

Senate  
Senate Chamber  
Room E3-262 Engineering Building  
WEDNESDAY, December 7, 2016  
1:30 p.m.

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

### **I     MATTERS TO BE CONSIDERED IN CLOSED SESSION - none**

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

1.     Proposed Academic Schedule for 2017 – 2018 Page 4
2.     Revisions to the 2016 – 2017 Academic Schedule Page 26
3.     Reports of the Executive Committee of the Faculty of Graduate Studies on Course and Curriculum Changes
  - a)     RE: College of Rehabilitation Sciences Page 50  
          [January 21, 2016]
  - b)     RE: Departments of Pathology, Psychology, and Page 51  
          French, Spanish and Italian and Faculty of Arts  
          [October 26, 2016]

### **III   MATTERS FORWARDED FOR INFORMATION**

1.     Report of the Senate Committee on Awards – Part A Page 64  
          [October 25, 2016]
2.     Report of the Senate Committee on Instruction and Page 80  
          Evaluation RE: Revised Appraisal of Student Evaluations  
          Policy and Procedures, UGME Program, Max Rady College of  
          Medicine
3.     Correspondence from Provost and Vice-President (Academic) Page 104  
          RE: Implementation of Master of Finance

### **IV   REPORT OF THE PRESIDENT Page 106**

### **V     QUESTION PERIOD**

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

### **VI   CONSIDERATION OF THE MINUTES OF PREVIOUS MEETINGS**

1.     NOVEMBER 2, 2016
2.     NOVEMBER 10, 2016

<b>VII</b>	<b><u>BUSINESS ARISING FROM THE MINUTES</u></b>	- none
<b>VIII</b>	<b><u>REPORTS OF THE SENATE EXECUTIVE COMMITTEE AND THE SENATE PLANNING AND PRIORITIES COMMITTEE</u></b>	
1.	<b><u>Report of the Senate Executive Committee</u></b>	Page 120
a)	<b><u>Unit-/Program- Specific Revisions to 2016 – 2017 Academic Schedule</u></b>	
(i)	<b><u>College of Rehabilitation Sciences</u></b>	Page 122
(ii)	<b><u>Bachelor of Education Program, Faculty of Education</u></b>	Page 125
(iii)	<b><u>Juris Doctor (JD) Program, Faculty of Law</u></b>	Page 130
b)	<b><u>Recommendation in Regard to Voluntary Withdrawals for Strike-Affected Courses</u></b>	Page 137
c)	<b><u>Recommendation RE: Bursaries and Scholarships</u></b>	Page 142
2.	<b><u>Reports of the Senate Planning and Priorities Committee</u></b>	
a)	The Chair will make an oral report of the Committee's activities.	
b)	<b><u>RE: Proposed Building Site, Engineering Innovation Centre</u></b>	Page 143
c)	<b><u>RE: Proposed Building Site, Centre for Research, Teaching and Innovation in Healthcare</u></b>	Page 149
<b>IX</b>	<b><u>REPORTS OF OTHER COMMITTEES OF SENATE, FACULTY AND SCHOOL COUNCILS</u></b>	
1.	<b><u>Report of the Senate Committee on Awards – Part B [October 25, 2016]</u></b>	Page 155
2.	<b><u>Reports of the Senate Committee on University Research</u></b>	
a)	<b><u>RE: Conversion of Professorship in Pediatric Asthma, Allergy and the Environment to a Chair</u></b>	Page 165
b)	<b><u>RE: Conversion of Bihlers' Professorship in Stem Cell Research to a Chair</u></b>	Page 172
c)	<b><u>RE: Revised Terms of Reference, Gerry McDole Professorship in Improved Healthcare Delivery to Rural, Remote and Underserved Populations of Manitoba</u></b>	Page 180

**3.     Reports of the Faculty Council of Graduate Studies on Program and Curriculum Changes**

- |    |  |          |
|----|--|----------|
| a) | <b><u>RE: Department of Biosystems Engineering</u></b>   | Page 190 |
| b) | <b><u>RE: Department of City Planning</u></b>  | Page 192 |
| c) | <b><u>RE: Proposal to Change Name of M.Sc. and Ph.D. in Medical Microbiology, Department of Medical Microbiology and Infectious Diseases</u></b> | Page 200 |

**X     ADDITIONAL BUSINESS**

**XI    ADJOURNMENT**

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

# MEMO

REGISTRAR'S OFFICE

Room 400 University Centre

PH: 474-9425



UNIVERSITY  
OF MANITOBA

**Date:** November 7, 2016

**Memo To:** Senate

**From:** Neil Marnoch, Registrar

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

**Re:** Proposed Academic Schedule for 2017-2018

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The attached proposed 2017-2018 Academic Schedule has been updated based on changes in days and/or dates to conform to the 2017 and 2018 calendars and University Closure dates, along with revised information received from academic units. The proposed schedule has been reviewed by all Faculties, Colleges and Schools. Please note the following:

