation requirement would be consistent with the corresponding regulation for the PBDE program offered by the Faculty of Education, University of Manitoba (Senate, March 4, 2015).
2. The objective of the revision is to reduce the number of courses that would be cancelled each year due to low enrolment, including, in particular, courses that are not required for a Manitoba Education certificate. It is anticipated that, by reducing the maximum number of years that students would have to complete the program, students would register for courses more regularly, which would lead to larger course enrolments.
3. The Faculty is also proposing to reduce the time limit on courses accepted for advanced standing (i.e. transfer credit) in the PBDE program from nine (9) to six (6) years prior to the time of graduation. The revised regulation would be consistent with the corresponding regulation for the PBDE program in the Faculty of Education, University of Manitoba (Senate, March 4, 2015).

### **Recommendation:**

The Senate Committee on Instruction and Evaluation recommends:

**THAT Senate approve revised academic regulations for the Post-baccalaureate Diploma in Education, Université de Saint-Boniface, concerning graduation requirements and the time limit on courses accepted for advanced standing, effective September 1, 2016.**

Respectfully submitted,

Dr. Janice Ristock, Chair  
Senate Committee on Instruction and Evaluation

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



## UNDERGRADUATE PROGRAM MODIFICATION

See the *Guidelines for Completion of Undergraduate/Certificate Course and Curriculum Changes*.

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### SECTION A

Faculty/College/School: Université de Saint-Boniface  
 Department: Education, Faculty of (08)  
 Program: Post-Baccalaureate Diploma in Education  
 Changes Take Effect: Request different term

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### SECTION B – DESCRIPTION OF PROGRAM MODIFICATION

Provide a brief description of the proposed program modification, in prose. Limit - 200 words.

The USB Faculté d'éducation is proposing that the maximum time to complete the Post-Baccalaureate Diploma in Education be reduced from nine (9) to six (6) years from the time of admission. The proposed maximum time limit is consistent with those of the Master's and Bachelor programs in education.

The USB Faculty of Education is also proposing that students in the Post-Baccalaureate program would not be granted advanced standing (i.e. transfer credit) for any course completed more than six (6) years prior to the time of graduation. The current limit is nine (9) years prior to the time of graduation.

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### SECTION C – RATIONALE

Provide a brief rationale for the proposed program modification. Limit - 150 words.

The objective of this proposal is to align the USB Post-Baccalaureate Diploma in education with that of the University of Manitoba, and to reduce the number of courses that must be cancelled each year due to low registration. It was noted that registration in courses in the Post-Baccalaureate program that lead to certificates issued by Manitoba Education, including school counsellor, special education, and educational administration, have higher enrolment. Courses that are not required for a Manitoba Education certificate are sometimes cancelled. By reducing the time-frame, students will register for courses more regularly, which will lead to more of these courses being filled.

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### SECTION D – ACADEMIC CALENDAR CONTENT

**Attach** a description of the program modification as it would appear in the Academic Calendar, including any program charts, in particular. Beginning with the program description as it appears in the current Academic Calendar, clearly indicate proposed changes using strikethrough font (e.g. ~~strikethrough~~) to indicate content that is to be deleted and **bold font** to indicate content that is to be added.

**No additional costs, workload, and/or supplies.**

See the *Guidelines* for instructions on how to complete this section of the form.

List programs that are affected, including programs in other faculties/colleges/schools/departments.

See the *Guidelines* for information on required supporting documentation.

N/A	Executive summary
N/A	Transition plan
Attached	Current and revised program charts and descriptions (required)
N/A	SPPC Program Proposal Budget Form
Attached	Request for Statement of Support Form(s) and statements of support

Department Approval: Claudine Lupien Claudine Lupien 11 janvier 2016  
Type Name Signature Date

Faculty/College/School Approval:

Stéfan Delaquis

Type Name



Signature

11 January 2016

Date

## Section D : Academic Calendar Content

### Conditions d'obtention de diplôme

réussir tous les cours avec une note minimale de C et maintenir une moyenne cumulative de 2,0;

terminer le programme au plus tard ~~neuf ans~~ six ans après la date d'admission (on ne peut faire compter les cours suivis plus de ~~neuf ans~~ six ans avant la date d'obtention du diplôme);

suivre un minimum de 12 crédits au niveau 5000 en éducation;

possibilité de suivre un maximum de 18 crédits en éducation de niveau 1000 à 4000;

possibilité de suivre un maximum de 18 crédits à l'extérieur de la Faculté d'éducation de niveau 1000 ou plus dont un maximum de 6 crédits au niveau 1000;

remplir un formulaire de demande de diplôme au moment de la dernière inscription à un cours. L'OBTENTION D'UN DIPLÔME N'EST PAS AUTOMATIQUE;

l'inscription aux cours de deuxième ou de troisième cycle n'est pas permise au niveau du DPBE.

## **Report of the Senate Committee on Instruction and Evaluation RE: Revised Professional Unsuitability Bylaw for Students in the Faculty of Education**

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### **Preamble:**

1. The terms of reference for the Senate Committee on Instruction and Evaluation (SCIE) can be found at:  
[http://umanitoba.ca/admin/governance/governing\\_documents/governance/sen\\_committees/502.html](http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/502.html).
2. At its meeting on March 17, 2016, SCIE considered proposed revisions to the *Professional Unsuitability Bylaw for Students in the Faculty of Education*. The Bylaw applies to students in the After-Degree Bachelor of Education and the Post-baccalaureate Diploma in Education.

### **Observations:**

1. The Faculty of Education is proposing various revisions to the *Professional Unsuitability Bylaw for Students in the Faculty of Education*, as outlined in the documents attached to this Report, and including the modifications noted below.
2. Section 4.4 has been added to clarify that the Professional Unsuitability Committee (PUC) is a separate entity from the Local Disciplinary Committee (LDC). In the Faculty of Education, the Committee on Student Standing is the LDC.
3. In section 8.0 Disposition of the Matter, two additional dispositions that would be available to the PUC have been added, including (i) a written reprimand that would be recorded on the student's academic history/transcript for a period of up to five (5) years (section 8.0 (d)) and (ii) a written apology and/or retraction (section 8.0 (e)).
4. Section 9.2 has been added to specify that, in the event of an appeal, the PUC may recommend that the implementation of a decision it has taken may be suspended until such time as the Senate Committee on Academic Appeals has disposed of the matter.
5. A number of editorial changes have been made throughout the document, including formatting changes, some reorganization of the content, and modifications to update language used in the document.

### **Recommendation:**

The Senate Committee on Instruction and Evaluation recommends:

**THAT Senate approve revisions to the Professional Unsuitability Bylaw for Students in the Faculty of Education, effective September 1, 2016.**

Respectfully submitted,

Dr. Janice Ristock, Chair  
Senate Committee on Instruction and Evaluation

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



UNIVERSITY  
OF MANITOBA

Faculty of Education  
Office of the Dean

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**DATE:** February 22, 2016

**TO:** Mr. Jeff Leclerc, University Secretary

**FROM:** Dr. David Mandzuk, Chair, Faculty of Education Council

**RE:** Motion for Senate

**CC:** Drs. Thomas Falkenberg and Richard Hechter, Senators  
Dr Melanie Janzen, Chair, CITEP  
Ms Desiree Kennedy, Coordinator of Undergraduate Programs  
Ms Tara Baxter, Committee Secretary, CITEP

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The following motion was passed by the CITEP (Committee on Initial Teacher Education Programs [on November 30, 2015] and subsequently by Faculty of Education Council [on December 14, 2015]. Please forward them to the Senate Committee on Instruction and Evaluation for consideration at their next meeting.

**MOTION: *THAT* the revisions to the Professional Unsuitability Bylaw be approved as presented.**

Please find attached:

- A copy of the original Professional Unsuitability Bylaw as passed on June 24, 2009 (Appendix A);
- An annotated copy of the revised Professional Unsuitability Bylaw explaining any changes to the 2009 Bylaw (Appendix B);
- A clean copy of the revised Professional Unsuitability Bylaw (Appendix C); and
- A copy of the Professional Unsuitability Referral Form (Appendix D).

## **PROFESSIONAL UNSUITABILITY BYLAW FOR STUDENTS IN THE FACULTY OF EDUCATION**

<b>BYLAW:</b>	<b>PROFESSIONAL UNSUITABILITY</b>
<b>Effective Date:</b>	<b>To Be Determined</b>
<b>Revised Date:</b>	<b>To Be Determined</b>
<b>Review Date:</b>	<b>To Be Determined</b>
<b>Approving Body:</b>	<b>Senate</b>
<b>Authority:</b>	<b><i>University of Manitoba Act - Article 16(1)d</i></b>
<b>Implementation:</b>	<b>Dean delegated to the Associate Dean (Undergraduate)</b>
<b>Contact:</b>	<b>Associate Dean's Office (Undergraduate), Faculty of Education</b>
<b>Applies to:</b>	<b>Students in the Faculty of Education</b>

### **1.0 Reason for Bylaw**

The University of Manitoba Faculty of Education has a social mandate to ensure that students are caring, skilled educators who are worthy of the public trust endowed upon them. In fulfilling this mandate, the Faculty of Education has developed comprehensive programs of education and experience to ensure that graduates meet these high expectations. Unlike non-professional education programs, the Bachelor of Education ("B.Ed.") and Post-Baccalaureate Diploma in Education ("PBDE") degrees require students to uphold the high standards of professional practice expected of all teachers in action, word, intent, and spirit.

### **2.0 Rule/Principle**

- 2.1 As members of the University community, students are obligated to act with integrity and diligence in carrying out their professional responsibilities, and their behaviour and conduct in relation to others ought to be characterized by consideration, respect, and good faith.
- 2.2 Grounds under which a student may be reviewed under the Professional Unsuitability Bylaw may include, but not limited to:
- a) practiced incompetently in a teaching or school setting in spite of efforts to support the student's development;
  - b) compromised the student's professional judgment through self-interest or a conflict of interest;
  - c) demonstrated behaviour or conduct with respect to pupils and/or teachers in schools, the student's colleagues, faculty or staff, or a member of the general public which is exploitive, destructive, or injurious;
  - d) been under the influence of alcohol or illegal drugs or has abused prescription drugs while participating in any activity related to the practice of teaching;
  - e) a physical or mental condition which impairs essential teaching performance, recognizing that reasonable accommodation for the special needs of individuals is required by The Manitoba Human Rights Code and as per the University of Manitoba Accessibility Policy;
  - f) acquired a criminal conviction which is of such a nature as to place in question the student's fitness for teaching; and/or
  - g) engaged in behaviour or conduct that if engaged in by a practising certified teacher would likely result in disciplinary action, including suspension or revocation of the certificate to teach, by the appropriate authorities.

### 3.0 Jurisdiction

- 3.1 This bylaw applies to Teacher Candidates enrolled in the Bachelor of Education ("B.Ed.") program and students in the Post-Baccalaureate Diploma in Education ("PBDE") program.
- 3.2 The Faculty of Education may require a student in any of the programs named in 5.1 hereof to withdraw from the Faculty, pursuant to the procedures set out in this bylaw when the student has been found unsuited, on consideration of competence or professional fitness, for the profession of teaching. A student may be required to withdraw from the program of studies (B.Ed. or PBDE) at any time throughout the academic year or following the results of examinations at the end of any academic term. The right to require a student to withdraw prevails notwithstanding any other provision in the Faculty's Rules or Regulations.
- 3.3 Conflict of Jurisdiction: If a question arises as to whether a matter falls within the academic regulations of the Faculty or this bylaw, or as to whether a matter is within the jurisdiction of the Student Discipline Bylaw of the University or this bylaw, as the case may be, the question shall be referred to the President of the University for final decision.

### 4.0 Professional Unsuitability Committee

- 4.1 There shall be established within the Faculty a standing committee of six (6) members known as the Professional Unsuitability Committee ("PUC") to hear and determine matters of competence and/or professional suitability of B.Ed. and PBDE students with respect to professional practice. Membership in the PUC shall be as follows:
- a) Chair (non-voting, except in the case of a tie): a tenured faculty member to be appointed by the Dean, Faculty of Education;
  - b) two (2) full-time Faculty members, at least one of whom shall be tenured/tenure track, elected by the Council of the Faculty of Education;
  - c) one (1) B. Ed. student from the Faculty of Education, appointed by the Faculty of Education Student Council ("EdSC"), or one (1) PBDE student from the Faculty of Education, appointed by the Associate Dean (Graduate & Professional Programs, and Research), or their designate; and
  - d) two (2) certified teachers: one (1) appointed by the *Manitoba Teachers' Society* ("MTS") and one (1) appointed by the *Manitoba Federation of Independent Schools* ("MFIS").
- 4.2 The length of term of committee members shall be as follows:
- a) Faculty members shall be appointed for a two (2) year term;
  - b) Representatives from the teaching profession shall be appointed for a two (2) year term; and
  - c) Undergraduate students and PBDE students shall be appointed for a one (1) year term.
- 4.3 Except for the provision contained in section 6.3, a quorum of the PUC shall be four (4) members of the Committee and the Chair, as set out in section 4.1.
- 4.4 PUC is a separate entity from the Faculty of Education's Local Disciplinary Committee, the Faculty of Education's Committee on Student Standing.



## **5.0 Referral**

- 5.1 Anyone affiliated with the Faculty of Education or the schools and/or institutions with which the Faculty works who has a concern about the professional unsuitability of any student defined in 3.1 shall complete the *Professional Unsuitability Referral Form* [Appendix 1] and shall append a typed report to the form documenting the alleged incident(s) and/or concerns. The form and the attached report shall be submitted to the Associate Dean (Undergraduate Programs) who, if they deem it appropriate, will refer the matter to the Dean or their designate.
- 5.2 The Dean (or their designate) shall refer matters within five (5) working days, which in their opinion involve conduct or circumstances described in Article 2.2 and 3.2 herein, to the PUC.
- 5.3 On receipt of a referral from the Dean of the Faculty or their designate, the PUC shall:
- a) consider whether just cause exists to suspend the student while the matter is being determined and if so, to issue an interim suspension to the student;
  - b) send a Notice of Hearing with a copy of the submitted Professional Unsuitability Referral Form, the attached report signed by the individual who has filed the complaint, and any commentary from the Dean or Associate Dean to the student named pursuant to Article 6.1;
  - c) at all times act expeditiously to complete the hearing;
  - d) determine whether any of the grounds requiring withdrawal under Article 2.2 and 3.2 exist after hearing the matter pursuant to this bylaw; and
  - e) make a disposition in accordance with Article 8.0 herein.
- 5.4 Once a referral has been made to the PUC, its proceedings may continue notwithstanding that the student has subsequently voluntarily withdrawn from the Faculty or has refused to participate in the proceedings.

## **6.0 Notice and Due Process**

- 6.1 Within ten (10) working days after receipt of the referral, the Chair of the PUC shall inform the student in writing of the grounds for referral to the PUC, as well as the membership of the PUC and the date, time, and place for the hearing by the PUC of the matters set out in the referral. Students should be notified of the opportunity to seek advice and representation from Student Advocacy or the University of Manitoba Student Union ("UMSU"). Such a hearing will be held no sooner than ten (10) working days from the date the student is notified of the referral and the notice of the hearing shall be sent by registered mail to the last known address of the student as found on the Faculty's records. The notice from the Chair shall include a statement to the effect that if the allegations contained in the referral are established to the satisfaction of the PUC, the student may be required to withdraw from the Faculty.
- 6.2 The student may provide a written response to the alleged grounds. Such written response shall be provided to the chair of the PUC no later than five (5) working days before the hearing date.
- 6.3 The student also has the right no later than five (5) working days before the hearing date to raise concerns to the Chair in writing about any member on the PUC whom the student believes will not be able to be objective in the consideration of their case. Where the Chair of the PUC receives such concerns, they shall, before the hearing, convey the concerns to every member of the PUC and inform any member identified by the student that they have the right to respond to the concerns in writing. The Chair shall convene the PUC, excluding any Committee member identified by the student, to determine whether or not a change in the membership of the PUC shall be made. In the event that the quorum specified in 4.3 is not achieved for this determination, the remaining Committee membership may decide this matter and, if circumstances dictate, the Chair may make this determination alone. Where the PUC or its Chair decide that a change in the

membership of the PUC shall be made, a replacement or replacements will be made in accordance with 4.1 unless the quorum specified in 4.3 exists.

- 6.4 A member of the PUC shall not be disqualified from sitting as a member of the PUC hearing the matter by reason only that such member has had previous contact with the student or has prior personal knowledge of the matter.

## **7.0 Hearing Procedures**

- 7.1 The student may appear in-person and may choose to be represented or accompanied by a Student Advocate, University of Manitoba Student Union ("UMSU") representative, legal or other counsel. Should the student choose to be represented or accompanied by a Student Advocate, legal or other counsel, written notification must be provided to the Chair no later than five (5) working days prior to the hearing date. In cases where legal counsel is involved, it shall act solely in an advisory capacity.
- 7.2 The Faculty may also choose to have legal counsel present to act in an advisory capacity and where it does so, the Chair of the PUC shall advise the student no later than five (5) working days prior to the hearing date.
- 7.3 The student and the Faculty, and/or their respective representatives (excluding legal counsel) shall have the right to call, hear and cross-examine witnesses, to submit other evidence, and to have access to all documents submitted to the PUC for consideration. Written notice to call any witness shall be given to the other party prior to the hearing.
- 7.4 The hearing shall be closed to all persons except the members of the PUC, the student, the designated representatives of the student and/or Faculty, and any witness, as they are called.
- 7.5 The student, who is the subject of the hearing, shall not be required to give evidence but if the student elects to do so, then members of the PUC may question the student.
- 7.6 A simple majority of Committee members hearing the matter is required for any finding or for the determination of the appropriate disposition of the matter.
- 7.7 The Chair of the PUC shall vote only to break a tie.
- 7.8 Members of the PUC shall be bound by confidentiality in respect of information received in Committee. Information will be disclosed only as is reasonably necessary to implement the investigation, the resolution or the terms of any disposition imposed, or as required by law.

## **8.0 Disposition of the Matter**

- 8.1 After hearing all the evidence, the PUC shall meet in closed session to:
- a) consider the evidence;
  - b) make its findings using a balance of probabilities standard (i.e., the claim against the student is more likely to be true than not true based on the evidence presented);
  - c) if the allegations are established to the satisfaction of the PUC, determine the appropriate disposition of the matter; and
  - d) if the allegations are not established to the satisfaction of the PUC, dismiss the matter and/or make any other recommendation that the PUC deems appropriate.
- 8.2 The PUC may make any disposition it deems appropriate in the circumstances. Without limiting the generality of the foregoing, the following options, alone or in combination, may be recommended to the Dean:

- a) determine that no further action be taken;
- b) allow the student to remain in the program and attach conditions prescribing future conduct by the student. Such conditions to remain in effect for any period of time the PUC deems appropriate;
- c) reprimand the student in writing;
- d) order that the written reprimand be recorded on the student's academic history/transcript for a period of up to five (5) years;
- e) require that a written apology and/or retraction be made;
- f) require the student to withdraw from the Faculty for a specified period of time;
- g) expel the student from the Faculty indefinitely;
- h) attach conditions that must be fulfilled before any application for re-admission to the Faculty will be considered; and/or
- i) expel the student from the Faculty with no right to apply for re-admission to the Faculty.

8.3 Sections 8.2 (f), (g), (h), and (i) may be noted on the student's history/transcript.

8.4 At the time of graduation, the student may request to the PUC to have the notation removed from the transcript.

8.5 The disposition of the PUC shall be conveyed in writing to the student, the Student Advocate, and/or the designated representative of the student where applicable, with copies to the Dean of the Faculty, the appropriate Associate Dean, if deemed appropriate, the Director of the School Experiences Office.

## **9.0 Appeals**

9.1 If the student wishes to appeal a disposition of the PUC (including any notation on their transcript), such appeal may be made to the Senate Committee on Appeals in accordance with the procedures of that body.

9.2 In the event of an appeal, the PUC may recommend that the implementation of the decision be suspended until such time as the Senate Academic Appeals Committee has disposed of the matter.

9.3 Notwithstanding the above, if the President of the University is satisfied that it is in the best interests of the University, the President may at any time make an order, subject to final disposition of the appropriate review authority, suspending the student from participating in any program of the University.

## **10.0 Records**

A record of any finding of professional unsuitability and/or disposition related thereto shall be kept on the student's academic file. All information relating to the case shall be retained confidentially in the Dean's office for one (1) year after the appeal period has ended. After that date, all documents related to the matter will be destroyed.

## **11.0 Amendments**

This bylaw may be amended by Senate alone, or by Senate after approval of such amendment(s) by the Education Faculty Council.

## **12.0 Review**

12.1 Formal bylaw reviews will be conducted every ten (10) years.

12.2 In the interim, this bylaw may be revised or rescinded if the Approving Body deems necessary.

12.3 If this bylaw is revised or rescinded, all Secondary Documents will be reviewed as soon as reasonably possible in order to ensure they:

- (a) comply with the revised bylaw; or
- (b) or are, in turn, rescinded.

### **13.0 Cross References**

Cross referenced to:

- 1) Professional Unsuitability Referral Form [Appendix 1]
- 2) University of Manitoba Act – Article 16(1)d

- *Approved by the Faculty of Education's Committee on Initial Teacher Education (CITEP) on November 30, 2015*
- *Approved by the Faculty of Education Faculty's Faculty Council on December 14, 2015.*
- *Approved by the Senate Committee on Instruction and Evaluation (SCIE) on March 17, 2016*

# **Professional Unsuitability ~~By-Law~~ Bylaw for Students in the Faculty of Education**

**~~June 24, 2009~~**

<b>BYLAW:</b>	<b>PROFESSIONAL UNSUITABILITY</b>
<b>Effective Date:</b>	<b><del>June 24, 2009</del> To Be Determined</b>
<b>Revised Date:</b>	<b>To Be Determined</b>
<b>Review Date:</b>	<b>To Be Determined</b>
<b>Approving Body:</b>	<b>Senate</b>
<b>Authority:</b>	<b><i>University of Manitoba Act - Article 16(1)d</i></b>
<b>Implementation:</b>	<b>Dean delegated to the Associate Dean (Undergraduate)</b>
<b>Contact:</b>	<b>Associate Dean's Office (Undergraduate), Faculty of Education</b>
<b>Applies to:</b>	<b>Students in the Faculty of Education</b>

## **Preamble**

~~In general, students are obligated to act with integrity and diligence in carrying out their professional responsibilities, and their behaviour and conduct in relation to others ought to be characterized by consideration, respect and good faith.~~

### **1.0 Reason for Bylaw**

The University of Manitoba Faculty of Education has a social mandate to ensure that students are caring, skilled educators who are worthy of the public trust endowed upon them. In fulfilling this mandate, the Faculty of Education has developed comprehensive programs of education and experience to ensure that graduates meet these high expectations. Unlike non-professional education programs, the Bachelor of Education ("B.Ed.") and Post-Baccalaureate Diploma in Education ("PBDE") degrees require students to uphold the high standards of professional practice expected of all teachers in action, word, intent, and spirit.

### **2.0 Rule/Principle**

**2.1** As members of the University community, students are obligated to act with integrity and diligence in carrying out their professional responsibilities, and their behaviour and conduct in relation to others ought to be characterized by consideration, respect, and good faith.

**2.2** Grounds under which a student may be reviewed under the Professional Unsuitability Bylaw may include, but not limited to:

- a) practiced incompetently in a teaching or school setting in spite of efforts to support the student's development;

- b) compromised the student's professional judgment through self-interest or a conflict of interest;
- c) demonstrated behaviour or conduct with respect to pupils and/or teachers in schools, the student's colleagues, faculty or staff, or a member of the general public which is exploitive, destructive, or injurious;
- d) been under the influence of alcohol or illegal drugs or has abused prescription drugs while participating in any activity related to the practice of teaching;
- e) a physical or mental condition which impairs essential teaching performance, recognizing that reasonable accommodation for the special needs of individuals is required by The Manitoba Human Rights Code and as per the University of Manitoba Accessibility Policy;
- f) acquired a criminal conviction which is of such a nature as to place in question the student's fitness for teaching; and/or
- g) engaged in behaviour or conduct that if engaged in by a practising certified teacher would likely result in disciplinary action, including suspension or revocation of the certificate to teach, by the appropriate authorities.

### **1.00 3.0 Jurisdiction**

~~1.01~~ **3.1** This ~~By-Law~~ **bylaw** applies to ~~teacher candidates~~ **Teacher Candidates** enrolled in the Bachelor of Education ("B.Ed.") program, students in the Post-Baccalaureate Diploma in Education ("PBDE") program, ~~and students in the Internationally Educated Teachers (IET) program.~~

~~1.02~~ **3.2** The Faculty of Education may require a student in any of the programs named in ~~1.01 5.1~~ hereof to withdraw from the Faculty, pursuant to the procedures set out in this ~~By-Law~~ **bylaw** when the student has been found unsuited, on consideration of competence or professional fitness, for the practice of teaching. A student may be required to withdraw **from the program of studies (B.Ed. or PBDE)** at any time throughout the academic year or following the results of examinations at the end of any academic term. The right to require a student to withdraw prevails notwithstanding any other provision in the Faculty's Rules or Regulations.