1. Labour Day in 2017 is September 4; therefore, New Student Orientation will take place on Tuesday, September 5 and Wednesday, September 6 (see Section 1.2.1). Fall Term classes in most faculties, colleges and schools will begin on Thursday, September 7 and end on Friday, December 8 (see Section 1.2.2).
2. There are two statutory holidays in the 2017 Fall Term: Thanksgiving Day, Monday, October 9 and Remembrance Day (Holiday Observed), Monday, November 13 (see Section 1.1.1).
3. The Fall Term Break, for most students, is Thursday, October 5 and Friday, October 6.
4. There are 63 days available for instruction in Fall Term.
5. The 2017 December Examination Period will be from Monday, December 11 through Thursday, December 21 (see Section 1.2.6).
6. The university will re-open after the Winter Holiday on Tuesday, January 2, 2018. Winter Term classes for most faculties, colleges and schools will commence on Wednesday, January 3, 2018, and end on Friday, April 6. (see Section 1.2.2).
7. There are two statutory holidays in the 2017 Winter Term: Louis Riel Day on Monday, February 19 and Good Friday on March 30.
8. Winter Term Break in 2018 is February 20 – 23 and coincides with the week of Louis Riel Day (see Section 1.2.5).
9. There are 62 days available for instruction in Winter Term.
10. The 2018 April Examination period will be from Monday, April 9 through Monday, April 23 (see Section 1.2.6).
11. As approved previously by Senate, the deadline for Voluntary Withdrawal is the 48th teaching day of the term, for single term courses. In 2017-2018 these dates are Friday, November 17, 2017 for Fall Term courses and Friday, March 16, 2018 for Winter Term



courses (see Section 1.2.3).

Note: Faculties, colleges and schools offering courses with irregular schedules and withdrawal dates must ensure these are well publicized to students.

12. NEW The Voluntary Withdrawal deadline for term spanning courses was adjusted as per the *Voluntary Withdrawal Policy* approved by Senate in June 2016. In 2017-2018 these dates are Tuesday, January 16, 2018 for Fall/Winter spanned classes and Tuesday, April 17, 2018 for Winter/Summer spanned distance and online courses (see Section 1.2.3 and Section 2.1.2).

13. Convocation ceremonies (see Section 1.2.9) will be held as follows:

- |  |                       |
|--|-----------------------|
| ▪ Fall Convocation                         | October 17 - 19, 2017 |
| ▪ Agriculture Diploma Convocation          | May 4, 2018           |
| ▪ Spring Convocation – Bannatyne           | May 24, 2018          |
| ▪ Spring Convocation – Fort Garry          | June 4 - 8, 2018      |
| ▪ Université de Saint-Boniface Convocation | June 11, 2018         |

Note, days have been included for Spring Convocation (Fort Garry) to allow for additional ceremonies if necessary.

In addition to Convocation ceremonies, the Annual Traditional Graduation Pow Wow in honour of Aboriginal students will be held on Saturday, May 5, 2018.

14. Dates on the attached schedule presented as information include: Fee Payment deadlines determined by Financial Services (see Section 1.2.4) and deadlines to apply for graduation (Section 1.2.9).

Encl.

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

## 2017-2018 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](http://umanitoba.ca/faculties/graduate_studies/deadlines).