### ~~1.03~~ **Grounds which may require disciplinary action**

~~A student may require disciplinary action from the Faculty when he/she has:~~

- ~~• practiced incompetently in a teaching or school setting in spite of efforts to support his/her development; and/or~~

- ~~compromised his/her professional judgment through self interest or a conflict of interest; and/or~~
- ~~demonstrated behaviour or conduct with respect to pupils and/or teachers in schools, his/her colleagues, faculty or staff, or a member of the general public which is exploitive, destructive, or injurious; and/or~~
- ~~been under the influence of alcohol or illegal drugs or has abused prescription drugs while participating in any activity related to the practice of teaching; and/or~~
- ~~acquired a criminal conviction which is of such a nature as to place in question his/her fitness for teaching; and/or~~
- ~~a physical or mental condition which impairs essential teaching performance, recognizing that reasonable accommodation for the special needs of individuals is required by the Manitoba Human Rights Code; and/or~~
- ~~engaged in behaviour or conduct that if engaged in by a practising certified teacher would likely result in disciplinary action, including suspension or revocation of the certificate to teach, by the appropriate authorities.~~

~~1.01~~ **3.3** Conflict of Jurisdiction: If a question arises as to whether a matter falls within the academic regulations of the Faculty or this ~~By-Law~~ **bylaw**, or as to whether a matter is within the jurisdiction of the Student Discipline ~~By-Law~~ **bylaw** of the University or this ~~By-Law~~ **bylaw**, as the case may be, the question shall be referred to the President of the University for final decision.

## ~~2.00~~ **4.0** Professional Unsuitability Committee (~~PUC~~)

~~2.01~~ **4.1** There shall be established within the Faculty a standing committee of six **(6)** members known as the Professional Unsuitability Committee (“PUC”) to hear and determine matters of competence and/or professional ~~fitness~~ **suitability** of ~~undergraduates for the practice of teaching~~ **B.Ed. and PBDE students with respect to professional practise**. Membership in the PUC shall be as follows:

- a) Chair (non-voting, except in the case of a tie): a tenured faculty member to be appointed by the Dean, Faculty of Education;
- b) two **(2)** full-time ~~faculty~~ **Faculty** members, at least one of whom shall be tenured/tenure track, elected by the Council of the Faculty of Education;
- c) one **(1)** B. Ed. student from the Faculty of Education, appointed by the Faculty of Education Student Council (“EdSC”), and one PBDE student from the Faculty of Education, appointed by the ~~Assistant~~ **Associate** Dean ~~PBDE~~ **(Graduate & Professional Programs, and Research)**, or his/her **their** designate; and

- d) two (2) certified teachers, one (1) appointed by the *Manitoba Teachers' Society* and one appointed by the *Manitoba Federation of Independent Schools*.

~~2.02~~ **4.2** The length of term of committee members shall be as follows:

- a) Faculty members shall be appointed for a two (2) year term;
- b) Representatives from the teaching profession shall be appointed for a two (2) year term; and
- c) Undergraduate students and PBDE students shall be appointed for a one (1) year term.

~~2.03~~ **4.3** Except for the provision contained in section ~~4.03~~ **6.3**, a quorum of the PUC shall be four (4) members of the Committee and the Chair, as set out in section ~~2.04~~ **4.1**.

**4.4** **PUC is a separate entity from the Faculty of Education's Local Disciplinary Committee, the Faculty of Education's Committee on Student Standing.**

~~3.00~~ **5.0** **Referral**

~~3.01~~ **5.1** Anyone affiliated with the Faculty of Education or the schools and/or institutions with which the Faculty works who has a concern about the professional unsuitability of any student defined in ~~1.04~~ **3.1** shall complete the Professional Unsuitability Referral Form (~~see attached~~) **[Appendix 1]** and shall append a typed report to the form documenting the alleged incident(s) **and/or concerns**. The form and the attached report shall be submitted to the Associate Dean (Undergraduate Programs) who, if he/she deems it appropriate, will refer the matter to the Dean or ~~his/her~~ **their** designate.

~~3.02~~ **5.2** The Dean (or ~~his/her~~ **their** designate) shall refer matters within five (5) working days, which in ~~his/her~~ **their** opinion involve conduct or circumstances described in Article ~~1.04~~ **2.2** and ~~1.02~~ **3.2** herein, to the PUC.

~~3.03~~ **5.3** On receipt of a referral from the Dean of the Faculty or ~~his/her~~ **their** designate, the PUC shall:

- i) a) consider whether just cause exists to suspend the student while the matter is being determined and if so, to issue an interim suspension to the student;
- ii) b) send a Notice of Hearing with a copy of the submitted Professional Unsuitability Referral Form, the attached report signed by the individual who has filed the complaint, and any commentary from



the Dean or Associate Dean to the student named pursuant to article ~~4.01~~ **6.01**.

- ~~iii)~~**c)** at all times act expeditiously to complete the hearing;
- ~~iv)~~**d)** determine whether any of the grounds requiring withdrawal under Article ~~1.01~~ **2.2** and ~~1.02~~ **3.2** exist after hearing the matter pursuant to this ~~By-Law~~ **bylaw**; and
- ~~v)~~**e)** make a disposition in accordance with Article ~~6.00~~ **8.0** herein.

~~3.04~~ **5.4** Once a referral has been made to the PUC, its proceedings may continue notwithstanding that the student has subsequently voluntarily withdrawn from the Faculty or has refused to participate in the proceedings.

#### ~~4.00~~ **6.0** Notice and Due Process

~~4.01~~ **6.1** Within ten (10) working days after receipt of the referral, the Chair of the PUC shall inform the student in writing of the grounds for referral to the PUC, as well as the membership of the PUC and the date, time, and place for the hearing by the PUC of the matters set out in the referral. **Students should be notified of the opportunity to seek advice and representation from Student Advocacy or the University of Manitoba Student Union (“UMSU”).** Such a hearing will be held no sooner than **ten** (10) working days from the date the student is notified of the referral and the notice of the hearing shall be sent by registered mail to the last known address of the student as found on the Faculty’s records. The notice from the Chair shall include a statement to the effect that if the allegations contained in the referral are established to the satisfaction of the PUC, the student may be required to withdraw from the Faculty.

~~4.02~~ **6.2** The student may provide a written response to the alleged grounds. Such written response shall be provided to the chair of the PUC no later than five (5) working days before the hearing date.

~~4.03~~ **6.3** The student also has the right no later than five (5) working days before the hearing date to raise concerns to the Chair in writing about any member on the PUC whom the student believes will not be able to be objective in the consideration of ~~his/her~~ **their** case. Where the Chair of the PUC receives such concerns, he/she shall, before the hearing, convey the concerns to every member of the PUC and inform any member identified by the student that he/she has the right to respond to the concerns in writing. The Chair shall convene the PUC, excluding any Committee member identified by the student, to determine whether or not a change in the membership of the PUC shall be made. In the event that the quorum specified in ~~5.06~~ **4.3** is not achieved for this determination, the remaining Committee membership may decide this matter and, if circumstances dictate, the Chair may make this determination alone. Where the PUC or its Chair decide that a change in the membership of the PUC shall be

made, a replacement or replacements will be made in accordance with ~~2.04~~ **4.1** unless the quorum specified in ~~5.06~~ **4.3** exists.

~~4.04~~ **6.4** A member of the PUC shall not be disqualified from sitting as a member of the PUC hearing the matter by reason only that such member has had previous contact with the student or has prior personal knowledge of the matter.

## **~~5.00~~ 7.0 Hearing Procedures**

~~5.01~~ **7.1** The student may appear in-person and may choose to be represented or accompanied by a Student Advocate, **University of Manitoba Student Union** (“UMSU”) representative, legal or other counsel. Should the student choose to be represented or accompanied by a Student Advocate, legal or other counsel, written notification must be provided to the Chair no later than five (5) working days prior to the hearing date. In cases where legal counsel is involved, it shall act solely in an advisory capacity.

~~5.02~~ **7.2** The Faculty may also choose to have legal counsel present to act in an advisory capacity and where it does so, the Chair of the PUC shall advise the student no later than five (5) working days prior to the hearing date.

~~5.03~~ **7.3** The student and the Faculty, and/or their respective representatives (excluding legal counsel) shall have the right to call, hear and cross-examine witnesses, to submit other evidence, and to have access to all documents submitted to the PUC for consideration. Written notice to call any witness shall be given to the other party prior to the hearing.

~~5.04~~ **7.4** The hearing shall be closed to all persons except the members of the PUC, the student, the designated representatives of the student and/or Faculty, and any witness, as ~~he/she is~~ **they are** called.

~~5.05~~ **7.5** The student, who is the subject of the hearing, shall not be required to give evidence but if ~~he/she~~ **the student** elects to do so, then ~~the student may be questioned by members of the PUC~~ **members of the PUC may questions the student.**

~~5.06~~ **7.6** A simple majority of Committee members hearing the matter is required for any finding or for the determination of the appropriate disposition of the matter.

~~5.07~~ **7.7** The Chair of the PUC shall vote only to break a tie.

~~5.08~~ **7.8** Members of the PUC shall be bound by confidentiality in respect of information received in Committee. Information will be disclosed only as

is reasonably necessary to implement the investigation, the resolution or the terms of any disposition imposed, or as required by law.

## **6.00 8.0 Disposition of the Matter**

**6.01 8.1** After hearing all the evidence, the PUC shall meet in closed session to:

- i) **a)** consider the evidence;
- ii) **b)** make its findings using a balance of probabilities standard (i.e., the claim against the student is more likely to be true than not true based on the evidence presented);
- iii) **c)** if the allegations are established to the satisfaction of the PUC, determine the appropriate disposition of the matter; and
- iv) **d)** if the allegations are not established to the satisfaction of the PUC, dismiss the matter and/or make any other recommendation that the PUC deems appropriate.

**6.02 8.2** The PUC may make any disposition it deems appropriate in the circumstances. Without limiting the generality of the foregoing, the following options, alone or in combination, may be recommended to the Dean:

- i) **a)** determine that no further action be taken;
- ii) **b)** allow the student to remain in the program and attach conditions prescribing future conduct by the student. Such conditions to remain in effect for any period of time the PUC deems appropriate;
- iii) **c)** reprimand the student in writing;
- d) order that the written reprimand be recorded on the student's academic history/transcript for a period of up to five (5) years;**
- iv) ~~require the student to withdraw from the Faculty for a specified period of time;~~
- e) require that a written apology and/or retraction be made;**
- v) **f) require the student to withdraw from the Faculty indefinitely for a specific period of time;**
- g) expel the student from the Faculty indefinitely;**
- vi) **h)** attach conditions that must be fulfilled before any application for re-admission to the Faculty will be considered; and/or
- vii) **i) require **expel** the student to withdraw from the Faculty with no right to apply for re-admission to the Faculty.**

**6.03 8.3** Sections 6.02 (iv), (v), and (vii) **8.2 (f), (g), and (i)** may be noted on the student's **history/transcript**.

**6.04 8.4** At the time of graduation, the student may request to the PUC to have the notation removed from the transcript.

~~6.05~~ **8.5** The ~~results of the hearing and the reasons for the~~ disposition of the PUC shall be conveyed in writing to the student, the Student Advocate, and/or the designated representative of the student where applicable, with copies to the Dean of the Faculty **the appropriate Associate Dean, if deemed appropriate, the Director of the School Experiences Office.**

## ~~7.00~~ **9.0** Appeals

~~7.01~~ **9.1** If the student wishes to appeal a disposition of the PUC (including any notation on ~~his/her~~ **their** transcript), such appeal may be made to the Senate Committee on Appeals in accordance with the procedures of that body.

~~7.02~~ **9.2** In the event of an appeal, the PUC may recommend that the implementation of the decision be suspended until such time as ~~the matter has been disposed of by~~ the Senate Academic Appeals Committee **has disposed of the matter.**

~~7.03~~ **9.3** Notwithstanding the above, if the President of the University is satisfied that it is in the best interests of the University, the President may at any time make an order, subject to final disposition of the appropriate review authority, suspending the student from participating in any program of the University.

## ~~8.00~~ **10.0** Records

A record of any finding of professional unsuitability and/or disposition related thereto shall be kept on the student's academic file. All information relating to the case shall be kept confidentially in the Dean's office for one **(1)** year after the appeal period has ended. After that date, all documents related to the matter will be destroyed.

## ~~9.00~~ **11.0** Amendments

~~9.01~~ This ~~By-Law~~ **bylaw** may be amended by Senate alone, or by Senate after approval of such amendment(s) by the Education Faculty Council.

## **12.0** Review

**12.1** Formal bylaw reviews will be conducted every ten (10) years.

**12.2** In the interim, this bylaw may be revised or rescinded if the Approving Body deems necessary.

**12.3** If this bylaw is revised or rescinded, all Secondary Documents will be reviewed as soon as reasonably possible in order to ensure they:  
**(a) comply with the revised bylaw; or**  
**(b) or are, in turn, rescinded.**

## **13.0 Cross References**

### **Cross referenced to:**

- 1) Professional Unsuitability Referral Form [Appendix 1]**
- 2) *University of Manitoba Act* – Article 16(1)d**

## **Report of the Senate Committee on Rules and Procedures Regarding Revisions to the Extended Education Council Bylaw**

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### **Preamble**

1. The terms of reference of the Senate Committee on Rules and Procedures are found on the University Governance website wherein the Committee is charged with the responsibility to consider and to make recommendations to Senate on any matter concerning rules and procedures.
2. The Committee met (electronically) on January 11, 2016 to consider proposed revisions to the Extended Education Council Bylaw, as recommended by the Extended Education Council.

### **Observations**

1. Under memorandum dated November 19, 2015, the Dean of Extended Education submitted a revised Council Bylaw for review by the Senate Committee on Rules and Procedures. Amendments included changes to the composition of its membership, changes regarding the selection of membership, and an observance of the academic year as opposed to the fiscal year.
2. The Committee had an opportunity to review a draft of the Bylaw changes and made several recommendations to Extended Education. The Bylaw recommended to Senate incorporates the Committee's recommendations.

### **Recommendation**

The Senate Committee on Rules and Procedures recommends:

**THAT the revised Extended Education Council Bylaw be approved by Senate.**

Respectfully submitted,

Dr. Jay Doering, Chair  
Senate Committee on Rules and Procedures

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

November 23, 2005

## EXTENDED EDUCATION ~~BY-LAW~~BYLAW

This ~~By-Law~~Bylaw is supplementary to the Faculty and School Council General ~~By-Law~~Bylaw, a copy of which is to be appended hereto. The provisions of the Faculty and School ~~By-Law~~Bylaw shall, insofar as they are applicable, apply to Extended Education.

### 1. Membership

1.1. In addition to those persons provided for in the Faculty and School General ~~By-Law~~Bylaw, Extended Education Council shall be composed of:

- a) All part-time and sessional academic staff holding rank in Extended Education; and
- b) All staff holding full-time Other Academic appointments of one year or more in duration in Extended Education;
- c) Five members of the support staff of Extended Education;
- d) Three student members;
- e) Such members of the academic community of the University of Manitoba as Council may wish to add from time to time;
- f) Four members of the Manitoba community with an interest in the programs of Extended Education.

### 1.2. Selection of Members

- a) The support staff members shall be elected by and from the support staff of Extended Education for a period of two years.
- b) ~~The Recommendations for~~ student members shall be sought from Area Directors. Student members shall be appointed by the Dean, ~~one each from the Degree, non-degree and Special Projects areas in consultation with the Program Directors in those areas.~~
- c) ~~Nominations for~~ Members of the academic community of the University of Manitoba shall be elected by a two-thirds majority of those Council members present and voting at a duly called meeting of Extended Education Council.

Recommendations of members of the Manitoba community with an interest in the programs of Extended Education shall be sought from organizations and individuals involved with ~~the Division~~Extended Education in consultation with the ~~Program~~Area Directors. ~~Of the four members, at least two shall come from the professional programs offered by Extended Education.~~

- d) ~~Members elected to Council in Sections 1.d and 1.e~~ These members shall be elected by a two-thirds majority of those Council members present and voting at a duly called meeting of ~~Council~~Extended Education Council. Of the four members, at least two shall be familiar with programs offered by, or associated with, Extended Education.

1.2.1. Terms of office for those members appointed or elected to Council shall be for the specified time commencing on ~~April~~July 1 of the year of appointment or election.

### 1.3. Limitation on Participation

Only full-time academic staff and part-time academic staff on annual appointment who are members of Extended Education shall be eligible to vote on decisions on matters which pertain exclusively to the academic staff of Extended Education.

## 2. Meetings

2.1. The Council normally shall hold four regular meetings per ~~fiscal~~academic year. These shall normally be scheduled as follows: September, November January, and March. Exact dates are to be determined by Council, normally at its March meeting.

2.2. An agenda for each regular meeting, together with all relevant documents, shall be distributed to all Council members no less than seven (7) days before the scheduled meeting date.

2.3. Special meetings may be called on the Dean's initiative or by the Dean upon written request of five members of Council.

2.4. Special meetings shall require 48 ~~hours~~hours' notice. Such notice shall contain the agenda and such relevant documents as may be required.

2.5. The Dean or designate shall chair all meetings.

2.6. The quorum shall be one-third of the Council members.

2.7. ~~Faculty~~Extended Education Council, in accord with the powers to recommend as stated in the Faculty/School Council General ~~By-Law~~Bylaw, shall consider and recommend on all substantive issues within the jurisdiction of the Council such as, but not limited to: programs or academic facilities within the control of ~~the Division;~~ Extended Education; financial ~~policies and administrative matters~~ that affect overall academic planning and management within ~~the Division~~Extended Education; and those ~~regulations~~matters having an effect on students or academic staff of ~~the Division~~Extended Education.

2.8. ~~Faculty~~Extended Education Council Minutes shall contain, at a minimum, all recommendations, motions, amendments and the vote thereon, a summary of the debate, shall be prepared and distributed to all Members as soon as possible after each meeting.



### 3. Committees

3.1. Council shall create such committees as it considers necessary to the effective conduct of the business of ~~the Division~~ Extended Education, with such terms of reference, membership, powers and authority as it may deem expedient.

3.2. All Standing Committees created by Council shall report on an ongoing basis, and submit a written report at the final meeting of Council for the year.

### 4. Rules

4.1. In the conduct of its meetings, Extended Education Council shall be guided by whatever authority is adopted by Senate, except in the case where Council adopts standing rules to the contrary.

4.2. Standing rules may be adopted or amended by a majority of those attending a regularly scheduled meeting of Council provided due notice of such adoptions or amendments has been given in writing.

4.3. A standing rule may be suspended for the duration of a meeting if a motion to that effect receives a two-thirds majority of those members present and voting.

### 5. Powers to Act

5.1. In addition to the powers granted under the Faculty and School Council General ~~By-Laws, the Faculty~~ Bylaw, Extended Education Council shall have power to appoint representatives to such other bodies concerned with adult and continuing education as it deems advisable.

### 6. Powers to Recommend

6.1. In addition to the powers granted under the Faculty and School Council General ~~By-Laws, the Faculty council~~ Bylaw, Extended Education Council shall have power to make such recommendations to such persons or bodies as it deems proper for promoting the advancement of adult and continuing education.

### 7. Amendments

7.1. Prior to submission to Senate, amendment(s) to this ~~By-Law~~ Bylaw shall be approved by a two-thirds majority of those Council members present and voting at a duly called meeting. At least seven ~~days~~ days' notice in writing of any such amendment(s) shall be given to all members of Council.

Passed at the Continuing Education Council meeting, March 31, 1982

Revised: April 11, 1985 Approved: June 6, 1985

~~Approved: June 6, 1985~~

Amended: January 25, 1989  
Approved by Senate March 1, 1989  
Amended and Approved by Senate: April 5, 1989  
Amended and Approved by Senate: December 12, 1990  
Editorial changes, Continuing Education Council, November 10, 1993  
Approved: February 18, 1998  
Amended: March 16, 1998  
Amended: November, 2005 to reflect name change to Extended Education

## **EXTENDED EDUCATION BYLAW**

This Bylaw is supplementary to the Faculty and School Council General Bylaw, a copy of which is to be appended hereto. The provisions of the Faculty and School Bylaw shall, insofar as they are applicable, apply to Extended Education.

### **1. Membership**

1.1. In addition to those persons provided for in the Faculty and School General Bylaw, Extended Education Council shall be composed of:

- a) All part-time and sessional academic staff holding rank in Extended Education; and
- b) All staff holding full-time Other Academic appointments of one year or more in duration in Extended Education;
- c) Five members of the support staff of Extended Education;
- d) Three student members;
- e) Such members of the academic community of the University of Manitoba as Council may wish to add from time to time;
- f) Four members of the Manitoba community with an interest in the programs of Extended Education.

### **1.2. Selection of Members**

- a) The support staff members shall be elected by and from the support staff of Extended Education for a period of two years.
- b) Recommendations for student members shall be sought from Area Directors. Student members shall be appointed by the Dean. The term of office shall be one year, renewable for a second year.
- c) Members of the academic community of the University of Manitoba shall be elected by a two-thirds majority of those Council members present and voting at a duly called meeting of Extended Education Council.
- d) Recommendations of members of the Manitoba community with an interest in the programs of Extended Education shall be sought from organizations and individuals involved with Extended Education in consultation with the Area Directors. These members shall be elected by a two-thirds majority of those Council members present and voting at a duly called meeting of Extended Education Council. Of the four members, at least two shall be familiar with programs offered by, or associated with, Extended Education.

1.2.1. Terms of office for those members appointed or elected to Council shall be for the specified time commencing on July 1 of the year of appointment or election.

### **1.3. Limitation on Participation**

Only full-time academic staff and part-time academic staff on annual appointment who are members of Extended Education shall be eligible to vote on decisions on matters which pertain exclusively to the academic staff of Extended Education.

## 2. **Meetings**

- 2.1. The Council normally shall hold four regular meetings per academic year. These shall normally be scheduled as follows: September, November January, and March. Exact dates are to be determined by Council, normally at its March meeting.
- 2.2. An agenda for each regular meeting, together with all relevant documents, shall be distributed to all Council members no less than seven (7) days before the scheduled meeting date.
- 2.3. Special meetings may be called on the Dean's initiative or by the Dean upon written request of five members of Council.
- 2.4. Special meetings shall require 48 hours' notice. Such notice shall contain the agenda and such relevant documents as may be required.
- 2.5. The Dean or designate shall chair all meetings.
- 2.6. The quorum shall be one-third of the Council members.
- 2.7. Extended Education Council, in accord with the powers to recommend as stated in the Faculty/School Council General Bylaw, shall consider and recommend on all substantive issues within the jurisdiction of the Council such as, but not limited to: programs or academic facilities within the control of Extended Education; financial and administrative matters that affect overall academic planning and management within Extended Education; and those matters having an effect on students or academic staff of Extended Education.
- 2.8. Extended Education Council Minutes shall contain, at a minimum, all recommendations, motions, amendments and the vote thereon, a summary of the debate, shall be prepared and distributed to all Members as soon as possible after each meeting.

## 3. **Committees**

- 3.1. Council shall create such committees as it considers necessary to the effective conduct of the business of Extended Education, with such terms of reference, membership, powers and authority as it may deem expedient.
- 3.2. All Standing Committees created by Council shall report on an ongoing basis, and submit a written report at the final meeting of Council for the year.

#### 4. **Rules**

- 4.1. In the conduct of its meetings, Extended Education Council shall be guided by whatever authority is adopted by Senate, except in the case where Council adopts standing rules to the contrary.
- 4.2. Standing rules may be adopted or amended by a majority of those attending a regularly scheduled meeting of Council provided due notice of such adoptions or amendments has been given in writing.
- 4.3. A standing rule may be suspended for the duration of a meeting if a motion to that effect receives a two-thirds majority of those members present and voting.

#### 5. **Powers to Act**

- 5.1. In addition to the powers granted under the Faculty and School Council General Bylaw, Extended Education Council shall have power to appoint representatives to such other bodies concerned with adult and continuing education as it deems advisable.

#### 6. **Powers to Recommend**

- 6.1. In addition to the powers granted under the Faculty and School Council General Bylaw, Extended Education Council shall have power to make such recommendations to such persons or bodies as it deems proper for promoting the advancement of adult and continuing education.

#### 7. **Amendments**

- 7.1. Prior to submission to Senate, amendment(s) to this Bylaw shall be approved by a two-thirds majority of those Council members present and voting at a duly called meeting. At least seven days' notice in writing of any such amendment(s) shall be given to all members of Council.

Passed at the Continuing Education Council meeting, March 31, 1982

Revised: April 11, 1985 Approved: June 6, 1985

Amended: January 25, 1989 Approved by Senate March 1, 1989

Amended and Approved by Senate: April 5, 1989

Amended and Approved by Senate: December 12, 1990

Editorial changes, Continuing Education Council, November 10, 1993

Approved: February 18, 1998

Amended: March 16, 1998

Amended: November, 2005 to reflect name change to Extended Education

## **Report of the Senate Committee on Rules and Procedures Regarding Revisions to the Faculty of Arts Council Bylaw**

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### **Preamble**

1. The terms of reference of the Senate Committee on Rules and Procedures are found on the University Governance website wherein the Committee is charged with the responsibility to consider and to make recommendations to Senate on any matter concerning rules and procedures.
2. The Committee met (electronically) on January 27, 2016 to consider proposed revisions to the Faculty of Arts Council Bylaw, as recommended by the Arts Faculty Council.

### **Observations**

1. Under memorandum dated January 14, 2016, the Dean of the Faculty of Arts submitted a revised Faculty of Arts Council Bylaw for review by the Senate Committee on Rules and Procedures. Amendments included changes to the composition of its membership, changes to the election of support staff and selection of student representatives, removal of standing committee terms of reference, and other editorial changes.
2. The Committee had an opportunity to review a draft of the Bylaw changes and made recommendations to the Faculty of Arts. The Bylaw recommended to Senate incorporates the Committee's recommendations.

### **Recommendation**

The Senate Committee on Rules and Procedures recommends:

**THAT the revised Faculty of Arts Council Bylaw be approved by Senate.**

Respectfully submitted,

Dr. Jay Doering, Chair  
Senate Committee on Rules and Procedures

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

## The University of Manitoba THE ARTS FACULTY COUNCIL BY-LAW

~~Proposed support staff addition to Executive Committee approved by Arts Faculty Council—  
May 5, 1998 and by Senate July 8, 1998~~

This By-Law is supplementary to the Faculty and School Council General By-Law, a copy of which is appended hereto.

### I. Faculty Council

#### 1. Membership

In addition to those persons provided for in the Faculty and School Council General By-Law, the Faculty Council of Arts shall be composed of:

- a) All staff holding positions of Instructors and those holding part-time academic appointments, if any in the Faculty of Arts;
- b) All staff holding academic appointments ~~in St. at Université de Saint-Boniface College~~ who teach courses listed in the Faculty of Arts calendar;
- c) The Provost of University College;
- d) The Warden of St. John's College;
- e) The Rector of St. Paul's College;
- f) The ~~Rector~~ Dean of ~~St. Arts at Université de Saint-Boniface College~~;
- g) The Principal of St. Andrews College;
- h) The Dean of the Faculty of Science, or delegate;
- i) Two representatives from each of the following Science departments: Mathematics, Statistics, and Computer Science;
- j) The Dean of the Faculty of Social Work, or delegate;
- k) Executive Director, ~~University~~ Student Academic Success, or delegate;
- l) Vice-Provost, ~~Student Affairs~~; (Students);
- m) The Dean of ~~Continuing~~ Extended Education, or delegate;
- n) Senior Scholars;
- o) Professors emeriti/ae;
- p) Deans emeriti/ae;
- q) Post-doctoral fellows; and
- r) eighteen (18) Undergraduate Student representatives as provided for below ~~(and including those~~
- s) three (3) Faculty of Arts Support Staff as provided for ~~in the general by-law requiring a minimum of three (3) student members)~~ below

#### 2. Election of Support Staff

In addition, three (3) Faculty of Arts support staff persons shall serve on Faculty Council. These individuals shall be duly elected by secret ballot from the support staff in the Faculty. Each support staff elected to Council will serve for ~~two~~ three years, ~~except that the term of~~ with one support staff ~~member be one~~ being elected each year ~~in the first instance~~. Terms shall begin on July 1.

#### ~~23.~~ Selection of Student Representatives

- a) There shall be ~~thirteen (13)~~ eighteen (18) student representatives who are appointed:
  - (i) two (2) Arts students appointed by the executive of the student society in University College;

- (ii) two (2) Arts students appointed by the executive of the student society in St. John's College;
- (iii) two (2) Arts students appointed by the executive of the student society in Paul's College;
- (iv) two (2) Arts students appointed by the executive of the student society in ~~St.~~ Université de Saint-Boniface College;
- (v) ~~four (4)~~ in addition, ten (10) Arts students not otherwise appointed as noted above, to be appointed by the executive of the Arts Student Body Council; and
- ~~(vi) one (1) Arts student appointed for evening students by the executive of the Arts Student Body Council.~~

~~b) In addition, there shall be student representatives who are elected: they must be Arts students at the time of election, and only Arts students shall vote in the election. The number so elected shall be equal to 4% of the full-time academic staff members of the Faculty at the time of the election.~~

c) The term of membership for each student representative shall be one academic year.

~~d) The procedures for electing student representatives shall be planned by an Election Committee consisting of eight Arts students, two of whom shall be appointed by each of the four student society executives in Arts.~~

### ~~3.~~ 4. Limitations on Student Participation

Student representatives on Faculty Council shall, in general, have the same rights, privileges, and obligations as do academic staff members, with the following exceptions:

- a) Student representatives shall not be eligible for election to Senate from the Faculty Council, and they shall not vote in the election or removal of these senators.
- b) Student representatives shall not be eligible for election to the academic positions on the Executive Committee, and they shall not vote in the election to fill those positions.
- c) Although provision shall be made for at least one student (who need not be a member of Faculty Council) on each committee of Faculty Council, there shall for a specified period of time be no student on certain committees if the body of which they are committees passed by a simple majority a debatable motion to that effect.

~~d) No student shall be a member of more than two committees in the Arts Faculty.~~

~~4~~

### 5. Meetings

- a) The quorum for any meeting of the Faculty Council shall be twenty-five members present at the scheduled time of the meeting, provided that written notices of the meeting have been duly sent out to members.
- b) Meetings of the Faculty Council shall be called by the Dean of the Faculty on his/her own motion, or at the written request of any ten members of the Faculty Council.
- c) Written notice of at least five working days shall be given for any regular Council meeting, and at least forty-eight hours written notice for any special Faculty Council meeting. (Such periods of notice shall not include weekends or holidays.)
- d) The Faculty Council shall meet at least once in each term.



- e) The Dean of the Faculty (or delegate) shall be the presiding officer at all meetings of the Faculty Council, subject to the right of the President to preside at any such meetings.
- f) All meetings of Faculty Council and all portions thereof shall be open, subject to the Council moving into closed session by a vote of a simple majority of the members present and voting.

(An "open Council meeting" means a meeting of Council, or portion thereof, which members of the University community may attend as non-participating observers and spectators, subject to the limitations of space and orderly conduct. A "closed Council meeting" means a meeting of Council, or portion thereof, which only Council members and those persons specifically invited by Council may attend.)

## II. Executive Committee

1. ~~There shall be an Executive Committee consisting of:~~
  - a) ~~the Dean;~~
  - ~~b) the Associate Dean(s);~~
  - ~~c) eight members elected by and from the members of Faculty Council who hold full-time academic appointment either in the Faculty of Arts or in St. Boniface College;~~
  - ~~d) two students elected by and from the student members of the Faculty Council; and~~
  - ~~e) the secretary of Faculty Council shall be a non-voting member of the Executive Committee.~~
  - ~~f) one member elected by and from the Faculty of Arts support staff with a term of office of two years, beginning on July 1.~~
2. ~~The term of office for each elected academic member shall be two years beginning on July 1, with four members to be elected each year during the spring Council meeting at which Arts representatives on Senate are elected; if a position becomes vacant, a person shall be elected at the following Faculty Council meeting to fill the unexpired portion of the term.~~
3. ~~The annual election of academic members shall be such that, following the election, there shall be among the eight elected academic members of the Executive Committee at least one person representing each of the professorial academic ranks.~~
4. ~~The term of office of each student member shall be one academic year.~~
5. ~~The Dean (or delegate) shall call and preside at all meetings of the Executive Committee.~~
6. ~~Subject to the powers of Faculty Council, the Executive Committee shall:~~
  - a) ~~ensure that the Faculty Council policy is properly executed;~~
  - b) ~~receive reports from the Nominating Committee, and decide on additions to membership of the other Standing Committees of Faculty Council, subject to approval at a later meeting of Council;~~
  - c) ~~co-ordinate the work of other Committees of Faculty Council, referring questions involving policy to the appropriate Committee;~~
  - d) ~~receive and consider reports and recommendations originating with other Committees, and, when it deems necessary, pass on its suggestions to those Committees;~~
  - e) ~~forward to Faculty Council for decision the final version of all reports and recommendations involving the establishment or alteration of general policy, whether they originate with the Executive Committee itself or with the other Committees;~~

- f) ~~make nominations for membership on the Arts Nominating Committee to the Faculty Council;~~
- g) ~~follow up decisions taken by Faculty Council;~~
- h) ~~deal with the contingencies that arise between meetings of Faculty Council and, in general, assist the Dean in disposing of matters of a routine nature which do not substantially involve questions of general policy;~~
- i) ~~report to Faculty Council with respect to actions taken by the Executive Committee; and~~
- j) ~~carry out such other functions as Faculty Council shall from time to time specify.~~

### ~~III. Nominating Committee~~

- 1. ~~There shall be a Nominating Committee consisting of eight members elected by and from the members of Faculty Council who hold full-time academic appointment either in the Faculty of Arts or in St. Boniface College, and two student members elected by and from the student representatives on Faculty Council.~~
- 2. ~~The term of office for each elected academic member shall be two years, beginning on July 1, with four members to be elected each year during the spring Council meeting at which Arts representatives on Senate are elected; if a position becomes vacant, a person shall be elected at the following Faculty Council meeting to fill the unexpired portion of the term.~~
- 3. ~~The term of office of each elected student member shall be one academic year.~~
- 4. ~~The Committee shall elect its own chair.~~
- 5. ~~The primary purpose of the Committee shall be to nominate academic staff to the other~~ All ~~standing committees of established under Faculty Council shall;~~
- 6. ~~The nominations shall be submitted annual~~ \_\_\_\_\_
  - a) Report at least once annually to Faculty Council for approval, at which time it
  - b) Terms of Reference and any changes to said Terms of Reference will be possible for members of approved by Faculty Council to make additional nominations.
  - c) The Dean (or designate) shall be a voting member, ex officio of all Faculty Council's standing committees

### ~~III. \_\_\_\_\_~~

- 7. ~~If positions on standing committees become vacant between annual presentations of nominations to Faculty Council, the nominations of people to fill such vacancies shall be submitted to the Executive Committee for decision.~~
- 8. ~~Prior to submitting its nominations of student members of Committees, the Nominating Committee may consult with an advisory nominating committee formed by and from the student representatives on Faculty Council.~~

### ~~IV. Representatives to Senate~~

#### Eligibility for Nomination:

All and only members of Arts Faculty Council holding a full-time academic appointment to probationary, continuing, tenured or term positions in the Faculty of Arts and all support staff members of Arts Faculty Council are eligible for election to Senate from the Faculty Council of Arts. All and only members as Arts representatives to Senate. Normally, one of the Arts representative to Senate will be chosen from among the support staff members of Faculty Council. If none of the support staff members wish to serve, the position

will be filled by an Arts Faculty Council member holding ~~an academic appointment~~ a probationary, continuing, tenured or term position in the Faculty of Arts, ~~whether full time or part time,~~

#### Eligibility to Vote:

All members of the academic and support staff eligible for nomination shall be eligible to vote in the ~~elections~~election of such Senators.

### ~~V~~IV. Rules

#### 1. Standing Rules

- a) Standing rules may be adopted or amended by a majority vote of a regularly called meeting of Faculty Council, provided due notice of such adoptions or amendments has been given in writing.
- b) A standing rule may be suspended for the duration of a meeting if a motion to that effect receives two-thirds of the votes of those members present and voting.

#### 2. Rules of Order

In the conduct of its meetings, Faculty Council shall be guided by whatever authority has been adopted by Senate, except in cases where Faculty Council has adopted standing rules to the contrary.

~~Revised by Brent Clark, July~~

Faculty Council approved April 13, ~~1998 to reflect latest~~2016, Senate ~~approval~~approved

**The University of Manitoba**  
**THE ARTS FACULTY COUNCIL BY-LAW**

This By-Law is supplementary to the Faculty and School Council General By-Law, a copy of which is appended hereto.

**I. Faculty Council**

**1. Membership**

In addition to those persons provided for in the Faculty and School Council General By-Law, the Faculty Council of Arts shall be composed of:

- a) All staff holding positions of Instructors and those holding part-time academic appointments, if any in the Faculty of Arts;
- b) All staff holding academic appointments at Université de Saint-Boniface who teach courses listed in the Faculty of Arts calendar;
- c) The Provost of University College;
- d) The Warden of St. John's College;
- e) The Rector of St. Paul's College;
- f) The Dean of Arts at Université de Saint-Boniface;
- g) The Principal of St. Andrews College;
- h) The Dean of the Faculty of Science, or delegate;
- i) Two representatives from each of the following Science departments: Mathematics, Statistics, and Computer Science;
- j) The Dean of the Faculty of Social Work, or delegate;
- k) Executive Director, Student Academic Success, or delegate;
- l) Vice-Provost (Students);
- m) The Dean of Extended Education, or delegate;
- n) Senior Scholars;
- o) Professors emeriti/ae;
- p) Deans emeriti/ae;
- q) Post-doctoral fellows; and
- r) eighteen (18) Undergraduate Student representatives as provided for below
- s) three (3) Faculty of Arts Support Staff as provided for below

**2. Election of Support Staff**

In addition, three (3) Faculty of Arts support staff persons shall serve on Faculty Council. These individuals shall be duly elected by secret ballot from the support staff in the Faculty. Each support staff elected to Council will serve for three years, with one support staff being elected each year. Terms shall begin on July 1.

**3. Selection of Student Representatives**

- a) There shall be eighteen (18) student representatives who are appointed:
  - (i) two (2) Arts students appointed by the executive of the student society in University College;
  - (ii) two (2) Arts students appointed by the executive of the student society in St. John's College;
  - (iii) two (2) Arts students appointed by the executive of the student society in St. Paul's College;
  - (iv) two (2) Arts students appointed by the executive of the student society in Université de Saint-Boniface;

- (v) in addition, ten (10) Arts students not otherwise appointed as noted above, to be appointed by the executive of the Arts Student Body Council; and

- c) The term of membership for each student representative shall be one academic year.

#### 4. Limitations on Student Participation

Student representatives on Faculty Council shall, in general, have the same rights, privileges, and obligations as do academic staff members, with the following exceptions:

- a) Student representatives shall not be eligible for election to Senate from the Faculty Council, and they shall not vote in the election or removal of these senators.
- b) Student representatives shall not be eligible for election to the academic positions on the Executive Committee, and they shall not vote in the election to fill those positions.
- c) Although provision shall be made for at least one student (who need not be a member of Faculty Council) on each committee of Faculty Council, there shall for a specified period of time be no student on certain committees if the body of which they are committees passed by a simple majority a debatable motion to that effect.

#### 5. Meetings

- a) The quorum for any meeting of the Faculty Council shall be twenty-five members present at the scheduled time of the meeting, provided that written notices of the meeting have been duly sent out to members.
- b) Meetings of the Faculty Council shall be called by the Dean of the Faculty on his/her own motion, or at the written request of any ten members of the Faculty Council.
- c) Written notice of at least five working days shall be given for any regular Council meeting, and at least forty-eight hours written notice for any special Faculty Council meeting. (Such periods of notice shall not include weekends or holidays.)
- d) The Faculty Council shall meet at least once in each term.
- e) The Dean of the Faculty (or delegate) shall be the presiding officer at all meetings of the Faculty Council, subject to the right of the President to preside at any such meetings.
- f) All meetings of Faculty Council and all portions thereof shall be open, subject to the Council moving into closed session by a vote of a simple majority of the members present and voting.

(An "open Council meeting" means a meeting of Council, or portion thereof, which members of the University community may attend as non-participating observers and spectators, subject to the limitations of space and orderly conduct. A "closed Council meeting" means a meeting of Council, or portion thereof, which only Council members and those persons specifically invited by Council may attend.)

## II. Standing Committees of Faculty Council

All standing committees established under Faculty Council shall:

- a) Report at least once annually to Faculty Council
- b) Terms of Reference and any changes to said Terms of Reference will be approved by Faculty Council

- c) The Dean (or designate) shall be a voting member, *ex officio* of all Faculty Council's standing committees

### III. Representatives to Senate

#### Eligibility for Nomination:

All members of Arts Faculty Council holding probationary, continuing, tenured or term positions in the Faculty of Arts and all support staff members of Arts Faculty Council are eligible for election as Arts representatives to Senate. Normally, one of the Arts representative to Senate will be chosen from among the support staff members of Faculty Council. If none of the support staff members wish to serve, the position will be filled by an Arts Faculty Council member holding a probationary, continuing, tenured or term position in the Faculty of Arts.

#### Eligibility to Vote:

All members of the academic and support staff eligible for nomination shall be eligible to vote in the election of such Senators.

### IV. Rules

#### 1. Standing Rules

- a) Standing rules may be adopted or amended by a majority vote of a regularly called meeting of Faculty Council, provided due notice of such adoptions or amendments has been given in writing.
- b) A standing rule may be suspended for the duration of a meeting if a motion to that effect receives two-thirds of the votes of those members present and voting.

#### 2. Rules of Order

In the conduct of its meetings, Faculty Council shall be guided by whatever authority has been adopted by Senate, except in cases where Faculty Council has adopted standing rules to the contrary.

Faculty Council approved April 13, 2016, Senate approved \_\_\_\_\_



UNIVERSITY  
OF MANITOBA

Asper School of Business

June 3, 2015

## MEMORANDUM

**To:** Dr. John (Jay) Doering, Vice-Provost (Graduate Education) and Dean (Faculty of Graduate Studies)

**From:** Dr. Michael Benarroch *M. Benarroch*

**Subject:** MASTER OF FINANCE

---

Enclosed please find a proposal to establish a new Master of Finance at the Asper School of Business. This program builds on already established strengths within the Asper School of Business and will provide a new graduate degree that is in high demand throughout the world. This professional program will enhance the Schools profile locally, nationally and internationally, and has the potential to raise significant revenue for the University of Manitoba and the Asper School of Business.

The one-year Master of Finance is a professional degree whose curriculum has been mapped to the Chartered Financial Analyst program. The program will prepare students to obtain a CFA designation and to work in both the private and public sectors. The CFA program is internationally recognized and incorporates core financial knowledge with a strong code of ethics and standards of professional conduct. It meets an important need in the marketplace for graduate students with a background in finance rooted in ethics and a high code of professional conduct.

The introduction of a new graduate program fits with both the Asper School's and the University of Manitoba's strategic objectives to increase the number of graduate students. As a professional program, similar to the MBA, the Master of Finance will be self-financing and, in fact, has the potential to raise revenue beyond its costs for both the University and the School. The Asper School will allocate funds from existing resources to cover any initial costs for the program (staffing, promotion, recruitment, etc.).

/continued

Michael Benarroch, PhD  
Dean and CA Manitoba Chair in Business Leadership  
314 Drake Centre  
181 Freedman Crescent  
Winnipeg, Manitoba  
Canada R3T 5V4  
Telephone 204-474-9712  
Fax 204-474-7928  
Email: Dean\_Asperschool@UManitoba.ca



Memorandum to Dr. Jay Doering  
June 3, 2015  
Page Two

Given the School's strength in the area of Finance, the program only requires the introduction of three new courses. Numerous courses within the program are already offered each year and will be jointly delivered with the MBA program thereby reducing costs. New course offerings will be taught by existing faculty members and be open to MBA students thereby strengthening our MBA program. The School has recently hired several new faculty members in the Department of Accounting and Finance who are ideally suited to teach in this program. Over time, as the program grows, it will require staff support and funds for marketing. We envision that the tuition revenue will more than cover any expenses incurred within the program. In fact as stated above, we believe that this program will contribute positively to the School's and University's bottom line.

Enclosure



**PROGRAM PROPOSAL**

**Master in Finance(MFin)**

**UNIVERSITY OF MANITOBA**

**FACULTY OF GRADUATE STUDIES**

**ASPER SCHOOL OF BUSINESS**



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

**NEW PROGRAM OF STUDY**Under *The Advanced Education Administration Act*

Universities and colleges requesting approval for a **new** program of study from Education and Advanced Learning must apply using this application form. This form reflects the requirements set out in the Programs of Study Regulation (MR 134/2015) under *The Advanced Education Administration Act*.

**UM INTERNAL REQUIREMENTS:**
**UNIVERSITY**  
OF MANITOBA

1. Following unit approval, please submit the complete proposal electronically (.docx) both to the Office of the Provost & Vice-President (Academic) and, for:
  - Undergraduate Programs:* Office of the University Secretary (for Senate submission deadlines visit <http://umanitoba.ca/admin/governance/meetings/index.html>).
  - Graduate Programs:* Faculty of Graduate Studies (for timelines visit [http://umanitoba.ca/faculties/graduate\\_studies/admin/program\\_approval\\_timeline.html](http://umanitoba.ca/faculties/graduate_studies/admin/program_approval_timeline.html)).
2. Along with the information requested below, please **append** details on the following:
  - a) ALD Financial Support Form [*available through the Office of the Provost & Vice-President (Academic)*]
  - b) Admission and/or transfer criteria for the proposed program.
  - c) Course details for required coursework, including title, course number, credit hours and calendar description. Highlight any proposed new courses and attach:
    - Undergraduate Programs:* for SCCCC Program and Course Change forms, as applicable, visit <http://umanitoba.ca/admin/governance/forms/index.html>
    - Graduate Programs:* for course change forms visit [http://umanitoba.ca/faculties/graduate\\_studies/admin/course\\_changes.html](http://umanitoba.ca/faculties/graduate_studies/admin/course_changes.html)
  - d) Any new academic regulations for the program that are not currently addressed in existing faculty/college/school requirements.
  - e) Letters of support from internal units that may be impacted by the proposed new program and any external letters of support as outlined below.
  - f) Library statement of support.
3. Please direct questions to Cassandra Davidson, Program Analyst at [Cassandra.Davidson@umanitoba.ca](mailto:Cassandra.Davidson@umanitoba.ca) in the Office of the Provost and Vice-President (Academic).

## SECTION A – PROPOSAL DETAILS

Institution: **UNIVERSITY OF MANITOBA**

Applicable faculties/department with responsibility for the program: **Faculty of Graduate Studies/Asper School of Business**

If program is a joint program, list all participating institutions and the roles of each in delivering the proposed program:  
**N/A**

Program name: **Master of Finance (MFin)**

Credential awarded: **Master of Finance**

Funding request: **\$0**

Proposed start date: **2017-09-01**

*Office Use Only*

One-time funding: \_\_\_\_\_

On-going funding: \_\_\_\_\_

List any critical issues that may impact the start date of the program: **We do not anticipate any internal factors that may impact the program start date. The proposed program can operate at the start-up phase with a minimal financial investment in advertisement and student recruitment. The program does not require additional physical space and all courses in the program are already offered at the Asper School. In addition, at the initial stage the program will operate with the assistance of the School's existing Graduate Programs Office and a new Finance faculty will only be hired at maturation.**

**UM INTERNAL REQUIREMENT:** Name of Person(s) responsible for the Program internally (please include contact information):

**Dean of the Faculty of Graduate Studies  
500 University Centre  
University of Manitoba  
Winnipeg, MB R3T 2N2  
Tel: 204 474 9887  
Email: deanfgs@umanitoba.ca**

## SECTION B – PROGRAM DESCRIPTION AND DELIVERY

**B-1 Provide a general description of the program and its objectives:** *(Include intended purpose, curriculum design, and highlight distinctive attributes)*

The past two decades have marked a dramatic increase in financial-market volatility globally. This trend has spawned a surge in the demand for financial services professionals equipped with specialized skills which make them better prepared to face heightened financial-market risks and operational complexities. The financial and economic crises of the past decade have heightened not only the need for rigorous specialized skills but also for improved ethical practices in the financial services industry. The Chartered Financial Analyst (CFA) Institute sets professional and ethical standards for financial services professionals worldwide. The CFA grants a globally-recognized professional finance designation that grants CFA charter holders the opportunity to advance in the financial sector. Therefore, the CFA Body of Knowledge serves as the frame of reference for the proposed program.

The aim of the Master of Finance program is to provide high-quality ethics-based professional and academic training, thus helping students successfully prepare for the CFA Program and to pursue careers in the financial services industry. The program will deliver Finance education and advanced specialized skills while guiding students in developing their understanding of and appreciation for the application of ethics and professional practice. The 12-month professional graduate-degree program will prepare students without significant prior background in Finance for a position in a financial firm, where proficiency in the CFA Program Candidate Body of Knowledge is desirable. To this end, we worked with the CFA to map over 70% of the CFA Program Candidate Body of Knowledge, in addition to the CFA Institute Code of Ethics and Standards of Professional Conduct, into the new program's curricula. With this coverage, the program will be eligible for recognition by the CFA Institute soon after its inception. The CFA Recognition Program certifies the curricula alignment with the CFA Program Candidate Body of Knowledge (for further information regarding the CFA University Recognition Program, please see Appendix H). The Master of Finance program will be listed as a recognized program on the CFA Institute website and promotional materials.

The program will prepare students to obtain the Chartered Financial Analyst designation, which has become the most respected and globally-recognized credential in the financial services industry, and prepare its graduates for employment opportunities in this sector. Graduates of the program will be qualified to pursue job opportunities at financial services firms such as banks, pension funds, insurance companies, investment banks, mutual funds, hedge funds, asset-management firms, and brokerage firms. Opportunities also exist with non-financial firms for graduates seeking to specialize in valuation and capital market strategy. Graduates of Master of Finance program will be highly skilled professionals with a strong awareness of and adherence to the ethical standards and practices of the financial services sector. In terms of learning outcomes, graduates of the program will:

- have demonstrated knowledge of techniques for financial assets valuation;
- have the ability to assess financial risk and develop proper strategies for controlling this risk;
- have the knowledge required to develop an appropriate benchmark for risk compensation;
- have the ability to facilitate decision making based on sound financial modeling;
- have the ability to determine whether firm investment and policies create value;
- apply ethical values consistent with academic integrity and proper professional judgments;
- have the capability to engage in applied financial research; and
- have the ability to communicate effectively in a professional setting, both orally and in writing

The curriculum design for the proposed program is inspired by the desire to map over 70% of the CFA Program Candidate Body of Knowledge, in addition to the CFA Institute Code of Ethics and Standards of Professional Conduct, into the new program's curricula. This mapping guarantees that the program will be eligible for recognition by the CFA Institute which certifies the curricula alignment with the CFA Program Candidate Body of Knowledge. The CFA curriculum is mapped into the following 11 courses (30 credit hours):

FIN 7000	Managerial Economics (1.5 Credits)
FIN 7020	Corporate Finance (3 Credits)
FIN 7240	Readings in Accounting and Finance (3 Credits)
ACC 7010	Accounting Fundamentals (3 Credits)
FIN 7152	Investment Policy (3 Credits)
FIN 7080	International Finance (3 Credits)
FIN 7130	Alternative Markets and Instruments (1.5 Credits)
FIN 7260	Special Topics in Finance/Portfolio Management (3 Credits)
FIN 7260	Special Topics in Finance/Fixed Income Securities (3 Credits)
FIN 7140	Financial Modeling (3 Credits)
FIN 7180	Behavioral Finance (3 Credits)

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**B-2 Length of Program:** *(Define the length of the proposed program using measures appropriate to the schedule and delivery format. This will include total course credits and weeks/months, and, where relevant, hours and semesters of instruction)*

To complete the Master of Finance degree, students must successfully complete 11 courses (30 credit hours). Required courses will be taught over the Fall, Winter, and Summer terms, and the program will require 12 months of full-time study to completion. Students lacking sufficient background in mathematics may be required to participate in an online preparatory Math Boot camp prior to starting the first term in the program.