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

<b>Section 1: Dates for Fall/Winter Session.....</b>	<b>2</b>
<b>1.1 Dates applicable to all U of M students: .....</b>	<b>2</b>
<b>1.2 Dates applicable to most U of M students: .....</b>	<b>2</b>
1.2.1 Orientation.....	2
1.2.2 Start and End Dates.....	3
1.2.3 Registration and Withdrawal Dates .....	3
1.2.4 Fee Deadlines .....	4
1.2.5 Term Breaks .....	4
1.2.6 Examination and Test Dates.....	4
1.2.7 Challenge for Credit .....	4
1.2.8 Final Grade Appeal Deadlines .....	5
1.2.9 Graduation and University Convocation.....	5
<b>1.3 Dates applicable to Agriculture Diploma:.....</b>	<b>6</b>
<b>1.4 Dates applicable to Art (School of): .....</b>	<b>7</b>
<b>1.5 Dates applicable to Business Administration (M.B.A.):.....</b>	<b>7</b>
<b>1.6 Dates applicable to Dental Hygiene: .....</b>	<b>7</b>
<b>1.7 Dates applicable to Dentistry (including International Dentist Degree Program): .....</b>	<b>8</b>
<b>1.8 Dates applicable to Education (B.Ed. only):.....</b>	<b>9</b>
<b>1.9 Dates applicable to Law: .....</b>	<b>10</b>
<b>1.10 Dates applicable to Medicine (excludes Family Social Sciences):.....</b>	<b>11</b>
<b>1.11 Dates applicable to Music: .....</b>	<b>12</b>
<b>1.12 Dates applicable to Nursing:.....</b>	<b>12</b>
<b>1.13 Dates applicable to Occupational Therapy: .....</b>	<b>13</b>
<b>1.14 Dates applicable to Pharmacy: .....</b>	<b>14</b>
<b>1.15 Dates applicable to Physical Therapy:.....</b>	<b>15</b>
<b>1.16 Dates applicable to Respiratory Therapy: .....</b>	<b>15</b>
<b>1.17 Dates applicable to Social Work: .....</b>	<b>16</b>
<b>Section 2: Dates for Summer Term.....</b>	<b>17</b>
<b>2.1 Summer Term 2018 Dates .....</b>	<b>17</b>
2.1.1 Start and End Dates.....	17
2.1.2 Registration and Withdrawal Dates .....	17
2.1.3 Fee Deadlines .....	19
2.1.4 Examination and Test Dates.....	20
2.1.5 Other Summer Term Start and End Dates .....	20

## 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:

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#### 1.1.1 University Closure

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

<b>Canada Day (Holiday Observed)</b>	July 3, 2017
<b>Terry Fox Day (Civic Holiday)</b>	Aug. 7, 2017
<b>Labour Day</b>	Sept. 4, 2017
<b>Thanksgiving Day</b>	Oct. 9, 2017
<b>Remembrance Day</b>	Nov. 13, 2017
<b>Winter Holiday</b>	Dec. 22, 2017 to Jan. 1, 2018
<b>Louis Riel Day</b>	Feb. 19, 2018
<b>Good Friday</b>	Mar. 30, 2018
<b>Victoria Day</b>	May 21, 2018
<b>Canada Day (Holiday Observed)</b>	July 2, 2018
<b>Terry Fox Day (Civic Holiday)</b>	Aug. 6, 2018

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

Some additional or differing date information is included in separate sections for: **Agriculture Diploma, Business Administration (MBA), Dental Hygiene, Dentistry (includes IDDP), Education (B.Ed. only), Law, Medicine (excludes Family Social Sciences), Music, 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.

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#### 1.2.1 Orientation

*Additional or differing dates exist for: Agriculture Diploma, MBA, IDDP (Dentistry), 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. 5 to 6, 2017
Winter Term, Fort Garry Campus	Jan. 2, 2018
<b>Faculty of Architecture, Environmental Design Program</b>	Aug. 28, 2017
<b>School of Art</b>	Sept. 6, 2017
<b>Asper School of Business</b>	
Year 1 Welcome Luncheon	Sept. 5, 2017
Year 1 CSA Orientation and Barbeque	Sept. 6, 2017
<b>Engineering</b>	Sept. 5 and 6, 2017
<b>Family Social Sciences, Health Sciences and Health Studies</b>	
New student information session	Sept. 6, 2017

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### 1.2.2 Start and End Dates

Additional or differing dates exist for: **Agriculture Diploma, Art (School of), MBA, 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. 9 to 10, 2017.

Sept. 7 to Dec. 8, 2017

#### Winter Term

No classes, examinations or tests will be held Apr. 7 to 8, 2018.

Jan. 3 to Apr. 6, 2018

#### Winter/Summer Term spanned distance and online courses

Jan. 3 to July 3, 2018

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### 1.2.3 Registration and Withdrawal Dates

Additional or differing dates exist for: **Agriculture Diploma, Education, Law, Nursing and other faculties, colleges and/or schools offering irregularly scheduled courses.** Agriculture Diploma, Law and Nursing 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/registrar/fees/irregular\\_refund\\_vw\\_deadlines.html](http://umanitoba.ca/registrar/fees/irregular_refund_vw_deadlines.html)), or the Class Schedule.

#### Regular Registration Period

Fall Term and Fall/Winter Term classes

Ends Sept. 6, 2017

Winter Term classes and

Winter/Summer term spanned distance and online courses

Ends Jan. 2, 2018

#### Limited Access Release Date

Fall Term and Fall/Winter Term classes

Aug. 10, 2017

Winter Term classes and

Winter/Summer term spanned distance and online courses

Dec. 4, 2018

#### 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. 7 to 20, 2017

Winter Term classes and

Winter/Summer term spanned distance and online courses

Jan. 3 to 16, 2018

#### 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. 20, 2017

Winter Term classes and

Winter/Summer term spanned distance and online courses

Jan. 16, 2018

#### 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. 17, 2017

Fall/Winter Term spanned classes

Jan. 16, 2018

Winter Term classes

Mar. 16, 2018

Winter/Summer Term spanned distance and online courses

April 17, 2018

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## 1.2.4 Fee Deadlines

### Fee Payment Deadline

A financial penalty will be assessed on accounts with an outstanding balance after this date. Additional or differing dates exist for **Agriculture Diploma** students; students in these programs should also see their respective section of the Academic Schedule.

Fall Term	Administrative date, TBD
Winter Term	Administrative date, TBD

### Registration Revision Deadline

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

Fall Term and Fall/Winter Term classes	Sept. 20, 2017
Winter Term classes and Winter/Summer term spanned distance and online courses	Jan. 16, 2018

## 1.2.5 Term Breaks

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

<b>Fall Term Break</b> The UofM will be closed Monday Oct. 9 for Thanksgiving day (see 1.1.1); no classes, examinations or tests will be held Oct. 5 to 9, 2017.	Oct. 5 to 6, 2017
<b>Winter Term Break</b> The UofM will be closed Monday Feb. 19 for Louis Riel day (see 1.1.1).	Feb. 20 to 23, 2018

## 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, Nursing (Year 3 & 4), Music, Pharmacy**. Students in these programs should also see their respective section of the Academic Schedule. **Students in faculties, colleges, schools or programs offering irregularly scheduled courses** should also see the exam timetable available through their program office.

<b>Fall Term</b> (includes tests and midterm exams for Fall/Winter Term classes) No classes, examinations or tests will be held Dec. 9 to 10, 2017.	Dec. 11 to 21, 2017
<b>Winter Term</b> (includes final exams for Fall/Winter Term classes) No classes, examinations or tests will be held Apr. 7 to 8, 2018.	Apr. 9 to 23, 2018

## 1.2.7 Challenge for Credit

This information is only for those academic units that extend supplemental examination privileges.

<b>Challenge for Credit application deadline:</b>	
For classes offered Fall Term 2017	Sept. 20, 2017
For classes offered Winter Term 2018	Jan. 16, 2018
For June 2018 series	Apr. 27, 2018

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## 1.2.8 Final Grade Appeal Deadlines

For final grades received for Fall Term 2017 classes	Jan. 22, 2018
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For final grades received for Winter Term 2018 and Fall 2017/Winter 2018 classes	June 11, 2018
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## 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 2017:

Deadline to apply online to graduate <i>for most Undergraduate students</i>	Aug. 2, 2017
Faculty of Graduate Studies Submission Deadline*	Aug. 31, 2017
Convocation Ceremony (Fort Garry Campus)	Oct. 17 to 19, 2017

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### For students graduating February 2018:

Deadline to apply online to graduate <i>for most Undergraduate students</i>	Sept. 20, 2017
Faculty of Graduate Studies Submission Deadline*	Jan. 4, 2018
Graduation date for students graduating in February	Feb. 1, 2018
Convocation Ceremony (Fort Garry Campus)	June 4 to June 8, 2018

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### For students graduating Spring 2018:

Deadline to apply online to graduate <i>for most Undergraduate students</i>	Jan. 16, 2018
Faculty of Graduate Studies Submission Deadline*	Apr. 3, 2018
Convocation Ceremony – Agriculture Diploma	May 4, 2018
Convocation Ceremony – Bannatyne Campus	May 24, 2018
Convocation Ceremony – Fort Garry Campus	June 4 to June 8, 2018
Convocation Ceremony – Université de Saint-Boniface	June 11, 2018

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Graduate Studies Submission Deadline* for students graduating Fall 2018	Aug. 30, 2018
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Annual Traditional Graduation Pow Wow in honour of Indigenous graduates	May 5, 2018
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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. 13, 2017

#### 1.3.2 Start and End Dates

##### Fall Term

Sept. 14 to Dec. 7, 2017

##### Winter Term

Jan. 3 to Mar. 28, 2018

#### 1.3.3 Registration and Withdrawal Dates

##### Regular Registration Period

Fall Term and Fall/Winter Term classes

Ends Sept. 13, 2017

Winter Term classes

Ends Jan. 2, 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. 14 to 27, 2017

Winter Term classes

Jan. 3 to 16, 2018

##### 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. 27, 2017

Winter Term classes

Jan. 16, 2018

##### 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. 14, 2017

Winter Term and Fall/Winter Term classes

Mar. 6, 2018

#### 1.3.4 Fee Deadlines

##### Fee Payment Deadline

*Administrative date, TBD*

##### 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. 27, 2017

Winter Term classes

Jan. 16, 2018

#### 1.3.5 Examination and Test Dates

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

Dec. 8 to 15, 2017

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

Mar. 29 to Apr. 6, 2018

#### 1.3.6 School of Agriculture Convocation

May 4, 2018

## 1.4 Dates applicable to Art (School of):

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### 1.4.1 Field Trip

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First Year Field Trip	Oct. 2017 (TBD)
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## 1.5 Dates applicable to Business Administration (M.B.A.):