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**B-3 Intended outcomes of the program:**

- B-3.1 Describe how this program serves and advances the academic, cultural, social and economic needs and interests of students and the province:

The program fits well with the province's economic priorities. A specialized skilled financial services workforce is a critical component in facilitating Manitoba's economic development and growth. Furthermore, financial services professionals equipped with the CFA body of knowledge are better prepared to face heightened financial-market and other economic risks, allowing a sustainable growth of the provincial economy.

Graduates of the proposed program will be suitable for employment in the global financial services sector. In Manitoba, data provided by the Winnipeg CFA Society indicates that 233 CFA charter holders are currently employed by local financial services firms. The three largest employers of CFA charter holders are Investors Group Inc (35), Great-West Life Assurance Company (32), and Cardinal Capital Management Inc. (15). Letters of support for the proposed program from these firms are in the Appendix. Other large employers of Manitoban CFAs include the Civil Service Superannuation Board (11) and Pavilion Financial Corporation (7). Employers of three to five Charter holders include: The Province of Manitoba, Manitoba Hydro-Electric Board, National Bank Financial, The Canadian Wheat Board, Manitoba Public Insurance Corporation, The Bank of Nova Scotia, Greystone Managed Investments Inc, Manitoba Telecom Services Inc., Teachers Retirement Allowances Fund Board, and Tetrem Capital Management Ltd. The remaining CFA charter holders are

employed by 75 local firms, each with one or two CFAs. Locally, graduates of the proposed program are likely to find employment with these firms.

The proposed program will allow students to pursue advanced ethics-based graduate-level learning in Finance within the province. The program will appeal to business school graduates with a bachelor degree majoring in: Finance, Accounting, Actuarial Mathematics, and some students majoring in other disciplines within the business school. Graduates with a bachelor degree in Economics, Engineering, Actuarial Mathematics, Agricultural Economics, and Computer Science may also be interested in the program. Students with other bachelor degrees will also be considered.

A candidate for a CFA designation must pass three examinations in order to be granted with the CFA designation. This is a formidable task. The 2013 CFA Annual Report shows an estimated three and a half year average time taken by a successful candidate to pass the three CFA examinations. Candidate examination results provided by the CFA indicate a ten-year average failure rate (as of June of 2014) of 61%, 56%, and 47% for the level-1, level-2, and level-3 examinations, respectively. The difficulty in obtaining the CFA charter brought about the need for university-based professional programs with curricula centred on the CFA Program Candidate Body of Knowledge (on which the CFA examinations are based). The demand for academic-based CFA education has increased globally. As of December 2013 the CFA reports 148 CFA Program Partners in 40 countries and 182 programs under the University Recognition Program in 25 countries worldwide. Nationally, while eleven Canadian universities offer graduate CFA Partner or University Recognition programs, there is only one program offered in Canada's western provinces (at the University of British Columbia). The proposed Master of Finance program will fill this void in graduate academic CFA education and it will also be the only such program between Toronto and Vancouver. We have established the existence of strong demand, both locally and internationally, for the proposed program. The Asper School also received feedback from stakeholders - such as local leaders in the financial services industry, our current students, and Asper School faculty - all supporting the strong need for this new program.

B-3.2 Describe the existing and anticipated post-secondary learning needs of students in Manitoba that this program addresses and responds to:

The recent financial and economic crises have heightened the need for rigorous specialized skills as well as improved ethical practices in the financial services industry. The Master of Finance program addresses these learning needs and provides high-quality ethics-based professional and academic training, thus helping students to successfully prepare for the CFA Program so that graduates can pursue careers in the financial services industry. The program delivers finance education and advanced specialized skills while guiding students in developing their understanding of and appreciation for the application of ethics and professional practice. The program prepares students without significant prior background in finance for a position in a financial firm where proficiency in the CFA Program Candidate Body of Knowledge is desirable. Graduates of the program are qualified to pursue job opportunities at financial service firms such as: banks, pension funds, insurance companies, investment banks, mutual funds, hedge funds, asset-management firms, and brokerage firms. Opportunities also exist with non-financial firms for graduates seeking to specialize in valuation and capital market strategy. In terms of learning outcomes, students who successfully complete the program will:

- have demonstrated knowledge of techniques for financial assets valuation;
- have the ability to assess financial risk and develop proper strategies for controlling this risk;
- have the knowledge required to develop an appropriate benchmark for risk compensation;

- have the ability to facilitate decision making based on sound financial modeling;
- have the ability to determine whether firm investments and policies create value;
- apply ethical values consistent with academic integrity and proper professional judgments;
- have the capability to engage in applied financial research; and
- have the ability to communicate effectively in a professional setting, both orally and in writing

Unlike the 60-credit hour Asper MBA program, which is very broad and covers different general areas, the proposed Master of Finance program is a highly-focused 30-credit hour (12-month) program offering a unique opportunity for candidates seeking a career in the financial services industry, to acquire the mass of specialized knowledge which adheres to industry standards and is grounded in ethical standards set by the CFA. The program will combine academic rigor and real-world relevance. While the Asper MBA is designed to help managers run a business, the Master of Finance program will focus on the study of financial markets. Hence, the curriculum of the proposed program is not as broad as that of the Asper MBA. As such, the Master of Finance is a strong complement to the MBA program. The proposed Master of Finance program is also very different from the existing two-year M.Sc. in Management program (Finance concentration), which is essentially a pre-Ph.D. program preparing students for advanced academic research in Finance.

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#### **B-4 Mode of Delivery**

B-4.1 Provide the total program length through one of the following measures:

**30** Total credit hours

Total contact hours

Total courses

B-4.2 What proportion of the total program length (as indicated above) can be completed through the two following modes of delivery? *(Note that one or both selections can be offered up to the total program length.)*

**90%** In-person

**10%** Online

The Asper School of Business is continuously evolving in terms of flexible learning options for its students including blended courses (mostly online with a few in-class lecture sessions). Currently, the ACC 7010 (Accounting Fundamentals, 3 credit hours), is offered via blended learning. This course is a core MBA course and one of the required courses for the proposed program. I.e., ten percent of the 30 required 30 credit hours under the new Masters of Finance are currently available in a blended learning format. We currently consider offering additional blended-learning courses for those required under the new program (and currently offered to MBA students).

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**B-5 Provide an overview of the suggested progression of courses on a year-by-year basis for the program from start to maturity.** *(Course level detail is not necessary, however, please include credit hours/contact hours, proportion of upper level courses, clinical placements or practicums, or subject area requirements where applicable).*

**Required courses will be taught over the Fall, Winter, and Summer terms, and the program will require 12 months of full-time study to completion. The following is a sample program listing for a typical Master of Finance student. In general, course offerings listed below are based on the 2016-17 course schedule.**

**Fall Term**

***August 29 - September 18***

**FIN 7000            Managerial Economics (1.5 Credits)**

***September 26 - December 23***

**FIN 7020            Corporate Finance (3 Credits)**

**FIN 7240            Readings in Accounting and Finance (3 Credits)**

**Winter Term**

***January 5 - April 30***

**ACC 7010            Accounting Fundamentals            (3 Credits)**

**FIN 7152            Investment Policy (3 Credits)**

**FIN 7080            International Finance (3 Credits)**

**FIN 7130            Alternative Markets and Instruments (1.5 Credits)**

**Summer Term**

***May 1 – July 16***

**FIN 7260            Special Topics in Finance/Portfolio Management (3 Credits)**

**FIN 7260            Special Topics in Finance/Fixed Income Securities (3 Credits)**

***July 24 – September 3***

**FIN 7140            Financial Modeling            (3 Credits)**

**FIN 7180            Behavioral Finance            (3 Credits)**

**A part-time option will also be available.**



**UM INTERNAL REQUIREMENT:** please complete the chart below to provide an overview of suggested progression through the program (indicate pre-requisites and related credit hours). Outline options for specializations within this program [minor(s) and/or concentration(s)].

YEAR 1	YEAR 2	YEAR 3	YEAR 4
<b>Required Courses:</b> <b>FIN 7000</b> <b>Managerial Economics (1.5 Credits)</b> <b>FIN 7020</b> <b>Corporate Finance (3 Credits)</b> <b>FIN 7240</b> <b>Readings in Accounting and Finance (3 Credits)</b> <b>ACC 7010</b> <b>Accounting Fundamentals(3 Credits)</b> <b>FIN 7152</b> <b>Investment Policy (3 Credits)</b> <b>FIN 7080</b> <b>International Finance (3 Credits)</b> <b>FIN 7130</b> <b>Alternative Markets and Instruments (1.5 Credits)</b> <b>FIN 7260</b> <b>Special Topics in Finance/Portfolio Management (3 Credits)</b> <b>FIN 7260</b> <b>Special Topics in Finance/Fixed Income Securities (3 Credits)</b> <b>FIN 7140</b> <b>Financial Modeling (3 Credits)</b> <b>FIN 7180</b> <b>Behavioral Finance (3 Credits)</b>			
<b>Elective Courses:</b> Given the concentrated focus of the program on curricula matching that in the CFA Program Candidate Body of Knowledge and the CFA Institute Code of Ethics and Standards of Professional Conduct, there will be no flexibility in the course requirements. Specifically, no the proposed program will not offer a minor, a concentration, or a special stream. In addition, no elective courses will be offered in the program.			
<b>TOTAL CR. HRS: 30</b>	<b>TOTAL CR. HRS:</b>	<b>TOTAL CR. HRS</b>	<b>TOTAL CR. HRS</b>

#### B-6 Will the program be available for part-time study?

YES

#### B-7 Indicate if this program will have a cooperative education, work placement, internship or practicum component and provide any relevant details:

NO

#### B-8 Intake Information

B-8.1 Projected enrolment for the first intake: **10**

B-8.2 Maximum seat capacity (*Defined as first-year enrolment capacity*):**30**

B-8.3 Anticipated date of maturity: **2019-08-31**

**UM INTERNAL REQUIREMENT:** please indicate the projected enrolment and graduates for the first 5 years of the program.

	Year 1	Year 2	Year 3	Year 4	Year 5
Enrolments	<b>10</b>	<b>15</b>	<b>25</b>	<b>25</b>	<b>25</b>
Graduates	<b>10</b>	<b>15</b>	<b>24</b>	<b>24</b>	<b>24</b>

**C-1 Describe how this new program aligns with the strategic plans of your institution:**

The proposed program fits well into the visions and strategic plans of both the Asper School of Business and the University of Manitoba. The proposed program aims at training finance professionals with a financial education rooted in ethical practices and social responsibility. To this end, the program's curricula are infused with the CFA Institute's Code of Ethics and Standards of Professional Conduct. This is in line with the Asper School's mission statements which calls for educating business leaders "who will contribute ethically to the social and economic well-being of Manitoba and the world." In addition, the Master of Finance program promotes the Asper School's strategic goal which aims to introduce world class graduate programs and to "grow and enhance the school's graduate programs" in an attempt "to improve the impact, ranking, and reach of the school."

One of the goals set in the University of Manitoba Strategic Plan (2015-2020) is to "optimize enrolment with an appropriate mix of undergraduate, graduate, Indigenous, and international students for Manitoba's research university." The supporting action outlined in the plan aiming at achieving this goal is to "increase the number of Indigenous and graduate students as a percentage of the total student population." The introduction of the new Master of Finance program will help achieve this goal.

The University of Manitoba Strategic Plan (2015-2020) also aims at providing "education and training opportunities for graduate students that recognize their diverse career paths." The supporting action set out for this goal is to "provide discipline-specific and interdisciplinary opportunities for graduate students to explore diverse career paths." The proposed program is based on the CFA Body of Knowledge, which is the standard in the financial industry. As such, it offers an exceptional prospect for students in Manitoba to advance their career and acquire specialized graduate training closely linked to the needs of the local and national financial industry.

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**C-2 Outline the internal approval process (i.e. committees, governing bodies) for approving this new program of study within your institution and indicate any dates of decision.** (*Governing Council, Board of Governors, Board of Regents, Senate, other*)

**UM INTERNAL REQUIREMENTS:** Please note date(s) of Faculty/College/School Approval. Approval dates through the governing bodies will be inserted by the Provost's Office prior to submission to government.

**UM Undergraduate Programs:**

<u>Decision-Making Body</u>	<u>Date of Approval</u>
Faculty/College/School	_____
SCCCC	_____
SPPC	_____
SCADM ( <i>if applicable</i> )	_____
SCIE ( <i>if applicable</i> )	_____
Senate Executive	_____
Senate	_____

**UM Graduate Programs:**

<u>Decision-Making Body</u>	<u>Date of Approval</u>
APC ( <i>preliminary review</i> )	<u>June 12, 2015</u>
External Review	<u>Oct. 4, 2015</u>
APC	<u>Nov. 4, 2015</u>
FGS Executive	<u>Nov. 18, 2015</u>
FGS Faculty Council	<u>Feb. 12, 2016</u>
SPPC	_____
Senate Executive	_____

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**C-3 Responsibility to consult**

C-3.1 If this program subject to mandatory review or approval by organizations external to the institution (*such as regulatory bodies, Apprenticeship Manitoba, etc.*), please describe any consultation processes and provide copies of reports or letter from these organizations providing support:

**We have consulted with the CFA International to map over 70% of the CFA Program Candidate Body of Knowledge, in addition to the CFA Institute Code of Ethics and Standards of Professional Conduct, into the new program's curricula. With this coverage, the program will be eligible for recognition by the CFA Institute soon after its inception. The CFA Recognition Program certifies the curricula alignment with the CFA Program Candidate Body of Knowledge. The proposed Master of Finance program will be listed as a recognized program on the CFA Institute website and promotional materials.**

**Externally, the Asper School of Business is accredited by the Association to Advance Collegiate Schools of Business (AACSB) International. AACSB accreditation requires schools to provide extensive reporting on each academic program offered in the school (new and mature programs) on a five-year cycle to meet AACSB accreditation requirements. This is followed by a peer-review by a team of professors appointed by the AACSB. The review covers assurance of learning measures reported by the Asper (and recorded annually) as well as teaching faculty qualifications for every program.**

C-3.2 What agencies, groups, or institutions have been consulted regarding the development of this program?

**We consulted different groups at different planning stages of the program, both formally and informally. We solicited feedback from faculty members at the Department of Accounting and Finance at the Asper School; local leaders in the financial services industry; members of other departments at the Asper School; members of the Associates of the Asper School of Business; fourth-year (graduating) undergraduate students majoring in Finance; the Asper Commerce Students Association (CSA); graduate students enrolled in existing Asper programs; the school's graduate programs administrators; Dean and Associate Deans of the Asper School; Dean of the Faculty of Graduate Studies; and Dr. David Collins, Vice-Provost (Integrated Planning and Academic Programs) at the University of Manitoba. The feedback was overwhelmingly supportive with no exceptions. Supportive letters were provided by:**

- **Investors Group Inc.**
  - **Great-West Life Assurance Company**
  - **Cardinal Capital Management Inc.**
  - **CFA Society Winnipeg**
  - **Commerce Students Association at the Asper School**
- These letters are available in the Appendix to this application.**

C-3.3 How have students and faculty been informed of the intent to establish this program?

**As previously mentioned, we solicited feedback from faculty members at the Department of Accounting and Finance at the Asper School; members of other departments at the Asper School; fourth-year (graduating)**

undergraduate students majoring in Finance; the Asper Commerce Students Association (CSA); and graduate students enrolled in existing Asper programs.

To better understand student demand for this program, we conducted a survey of fourth-year (graduating) undergraduate finance students enrolled in a core finance course (FIN 4400 Financial Management Practices). 67 students replied, representing 96% of the student enrolled in this class during the Winter 2015 term and 54% of the 2014-15 school year graduating class. Students were presented with details of the program, including the program length, structure, projected fees (see enclosed spreadsheet), and coverage of content. We found evidence of strong student interest in the program among students trained as Finance majors in our own degree program:

- 83% of the respondents were somewhat interested, interested, or very interested in the program.
- 94% felt that the program seemed somewhat relevant, relevant, or very relevant to their career goals.
- 79% felt that the fees represented adequate, good, or very good value for money.

We asked students to describe in their own words what appealed most about the program. By far, the two strongest motivators were preparation for obtaining a CFA designation and improving career prospects or accelerating their career trajectory. Professional designation was mentioned by 64% of participants. A representative comment reads: *"The CFA programme is very important. Having an intensive programme dedicated to finance would be very good, considering there is no other programme alike in Manitoba."* 30% of students mentioned career trajectory. For example, one student wrote: *"I like that there is a relatively accelerated program for students wanting to pursue a career in finance. It is nice that it is only a year long and will still provide you with what you need to know to get a job in finance or further the job you have already in the field."*

Our research also suggested that there is strong existing demand for additional training beyond the undergraduate degree in finance. In the 3 years following graduation, more than 60% of students intended to enroll in a commercial CFA exam preparation course, and nearly 50% intended to take a certificate or diploma program after graduation. Despite a lack of existing Master of Finance options in the province, more than 25% of students still expressed intentions to enroll in such a program within 3 years of graduation.

More than half of students who took the survey asked specifically to be contacted with further details upon the launch of the program. This interest was even stronger among the half of the graduating class with firm plans to pursue a CFA designation; nearly 70% of these students asked to be contacted with more information.

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**C-4 List any similar programs offered in Manitoba:** *(Provide such information as institution, programs, and credentials offered in addition to any impacts on these programs, explain rationale for duplication.)*

**Similar programs are not offered in Manitoba.**

C-4.1 Describe any specific laddering, articulation and/or credit transfer options for students that are anticipated in this program in Manitoba.

There will be no articulation agreements for the proposed program for course exemptions. Students enrolled in the Asper MBA program who wish to transfer to the Master of Finance will receive advanced standing for the overlapping course they have completed. The CFA requires mapping over 70% of the CFA Program Candidate Body of Knowledge, in addition to the CFA Institute Code of Ethics and Standards of Professional Conduct, into the proposed program's curricula. Therefore, to insure proper coverage of required material, there will be no credit transfers or advanced standing for courses completed at institutions outside the University of Manitoba.

All 11 courses in the program are required, unless exemption is granted. Exemptions will be granted only to graduates of the Asper B.Comm. (Hons.) program and the Asper MBA program. A Maximum of 6 credit hours of exemptions may be granted to graduates of the Asper B.Comm. (Hons.) program. Exemptions can only be applied to FIN 7140 (Financial Modeling) and FIN 7180 (Behavioral Finance). Asper MBA program graduates with a non-Finance major are eligible for a maximum of 7.5 credit hours of exemptions. Exemptions for Asper MBA program graduates can only be applied to FIN 7000 (Managerial Economics), FIN 7020 (Corporate Finance), and ACC 7010 (Accounting Fundamentals). Courses considered for exemption must have been completed in the last seven years with a minimum grade of C+. Note: Graduates of the Asper MBA program with a Finance major are not eligible to take this program.

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**C-5 List any similar programs offered in Canada:** *(Provide such information as institution, programs, and credentials offered in addition to any impacts on these programs, explain rationale for duplication.)*

Currently, 9 Finance-focused programs are offered by Canadian business schools at the Master level (see Table 1 below). Of these, seven programs, all of which are east of Manitoba, offer a specialized focus much like the proposed program (see Panel A of Table 1). Two programs, offered by Windsor University and the University of Alberta, have a very different focus relative to the proposed program (see Panel B of Table 1). The focus of the Master of Management (Int'l Accounting & Finance) program offered by the University of Windsor is on accounting and finance in the international context where students are also required to take more general management courses. Courses in the program offered in the Master of Financial Management at the University of Alberta concentrate on the controller and treasury functions with a focus on the overall organizational strategy implemented by the CFO.<sup>1</sup> Of the seven programs offering specialized Finance education, four are CFA Partner or University Recognition programs (Saint Mary's University, Queen's University, York University, and Wilfred Laurier University). Thus, the proposed program is not only the single program which will offer a Master of Finance degree west of Ontario, but it will also be the only CFA recognized Master of Finance program in Western Canada providing specialized training to students based on the CFA Program Candidate Body of Knowledge.

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<sup>1</sup> Two additional Canadian programs are offered by departments outside the business school with a focus on the *mathematics of finance*, which is different from the focus of specialized finance programs. These are the Master of Mathematical Finance offered by the Department of Mathematics at the University of Toronto and the Master of Quantitative Finance offered by the Department of Statistics and Actuarial Science at the University of Waterloo.

**Table 1**

**Finance Focused Master Programs Offered by other Canadian Business Schools**

**Panel A: Specialized Master Programs**

School	Credential	Specialization	Program Duration	Tuition for entire program
Saint Mary's University (Sobey School of Business)	Master of Finance*	Specialized finance education	12 months	\$34,000/\$34,000
Queen's University (Queen's School of Business)	Master of Finance - Toronto*	Specialized finance education	12 months	\$39,845/\$60,825
University of Toronto (Rotman School of Management)	Master of Finance (Part-time)	Specialized finance education	20 Months	\$86,278/\$102,346
York University (Schulich School of Business)	Master of Finance*	Specialized finance education	12 Months	\$49,358.61/\$61,320.48
McMaster University (DeGroote School of Business)	Master of Finance	Specialized finance education	12 Months	\$37,800/\$37,800
Wilfred Laurier University (Laurier School of Business & Economics)	Master of Finance*	Specialized finance education	20 Months	\$23,152.50/\$36,199.17
Western University (Department of Economics)	Master of Financial Economics	Specialized finance education	16 months	\$37,701/\$55,833

\* A CFA Partner or University Recognition program.

**Panel B: Master Programs with a Different Focus**

School	Credential	Specialization	Program Duration	Tuition for entire program
University of Windsor (Odette School of Business)	Master of Management (Int'l Accounting & Finance)	General finance education	16 Months	\$30,000/\$30,000
University of Alberta (Albert School of Business)	Master of Financial Management	General finance education	12 months**	\$30,691.10/\$30,691.10

\*\* In addition, students may be required to pay up to \$6,300 for preparatory courses.

c-5.1 Describe any specific laddering, articulation and/or credit transfer options for students that are anticipated in this program in Canada.

**There will be no articulation agreements for the proposed program for course exemptions (see C-4.1).**

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**C-6 Describe the current and projected labour market demands in Manitoba for graduates of this Program:**

*(Provide such information as probable employment destinations or further educational opportunities available to graduates of this new program of study. Attach any formal reports such as those from Associations, Statistics Canada, Sector Councils, Industry or Regulators.)*

**Data from Statistics Canada indicate that Manitoba's financial services sector contributes 18 percent of the province's GDP (as of December 2013), with over 20,000 local employees. The provincial financial services sector includes firms providing diverse services in mutual fund management and distribution, wealth management, financial advisory,**

pension fund management, banking, leasing, property and casualty insurance, life insurance, commodity exchanges, and securities dealership and brokership.

Industry-leaders in insurance, mutual funds and leasing firms are headquartered in Winnipeg. These include Great-West Lifeco Inc. (Canada's largest insurer) and IGM Financial Inc. (the largest mutual fund distributor in Canada). Other industry leaders that chose Winnipeg as a home include Wawanesa Mutual Insurance Company (one of the largest property and casualty insurers in the country) and National Leasing (the largest independent leasing company in Canada). All "big six" Canadian banks maintain a significant presence in Winnipeg. Other national financial services leaders, such as BMO Nesbitt Burns and RBC Dominion Securities are branched in Winnipeg. These industry leaders, as well as Manitoba's medium- and small-size financial services companies rely on a highly skilled workforce. CFA charter holders are amongst the most qualified professionals in this workforce. According to the Winnipeg CFA Society, near 230 CFA charter holders are presently employed by local financial services firms, with an annual growth of ten to 15 charter holders per annum.

According to a recent report published by Economic Development Winnipeg Inc. on Winnipeg Financial Services (Appendix G), employment in this sector experienced a 19-percent growth (representing 3,400 additional jobs) during the 2004-2010 period. This employment growth is robust and took place despite the 2007-2009 financial crisis. The ongoing high population growth in Winnipeg and in the province is expected to continue fueling the growth in local economic investments, which will likely be translated into continuing growth in the Manitoba financial services industry and in the demand for high-skilled professionals to serve this sector. The Asper School received feedback from local leaders in the financial services industry supporting the strong need for a program offering CFA education (see Appendix for letters of support). Thus, the forecast for future job prospects for graduating students is favorable. Furthermore, the demand for high-skilled financial services professionals is continuing to be high in other parts of North America and in developing countries such as China.

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**C-7** If copies of any internal or peer evaluations with respect to this new program of study are being provided with this proposal, please indicated how any issues identified by these evaluations have been addressed and attach any relevant documents as available:

The proposed new program was evaluated by two external reviewers (Narat Charupat, Professor of Finance and Business Economics and Director of the Master of Finance Program at McMaster University; and Lorne Switzer, Professor of Finance and Van Berkom Endowed Chair of Small Cap Equities at Concordia University). The external reviewers conducted a site visit at the Asper School on September 10 and 11, 2015. The review was based on interviews with faculty, staff and administrators who are anticipated to be, directly or indirectly, involved in the program. The reviewers also met with Mr. Graeme Hay who served as the President of the Winnipeg CFA Society tat that time. School facilities were also inspected during the site visit.