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### 1.5.1 Orientation

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Fall Term	TBD
Winter Term	TBD

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### 1.5.2 Start and End Dates

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Fall Term	Aug. 26 to Dec. 8, 2017
Winter Term	Jan 2 to Apr. 30, 2018
Summer Term	May 1 to Aug. 30, 2018

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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.*

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Fall Term Break	n/a
Winter Term Break	See section 1.2.5

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## 1.6 Dates applicable to Dental Hygiene:

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### 1.6.1 Start and End Dates

#### Year 2

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Fall Term Classes	Aug. 21 to Dec. 1, 2017
Winter Term Classes	Jan. 2 to Mar. 29, 2018

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#### Year 3

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Fall Term Classes	Aug. 14 to Dec. 1, 2017
Fall Term Clinics	TBA to Dec. 8, 2017
Winter Term Classes	Jan. 2 to Mar. 29, 2018
Winter Term Clinics	Jan. 2 to Apr. 6, 2018

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### 1.6.2 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 26 to Mar. 2, 2018

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### 1.6.3 Examination and Test Dates

#### Year 2

Fall Term (includes tests and midterm exams for Fall/Winter Term classes)	Dec. 4 to 15, 2017
Winter Term	Apr. 2 to 6, 2018

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#### Year 3

Fall Term (includes tests and midterm exams for Fall/Winter Term classes)	Dec. 11 to 15, 2017
Winter Term	Apr. 9 to 13, 2018

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## 1.7 Dates applicable to Dentistry (including International Dentist Degree Program):

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### 1.7.1 Start and End Dates

<b>DENT 2440 IDDP Orientation</b>	May-June 2017 (TBD)
<b>Years 1 and 2 Classes and Clinics</b>	
Fall Term	Aug. 14 to Dec. 1, 2017
Winter Term	Jan. 2 to Apr. 27, 2018
<b>Year 3/IDDP 1 Classes and Clinics</b>	
Fall Term	Aug. 8 to Dec. 1, 2017
Winter Term	Jan. 2 to Apr. 27, 2018
<b>Year 4/IDDP 2 Classes and Clinics</b>	
Fall Term	Aug. 8 to Dec. 8, 2017
Winter Term	Jan. 2 to Apr. 20, 2018

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### 1.7.2 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. 26 to Mar. 2, 2018

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### 1.7.3 Examination and Test Dates

#### Years 1, 2 and 3/IDDP 1

Fall Term (includes tests and midterm exams for Fall/Winter Term classes)	Dec. 4 to 15, 2017
Winter Term	Apr. 30 to May 11, 2018

#### Year 4/IDDP 2

Fall Term (includes tests and midterm exams for Fall/Winter Term classes)	Dec. 11 to 15, 2017
Winter Term	Jan. 8 to 12, 2018

### 1.8 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.

#### 1.8.1 Orientation

Sept. 5, 2017

#### 1.8.2 Start and End Dates

##### Fall Term

Practicum Block	Sept. 6 to 8, 2017
	Sept. 11 and 18; Oct. 15 and 30; Nov. 6, 2017
Practicum Mondays	
Classes	Sept. 12 to Nov. 10, 2017
Practicum Block	Nov. 13 to Dec. 15, 2017

##### Winter Term

Classes	Jan. 2 to Mar. 9, 2018
Program Days	Jan. 8, 2018
	Jan. 15 and 29; Feb. 5, 12, and 26; Mar. 5, 2018
Practicum Mondays	
Practicum Block	Mar. 12 to 23; Apr. 2 to 25, 2018

#### 1.8.3 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** Sept. 25 and Oct. 2, 2017

**Winter Term Break** See section 1.2.5

**Winter Practicum Break** *Note: Dates may vary by school division and/or practicum placement.* Mar. 26 to 30, 2018

#### 1.8.4 Examination and Test Dates

**Fall Term** (as required) Nov. 18, 2017

**Winter Term** (as required) Mar. 10, 2018

## 1.9 Dates applicable to Law:

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### 1.9.1 Start and End Dates

<b>Fall Term</b>	Sept. 5 to Dec. 5, 2017
<b>Winter Term</b>	Jan. 3 to Apr. 6, 2018

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### 1.9.2 Registration and Withdrawal Dates

#### Regular Registration Period

Fall Term and Fall/Winter Term classes	Ends Sept. 6, 2017
Winter Term classes	Ends Jan. 2, 2018