We are pleased with the strong support expressed in the report for the program and the proposed launch date of September 2017. Since the reviewers' recommendations are in line with the original full-program proposal previously submitted, no changes were made to the proposal. The following planned actions address the recommendations made by the external reviewers:

1. The Asper School is working under the assumption of a September 2017 launch date, subject to the approval by the University Senate and the provincial government. As such the school has developed a plan to insure the successful launch of the program in September 2017.s

2. We have already contacted the Chartered Financial Analyst (CFA) Institute and are aware of the process leading to the official certification of the proposed program under the CFA University Recognition Program. The proposed MFin program will be eligible for recognition by the CFA Institute soon after its inception. We plan to apply for this CFA recognition as soon as possible after the initial launch of the program.
3. We have already incorporated the physical resources required for the Fall of 2017 proposed launch of the program into our renovations plans for the Drake Centre. This plan covers the reconfiguration and refurbishing of the Bloomberg lab to allow for additional terminals to be installed, in addition to providing secured access areas to the lab on days the Albert D. Cohen Management library is closed.
4. We have met with the School's graduate program staff and discussed changes to take place in order to insure that the administrative support for the program is in place for a September 2017 launch. We are prepared to provide the administrative support required to deliver the program according to the plan detailed in the proposal.
5. The Asper School is accredited by the Association to Advance Collegiate Schools of Business (AACSB) International. An ongoing curriculum assessment and review is required for all Asper programs (including the proposed program) in order to ensure AACSB accreditation. In addition, to maintain CFA recognition for the program, we will need to continually ensure that over 70 percent of the CFA Program Candidate Body of Knowledge and the CFA Institute Code of Ethics and Standards are mapped into the required courses. Since the CFA Program Candidate Body of Knowledge and CFA Institute Code of Ethics and Standards change from year-to-year, we plan to review the program curriculum regularly. Following approval, a Master in Finance Program Committee will be struck and one of its tasks will be to oversee an ongoing curriculum review in collaboration with the Finance Curriculum Committee of the Department of Accounting and Finance.
6. In line with the reviewer's recommendation, our proposal offers to provide bursaries (five percent of revenues from tuition fees) to increase the program accessibility to students with financial need. Furthermore, we plan to provide indigenous student support through Asper Aboriginal Business Education Partners (ABEP).
7. We plan to reach out to the local financial industry and the general business community on an ongoing basis in order to recruit students locally. Our plan is to work closely with the Winnipeg CFA Society and the Associates of the Asper School of Business in order to market the program locally.



## SECTION D – REQUIRED RESOURCES AND FINANCIAL IMPLICATIONS

**D-1** If one-time or pilot funding are being requested to support this new program of study, please identify the amount of funding being requested:

\$0 (any upfront cost will be covered by the Asper School)

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**D-2** If ongoing funding being requested to support this new program of study, please identify the amount of funding being requested:

\$0

---

**D-3** If new funding is not being requested, how will the program be funded?

The program will be self-funded through tuition revenue. No new resources are required for teaching in the proposed program during the first two years. The program only requires an additional 10.5 credit hours relative to what is already offered in the Asper School. At the start-up stage the cost of offering these courses will be covered by the tuition revenue. The expectation is that, at the start-up stage, we will need to hire sessional instructors to teach the equivalent of 3.5 courses in the Department of Accounting and Finance at an approximated cost of \$24,150. At maturation, the school will hire one additional Finance tenure track faculty to cover the additional teaching requirements (and replace sessional teaching). This position will also be financed by tuition revenue rather than by an internal reallocation. The above figures are as of 2015. All figures on the attached spreadsheet are indexed for inflation.

---

**D-4** List any external sources of funding that will be used to support the implementation or delivery of this new program of study: *(Provide such information as agreements for funding from industry or external grants and indicate the anticipated length of time for each agreement.)*

N/A

---

**D-5** What are the resource implications to the institution (budget, IT, library, laboratory, computer, space, practicum liability insurance, student services, etc) in delivering this new program of study?

To support the new proposed program we will need to add Bloomberg terminals in the Finance Training Lab in order to improve the student-to-terminal ratio upon program maturation. Bloomberg offers a university package, under which for every three terminals (annual subscriptions) purchased by the university, Bloomberg provides nine complimentary terminals. Thus, we plan to take advantage of this offer and add 12 additional Bloomberg terminals in the Finance Training Lab. The current cost of this Bloomberg package is \$62,500 US per annum. The 12 new terminals

will require the acquisition of 12 new personal computers at a total cost of \$9,600 CAN (\$800 each). These computers will be refreshed every four years.

In addition, students in the Master of Finance program will extensively use financial databases offered in the Wharton Research Data Services (WRDS) which we currently subscribe with. The total cost we currently pay for WRDS and for the series of datasets required for the program is at \$108,000 US per annum in total. We estimate the level of usage of Master of Finance students to be at 25% (\$27,000 US per annum). The above figures are as of 2015. All figures on the attached spreadsheet are indexed for inflation.

---

**D-6 Please describe new and existing staffing resources needed to provide this new program of study. *Include reallocation of existing faculty, hiring of new faculty, administrative and support services and any other considerations.***

**Faculty:**

No new faculty will be hired to support the program at the start-up stage. Our plan is to hire sessional instructors at the initial stage of the program (year one and year two) to teach the equivalent of 3.5 courses in the Department of Accounting and Finance at a rate \$6,000 per course plus 15 percent benefits and pay levy. The cost of other courses currently offered at the Asper School (equivalent of 6.5 courses) will be shared with the MBA program (50% each). At maturation (year three), the school will hire one additional Finance tenure-track faculty to cover the additional teaching requirements at a minimum rate of \$140,000 per annum plus 22.15 percent benefits and pay levy. This position will replace the sessional instructors teaching at the initial stage of the program and it will be financed by tuition revenue rather than by an internal reallocation. The above figures are as of 2015. All figures on the attached spreadsheet are indexed for inflation.

**Administrative and Support:**

At the start-up stage, the new program will share administrative support with other graduate programs currently offered at the Asper School. We estimate the program to utilize up to 25 percent of one administrative assistant at a cost of \$53,664 per annum plus 22.15 percent benefits and pay levy. There will be a need for a new full-time graduate program administrative assistant to support the proposed Master of Finance program at maturation. This new position will manage the admission process as well as provide academic advising (as students will not have a faculty advisor), registration, award processing, statistical analysis and reporting, and graduation processing (among other duties). This new administrative assistant will be supervised by the existing Graduate Programs Manager at the Asper School. The above figures are as of 2015. All figures on the attached spreadsheet are indexed for inflation.

---

**D-7 Provide a program implementation plan for the new program of study by academic year (start to maturity) that includes any elements to be phased in (e.g., new faculty hires, distribution of existing faculty and support staff) from launch to maturity:**

- Year 1 - Hire sessional instructors to teach the equivalent of 3.5 courses in the Department of Accounting and Finance.
- Share administrative support (25%) with other Asper graduate programs.

Year 2

- Year 3
- Hire one additional Finance tenure-track faculty to cover the additional teaching requirements (to replace sessional instructor teaching).
  - Hire a new full-time graduate program administrative assistant.
  - Expand the Bloomberg Lab to accommodate the needs of students enrolled in the new program.

Year 4

---

**D-8 Please describe the effect of this new program on existing capital infrastructure and equipment:**

**Physical Space:**

The program will be offered at the Drake Center. Since all courses for the proposed program are already offered in the MBA program, we do not anticipate any significant new space requirement for the program. There is sufficient classroom and office space is currently available at the Drake Center. This includes the Finance Training Lab at the Albert D. Cohen Management library, which will be used in the courses and is accessible to students conducting market research. In addition, the Drake center has ample study space including the Albert D. Cohen Management library and Sony Study Center which is located on the third floor of the Drake Centre. The current space at the Asper Dean's Office can accommodate the new administrative assistant to support the proposed program.

**Equipment:**

The Asper School of business has numerous classrooms that are fully equipped with data projectors and all required teaching equipment, some of which are designated to the MBA program. Since all courses offered in the program are also taken by the MBA students, we do not require additional instructional equipment for the new proposed program. All students will have University account for email. Wi-fi is available throughout the Drake Center and students will have access to the computers at the Scotiabank Technology Center located at the Drake Center.

Students in the proposed program will need to conduct industry-related research for which they will use (11) Bloomberg terminals currently available in the Finance Training Lab. Students will also use Wharton Research Data Services (WRDS). These two data sources will be used extensively in the program and are already acquired by the Asper School of Business.

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**D-9 If capital funding is being requested to support additional specialized program materials such as infrastructure or equipment required to provide this new program of study, please provide a detailed description of the use of this capital:**

N/A

## SECTION E– TUITION

### E-1 What are the proposed tuition fees?

The proposed tuition is \$25,000 for domestic students and \$29,500 for international students per program (the University of Manitoba's graduate international student differential is \$4,500 per academic year).

---

### E-2 Please provide a rationale for the tuition fee proposed. *(For example, are these tuition fees comparable to tuition for existing programs within the academic unit or to tuition for similar programs offered at other institutions?)*

Tuition for similar Finance focused specialized Master programs offered by other Canadian business schools (12-20 month programs) range from \$23,152.50 (Wilfred Laurier University) to \$86,278 (University of Toronto) for domestic students and from \$34,000 (Saint Mary's University) to \$102,346 (University of Toronto) for international students (see Panel A of Table 1 under section C-5 of this form). Therefore, the proposed tuition of the new program (\$25,000 for domestic students and \$29,500 for international students) will be low relative to comparable programs across the country and make the proposed program very attractive cost wise.

The proposed program is a self-financing program. Thus, tuition revenues generated are expected to cover incremental costs. This includes the proportional cost of the program course offerings which is shared with other Asper graduate programs. There remains a need for a new tenure-track faculty position to teach in the program. Tuition fees will also cover incremental costs related to student recruitment, advertising, and professional accreditation. In addition, tuition fees collected through this program will offer back direct enhancements to the student experience. They will:

- support the expansion of our Bloomberg Lab in the Asper School,
- support the hiring of a new administrative assistant that will serve as a student advisor (as well as an admissions officer), allowing personalized and dedicated assistance to each student in the program,
- allow for the creation of bursaries (five percent of revenues from tuition fees) to increase the accessibility of this program to students with financial need,
- support other extracurricular activities for students, such as travel funds for finance-based competitions, inter-collegiate events, and CFA conferences.

---

### E-3 What course-related fees would apply to a student in this program?

Similar to other University of Manitoba faculties, the Asper School of Business charges program endowment fees. These fees are determined based on an Asper student referendum and currently are at \$621.60 for the program.

---

### E-4 Please provide a rationale for the course-related fee(s) proposed. *(For example, are these fees comparable to fees for existing programs within the academic unit or for similar programs offered at other institutions?)*

Program endowment fees are used to fund student extracurricular activities such as student travel to competitions, recognized student group events, as well as the Asper Career Development Centre. These fees are at a comparable level relative to fees charged to students enrolled in other Asper graduate programs.

---

**E-5 Please describe any specific supports to encourage affordability and accessibility to the program:**

**Five percent of revenues from tuition fees will be allocated to bursaries in order to increase the accessibility of this program to students with financial need. In addition, indigenous student support in the form of scholarships and bursaries will be provided through Asper Aboriginal Business Education Partners (ABEP).**

---

## SECTION F – SIGNATURES

(A second signature section is provided for joint programs only)

### SUBMITTED BY:

**President:**

Name:

Signature:

Date: Click here to enter a date.

**Vice-President/Academic:**

Name:

Signature:

Date: Click here to enter a date.

---

For use by joint programs only:

**President:**

Name:

Signature:

Date: Click here to enter a date.

**Vice-President/Academic:**

Name:

Signature:

Date: Click here to enter a date.

## SUBMIT COMPLETED FORM

**PROVOST'S OFFICE ONLY:** Once completed and signed, please submit this application form to the Advanced Learning Division at [ald@gov.mb.ca](mailto:ald@gov.mb.ca) with the following attachments (*double-click to engage check box*):

☐

Cover letter

☐

Advanced Learning Division Financial Form

☐

Any supporting documentation (*reviews, letters of support, etc.*)

**If you have any questions or require further information, please contact:**

Advanced Learning Division  
Manitoba Education and Advanced Learning  
608-330 Portage Avenue Winnipeg MB R3C 0C4  
(204) 945-1833  
[ald@gov.mb.ca](mailto:ald@gov.mb.ca)



# **Master of Finance Proposal**

University of Manitoba  
Faculty of Graduate Studies  
Asper School of Business



## **APPENDICES TO THE FULL PROGRAM PROPOSAL**



# **Master of Finance Proposal**

University of Manitoba  
Faculty of Graduate Studies  
Asper School of Business



## **Appendix A: Required Coursework**



**The following list provides details for required coursework (including title, course number, credit hours and calendar description). All 11 courses are currently on the calendar.**

**FIN 7000 Managerial Economics (1.5 Credits)**

Provide the information required within an organization to effectively plan and control business results and make sound decisions. Involves the generation, communication, interpretation and sharing of information to facilitate decision-making across functions. Prerequisite: ACC 7010 Accounting Fundamentals. Not to be held with ACC 6060 (or 009.606).

**FIN 7020 Corporate Finance (3 Credits)**

The financial management of businesses including agency problems, valuation, capital budgeting, risk/return relationships, the term structure of interest rates, market efficiency, long-term financing, capital structure, and the use of options and futures for risk management. Not to be held with either of the former 009.607 or FIN 6070. Prerequisite: MIS 5110 IT Seminar (IT Boot Camp), MSCI 5100 Math for Management (Quantitative Boot Camp) plus one of ACC 7010 (formerly ACC 6050 or 009.605) or FIN 7120 (formerly IDM 7720).

**FIN 7240 Readings in Accounting and Finance (3 Credits)**

Supervised readings in one of the areas of accounting and finance.  
(Focus on Ethics and Professional Practice)

**ACC 7010 Accounting Fundamentals (3 Credits)**

This course studies the principles underlying accounting, with an emphasis on the interpretation of accounting information and its usefulness to stakeholders. Prerequisite: MSCI 5100 Math for Management 1 AX (auxiliary) cr hrs. Not to be held with ACC 6050 (or 009.605).

**FIN 7152 Investment Policy (3 Credits)**

The theory and practice of investment management. Topics include: portfolio theory and management, market efficiency, options and futures. This course cannot be held with FIN 7150. Prerequisite: FIN 6072 (C+) [ or FIN 6070 (C+) or 009.607 (C+) ].

**FIN 7080 International Finance (3 Credits)**

The theory and practice of financial management in an international context. Includes foreign currency markets, exchange rates, measurement and management of foreign currency risk,

international financing, and foreign direct investment. Prerequisite: FIN 6072 (or FIN 6070 or 009.607)

**FIN 7130 Alternative Markets and Instruments (1.5 Credits)**

This course will provide an overview of alternative investments pricing and roles in portfolio construction. Topics will include real estate, private equity, commodities, managed futures, hedge funds, and distressed debt. Prerequisite: FIN 7020 (or former FIN 6072).

**FIN 7260 Special Topics in Finance/Portfolio Management (3 Credits)**

A study of selected topics in finance relating to advanced issues in theory or practice. Topics considered will depend on the interests and needs of the participants. Prerequisite: FIN 6072 (or FIN 6070 or 009.607) plus others if specified by the professor.  
(Focus on Portfolio Management)

**FIN 7260 Special Topics in Finance/Fixed Income Securities (3 Credits)**

A study of selected topics in finance relating to advanced issues in theory or practice. Topics considered will depend on the interests and needs of the participants. Prerequisite: FIN 6072 (or FIN 6070 or 009.607) plus others if specified by the professor.  
(Focus on Fixed Income Securities)

**FIN 7140 Financial Modeling (3 Credits)**

This course will cover spreadsheet implementation of practitioner-oriented financial models. Prerequisite: FIN 7020 (or former FIN 6072). May not be held with FIN 4240 (cross listed undergrad course).

**FIN 7180 Behavioral Finance (3 Credits)**

This course will explore how human biases impact the financial decisions of market participants and their practical implications. Topics will include prospect theory, heuristics, market anomalies, and behavioral corporate finance. Prerequisite: FIN 7020 (or former FIN 6072). May not be held with FIN 4250 (cross listed undergrad course).



# **Master of Finance Proposal**

University of Manitoba  
Faculty of Graduate Studies  
Asper School of Business



## **Appendix B: Letters of Support**

- **Investors Group Inc.**
- **Great-West Life Assurance Company**
- **Cardinal Capital Management Inc.**
- **CFA Society Winnipeg**
- **Commerce Students Association at the Asper School**



I.G. Investment Management, Ltd.

March 9, 2015

Michael Benarroch, Ph.D.

Dean and CA Manitoba Chair in Business Leadership  
I.H. Asper School of Business  
University of Manitoba  
314 Drake Center, 181 Freedman Crescent  
Winnipeg, MB R3T 5V4

Dear Dr. Benarroch, PH.D.

It was our pleasure to meet recently with Mr. Dan Torbiak and Mr. Gady Jacoby from your faculty team. We had a very interactive discussion regarding an initiative by the faculty to develop a Masters of Finance program at the I.H. Asper School of Business.

On behalf of I.G. Investment Management, we would like to express our support for the proposed Master of Finance program currently under consideration. As graduates from the faculty, CFA charter holders and members of the Winnipeg investment community, we are encouraged by the initiative to provide a higher level of education in the finance discipline.

Investors Group employs many graduates from the faculty and believe that a Master of Finance program, as described to us by your faculty members, would provide a more rigorous focus on finance and investment theory and better prepare graduates to compete for key investment industry jobs upon graduation.

A key employment criterion for advancement within I.G. Investment Management is enrollment and completion in the CFA program. The CFA designation is uniquely tailored to our profession and although many of our colleagues have other professional experience and designations, the common thread across our organization is a CFA charter.

We are encouraged by the possibility that the University may soon further enhance the caliber of finance education that is available to students for the benefit of the local investment community. If you have any questions, please feel free to contact either one of us.

Sincerely,

Mark Rarog, CFA  
Senior Vice-President, Portfolio Manager  
Head of Canadian Equities - Winnipeg

Jeff Hall, CA, CFA  
Senior Vice-President, Portfolio Manager  
Head of Fixed Income

Great-West Life Centre  
100 Osborne Street North  
Winnipeg, Manitoba  
R3C 3A5  
(204) 946-1190

December 16, 2014

Michael Benarroch, Ph.D.  
Dean and CA Manitoba Chair in Business Leadership  
I.H. Asper School of Business  
University of Manitoba  
314 Drake Centre  
181 Freedman Crescent  
Winnipeg, MB, R3T 5V4

Dear Dr. Benarroch,

On behalf of Great-West Life, I would like to convey our support for the Master of Finance program being proposed by the University of Manitoba's Asper School of Business. As the Chief Investment Officer for Great-West Life's Canadian operations, I know the importance of hiring and retaining well-qualified investment professionals. With the financial services industry becoming more complex over the past several years, a strong educational background is essential for those pursuing investment careers. The proposed Master of Finance program would be very helpful in preparing students for this growing complexity.

As two major institutions in Winnipeg, the University of Manitoba and Great-West Life have had a long and valued relationship. Many of our local investment professionals have business degrees from the University of Manitoba and most of these employees also have the CFA designation. A graduate program which focuses on the CFA Institute's Body of Knowledge could only strengthen the investment community here in Winnipeg.

As someone with a business degree and the CFA designation, I appreciate their complementary nature and believe both are important to succeeding in the investment business. As an example of their combined value to Great-West Life, the university graduates hired for our Portfolio Management Training Program are expected to pursue the CFA designation while on the 27-month training program. I believe the proposed Master of Finance program would be of interest to business students who are seeking job opportunities similar to this.

With only one graduate CFA Partner or University Recognition program in western Canada, I agree with you that the Asper School of Business could successfully fill this educational void. Since most students interested in investment careers recognize that pursuing the CFA designation will improve their employment prospects, I also agree the proposed Master of Finance program should be in high demand.

Thank you for making me aware of the proposed program. I wish you great success in bringing this exciting initiative to fruition. If you would like to discuss this further, please feel free to contact me.

Sincerely,



Brian Allison, CFA  
Executive Vice-President &  
Chief Investment Officer





CARDINAL CAPITAL  
MANAGEMENT, INC.  
*Investment Counsellors*

Michael Benarroch, Ph.D.  
Dean and CA Manitoba Chair in Business Leadership  
I.H. Asper School of Business  
University of Manitoba  
314 Drake Centre  
181 Freedman Crescent  
Winnipeg, MB, R3T 5V4

Dear Dr. Benarroch,

The investment industry has evolved considerably over the decades. In 1976 Tim Burt completed his Masters of Finance from the University of Illinois, and then went on to immediately begin working towards the Chartered Financial Analyst designation. Together, with both of these accreditations, Tim was well positioned to begin a career in finance. At the time, entering the field with a Masters of Finance and a CFA was quite rare, and Tim was favored for many of the positions that he would apply for, up until choosing to start his own investment firm in 1992. When Tim completed his CFA designation, in 1979, there were approximately 10,000 CFA charterholders in the world, most of whom were in the United States. Today, the CFA designation is well known and very well respected, not to mention an expectation for many to be eligible for many positions in the finance industry.

With over 120,000 charterholders around the world today, the designation has become less of a rarity and more of a requirement. The CFA Program is extremely challenging, even for a candidate with a Business undergraduate degree, or a Masters of Business Administration. Both of those programs tend to be broader in their education scope, covering only a small portion of the content that makes up the entire CFA curriculum. The proposed Master of Finance Program would allow students to focus on their learning on the areas recognized by the CFA Institute's core body of knowledge; what would be considered knowledge that an industry professional should be proficient at to be successful. There is no doubt in my mind that an individual who has attained the CFA designation is better equipped to be successful in their career, having a solid understanding of the field of finance. They are also grounded in a solid backdrop of ethics, which is what this field must truly be built upon.

In 2016, after obtaining five years of experience in the investment industry, I decided to begin an MBA at the Schulich School of Business in Toronto. After completion in 2008, the following year I decided to take up the challenge of working toward the CFA



designation. With an MBA behind me, I soon found it to have very minimal relevance to aiding in my CFA preparation, particularly for Levels II and III, which were heavy in accounting, and portfolio management. Neither of which my MBA provided a strong backing in. In 2014 I was finally successful in completing the CFA, and was awarded my charter. The process was a long one and while extremely difficult at times I saw it as essential to further my career in the industry. I truly believe that having a Masters degree and a CFA designation have become more of a requirement than ever before.

The Asper School of Business, having begun an exciting journey with its proposal to launch a Master of Finance Program, is taking what we believe is a necessary leap towards the future of finance. The complexity of the field is such that it makes it extremely difficult to enter, succeed, and flourish without a high level of knowledge and skills that cannot merely be obtained through industry experience. Highly trained and educated employees are sought and particularly valuable to growing businesses and in many cases also lead to the start of many entrepreneurial ventures. The province of Manitoba has for many decades been known as a birthplace of many extremely successful financial companies, and that continued growth and success relies heavily of the strength of our talent pool. There is no doubt to us that the Master of Finance program along with a CFA designation would be highly valued and respected, and produce the type of talent that our province needs to grow and continue to maintain its competitive edge.

We wish to express our utmost support of the Asper School of Business' Finance program, and would be pleased to provide any assistance that we can. Please do not hesitate to contact either one of us at any time.

Sincerely,

A handwritten signature in dark ink, appearing to read "Emily A. Burt".

Emily A. Burt, MBA, CFA  
Executive Vice-President

A handwritten signature in dark ink, appearing to read "Timothy E. Burt".

Timothy E. Burt, CFA  
President, CEO and CIO

November 18, 2014

Michael Benarroch, Ph.D.  
Dean and CA Manitoba Chair in Business Leadership  
I.H. Asper School of Business  
University of Manitoba  
314 Drake Centre  
181 Freedman Crescent  
Winnipeg, MB, R3T 5V4

Dear Dr. Benarroch,

On behalf of CFA Society Winnipeg, I wish to express my support for the Master of Finance program currently being considered by the I.H. Asper School of Business. As you may know, CFA Society Winnipeg has enjoyed a long standing relationship with the university. Many of the 237 CFA charterholders in our city first learned of the CFA program while attending the university, through our sponsorships of student events, information sessions and most recently through the success of the university's teams competing in the global CFA Research Challenge.

We are most excited about the opportunities such a program would open up for students. The CFA Program is one of the most challenging professional credentials in accounting and finance. Global pass rates for each of the three exams required in the program average 40-50%. Despite such low pass rates, there remains no local option for candidates in the program to obtain in-person instruction on the CFA Body of Knowledge.

At the same time, the demand for qualified investment professionals has only grown. Locally, key employers, such as Great-West Life and Investors Group rely on well-qualified investment talent to grow their business, as do many other employers in Winnipeg's financial services industry. In 2013, we had the opportunity to sit on a local task force, alongside representatives from the accounting designations and educational institutions, organized to attract a large financial services firm to Winnipeg. While the employer chose to delay this decision, one of the key criteria identified in the process was the ability to staff an office with 500 accounting and investment professionals. A program, such as a Master of Finance, would have been a key part of our submission, as evidence of the city's ability to meet this staffing need.

Moreover, I believe that students are seeking out professional programs that open doors to careers beyond Winnipeg. There are more than 125,000 CFA charterholders in over 150 countries around the world. As exams are administered simultaneously in one language, a CFA charter earned while living in Winnipeg is no different from one



earned elsewhere. This affords program candidates the flexibility to write exams in Canada and continue the program if life takes them elsewhere. Similarly, the global recognition of the program has allowed local CFA charterholders to take their careers to the U.S., Australia, Hong Kong and elsewhere.

We are very encouraged by the prospects of this program and the university's efforts to be recognized by our parent organization, CFA Institute. I would be pleased to discuss the CFA program in greater detail, or to provide any other assistance that would be helpful. If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Graeme Hay', is positioned above the printed name.

Graeme Hay, CMA, CFA

President, CFA Society Winnipeg

April 4<sup>th</sup>, 2015

Michael Benarroch, PH.D.  
Dean and CA Manitoba Chair in Business Leadership  
I.H. Asper School of Business  
University of Manitoba  
314 Drake Centre  
181 Freedman Crescent  
Winnipeg, MB, R3T 5V4

Dr. Benarroch,

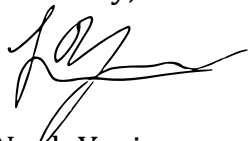
On behalf of the students in the undergraduate program at the I.H. Asper School of Business, I would like to convey our support for the proposed Master of Finance program. Students planning on pursuing a career in the finance industry are aware of increasing competition in the sector. They understand that a strong educational background is imperative in such a complex and evolving field. They believe that this new program will provide them with a mastery of the skills necessary to succeed in the field.