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#### 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. 7 to 15, 2017
Winter Term classes	Jan. 3 to 16, 2018

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#### 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. 15, 2017
Winter Term classes	Jan. 16, 2018

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#### Voluntary Withdrawal deadline

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

Fall Term classes	See section 1.2.3
Winter Term and Fall/Winter Term classes	See section 1.2.3

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### 1.9.3 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>	See section 1.2.5
<b>Winter Term Break</b>	See section 1.2.5

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### 1.9.4 Examination and Test Dates

<b>Fall Term</b> (includes tests and midterm exams for Fall/Winter Term classes)	Dec. 8 to 21, 2017
<b>Winter Term</b>	Apr. 9 to 20, 2018

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## 1.10 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 U of M students.*

### 1.10.1 Orientation

Medicine Inaugural Exercises

Aug. 23, 2017

### 1.10.2 Start and End Dates

#### Year 1

Fall Term

Aug. 22 to Dec. 22, 2017

Winter Term

Jan. 8 to June 1, 2018

#### Year 2

Fall Term

Aug. 28 to Dec. 22, 2017

Winter Term

Jan. 8 to June 1, 2018

#### Year 3

Fall Term

Aug. 28 to Dec. 22, 2017

Winter Term

Jan. 8 to June 1, 2018

Summer Term

June 4, 2018 to Aug. 3, 2018

#### Year 4

Fall Term

Aug. 21 to Dec. 22, 2017

Winter Term

Jan. 8 to May 18, 2018

#### B.Sc. (Med)

June 5 to Aug. 24, 2018

### 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.*

#### Year 1 and 2

Fall Term Break

n/a

Winter Term Break

Mar. 19 to 23, 2018

#### Year 3

Fall Term Break

n/a

Winter Term Break

n/a

Summer Term Break

Aug. 6 to Aug. 17, 2018

#### Year 4

n/a

### 1.10.4 Convocation Ceremony – Bannatyne Campus

May 24, 2018

### 1.11 Dates applicable to Music:

*Note: Music students also follow the dates listed in Section 1.2: Dates applicable to most U of M students.*

#### 1.11.1 Jury Examinations

Apr. 1 to 30, 2018

### 1.12 Dates applicable to Nursing:

#### 1.12.1 Submission Deadlines

*Non-Academic requirements due for all newly admitted students.*

##### Returning students (fall or winter)

June 1, 2017

##### New students

admitted for Fall Term

July 15, 2017

admitted for Winter Term

Nov. 15, 2017

#### 1.12.2 Orientation

##### Students admitted for Fall Term

Sept. 5 to 7, 2017

##### Students admitted for Winter Term

Jan. 3 to 5, 2018

##### Year 4 NURS 4290 Senior Practicum

Fall Term

May 2017 (TBD)

Winter Term

September 2017 (TBD)

#### 1.12.3 Start and End Dates

##### Fall Term Classes

See section 1.2.2

##### Winter Term Classes

See section 1.2.2

##### Nursing labs

Begin week of Sept. 11, 2017

##### Nursing Practice

Fall Term Nursing Practice 1 to 5

Dates vary, see class schedule

Winter Term Nursing Practice 1 to 6

Dates vary, see class schedule

Summer Term Nursing Practice 7

See class schedule

##### Year 4 NURS 4270 Clinical Rotation

Sept. 12 to Nov. 9, 2017

##### Year 4 NURS 4290 Senior Practicum

Fall Term

Sept. 11 to Dec. 1, 2017

Winter Term

Jan. 8 to Mar. 30, 2018

Summer Term

May 7 to July 27, 2018 (if needed)

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### 1.12.4 Registration Dates

**Last date to register for Fall 2017 and Winter 2018 Nursing Clinical Courses** Aug. 1, 2017

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### 1.12.5 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>	See section 1.2.5
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<b>Winter Term Break</b>	See section 1.2.5
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### 1.13 Dates applicable to Occupational Therapy:

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<b>1.13.1 Year 1 Orientation</b>	Aug. 24 to 25, 2017
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### 1.13.2 Start and End Dates

#### Year 1

Fall Term Classes	Aug. 28 to Nov. 17, 2017
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Basic Fieldwork	Nov. 20 to Dec. 15, 2017
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Winter Term Classes	Jan. 8 to May 4, 2018
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Intermediate Fieldwork 1	May 7 to June 29, 2018
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#### Year 2

Fall Term Classes	Aug. 28 to Dec 15, 2017
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Intermediate Fieldwork 2	Jan. 8 to Mar. 2, 2018
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Winter Term Classes	Mar. 12 to June 29, 2018
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Advanced Fieldwork	<i>flexible start and end dates between</i> July 3 to Sept. 14, 2018
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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.*