Asper students see value in the newly proposed master's degree. Many employers are looking for new graduates and recent hires to pursue education beyond an undergraduate degree, such as the CFA. Students are also aware that the pass rate of the CFA is close to 50%. Students with Accounting and Finance majors agree that a master's program would help to guide them through the CFA material and would be beneficial to them. There is tremendous value in obtaining a master's degree while studying for the CFA.

From a student's perspective this proposed program is advantageous because it provides the support required to obtain their CFA designation. They see the program as being able to provide a more structured method of preparing for their CFA exams while obtaining a master's degree at the University of Manitoba.

It is my privilege to represent the students at the I.H. Asper School of Business. Thank you for taking this request under consideration.

Sincerely,

A handwritten signature in black ink, appearing to read 'Noah Yagi', with a stylized flourish extending from the end.

Noah Yagi  
President  
Commerce Students Association



# **Master of Finance Proposal**

University of Manitoba  
Faculty of Graduate Studies  
Asper School of Business



## **Appendix C: Program Proposal Financial Form**



ADVANCED LEARNING DIVISION

Program Proposal Financial Form

Form Instructions:

1. When proposing a new program *Current Fiscal Year* (the first column) should be left blank, with the first year of the program starting in year 1.
2. When proposing a program expansion *Current Fiscal* should be entered in the first column.
3. If a program reaches maturity prior to *Fiscal Year 4* , remaining fiscal year columns must still be completed so that *Ongoing Program Funding* can be calculated.
4. Fill in line items for revenue, expenditure, and capital as these pertain to the program. Examples are correspondently listed to the right of the table.
5. Ensure that line items account for overhead. For example, include the amount of tuition that the program will receive after administrative overhead.
6. Only fill out areas shaded in green, using cash accounting. The increment, on-going and total will self-populate accordingly.

Overview	
Institution:	University of Manitoba
Program Name:	Master of Finance
Contact Information:	Jay Doering, Vice-Provost (Graduate Education) & Dean, Faculty of Graduate Studies, 500 University Centre, University of Manitoba, Winnipeg, MB R3T 2N2, Tel: 204 474 9887, Email: jay.doering@umanitoba.ca
Date:	1-May-15

	Current Fiscal Year	Fiscal Year 1	Increment	Fiscal Year 2	Increment	Fiscal Year 3	Increment	Fiscal Year 4	Increment	Ongoing Program Funding
	(Enter 0's if new program)	Budget Yr 1	(change from current year to year 1)	Budget Yr 2	(change from year 1 to year 2)	Budget Yr 3	(change from year 2 to year 3)	Budget Yr 4	(change from year 3 to year 4)	
REVENUE INFORMATION										
Tuition	\$ -	\$ 268,000	\$ 268,000	\$ 410,040	\$ 142,040	\$ 697,068	\$ 287,028	\$ 711,009	\$ 13,941	\$ 711,009
Contribution from Institution	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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			\$ -		\$ -		\$ -		\$ -	\$ -
Total Revenue (A)	\$ -	\$ 268,000	\$ 268,000	\$ 410,040	\$ 142,040	\$ 697,068	\$ 287,028	\$ 711,009	\$ 13,941	\$ 711,009

	Current Fiscal Year	Fiscal Year 1	Increment	Fiscal Year 2	Increment	Fiscal Year 3	Increment	Fiscal Year 4	Increment	Ongoing Program Funding
	(Enter 0's if new program)	Budget Yr 1	(change from current year to year 1)	Budget Yr 2	(change from year 1 to year 2)	Budget Yr 3	(change from year 2 to year 3)	Budget Yr 4	(change from year 3 to year 4)	
<b>EXPENDITURE INFORMATION</b>										
Salaries - Direct (Sessionals)	\$ -	\$ 46,575	\$ 46,575	\$ 46,575	\$ -		\$ (46,575)		\$ -	\$ -
Salaries - Direct (Tenure track)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 185,107	\$ 185,107	\$ 188,809	\$ 3,702	\$ 188,809
Salaries - Direct (Program adminstrative staff)	\$ -	\$ 16,388	\$ 16,388	\$ 16,670	\$ 282	\$ 67,852	\$ 51,182	\$ 69,048	\$ 1,196	\$ 69,048
Advertising/Promotion	\$ -	\$ 80,000	\$ 80,000	\$ 80,000	\$ -	\$ 50,000	\$ (30,000)	\$ 50,000	\$ -	\$ 50,000
Student Recruitment Agents	\$ -	\$ 5,000	\$ 5,000	\$ 7,500	\$ 2,500	\$ 20,000	\$ 12,500	\$ 20,000	\$ -	\$ 20,000
Bursaries	\$ -	\$ 13,400	\$ 13,400	\$ 20,502	\$ 7,102	\$ 34,853	\$ 14,351	\$ 35,550	\$ 697	\$ 35,550
Unvierstiy levy	\$ -	\$ 80,400	\$ 80,400	\$ 123,012	\$ 42,612	\$ 209,120	\$ 86,108	\$ 213,303	\$ 4,182	\$ 213,303
			\$ -		\$ -		\$ -		\$ -	\$ -
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Total Expenditures (B)	\$ -	\$ 241,763	\$ 241,763	\$ 294,259	\$ 52,496	\$ 566,932	\$ 272,674	\$ 576,710	\$ 9,778	\$ 576,710

	Current Fiscal Year	Fiscal Year 1	Increment	Fiscal Year 2	Increment	Fiscal Year 3	Increment	Fiscal Year 4	Increment	Ongoing Program Funding
	(Enter 0's if new program)	Budget Yr 1	(change from current year to year 1)	Budget Yr 2	(change from year 1 to year 2)	Budget Yr 3	(change from year 2 to year 3)	Budget Yr 4	(change from year 3 to year 4)	
<b>CAPITAL INFORMATION</b>										
Bloomberg terminals acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 78,030	\$ 78,030	\$ 79,591	\$ 1,561	\$ 79,591
Data	\$ -	\$ 32,400	\$ 32,400	\$ 33,048	\$ 648	\$ 33,709	\$ 661	\$ 34,383	\$ 674	\$ 34,383
Technology acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,600	\$ 9,600		\$ (9,600)	\$ -
			\$ -		\$ -		\$ -		\$ -	\$ -
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<b>Total Capital (C)</b>	\$ -	\$ 32,400	\$ 32,400	\$ 33,048	\$ 648	\$ 121,339	\$ 88,291	\$ 113,974	\$ (7,365)	\$ 113,974

Revenues less Expenditures and Capital (A-(B+C))	\$ -	\$ (6,163)	\$ (6,163)	\$ 82,733	\$ 88,896	\$ 8,797	\$ (73,937)	\$ 20,325	\$ 11,529	\$ 20,325
Funding Request	\$ -	\$ 6,163	\$ 6,163	\$ (82,733)	\$ (88,896)	\$ (8,797)	\$ 73,937	\$ (20,325)	\$ (11,529)	\$ (20,325)

PLEASE SEE DETAILS IN NOTES BELOW

**Notes:**

1. The projected enrollment of the program:

Fiscal year	Total	Domestic	International
FY1	10	6	4
FY2	15	9	6
FY3	25	15	10
FY4	25	15	10

2. The tuition is \$25,000 for domestic students and \$29,500 for international students per program. We assume that the tuition increases at an inflation rate of 2 percent per annum.

Tuition Fees for Fiscal Year 1:

Domestic Tuition	25000
International Tuition	29500

3. At the start-up stage, sessionals will be hired to teach the equivalent of 3.5 courses at a rate of \$6,000 per courses plus 16 percent benefits and pay levy. The cost of other courses currently offered at the Asper School (equivalent of 6.5 courses) will be shared with the MBA program (50% each). At maturation, one additional Finance tenure-track faculty will be hired to cover the additional teaching requirements at a minimum rate of \$140,000 per annum plus 22.15 percent benefits and pay levy. We assume that the salary for tenure-track faculty increases at an inflation rate of 2 percent per annum.

4. At the start-up stage, the new program will share administrative support with other graduate programs currently offered at the Asper School. We estimate the program to utilize up to 25 percent of one administrative assistant at a cost of \$53,664 per annum plus 22.15 percent benefits and pay levy. We assume that the salary for administrative staff increases at an inflation rate of 1.5 percent per annum.

5. We anticipate marketing and promotion costs to be higher during the startup stage and then to stabilize at maturation. In line with amounts spent for promoting the MNA program, we estimate marketing expenses to be \$80,000 for the first two years, and \$50,000 at maturation.

6. The agents fees are estimated to be \$2500 per student based on the fees paid by the MBA program. The projected students recruited by the agents are 2, 3, 8, 8 for the first, second, third and fourth fiscal year, respectively.

7. Bursaries are assumed to be 5 percent of the total revenue.

8. University levy is assumed to be 30 percent of the total revenue.

9. We expect to acquire 12 additional Bloomberg terminals upon program maturation . The current cost is \$62,500 US per annum and is expected to increase at 2 percent per annum. We assume that the exchange rate is 1.2 CAD/USD per annum. The 12 new terminals will require the acquisition of 12 new personal computers at a total cost of \$9,600 CAN. These computers will be refreshed every four years.

10. The total cost we currently pay for WRDS and for the series of datasets required for the program is at \$108,000 US per annum in total. We estimate the level of usage of Master of Finance students to be at 25% (\$27,000 US per annum).We assume that the exchange rate is 1.2 CAD/USD per annum.





# **Master of Finance Proposal**

University of Manitoba  
Faculty of Graduate Studies  
Asper School of Business



## **Appendix D: Library Statement**



UNIVERSITY  
OF MANITOBA

## University of Manitoba Libraries

### Statement for New Programme

Libraries

**Faculty** Asper School of Business

**Department** Accounting and Finance

**Course #**

**Course Name** Master of Finance

#### Statement

The Libraries' collection can support this new programme, as described in the documentation provided to UML.

The proposed Master of Finance program consists of existing courses already supported by the Libraries and three new courses: Financial Modeling (FIN 7140), Behavioral Finance (FIN 7180), and Alternative Markets and Instruments (FIN 7130). Library statements indicating support for the three new courses were provided to the Asper School of Business in November 2014.

It can be repeated here that journals are of critical importance to these courses. The Libraries' continued ability to maintain electronic journal packages is critical to the ongoing support of these courses. Further reductions to the Libraries' acquisitions budget, inflationary increases in subscription costs or a weak Canadian dollar could impact ongoing support of these large journal packages. Library staff costs are also incurred in the support of, and services to, the introduction of new courses.

Mary Lochhead  
Head, Architecture/Fine Arts, Music and  
Management Libraries

Acting Coordinator, Collections Management

University Librarian

9 February 2015

Date



# **Master of Finance Proposal**

University of Manitoba  
Faculty of Graduate Studies  
Asper School of Business



## **Appendix E: Admission/Transfers Criteria**

Admission to the Master of Finance program will be based on the following criteria:

- At minimum, a four-year Bachelor degree from a postsecondary recognized educational institution (in any discipline);
- At a minimum, a 3.0 admission GPA (on 4.5 scale) on the last 60 credit hours of university degree-level study;
- Results of a graduate aptitude test, preferably the Graduate Management Admissions Test (GMAT), with a minimum score of 550. The GRE will be accepted with a percentile score across its components equivalent to the current acceptable percentile level of the GMAT. The percentile score on the quantitative section of the GMAT or GRE examinations must be at the 60th percentile or higher. GMAT and GRE scores must not be older than five years. Applicants holding a Bachelor of Commerce Honours degree from the Asper School of Business with a minimum 3.25 admission GPA are not required to provide a GMAT or GRE score if either a minimum grade of B+ was received in FIN 2200 (Corporation Finance) or an average grade point of 3.5 was achieved across the four finance courses counting toward the finance major requirements;
- Language proficiency - applicants holding secondary school diplomas and/or university degrees from Canada, or from one of the countries on the English Language Proficiency Test Exemption list are exempt from the English Language Proficiency Test requirement. If you do not qualify for an exemption, you must provide an official score from one of these accepted tests:
  - IELTS 7.0 (no band score less than 5)
  - TOEFL 100 (internet); 600 (paper based)
  - MELAB 85
  - CAEL 60
  - PTE (A) 65Scores more than 2 years old are not acceptable; and
- Two letters of recommendation from persons who are knowledgeable about the applicant's academic ability.

There will be no articulation agreements for the proposed program for course exemptions. Students enrolled in the Asper MBA program who wish to transfer to the Master of Finance will receive advanced standing for the overlapping course they have completed. The CFA requires mapping over 70% of the CFA Program Candidate Body of Knowledge, in addition to the CFA Institute Code of Ethics and Standards of Professional Conduct, into the proposed program's curricula. Therefore, to insure proper coverage of required material, there will be no credit transfers or advanced standing for courses completed at institutions outside the University of Manitoba.

All 11 courses in the program are required, unless exemption is granted. Exemptions will be granted only to graduates of the Asper B.Comm. (Hons.) program and the Asper MBA program. A Maximum of 6 credit hours of exemptions may be granted to graduates of the Asper B.Comm. (Hons.) program. Exemptions can only be applied to FIN 7140 (Financial Modeling) and FIN 7180 (Behavioral Finance). Asper MBA program graduates with a non-Finance major are eligible for a maximum of 7.5 credit hours of exemptions. Exemptions for Asper MBA program graduates can only be applied to FIN 7000 (Managerial Economics), FIN 7020 (Corporate Finance), and ACC 7010 (Accounting Fundamentals). Courses considered for exemption must

have been completed in the last seven years with a minimum grade of C+. Note: Graduates of the Asper MBA program with a Finance major are not eligible to take this program.



# **Master of Finance Proposal**

University of Manitoba  
Faculty of Graduate Studies  
Asper School of Business



## **Appendix G: CFA University Recognition Program**

## **UNIVERSITY RECOGNITION PROGRAM**

### **OVERVIEW**

The purpose of this program is to recognize the efforts of academic institutions that embed a significant portion of the CFA® Program Candidate Body of Knowledge™ (CBOK), including the CFA Institute Code of Ethics and Standards of Professional Conduct, into their curricula. Through cooperation with a large number of universities around the world, we seek to promote ethics-based investment education in university degree programs aimed at developing serious investment professionals.

Applications to gain recognition through this program are considered on a case-by-case basis. Meeting the eligibility requirements outlined herein does not guarantee acceptance into the program. CFA Institute reserves the right, at its sole discretion, to approve or not approve any application for inclusion in this Recognition Program.

### **ADVANTAGES OF PARTICIPATION**

Recognition by CFA Institute allows academic institutions to demonstrate both internally and among their peers that their programs are aligned with the CBOK. Recognized institutions will be listed as such on the CFA Institute website and other venues.

Promotional language and guidelines will be provided to each recognized institution to enable accurate public promotion of its participation in the program. Institutions that are accepted into the Recognition Program must agree to abide by these Guidelines.

Each recognized institution that agrees to promote the CFA Program and attests to its promotional activities will be eligible to receive three student scholarships per fiscal year as detailed in the Awareness Scholarships Official Rules. Eligible universities that have a full-time professor who holds the CFA charter<sup>1</sup> may receive two additional scholarships, for a university maximum of five scholarships. These scholarships can be awarded to undergraduate students only in their final year of course work (seniors) or to graduate students. Scholarship recipients pay a discounted registration fee along with curriculum and shipping costs plus any applicable taxes and import duties. For a complete set of requirements, please consult the [Awareness Scholarship Official Rules](#).

### **ELIGIBILITY REQUIREMENTS**

#### **General**

- A Degree Program applying to be recognized must be up and running with students currently enrolled in the program. Additionally, the Degree Program generally must be based in an institution that primarily delivers teaching to students in a traditional educational setting such as a classroom, as opposed to solely through electronic media. This does not preclude bricks-and-mortar institutions that provide online learning as part of their extended university courses.
- The institution should hold educational accreditation by an accrediting agency recognized by mainstream academia to operate as an accreditor or authorization by a government organization, whichever is the standard for the country where the institution is located. CFA

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<sup>1</sup> Full-time is defined as teaching at least 6 credit hours per quarter or semester, or an Administrator teaching a minimum of 3 credit hours per quarter or semester. Must be a CFA charterholder in good standing and not in a Retired membership status.

Institute may, at its sole discretion, consider academic Degree Programs at other non-accredited institutions, on a case-by-case basis, but is under no obligation to do so.

- The institution must agree to adhere to the “Trademark Guidelines for Universities Incorporating CFA Institute Programs into Their Curriculum” ([Trademark Guidelines](http://www.cfainstitute.org)) as posted on the CFA Institute website (<http://www.cfainstitute.org>).

#### **Postgraduate Degree Programs Must:**

- Grant academic degrees requiring a minimum of 30 semester hours/credits of coursework beyond the bachelors (or equivalent) degree (or an equivalent measure outside North America) with at least 24 of those semester hours/credits devoted primarily to topics covered in the CBOK. For this purpose, one semester credit hour (representing 14 contact/class hours) is equivalent to two European Credits Transfer System (ECTS) units.
- Demonstrate to the satisfaction of CFA Institute that the required course of study covers 70 percent of the CBOK topics for all three levels of the CFA exams.
  - Demonstrate coverage of the *CFA Institute Standards of Practice Handbook*.
- Be based on textbooks or custom materials that cover topics in the CBOK. Incorporating the CFA Institute Investment Series, published by Wiley, is encouraged, but preparatory notes or other ancillary aids must only be used as supplements.

#### **Undergraduate Degree Programs Must:**

- Grant academic degrees requiring a minimum of 15 semester hours/credits (or an equivalent measure outside North America) of coursework covering CBOK topics. Preparatory notes or other ancillary aids must only be used as supplements.
- Demonstrate that the required course of study covers 70 percent of the Level I CBOK topics.
  - Demonstrate coverage of the *CFA Institute Standards of Practice Handbook*.
- Be based on textbooks or custom materials that cover topics in the CBOK. Incorporating the CFA Institute Investment Series, published by Wiley, is encouraged, but preparatory notes or other ancillary aids must only be used as supplements.

#### **INITIAL APPLICATION**

- One faculty member or administrator must be designated to act as the Principal Contact Person with CFA Institute. This individual is responsible for the initial application, ensuring eligibility requirements continue to be met and reporting any changes in the Degree Program. Ideally, the Principal Contact Person will be a CFA charterholder and a member of the local CFA Institute Member Society. In those cases in which a single institution qualifies with more than one Degree Program, it may designate a Principal Contact Person for each Degree Program.
- The institution must provide a statement, on school letterhead, signed by the Principal Contact Person and by the Dean (or equivalent administrator) of the academic unit offering the recognized program, indicating support for being included in this Recognition Program.
- The institution must agree to abide by the Program Rules, as stated herein, as part of their application materials.



- The recognized institution must disclose any and all actual or potential conflicts of interest that it or its faculty or administrators may have in their role, including but not limited to:
  - Participation in a CFA prep course;
  - Faculty members who are CFA candidates;
  - Affiliations with other financial certification programs;
  - Volunteer or paid work for CFA Institute

A Conflict of Interest Disclosure form will be provided by CFA Institute. If there are no conflicts of interest, this should be disclosed on the form.

- The institution must provide proof of accreditation or governmental authorization status as outlined in the General Eligibility Requirements section herein.
- The institution must provide specific information on the Degree Program, including:
  - The number of semester hours/credits required to obtain a degree in the program, and the number of hours within the Degree Program that are devoted to the CBOK.
  - A list of the names and email addresses of all the current faculty members in the Degree Program, indicating any CFA charterholders.
- The institution will map its Degree Program curriculum against the CBOK using a Curriculum Guide provided by CFA Institute, indicating the course or part of the Degree Program which covers each topic of the CBOK. A separate Curriculum Guide must be completed for each Degree Program the institution wishes to be considered. The institution shall provide a copy of the syllabus of each of the courses listed on the Curriculum Guide.
- All application materials must be submitted electronically, and in English. University Relations staff will conduct a review of submitted materials to verify that all requirements of the Recognition Program, as described herein, have been met and will notify the institution of the outcome electronically.

## **ONGOING PARTICIPATION**

After acceptance into the Recognition Program, each institution shall be required to:

- Demonstrate that all of its promotional materials and other public statements regarding its coverage of the CFA curriculum and affiliation with CFA Institute as a recognized institution are truthful, complete, and contain no misleading statements by adhering to the promotional language and guidelines provided upon application approval.
- Provide proof that all eligibility requirements continue to be met upon the periodic request of CFA Institute.
- Report any material change to the Degree Program on which the recognition is based, including a change in the Principal Contact Person.
- Attest to its activities in promotion of the CFA Program annually, as is required to be eligible to receive student scholarships.
- Report any actual or potential conflict of interest as soon as it is determined to exist.
- CFA Institute does not provide pass rates for CFA Program candidates enrolled in Degree Programs at universities participating in the Recognition Program. If these universities

determine student-candidate pass rates on their own, any such claims must state clearly that these pass rates are based on voluntary disclosures by the candidates.

For more information on the Recognition Program or assistance in completing an application package, please contact University Relations at [university@cfainstitute.org](mailto:university@cfainstitute.org).

## Appendix H

**Appendix: List of faculty members and sessional instructors who will be involved in offering classes in the proposed Master of Finance program.**

<b>Name</b>	<b>Position</b>	<b>Field</b>	<b>Expertise</b>
Sarath Abeysekera	Full Professor	Finance	Corporate Finance
Robert Biscontri	Assistant Professor	Accounting	Managerial Accounting
Alok Dua	Sessional Instructor	Accounting & Finance	Corporate Finance, International Finance
Bruno Dyck	Full Professor	Organizational Behavior	Business Ethics, Sustainable Organizations
Ying Huang	Assistant Professor	Finance	Corporate Finance
Gady Jacoby	Full Professor	Finance	Investments, Fixed Income, Financial Modeling
Chi Liao	Assistant Professor	Finance	Corporate Finance
John McCallum	Full Professor	Finance	Financial Markets
Usha Mittoo	Full Professor	Finance	Corporate Finance, Investments, International Finance
Janet Morrill	Associate Professor	Accounting	Managerial Accounting
Deborah Mortimer	Sessional Instructor	Accounting	Managerial Accounting
Alexander Paseka	Assistant Professor	Finance	Investments, Derivatives, Fixed Income Securities
David Stangeland	Full Professor	Finance	Corporate Finance, International Finance
Ying Zhang	Assistant Professor	Finance	Corporate Finance, Investments, Financial Modeling
Steven Zhang	Associate Professor	Finance	Corporate Finance, Financial Markets

Note: This list is reproduced from the list provided in Section VI on pages 15 and 16 of the Proposal for the Master of Finance program.

Report of the External Review Committee

Proposed Master of Finance Program

University of Manitoba

Asper School of Business

October 4, 2015

By

Narat Charupat

Professor of Finance and Business Economics

Director, Master of Finance Program

DeGroote School of Business

McMaster University

1280 Main Street West Hamilton, Ontario, Canada L8S 4M4

and

Lorne N. Switzer

Professor of Finance and Van Berkomp Endowed Chair of Small Cap Equities,

Finance Department, John Molson School of Business,

Concordia University

1455 De Maisonneuve Blvd. West, Montreal, Quebec, Canada H3G 1M8

## **Introduction**

This report provides an assessment of the academic merit of the proposal for a new Master of Finance Program at the Asper School of Business of the University of Manitoba. Our report is based on the documentation provided to us, including the formal proposal (henceforth referred to as the Proposal) submitted by the Dean of the Asper School of Business, Dr. Michael Benarroch, to Dr. John (Jay) Doering, Vice-Provost (Graduate Education) and Dean (Faculty of Graduate Studies). It is also based on our site visit to the campus of the Asper School of Business on September 10-11, 2015. During the site visit, we conducted extensive interviews and briefings with administrators, faculty members, and staff members including personnel who would be involved with the program directly. We also met with the President of the Winnipeg Chartered Financial Analyst (CFA) Society to obtain some perspective of the local business community. At the site-visit, we also toured the classroom and laboratory facilities (including the Finance Training lab in the Albert D. Cohen Management library), and were provided with the plans for the renovations required of the Drake Centre to facilitate the delivery of the program. Our report is guided by the criteria for evaluation set forth by the School of Graduate Studies at the University of Manitoba. Our report is organized into six sections. In the first section, we provide some comparisons with other programs of this nature in Canada. In the second section, we provide our assessment of the breadth and depth of the curriculum. In the third section, we provide our assessment of the demand for graduates in the proposed program. In the fourth section, we provide our assessment of the faculty expertise. In the fifth section, we consider the adequacy of facilities, space, and other resources. Finally, in section six, we provide our recommendations.

## **1. Comparisons with related program(s)**

Many top universities worldwide now offer Finance specialization programs at the Master level. Several of these programs are CFA recognized programs as well, which is consistent with the objectives of the Proposal. Indeed, as of November 2014, there are over 100 CFA Program Partners with Masters Programs in 40 countries around the world.<sup>1</sup> The Proposal identifies nine Finance-focused programs offered by Canadian business schools at the Master level (Table 1 of the Proposal).<sup>2</sup> Seven of those programs offer a specialized focus much like the proposed program (with four of them being CFA Partner or University Recognition programs). The other two programs (at Windsor University and the University of Alberta) have different orientations. We note that there is currently no CFA recognized Master of Finance program in Western Canada. As a result, it is our view that the Asper School's proposed program will have the unique distinction as the only Master program in Western Canada that provides specialized training to finance students based on the CFA Program's Candidate Body of Knowledge.

## **2. Breadth and depth of curriculum**

The goal of the program is to provide students with high-quality training to prepare them to obtain a CFA designation and to pursue careers in the finance industry. The proposed curriculum consists of 30 credit hours, with courses to be delivered over three terms for full-

<sup>1</sup> For the complete list of CFA Partner schools see:

[https://www.cfainstitute.org/community/university/Documents/cfa\\_program\\_partners\\_by\\_region.pdf](https://www.cfainstitute.org/community/university/Documents/cfa_program_partners_by_region.pdf)

<sup>2</sup> One could add to this list the MBA with Complete CFA® Integration program that is offered at the Goodman Institute of Investment Management at the John Molson School of Business, Concordia University. It is a three-year program, with a tuition level of \$18,000 per year, and fully integrates the requirements of the CFA's Candidate Body of Knowledge (CBOK™) into its curriculum. However, as a general MBA degree, its focus is more on training general investment and portfolio managers. See

<http://www.concordia.ca/academics/graduate/calendar/current/jmsb/giim.html#MIM>

time students. The program can be also taken over a longer period on a part-time basis. To a significant extent, the program is consistent with other programs of this nature in Canada. A suitable group of introductory courses is provided in the first term to ensure that students have a good fundamental base of economics, accounting, and corporate finance. Over subsequent terms, students will be exposed to more advanced specialized courses that have the appropriate rigour, breadth, and depth. The program has an advantage in that many of the courses required for the program are already offered as graduate courses in the MBA program at the Asper School of Business.

We have examined the proposed course outlines for the program, including the three new courses:

- FIN 7140 Financial Modeling (3 Credits)
- FIN 7180 Behavioral Finance (3 Credits)
- FIN 7130 Alternative Markets and Instruments (1.5 Credits).

Most of the courses are well entrenched in standard Masters in Finance programs in Canada. All of the major areas of finance are thoroughly covered, including corporate finance, international finance, investment and portfolio analysis, derivatives, fixed income, and alternative investments. The program has no minor or specialized streams, which is reasonable considering that it aims to cover over 70% of the knowledge required by the CFA Program's Candidate Body of Knowledge and the CFA Institute's Code of Ethics and Standards of Professional Conduct. This will guarantee that students get proper knowledge to prepare for CFA examinations. It will also enable the program to be eligible for recognition by the CFA

Institute, which will ensure the listing of the program on the CFA website and the provision of ancillary CFA promotional materials. We believe that affiliation with the CFA will enhance the marketability of the program.

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

The proposed Master of Finance program should provide students with a comprehensive finance education with the required advanced specialized skills required for successful careers in the financial service industry. Students will also develop a good understanding of the essential applications of ethics in their professional practice in this highly competitive industry. The Chartered Financial Analyst (CFA) designation, which is an integral component of the program, is viewed as a basic requirement for entry into or advancement within the investment management profession. It is a recognized worldwide standard in the business community to reflect the holder's competence, investment knowledge, and professional ethics.

We believe that the curriculum will certainly enhance the participants' chances of success in the challenging CFA examinations.<sup>3</sup> The combination of the Master's degree and a CFA designation is a valued and marketable asset in today's competitive business environment. As indicated in the Proposal, it is clear that graduates of the program will be eminently qualified to pursue job opportunities at financial service sector. There is a strong demand nationally for qualified graduates for positions in banks, pension funds, insurance companies, investment banks, mutual funds, hedge funds, asset- management firms, and brokerage firms. There is also

<sup>3</sup> There are three levels of CFA examinations. The worldwide pass rates for these examinations are quite low. For example, the pass rates for CFA level-1 examination during the past seven years were 2014: 42%; 2013: 38%; 2012: 38%; 2011: 39%; 2010:42%; 2009: 46%; 2008: 35%. See [https://www.cfainstitute.org/programs/cfaprogram/exams/Pages/cfa\\_exam\\_results.aspx](https://www.cfainstitute.org/programs/cfaprogram/exams/Pages/cfa_exam_results.aspx)



a strong demand in non-financial firms for graduates with the expertise afforded in the proposed program to work in the area of firm valuation and financing of the firms' activities in the stock market and the bond market, and in the hedging of the firms' financial and operational risks. As indicated in the Proposal and based on our discussions with Mr. Graeme Hay, who is the President of the Winnipeg CFA Society, the local demand is certainly strong. The significant presence in Winnipeg of the "big six banks" as well as leaders in the insurance, mutual funds and leasing industries are a great boon,<sup>4</sup> and the program will help in the needed development of CFA charter holders to match the projected growth rates for the financial services sector over the next eight years.<sup>5</sup>

#### **4. Excellence of the faculty and breadth of expertise**

According to the Proposal, there are thirteen full-time faculty members and two sessional instructors who will be involved in offering the Master of Finance program. The names and areas of expertise of these faculty members are listed in Section VI on pages 15 and 16 of the Proposal. The list is reproduced in the Appendix of this document.

The thirteen full-time faculty members have diverse research interests in the fields of finance, accounting, and management. Their areas of research interests include asset pricing, corporate finance, capital markets, international finance, behavioral finance, auditing, earnings forecast and management, and corporate social responsibility. Their work has been published in highly reputable peer-reviewed journals such as the *Journal of Finance*, the *Journal of Financial*

<sup>4</sup> As indicated in the Proposal, these firms include Great-West Lifeco Inc. (Canada's largest insurer), IGM Financial Inc. (the largest mutual fund distributor in Canada), Wawanesa Mutual Insurance Company (one of the largest property and casualty insurers in Canada), National Leasing (the largest independent leasing company in Canada), BMO Nesbitt Burns, RBC Dominion Securities, and several small and medium sized financial service firms.

<sup>5</sup> See the report of Employment and Social Development Canada - <http://occupations.esdc.gc.ca/sppc-cops/1.3bd.2t.1ils@-eng.jsp?lid=47>

*and Quantitative Analysis*, the *Journal of Banking and Finance*, the *Journal of Corporate Finance*, and *Financial Management*. Their work has also been presented at numerous academic and professional conferences worldwide. In addition, several of the members have received research awards and grants from both internal and external sources including the Social Sciences and Humanities Research Council (SSHRC).

With respect to teaching, the above faculty members have taught a variety of courses according to their areas of expertise. Some of them also have experience teaching classes in other countries. A few of them have received teaching awards at the faculty or the university level. The courses that they have taught include all the seven existing courses that will form part of the proposed curriculum of the Master of Finance program (e.g., Corporate Finance, Investment Policy, and International Finance).<sup>6</sup> For the remaining courses in the program, we believe, based on their descriptions in Appendix A of the Proposal, that they fall within the expertise of the faculty members.

In summary, the faculty members as a whole have very good research and teaching track records. They have the necessary knowledge, skills and experience to achieve the program's goals and to deliver competently the learning outcomes stated in Section II (a) on pages 2 and 3 of the Proposal. Their research areas coincide greatly with the CFA Program Candidate Body of Knowledge. Students will benefit significantly from learning from and interacting with them.

<sup>6</sup> The proposed curriculum is listed in Section II (b) on page 5 of the Proposal. It consists of eleven courses. Five of these courses have been in existence as part of the school's MBA program. Two of the courses are in the approval process as MBA courses and cross-listed as Master of Finance courses, but their undergraduate versions already exist.

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

According to the Proposal, the program plans to start off with 10 students, and will reach its steady state in year 3 with 25 students. Since the program is a one-year program, the maximum number of additional students that will have to be accommodated is 25.

With respect to classrooms, since the majority of the courses in the program are already offered in the school's MBA program, the program should not create significant demand for classrooms (i.e., at most one additional section for an MBA course that is oversubscribed). We understand that the Drake Center has sufficient capacity to accommodate this demand. Likewise, the demand for study space should be small and can be absorbed by the current availability at the Albert D. Cohen Management library and the Sony Study Center (both inside the Drake Center).

The program will require students to use Bloomberg terminals to collect information and conduct industry-related research. Currently, the school has 11 Bloomberg terminals located in the Finance Training Lab inside the Albert D. Cohen Management library. Once the program reaches its steady state (i.e., in year 3), it will acquire 12 additional Bloomberg terminals for the Finance Training Lab. Currently, the cost of these additional terminals is US\$62,500 per year. In addition, 12 new computers will need to be purchased in order to be used with the terminals. These computers will be replaced every four years. The cost of these computers is budgeted in the Proposal at C\$9,600 once every four years.

To accommodate these new terminals, the Finance Training Lab will have to be reconfigured. Independently of the Master of Finance initiative, the School of Business has already planned to renovate the Albert D. Cohen Management library. The renovation is expected to ensure that adequate space be assigned to the Finance Training Lab to prepare for the

additional Bloomberg terminals when they are acquired. We were told that the work on it would commence shortly.

In addition to data that can be obtained through Bloomberg terminals, the program will require students to use financial databases from the Wharton Research Data Services (WRDS). The Schools of Business has already subscribed to WRDS. The program will share 25% of the subscription fee, which reflects the level of usage expected of its students. That share amounts to US\$27,000 per year.

With respect to new faculty, the program will use sessional instructors during the first two years, at a cost of approximately C\$47,000 per year. Then in the third year (when the program reaches its steady state), a new full-time faculty member will be recruited, at a cost of approximately C\$185,000 per year.

Regarding administrative resources, the program estimates that for the first two years, it will utilize approximately 25% of one administrative assistant to manage the admission process and other related activities. This usage translates to a cost of approximately C\$16,500 per year. Then, from the third year onwards (i.e., in a steady state), the program will need a new full-time administrative assistant at a cost of approximately C\$68,000 per year (in year-3 dollar).

We believe that the program's demand for resources is reasonable. The demand for physical facilities and space is not significant, and can be accommodated by the exiting capacity of the Drake Center. The plan to acquire additional Bloomberg terminals is justified because students will need them to conduct research as part of their study, and also because they can be a valuable teaching tool for various finance courses in the program. Familiarity with the use of Bloomberg terminals is also a skill that many employers in the finance industry look for. We

note that these terminals will not be acquired until the program reaches its steady state, which is when the tuition-fee revenue can be used to pay for the cost of the terminals.

We also find the sharing of the WRDS database cost to be reasonable. Similarly, the plan to use sessional instructors and share one administrative assistant for the first two years is prudent. If the program becomes successful, it will generate sufficient revenue to hire a full-time faculty member and a full-time administrative assistant as planned.

## **6. Recommendations of the External Review Committee**

Overall, it is our view that the proposed program is very strong and academically meritorious. The Dean, Dr. Benarroch, and the Associate Dean, Dr. Jacoby, are to be commended for this effort. We are particularly impressed with the support and commitment demonstrated by all the stakeholders of the program. We are confident that it will be a highly successful undertaking.

Our recommendations are as follows:

- 1) That the program be accepted and fully supported, with a launch date of Fall 2017
- 2) That the program administration seek official certification under the CFA University Recognition Program as soon as possible after its initial launch
- 3) That the physical resources required for the initial launch of the program in 2017 be incorporated into the current renovations plans for the Drake Centre of the Asper School of Business (e.g. Bloomberg terminals, required furnishings, secured access areas).
- 4) That the necessary administrative support (administrative assistant to serve as an admissions officer and student advisor) be available on a timely basis for the launching of the program

- 5) That the program curriculum be reviewed regularly to ensure that it is consistent with changes in industry standards, CFA requirements, and new academic developments
- 6) To ensure the funding of new bursaries to the program to allow accessibility for students with financial need, including scholarships when appropriate for indigenous students through the Asper Aboriginal Business Education Partners
- 7) That the outreach efforts be maintained to market the program to the local CFA community, the financial industry, and the general business community



UNIVERSITY  
OF MANITOBA

Asper School of Business  
*Faculty of Management*

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October 14, 2015

## MEMORANDUM

To: Jay Doering, Vice-Provost (Graduate Education) & Dean, Faculty of Graduate Studies

From: Gady Jacoby, Associate Dean Research and Graduate Programs

Re: Response to the Reviewers' Report on the Proposed Master of Finance Program

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I have now received the external reviewers' report on the proposed Master of Finance (MFin) program. We are very pleased with the strong support expressed in the report for the program and the proposed launch date of September 2017. Since the reviewers' recommendations are in line with the original full-program proposal previously submitted, no changes were made to the proposal.

The following planned actions address the recommendations made by the external reviewers:

1. The Asper School is working under the assumption of a September 2017 launch date, subject to the approval by the Faculty of Graduate Studies, the University Senate, and the provincial government. As such the school has developed a plan to insure the successful launch of the program in September 2017.
2. We have already contacted the Chartered Financial Analyst (CFA) Institute and are aware of the process leading to the official certification of the proposed program under the CFA University Recognition Program. The proposed MFin program will be eligible for recognition by the CFA Institute soon after its inception. We plan to apply for this CFA recognition as soon as possible after the initial launch of the program.
3. We have already incorporated the physical resources required for the Fall of 2017 proposed launch of the program into our renovations plans for the Drake Centre. This plan covers the reconfiguration and refurbishing of the Bloomberg lab to allow for additional terminals to be installed, in addition to providing secured access areas to the lab on days the Albert D. Cohen Management library is closed.
4. We have met with the School's graduate program staff and discussed changes to take place in order to insure that the administrative support for the program is in place for a September 2017



launch. We are prepared to provide the administrative support required to deliver the program according to the plan detailed in the proposal.

5. The Asper School is accredited by the Association to Advance Collegiate Schools of Business (AACSB) International. An ongoing curriculum assessment and review is required for all Asper programs (including the proposed program) in order to ensure AACSB accreditation. In addition, to maintain CFA recognition for the program, we will need to continually ensure that over 70 percent of the CFA Program Candidate Body of Knowledge and the CFA Institute Code of Ethics and Standards are mapped into the required courses. Since the CFA Program Candidate Body of Knowledge and CFA Institute Code of Ethics and Standards change from year-to-year, we plan to review the program curriculum regularly. Following approval, a Master in Finance Program Committee will be struck and one of its tasks will be to oversee an ongoing curriculum review in collaboration with the Finance Curriculum Committee of the Department of Accounting and Finance.
6. In line with the reviewer's recommendation, our proposal offers to provide bursaries (five percent of revenues from tuition fees) to increase the program accessibility to students with financial need. Furthermore, we plan to provide indigenous student support through Asper Aboriginal Business Education Partners (ABEP).
7. We plan to reach out to the local financial industry and the general business community on an ongoing basis in order to recruit students locally. Our plan is to work closely with the Winnipeg CFA Society and the Associates of the Asper School of Business in order to market the program locally.

We are very excited about the opportunity to start this new program. Please let me know if there is any further information I can provide so that we remain on track for the goal of launching the proposed program in September of 2017.

Sincerely,



Gady Jacoby





### **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 changes are submitted by the Faculty Council of Graduate Studies for the approval of Senate.
2. The Faculty Council of Graduate Studies met on February 12, 2016 to consider a proposal for a Master of Finance (M.Fin) from the Asper School of Business.

### **Observations:**

The **Asper School of Business** proposes the introduction of a new Master of Finance (M.Fin) program. Please see attached for complete details.

The program builds on already established strengths within the Asper School of Business and will provide a new graduate degree that is high in demand throughout the world. This professional program will enhance the School's profile locally, nationally and internationally, and has the potential to raise significant revenue for the University of Manitoba and the Asper School of Business.

The one-year Master of Finance is a professional degree whose curriculum has been mapped to the Chartered Financial Analyst (CFA) program. The program will prepare students to obtain a CFA designation and to work in both the private and public sectors. The CFA program is internationally recognized and incorporates core financial knowledge with a strong code of ethics and standards of professional conduct. It meets an important need in the marketplace for graduate students with a background in finance rooted in ethics and a high code of professional conduct.

The introduction of a new graduate program fits with both the Asper School's and the University of Manitoba's strategic objectives to increase the number of graduate students. As a professional program, similar to the MBA, the Master of Finance will be self-financing and, in fact, has the potential to raise revenue beyond its costs for both the university and the School. The Asper School will allocate funds from existing resources to cover any initial cost for the program (staffing, promotion, recruitment, etc.)

Given the School's strength in the area of Finance, the program only requires the introduction of three new courses. Numerous courses within the program are already offered each year and will be jointly delivered with the MBA program thereby reducing costs. New course offerings will be taught by existing faculty members and be open to MBA students thereby strengthening our MBA program. The School has recently hired several new faculty members in the Department of Accounting and Finance who are ideally suited to teach in this program. Over time, as the program grows, it will require staff support and funds for marketing. Tuition revenue will more than cover any expenses incurred with the program.

- Credential to be granted: Master of Finance
- Length of program: 30 Credit Hours; 3 Terms; 1 year
- Proposed program start date: 09 / 2017
- The proposed program can operate at the start-up phase with a minimal financial investment in advertisement and student recruitment.
- The program does not require additional physical space and most courses in the program are already offered at the Asper School.
- At the initial stage the program will operate with the assistance of the School's existing Graduate Programs Office and a new Finance faculty will be hired at maturation.
- Admission criteria will include:
  - four-year Bachelor degree from a postsecondary recognized educational institution (in any discipline);
  - 3.0 admission GPA (on 4.5 scale) on the last 60 credit hours of university degree-level study;
  - Results of a graduate aptitude test, preferably the Graduate Management Admissions Test (GMAT), with a minimum score of 550. The GRE will be accepted with a percentile score across its components equivalent to the current acceptable percentile level of the GMAT. The percentile score on the quantitative section of the GMAT or GRE examinations must be at the 60th percentile or higher. GMAT and GRE scores must not be older than five years. Applicants holding a Bachelor of Commerce Honours degree from the Asper School of Business with a minimum 3.25 admission GPA are not required to provide a GMAT or GRE score if either a minimum grade of B+ was received in FIN 2200 (Corporation Finance) or an average grade point of 3.5 was achieved across the four finance courses counting toward the finance major requirements;
  - Language proficiency - applicants holding secondary school diplomas and/or university degrees from Canada, or from one of the countries on the English Language Proficiency Test Exemption list are exempt from the English Language Proficiency Test requirement. If you do not qualify for an exemption, you must provide an official score from one of these accepted tests:
    - IELTS 7.0 (no band score less than 5)
    - TOEFL 100 (internet); 600 (paper based)
    - MELAB 85
    - CAEL 60
    - PTE (A) 65
 Scores more than 2 years old are not acceptable; and
  - Two letters of recommendation from persons who are knowledgeable about the applicant's academic ability.
- Program requirements:
  - Students must successfully complete the following 11 courses (30 credit hours):
    - FIN 7000 Managerial Economics (1.5 Credits)
    - FIN 7020 Corporate Finance (3 Credits)
    - FIN 7240 Readings in Accounting and Finance (3 Credits)

- ACC 7010 Accounting Fundamentals (3 Credits)
  - FIN 7152 Investment Policy (3 Credits)
  - FIN 7080 International Finance (3 Credits)
  - FIN 7130 Alternative Markets and Instruments (1.5 Credits)
  - FIN 7260 Special Topics in Finance/Portfolio Management (3 Credits)
  - FIN 7260 Special Topics in Finance/Fixed Income Securities (3 Credits)
  - FIN 7140 Financial Modeling (3 Credits)
  - FIN 7180 Behavioral Finance (3 Credits)
- Required courses will be taught over the Fall, Winter, and Summer terms, and the program will require 12 months of full-time study to completion.
- Students lacking sufficient background in mathematics may be required to participate in an online preparatory Math Boot camp prior to starting the first term in the program.
- Intake Information:
  - First intake headcount ten (10), full-time equivalent
    - No part-time students are anticipated to enroll in the first intake
  - Program maturation headcount twenty five (25), full-time/part-time
    - Twenty (20) full-time and five (5) part-time students are projected in each intake upon maturation.
  - Anticipated date of maturity: 2019-08-31
  - Maximum seat capacity: 30
- The funding request is included in full program proposal.
  - No new faculty will need to be hired to support the program at the start-up stage.
  - Sessional instructors will be hired at the initial stage of the program to teach the equivalent of 3.5 courses.
  - The cost of other courses currently offered at the Asper School equivalent of 6.5 courses will be shared with the MBA program (50% each).
  - At maturation the school will hire one additional Finance tenure-track faculty. The position will be financed by tuition revenue.
- UM Graduate Program Approvals:
  - Faculty of Graduate Studies Academic Programs Committee (APC) approved the proposal to proceed to external review: June 12, 2015.
  - Site visit for external review: September 10-11, 2015.
  - External reviewer team report submitted to Faculty of Graduate Studies: October 4, 2015.
  - Asper School written response to external reviewer team report submitted to Faculty of Graduate Studies: October 14, 2015.
  - Faculty of Graduate Studies APC approved the full program proposal: November 4, 2015.
  - Faculty of Graduate Studies Executive Committee approved the program proposal: November 18, 2015.

### **Recommendations**

**THAT Senate approve the Report of the Faculty Council of Graduate Studies on Program and Curriculum Changes [dated February 12, 2016] regarding the establishment of a Master of Finance.**

Respectfully submitted,

Dean J. Doering, Chair  
Graduate Studies Faculty Council

/py

## **Report of the Senate Planning and Priorities Committee RE: Proposal for a Master of Finance**

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### **Preamble:**

1. The terms of reference of the Senate Planning and Priorities Committee (SPPC) are found on the website at [http://umanitoba.ca/admin/governance/governing\\_documents/governance/sen\\_committees/508.html](http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/508.html) wherein SPPC is charged with making recommendations to Senate regarding proposed academic programs and is further charged with making recommendations to the President and reporting to Senate on matters requiring prioritization including the prioritization of new or modified programs with significant resource requirements.
2. At its meeting on March 28, 2016, the SPPC considered a proposal from the I.H. Asper School of Business, for a Master of Finance.
3. The Faculty Council of Graduate Studies has endorsed, and recommends that Senate approve a proposal to establish a Master of Finance.

### **Observations:**

1. The purpose of the proposed Master of Finance would be, "... to provide high quality ethics based professional and academic training, [to] prepare students for the [Chartered Financial Analyst (CFA) Program] and to pursue careers in the financial services industry. The program [would] deliver Finance education and advanced specialized skills while guiding students in developing their understanding of and appreciation for the application of ethics and professional practice."
2. The proposed program would respond to a need for individuals with specialized skills and improved ethical practices in the financial services industry, a need that became apparent during recent global financial and economic crises. It would also support economic development and growth in the province, by producing graduates with the skills required to meet the need for a specialized financial services workforce, including, proficiency in the CFA Program Candidate Body of Knowledge.
3. It is anticipated that there would be demand for the program, both locally and internationally, including from among graduating students currently registered in the B.Comm.(Hons.) degree with a Finance Major. It was noted that, although eleven (11) other Canadian institutions offer a M.Fin. degree, the proposed program would be one of only two of its kind in western Canada (the other being offered by the University of British Columbia).
4. Ten (10) students would be admitted to the program each year, which would have a maximum enrolment of thirty (30) students.
5. The proposed M.Fin. degree would be a twelve-month program that would include thirty (30) credit hours of required coursework at the 7000- level, as described in section B-1 of the program proposal. Students who do not have sufficient background in mathematics might also be required to participate in an online preparatory Math Boot Camp prior to starting the program. The proposed program, which would focus on the study of financial markets, would be more focussed than, and would complement, the M.B.A. program.

6. The program would make use of existing courses in the Master of Business Administration (M.B.A.) program, including three (3) 7000- level Finance courses recently introduced by the Department of Accounting and Finance, FIN 7130 – Alternative Markets and Instruments, FIN 7140 – Financial Modelling, and FIN 7180 – Behavioral Finance (Senate, December 2, 2015).
7. The I.H. Asper School of Business has worked with the CFA Institute, which sets globally recognized professional and ethical standards for financial services professionals, to ensure that the M.Fin. degree would be eligible for the CFA University Recognition Program. More than seventy (70) percent of the CFA Program Candidate Body of Knowledge has been mapped to the proposed curriculum, which would also include content on the CFA Institute Code of Ethics and Standards of Professional Conduct.
8. No new resources are being requested for the program, which would be offered on a cost-recovery basis. The total cost of delivering the program would be \$576,710 in Year 4. The program would be supported by 70 percent of the tuition revenue, which would total \$711,009 by Year 4.
9. Revenue from the program would be used to cover costs related to: (i) salaries and benefits for, in Years 1 and 2 only, Sessional Instructors who would teach 3.5 courses in the program, a new 1.0 FTE tenure-track faculty position, which would be created in the Department of Finance in Year 3, and a new 1.0 FTE Graduate Program Administrative Assistant, to be established in Year 3; (ii) expansion of the Bloomberg Lab; (iii) bursaries; (iv) extracurricular academic activities for students, as outlined in section E-3 of the proposal.
10. The I.H. Asper School of Business has adequate space to support the program, including teaching and office space in the Drake Centre. Teaching spaces including the Finance Training Lab, which would be renovated to accommodate twelve (12) new Bloomberg terminals. Nine (9) terminals would be contributed by Bloomberg and three (3) would be paid for with tuition revenue. Students would have access to computers and to Wi-fi in the Drake Centre.
11. The University Library has adequate resources to support the program.
12. On the basis of the SPPC's criteria for assigning priority to new programs / initiatives,<sup>1</sup> the Committee recommends that a high priority level be assigned to the proposal for a Master of Finance, as the proposed program: (i) would be consistent with the existing institutional strategic planning framework and with the strategic academic and/or research plans of the unit making the proposal, in terms of increasing graduate enrolment; (ii) would addresses student needs, given evidence of demand for the program among students; and (iii) would address the need to promote the social, economic and cultural well-being of the people of Manitoba. The proposed M.Fin. degree would also increase the profile of the I.H. Asper School of Business, given that it would be one of only two such programs offered in western Canada.