<b>Fall Term Break</b>	n/a
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<b>Winter Term Break</b>	Mar. 5 to Mar. 9, 2018*
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*\*Note: Some students may need to complete fieldwork during the mid-term break depending on availability of fieldwork sites.*

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## 1.14 Dates applicable to Pharmacy:

### 1.14.1 Year 1 Orientation

Sept. 6, 2017

### 1.14.2 Start and End Dates

#### Year 1

Fall Term Classes

See section 1.2.2

Winter Term Classes

See section 1.2.2

#### Year 2

Fall Term Classes

See section 1.2.2

Winter Term Classes

See section 1.2.2

SPEP 2

Apr. 30 to May 11, 2018

#### Year 3

Fall Term Classes

See section 1.2.2

Winter Term Classes

Jan. 2 to Mar. 23, 2018

SPEP 3

Apr. 2 to 27, 2018

#### Year 4

Fall Term Classes

Sept. 5 to Oct. 30, 2017

SPEP 4 – Block 1

Nov. 6 to Dec. 15, 2017

Electives – Block 1

Nov. 6 to Dec. 22, 2017

Winter Term Classes

n/a

SPEP 4 – Block 2

Jan. 2 to Feb. 9, 2018

Electives – Block 2

Jan. 2 to Feb. 16, 2018

SPEP 4 – Block 3

Feb. 20 to Mar. 29, 2018

Electives – Block 3

Feb. 20 to Apr. 6, 2018

### 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.*

#### Year 1, 2 and 3

See section 1.2.5

#### Year 4

n/a

### 1.14.4 Examination and Test Dates

#### Year 1

See section 1.2.6

#### Year 2

See section 1.2.6

#### Year 3

Fall Term Exams

See section 1.2.6

Winter Term Exams

March 26 to 29, 2018

#### Year 4

Fall Term Exams

Nov. 1 to 3, 2017

Winter Term Exams

n/a

## 1.15 Dates applicable to Physical Therapy:

### 1.15.1 Year 1 Orientation

Aug. 21, 2017

### 1.15.2 Start and End Dates

#### Fall Term

Classes

Aug. 21 to Dec. 15, 2017

MPT2 Fall Term Placement

6-week placement between  
Sept. 25 to Dec. 15, 2017

#### Winter Term

Classes

Jan. 3 to Mar. 23, 2018

MPT1 & MPT2 Winter Term Placement

2 x 6-week placements between  
Apr. 3 to June 22, 2018

#### Summer Term

MPT1 Summer Term Placement

2 x 6-week placements between  
Apr. 3 to Aug. 24, 2018

MPT2 Summer Term Placement

2 x 6-week placements between  
Apr. 3 to Sept. 7, 2018

MPT1 & MPT2 Summer Term Placement  
for students who completed only one placement in Winter Term

1 x 6-week placement between  
Jun. 25 to Aug. 31, 2018

### 1.15.3 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

Mar. 26 to Mar. 30, 2018

## 1.16 Dates applicable to Respiratory Therapy:

### 1.16.1 Orientation

#### Year 1

Aug. 31 and Sept. 1, 2017

#### Year 3

Aug. 16, 2017

### 1.16.2 Start and End Dates

#### Year 1

Fall Term

Sept. 5 to Dec. 15, 2017

Winter Term

Jan. 3 to May 25, 2018

#### Year 2

Fall Term

Sept. 5 to Dec. 15, 2017

Winter Term

Jan. 3 to June 22, 2018

#### Year 3



Fall Term	Aug. 16 to Dec. 15, 2017
Winter Term	Jan. 2 to May 25, 2018

### 1.16.3 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>	
Year 1 and 2	See section 1.2.5
Year 3	n/a

## 1.17 Dates applicable to Social Work:

### 1.17.1 Orientation

<b>Fort Garry</b>	
Year 1	Sept. 6, 2017
Field Instruction Orientation	Sept. 5 and 6, 2017
<b>Inner City</b>	
Year 1	Sept. 7, 2017
Field Instruction Orientation	Sept. 5 and 6, 2017
<b>Distance Delivery</b>	
Year 1 (web conference)	July to August 2017 (multiple sessions)
Field Instruction Orientation	August 2017 (multiple sessions)
<b>Northern Program</b>	Sept. 6 to 8, 2017

### 1.17.2 Start and End Dates

<b>Fall Term Classes</b>	See section 1.2.2
<b>Winter Term Classes</b>	See section 1.2.2
<b>Field Instruction*</b>	
Fall Term	Sept. 5 to Dec. 15, 2017
Winter Term	Jan. 3 to Apr. 13, 2018