<sup>1</sup> [http://umanitoba.ca/admin/governance/media/SPPC\\_Assigning\\_Priorities\\_to\\_New\\_Programs-Initiatives.pdf](http://umanitoba.ca/admin/governance/media/SPPC_Assigning_Priorities_to_New_Programs-Initiatives.pdf)

### **Recommendation**

The Senate Planning and Priorities Committee recommends:

**THAT Senate approve and recommend to the Board of Governors that it approve the proposal for a Master of Finance, in the I.H. Asper School of Business. The Senate Committee on Planning and Priorities recommends that the Provost and Vice-President (Academic) not implement the program until satisfied that there would be sufficient space and sufficient funding to support the ongoing operation of the program.**

Respectfully submitted,

Ada Ducas, Chair  
Senate Planning and Priorities Committee

## Report of the Senate Committee on Nominations

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### Preamble

The terms of reference for the Senate Committee on Nominations may be found on the University Governance website at:

[http://umanitoba.ca/admin/governance/governing\\_documents/governance/sen\\_committees/507.html](http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/507.html)

The Committee met on April 26, 2016 to consider nominations to fill vacancies on the standing committees of Senate.

### Observation

Listed below are Senate committees with vacancies to be filled, along with the names of the nominees being proposed, their faculty/school, and the expiry date of their terms. Following the list is the membership list for each of those committees, including the names of the nominees, which have been highlighted.

### Recommendations

The Committee recommends to Senate the following list of faculty nominees:

COMMITTEE	NOMINEE(S)	FACULTY/ SCHOOL	TERM END DATE
<b>Senate Committee on Academic Computing</b>	Prof. Greg Bak (R)**	Arts	2019.05.31
	Prof. Mary Brabston (S)*(R)	Management	2019.05.31
	Dr. Todd Mondor (S)	Graduate Studies	2019.05.31
	Prof. James Young (R)	Science	2019.05.31
<b>Senate Committee on Academic Freedom</b>	Prof. Robert Tate (S)	Health Sciences	2019.05.31
<b>Senate Committee on Academic Review</b>	Prof. John Anderson (S)(R)	Science	2019.05.31
	Prof. Tina Chen (S)	Arts	2019.05.31
	Prof. Liqun Wang (R)	Science	2019.05.31



<b>Senate Committee on Admissions</b>	Prof. Gary Anderson (S)(R)	Science	2019.05.31
<b>Senate Committee on Admission Appeals</b>	Prof. Mike Domaratzki (S)(R)	Science	2019.05.31
	Prof. Jennifer Schulz	Law	2019.05.31
<b>Senate Committee on Appeals</b>	Prof. Sharon Alward (R)	School of Art	2019.05.31
<b>Senate Committee on Awards</b>	Prof. Jared Carlberg (S)(R)	Agricultural and Food Sciences	2019.05.31
	Prof. Greg Smith (R)	Arts	2019.05.31
<b>Senate Committee on Curriculum and Course Changes</b>	Prof. Greg Smith (R)	Arts	2019.05.31
<b>Senate Committee on Honorary Degrees</b>	Prof. Brenda Austin-Smith (S)	Arts	2019.05.31
	Dean Edmund Dawe (S)(R)	Music	2019.05.31
	Prof. Annemieke Farenhorst (S)(R)	Agricultural and Food Sciences	2019.05.31
<b>Senate Committee on Instruction and Evaluation</b>	Prof. Diane Hiebert-Murphy (R)	Social Work	2019.05.31
	Ms Krystyna Koczanski	Science	2019.05.31
	Prof. Vanessa Warne	Arts	2019.05.31
<b>Joint Senate Committee on Master's Programs</b>	Prof. Sean Byrne (R)	Graduate Studies	2019.05.31
	Prof. Mark Libin (R)	Arts	2019.05.31
<b>Senate Committee on Libraries</b>	Prof. Danielle Dubois	Arts	2019.05.31
	Prof. Pam Perkins	Arts	2019.05.31
	Ms Janet Rothney	Libraries	2019.05.31
<b>Senate Committee on Medical Qualifications</b>	Prof. Elizabeth Cowden (R)	Health Sciences	2019.05.31
	Prof. Michael Moffatt (R)	Health Sciences	2019.05.31
<b>Senate Committee on Rules and Procedures</b>	Dean Jeffery Taylor (S)	Arts	2019.05.31

<b>Senate Committee on University Research</b>	Prof. Andrew Halayko	Health Sciences	2019.05.31
	Dean Anthony Iacopino (S)(R)	Health Sciences	2019.05.31
	Dr. Peter Jones	Agricultural and Food Sciences	2019.05.31
	Prof. Jason Leboe-McGowan	Arts	2019.05.31

\* (S) indicates a member of Senate

\*\* (R) indicates re-appointment

Respectfully submitted,

Professor M. Edwards, Chair  
Senate Committee on Nominations

# SENATE COMMITTEE ON ACADEMIC COMPUTING

As of June 1, 2016

Composition	Incumbents	Faculty/School	Term
Provost and Vice-President (Academic)(or designate), Chair	Dr. Mark Torchia, designate		<i>Ex-officio</i>
Vice-President (Research and International)(or designate)	Dr. Jay Doering, designate		<i>Ex-officio</i>
CIO, Information Services and Technology (or designate)	Mr. Mario Lebar, designate Director, Planning & Governance		<i>Ex-officio</i>
University Librarian (or designate)	Dr. Mary-Jo Romaniuk, designate Lisa O'Hara		<i>Ex-officio</i>
Manager, Learning Management Systems	Mr. Sol Chu		<i>Ex-officio</i>
Two Deans of Faculties or Colleges or Directors of Schools	Dean Stefi Baum	Science	2018.05.31
	Dr. Todd Mondor	Graduate Studies	2019.05.31
Six members of the academic staff (including at least one from the Bannatyne campus)	Prof. James Gilchrist	Health Sciences	2018.05.31
	Ms Christine Shaw	Libraries	2018.05.31
	Prof. Karen Smith	Education	2018.05.31
	Prof. Greg Bak	Arts	2019.05.31
	Prof. Mary Brabston	Management	2019.05.31
	Prof. James Young	Science	2019.05.31
Four Students (two grads, two undergrads)	TBD	Graduate Studies	2018.05.31
	TBD	Graduate Studies	2018.05.31
	TBD		2018.05.31
	TBD		2018.05.31
Resource: Sandi Utsunomiya 474-8174 Resource (technical): Gilbert Detillieux 474-8161 Resource: Lynette Phyfe 474-8013  Terms of Office: three-year terms; students = two-year terms			

**SENATE COMMITTEE ON ACADEMIC FREEDOM**

as of June 1, 2016

Composition	Incumbents	Faculty/School	Term
Five members of academic staff, at least three of whom shall be Senators. At least one of the five shall be from among those excluded from collective bargaining units	Prof. Ryan Cardwell	Agricultural and Food Sciences	2017.05.31
	Prof. Richard Hechter (S)	Education	2017.05.31
	Prof. Cam Morrill ( <i>on leave</i> )	Management	2018.05.31
	Dean Jeffery Taylor (S)	Arts	2018.05.31
	Prof. Robert Tate	Health Sciences	2019.05.31
Two students, at least one of whom shall be a student Senator	TBD		2017.05.31
	TBD		2017.05.31
Resource: Shannon Coyston 474-6892 Terms of Office: three-year terms; students = one-year terms			

# SENATE COMMITTEE ON ACADEMIC REVIEW

as of June 1, 2016

Composition	Incumbents	Faculty/School	Term
Provost and Vice-President (Academic)(or designate), Chair	Dr. David Collins, designate		<i>Ex-officio</i>
Vice-Provost (Integrated Planning and Academic Programs)	Dr. David Collins		<i>Ex-officio</i>
Vice-Provost (Graduate Education) and Dean, Faculty of Graduate Studies (or designate)	Dr. Todd Mondor		<i>Ex-officio</i>
Two members of Senate holding the rank of Dean of a Faculty or College, Director of a School or Head of a Department*	Dean Douglas Brown (S)	Kinesiology and Recreation Management	2018.05.31
	Prof. John Anderson (S)	Science	2019.05.31
Two students who are members of Senate	TBD		2017.05.31
	TBD		2017.05.31
Three members of the academic staff, at least one of whom shall be a member of Senate*	Prof. Hope Anderson	Health Sciences	2018.05.31
	Prof. Tina Chen	Arts	2019.05.31
	Prof. Liqun Wang (S)	Science	2019.05.31
Resource: Shannon Coyston 474-6892 Terms of Office: three-year terms; students = one-year terms			

\* Of the committee members elected from these two categories, at least one shall be from the Bannatyne campus

# SENATE COMMITTEE ON ADMISSIONS

Last updated April 26, 2016

Composition	Incumbents	Faculty/School	Term
Provost and Vice-President (Academic) (or designate), Chair	Ms Susan Gottheil, designate		<i>Ex-officio</i>
Vice-Provost (Students) (or designate)	Ms Erin Stone, designate		<i>Ex-officio</i>
Executive Director, Enrolment Services	Mr. Jeff Adams		<i>Ex-officio</i>
Dean, Faculty of Arts (or designate)	Prof. Jason Leboe-McGowan, designate		<i>Ex-officio</i>
Dean, Faculty of Science (or designate)	Prof. Ben Li, designate Prof. Peter Loewen (alternate)		<i>Ex-officio</i>
Dean, Faculty of Health Sciences (or designate)	Prof. John Perry, designate		<i>Ex-officio</i>
Two Deans of Faculties or Directors of Schools from faculties or schools other than the Faculties of Arts, Science or Health Sciences	Dean David Mandzuk	Education	2017.05.31
	Dean Lorna Turnbull	Law	2018.05.31
Six members of the academic staff, at least three shall be Senators, with no two from the same faculty or school	Prof. Robert Biscontri (S) <i>(on leave)</i>	Management	2017.05.31
	Prof. Nariman Sepehri <i>(on leave)</i>	Engineering	2017.05.31
	Prof. Derek Brewin (S) <i>(on leave)</i>	Agricultural and Food Sciences	2017.05.31
	Dr. Jerome Cranston	Student Academic Success	2018.05.31
	Prof. Sarah Teetzel	Kinesiology and Recreation Management	2018.05.31
	Prof. Gary Anderson (S)	Science	2019.05.31
Three students	TBD		2017.05.31
	TBD		2017.05.31
	TBD		2017.05.31
Deputy Minister of Education and Advanced Learning (or designate)	DECLINED		<i>Ex-officio</i>
One Counsellor from a High School to be nominated by the Manitoba School Counsellors' Association	Mr. Peter Brass	St. John's-Ravenscourt School	2018.05.31
Resource: Breanne Mitenko 474-8197 Terms of Office: three-year terms; students = one-year terms			

# SENATE COMMITTEE ON ADMISSION APPEALS

as of June 1, 2016

Composition	Incumbents	Faculty/School	Term
One member holding academic appointment in the University appointed as Chair of the Committee for a three year term by the Senate Executive Committee*	Dean David Mandzuk, Chair	Education	2018.05.31
One member holding academic appointment in the University appointed as Vice-Chair of the Committee for a three year term by the Senate Executive Committee.* The Vice-Chair shall not be from the same Faculty/School/College as the Chair	Prof. Brenda Hann, Vice-Chair	Science	2018.05.31
Eight members with broad representation across Faculties/Schools/Colleges holding academic appointments in the University	Prof. Joan Linklater	Music	2017.05.31
	Prof. Kumar Sharma	Science	2017.05.31
	Prof. Lucas Tromly	Arts	2018.05.31
	Prof. Subbu Sivaramakrishnan	Management	2017.05.31
	Prof. Ryan Cardwell	Agricultural and Food Sciences	2018.05.31
	Prof. Lorna Guse	Health Sciences	2018.05.31
	Prof. Mike Domaratzki	Science	2019.05.31
	Prof. Jennifer Schulz	Law	2019.05.31
Two students	TBD		2017.05.31
	TBD		2017.05.31
President of UMSU (or designate)	Ms Tanjit Nagra		<i>Ex-officio</i>
Director (Admissions), Enrolment Services (non-voting)	Ms Erin Stone		<i>Ex-officio</i>
Resource: Marcia Yoshida 474-6166 Terms of Office: three-year terms; students = one-year terms			

\* the Chair and Vice-Chair shall not be members of a Faculty/School/College admission selection committee

# SENATE COMMITTEE ON APPEALS

as of June 1, 2016

Composition	Incumbents	Faculty/School	Term
One academic member appointed as Chair by Senate Executive	Prof. Archie McNicol	Health Sciences	2018.05.31
Two elected academic members appointed as Vice-Chairs by Senate Executive (not from same faculty/school as Chair or each other)	Prof. Sharon Alward	School of Art	2018.05.31
	Prof. Charlotte Enns	Education	2019.05.31
Three members from among Deans of Faculties or Colleges and Directors of Schools appointed by the President	Dean Douglas Brown	Kinesiology and Recreation Management	2017.05.31
	Dean Edmund Dawe	Music	2019.05.31
	Dean Beverly O'Connell	Health Sciences	2019.05.31
Five academic members of Senate	Prof. Diana McMillan (S)	Health Sciences	2017.05.31
	Prof. Peter Blunden (S)	Science	2018.05.31
	Prof. Michael Campbell (S)	Environment	2019.05.31
	Prof. Derek Oliver (S)	Engineering	2019.05.31
	TBD		2019.05.31
Six academic members	Prof. Martin Scanlon	Agricultural and Food Sciences	2017.05.31
	Prof. Charlotte Enns	Education	2018.05.31
	Prof. Vanessa Swain	Health Sciences	2018.05.31
	Prof. Douglas Ruth	Engineering	2019.05.31
	Prof. Melanie Soderstrom	Arts	2019.05.31
	Prof. Sharon Alward	School of Art	2019.05.31
President of UMSU (or designate)	Ms. Tanjit Nagra		<i>Ex-officio</i>
Six students (four undergrads from different Faculties or Schools, and two grads)	TBD		2017.05.31
	TBD		2017.05.31
	TBD		2017.05.31
	TBD		2017.05.31
	TBD	Graduate Studies	2017.05.31
	TBD	Graduate Studies	2017.05.31
One member appointed by Université de Saint- Boniface	TBD		2019.05.31
One student appointed by Université de Saint- Boniface	TBD		2017.05.31
Resource: Marcia Yoshida 474-6166 Terms of Office: three-year terms; students = one-year terms			



# SENATE COMMITTEE ON AWARDS

as of June 1, 2016

Composition	Incumbents	Faculty/School	Term
<p>Six members of the academic staff (at least one shall be a Senator)</p> <p>These six shall include at least two from professional faculties/schools, at least one from Arts and one from Science.</p>	Prof. Philip Hultin (S), Chair	Science	2017.05.31
	Prof. Darcy MacPherson (S)	Law	2017.05.31
	Prof. Jared Carlberg (S)	Agricultural and Food Sciences	2019.05.31
	TBD		2019.05.31
	TBD		2019.05.31
	Prof. Greg Smith	Arts	2019.05.31
Two students	TBD		2017.05.31
	TBD		2017.05.31
Director, Financial Aid and Awards Office	Ms Jane Lastra		<i>Ex-officio</i>
Vice-Provost (Graduate Education) and Dean, Faculty of Graduate Studies (or designate)	Dr. Todd Mondor, designate Rowena Krentz		<i>Ex-officio</i>
<p>Resource: Adrienne Domingo 474-7257</p> <p>Terms of Office: three-year terms; students = one-year terms</p>			

# SENATE COMMITTEE ON CURRICULUM AND COURSE CHANGES

as of June 1, 2016

Composition	Incumbents	Faculty/School	Term
Seven members of the academic staff	Prof. Jared Carlberg	Agricultural and Food Sciences	2017.05.31
	Prof. Jerome Cranston	Education	2017.05.31
	Prof. Bev Temple	Health Sciences	2017.05.31
	Prof. Dean McNeill	Engineering	2018.05.31
	TBD		2019.05.31
	TBD		2019.05.31
	Prof. Greg Smith	Arts	2019.05.31
Three students	TBD		2017.05.31
	TBD		2017.05.31
	TBD		2017.05.31
One lay member of the Board of Governors	DECLINED		
Representative from the Libraries	Ms Kristen Kruse		<i>Ex-officio</i>
Representative from Université de Saint-Boniface	Dr. Peter Dorrington		<i>Ex-officio</i>
Vice-Provost (Integrated Planning and Academic Programs)	Dr. David Collins		<i>Ex-officio (non-voting)</i>
Registrar	Mr. Neil Marnoch		<i>Ex-officio (non-voting)</i>
Resource: Shannon Coyston 474-6892 Terms of Office: three-year terms; students = one-year terms			

# SENATE COMMITTEE ON HONORARY DEGREES

as of June 1, 2016

Composition	Incumbents	Faculty/School	Term
Chancellor, Chair	Mr. Harvey Sector		<i>Ex-officio</i>
President, Vice-Chair	Dr. David Barnard		<i>Ex-officio</i>
President, UMSU	Ms Tanjit Nagra		<i>Ex-officio</i>
President, Alumni Association	Ms Kim Metcalfe		<i>Ex-officio</i>
Four faculty members from Senate	Prof. Judy Anderson (S)	Science	2018.05.31
	Prof. Brenda Austin-Smith (S)	Arts	2019.05.31
	Dean Edmund Dawe (S)	Music	2019.05.31
	Prof. Annemieke Farenhorst (S)	Agricultural and Food Sciences	2019.05.31
One representative of the community-at-large to be appointed by the Chancellor	Dr. William Pope		2018.05.31
Resource: Shelley Foster 474-6165 Terms of Office: three-year terms			

# SENATE COMMITTEE ON INSTRUCTION AND EVALUATION

as of June 1, 2016

Composition	Incumbents	Faculty/School	Term
Provost and Vice-President (Academic) (or designate), Chair	Dr. Janice Ristock, designate		<i>Ex-officio</i>
Seven members of the academic staff, at least one of whom shall be a Senator and at least one should be teaching courses in University 1. The seven shall include one Dean or Director, at least one from each of Arts and Science, and at least two from other faculties/schools (one shall be from the Bannatyne Campus)	Prof. Annemieke Farenhorst	Agricultural and Food Sciences	2018.05.31
	Prof. Brenda Elias (S)	Health Sciences	2018.05.31
	Dean David Mandzuk (S)	Education	2018.05.31
	TBD		2019.05.31
	Prof. Diane Hiebert-Murphy	Social Work	2019.05.31
	Ms Krystyna Koczanski	Science	2019.05.31
	Prof. Vanessa Warne	Arts	2019.05.31
Four students, at least one graduate student	TBD		2017.05.31
	TBD		2017.05.31
	TBD		2017.05.31
	TBD		2017.05.31
UMSU President or Vice-President	TBD		<i>Ex-officio (non-voting)</i>
Dean or Associate Dean, Graduate Studies	Dr. Archie McNicol, Associate Dean		<i>Ex-officio (non-voting)</i>
Executive Director, Centre for the Advancement of Teaching and Learning (or designate)	Dr. Mark Torchia, designate Erica Jung		<i>Ex-officio (non-voting)</i>
Registrar or Associate Registrar (or designate)	Mr. Neil Marnoch, designate Sharon Bannatyne		<i>Ex-officio (non-voting)</i>
Director, Student Advocacy (or designate)	Ms Brandy Usick, designate Heather Morris		<i>Ex-officio (non-voting)</i>
Resource: Shannon Coyston 474-6892 Terms of Office: three-year terms; students = one-year terms			

# JOINT SENATE COMMITTEE ON MASTER'S PROGRAMS

as of June 1, 2016

Composition	Incumbents	Faculty/School	Term
Three members of the academic staff, of whom one shall be from outside the departments or disciplines participating in JMP's and the Vice-Provost (Graduate Education) and Dean, Faculty of Graduate Studies as voting member [University of Manitoba]	Prof. Diane Hiebert-Murphy, designate	Graduate Studies	<i>Ex-officio</i>
	Prof. Andrea Rounce	Arts	2017.05.31
	Prof. Sean Byrne	Graduate Studies	2019.05.31
	Prof. Mark Libin	Arts	2019.05.31
Three members of the academic staff, of whom one shall be from outside the departments or disciplines participating in JMP's and the Dean of Graduate Studies as voting member [University of Winnipeg]	Dr. Mavis Reimer	Graduate Studies	<i>Ex-officio</i>
	Dr. Anne Caudano	History	2016.06.30
	Dr. Malcolm Bird	Political Science	2018.06.30
	Dr. Andrew Burke	English	2018.06.30
Chair to be named by the Presidents of the U of M and U of W with a tie casting vote only	Professor Zana Lutfiyya	Education	2018.05.31
One graduate student enrolled in a JMP to be proposed by the GSA [U of M]	TBD	Graduate Studies	2017.05.31
One graduate student enrolled in a JMP to be proposed by the Chairs of the Joint Master Programs [U of W]	TBD	Graduate Studies	2017.05.31
Resource:            Deanna England      U of W            786-9093 Pam Yarushinsky      U of M            474-7298  Terms of Office:      three-year terms; students = one-year terms			

# SENATE COMMITTEE ON LIBRARIES

as of June 1, 2016

Composition	Incumbents	Faculty/School	Term
Provost and Vice-President (Academic) (or designate), Chair	Dr. Mary-Jo Romaniuk, designate		<i>Ex-officio</i>
Vice-President (Research and International) (or designate)	Dr. Jay Doering, designate		<i>Ex-officio</i>
University Librarian (or designate)	Ms Lisa O'Hara, designate		<i>Ex-officio</i>
Vice-Provost (Graduate Education) and Dean, Faculty of Graduate Studies (or designate)	Dr. Todd Mondor		<i>Ex-officio</i>
Two Deans of Faculties or Colleges or Directors of Schools	Dean James Mulvale	Social Work	2017.05.31
	TBD		2019.05.31
Six academic members - at least two shall be Senators. Of the six, at least one each shall be from the Faculty of Arts, the Faculty of Science and the Bannatyne Campus	Dr. Shelley Sweeney	Libraries	2017.05.31
	Prof. Thomas Booth (S)	Science	2018.05.31
	Prof. James Gilchrist (S)	Health Sciences	2018.05.31
	Prof. Danielle Dubois	Arts	2019.05.31
	Prof. Pam Perkins	Arts	2019.05.31
	Ms Janet Rothney	Libraries	2019.05.31
Four students (two graduate, two undergraduate)	TBD	Graduate Studies	2018.05.31
	TBD	Graduate Studies	2018.05.31
	TBD		2018.05.31
	TBD		2018.05.31
Resource: Shannon Coyston 474-6892 Terms of Office: three-year terms; students = two-year terms			

# SENATE COMMITTEE ON MEDICAL QUALIFICATIONS

as of June 1, 2016

Composition	Incumbents	Faculty/School	Term
Dean, College of Medicine (or designate), Chair	Prof. Sara Israels, designate	Health Sciences	<i>Ex-officio</i>
Provost and Vice-President (Academic) (or designate)	Dr. David Collins, designate		<i>Ex-officio</i>
Three academic members from the College of Medicine	Prof. Murray Enns	Health Sciences	2017.05.31
	Prof. Elizabeth Cowden	Health Sciences	2019.05.31
	Prof. Michael Moffatt	Health Sciences	2019.05.31
One member appointed by the College of Physicians and Surgeons of Manitoba	Dr. Anna Ziomek	Registrar, College of Physicians and Surgeons	2018.05.31
Resource: Christina Kulbaba 977-5647 Terms of Office: three-year terms			

**SENATE COMMITTEE ON RULES AND PROCEDURES**

as of June 1, 2016

Composition	Incumbents	Faculty/School	Term
Four members of the academic staff who, at time of appointment/re-appointment, are members of Senate	Prof. John Anderson (S)	Science	2017.05.31
	Dr. Jay Doering (S), Chair	Graduate Studies	2017.05.31
	Prof. Archie McNicol (S)	Health Sciences	2018.05.31
	Dean Jeffery Taylor (S)	Arts	2019.05.31
One student who, at time of appointment/re-appointment, is a member of Senate	TBD		2017.05.31
Resource: Sandi Utsunomiya 474-8174 Terms of Office: three-year terms; students = one-year terms			



# SENATE COMMITTEE ON UNIVERSITY RESEARCH

as of June 1, 2016

Composition	Incumbents	Faculty/School	Term
Vice-President (Research and International), Chair	Dr. Digvir Jayas		<i>Ex-officio</i>
President	Dr. David Barnard		<i>Ex-officio</i>
Provost and Vice-President (Academic)	Dr. Janice Ristock, designate		<i>Ex-officio</i>
Associate Vice-President (Research) Associate Vice-President (Partnerships)	Dr. Gary Glavin Dr. Jay Doering		<i>Ex-officio</i>
Vice-Provost (Graduate Education) and Dean, Faculty of Graduate Studies	Dr. Todd Mondor		<i>Ex-officio</i>
Research Grants Officer	Ms Barbara Crutchley, Director, Office of Research Services		<i>Ex-officio (non-voting)</i>
Four Deans or Directors representing a range of research activities	Dean Jeffery Taylor	Arts	2017.05.31
	Dean Stefi Baum	Science	2018.05.31
	Dean Jonathan Beddoes	Engineering	2018.05.31
	Dean Anthony Iacopino	Health Sciences	2019.05.31
Eight faculty members actively engaged in research and representing a range of research activities, at least two of whom are from the Bannatyne Campus	Prof. James Davie	Health Sciences	2017.05.31
	Prof. Niigaanwewidam Sinclair	Arts	2017.05.31
	Prof. Pawan Singal	Health Sciences	2017.05.31
	Prof. Gordon Fitzell	Music	2018.05.31
	Prof. Liqun Wang	Science	2018.05.31
	Prof. Andrew Halayko	Health Sciences	2019.05.31
	Dr. Peter Jones	Agricultural and Food Sciences	2019.05.31
	Prof. Jason Leboe-McGowan	Arts	2019.05.31
Two graduate students selected by GSA	TBD	Graduate Studies	2018.05.31
	TBD	Graduate Studies	2018.05.31
Resource: Judith Mate 474-7952 Terms of Office: three-year terms; students = two-year terms			