*\*Note: Some students may need to complete fieldwork during the fall and/or winter term breaks.*

### 1.17.3 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> (all programs)	See section 1.2.5
<b>Winter Term Break – Fort Garry and Distance Delivery</b>	See section 1.2.5
<b>Winter Term Break – Inner City and Northern Program</b>	Mar. 26 to 30, 2018

## Section 2: Dates for Summer Term

### 2.1 Summer Term 2018 Dates

#### 2.1.1 Start and End Dates

##### Distance and online courses:

Winter/Summer spanned courses	Jan. 3 to July 3, 2018
Summer Term courses	May 7 to Aug. 3, 2018
<b>May Day</b>	May 7 to 30, 2018
<b>May-June Day</b>	May 7 to June 26, 2018
<b>May-June Expanded</b>	May 7 to June 26, 2018
<b>May-June Evening</b>	May 7 to June 21, 2018
<b>May-August Evening</b>	May 7 to Aug. 9, 2018
<b>June Day</b>	June 4 to 26, 2018
<b>June-August Evening</b>	June 25 to Aug. 9, 2018
<b>July Day</b>	July 3 to 25, 2018
<b>July-August Day</b>	July 3 to Aug. 22, 2018
<b>July-August Expanded</b>	July 3 to Aug. 22, 2018
<b>August Day</b>	July 30 to Aug. 22, 2018

#### 2.1.2 Registration and Withdrawal Dates

##### Regular Registration Period

##### Distance and online courses

Winter/Summer spanned courses	Ends Jan. 2, 2018
Summer Term courses	Ends May 6, 2018
<b>May Day</b>	Ends May 6, 2018
<b>May-June Day</b>	Ends May 6, 2018
<b>May-June Expanded</b>	Ends May 6, 2018
<b>May-June Evening</b>	Ends May 6, 2018
<b>May-August Evening</b>	Ends May 6, 2018
<b>June Day</b>	Ends June 3, 2018
<b>June-August Evening</b>	Ends June 24, 2018
<b>July Day</b>	Ends July 2, 2018
<b>July-August Day</b>	Ends July 2, 2018
<b>July-August Expanded</b>	Ends July 2, 2018
<b>August Day</b>	Ends July 29, 2018

---

**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. 3 to 16, 2018
Summer Term courses	May 7 to 18, 2018
<b>May Day</b>	May 7 to 9, 2018
<b>May-June Day</b>	May 7 to 9, 2018
<b>May-June Expanded</b>	May 7 to 11, 2018
<b>May-June Evening</b>	May 7 to 11, 2018
<b>May-August Evening</b>	May 7 to 11, 2018
<b>June Day</b>	June 4 to 6, 2018
<b>June-August Evening</b>	June 25 to 29, 2018
<b>July Day</b>	July 3 to 5, 2018
<b>July-August Day</b>	July 3 to 5, 2018
<b>July-August Expanded</b>	July 3 to 9, 2018
<b>August Day</b>	July 30 to Aug. 1, 2018

**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. 16, 2018
Summer Term courses	May 18, 2018
<b>May Day</b>	May 9, 2018
<b>May-June Day</b>	May 9, 2018
<b>May-June Expanded</b>	May 11, 2018
<b>May-June Evening</b>	May 11, 2018
<b>May-August Evening</b>	May 11, 2018
<b>June Day</b>	June 6, 2018
<b>June-August Evening</b>	June 29, 2018
<b>July Day</b>	July 5, 2018
<b>July-August Day</b>	July 5, 2018
<b>July-August Expanded</b>	July 9, 2018
<b>August Day</b>	Aug. 1, 2018

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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.*

### Distance and online courses

Winter/Summer spanned courses	April 17, 2018
Summer Term courses	July 13, 2018
<b>May Day</b>	May 24, 2018
<b>May-June Day</b>	June 14, 2018
<b>May-June Expanded</b>	June 14, 2018
<b>May-June Evening</b>	June 12, 2018
<b>May-August Evening</b>	July 17, 2018
<b>June Day</b>	June 20, 2018
<b>June-August Evening</b>	July 31, 2018
<b>July Day</b>	July 19, 2018
<b>July-August Day</b>	Aug. 10, 2018
<b>July-August Expanded</b>	Aug. 10, 2018
<b>August Day</b>	Aug. 16, 2018

## 2.1.3 Fee Deadlines

### Fee payment deadlines

*A financial penalty will be assessed on accounts with an outstanding balance after this date.*

(determined by RCGA)

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### Registration Revision Deadline

*Last date to withdraw and have some fees removed from fee assessment.*

### Distance and online courses

Winter/Summer spanned courses	Jan. 16, 2018
Summer Term courses	May 18, 2018
<b>May Day</b>	May 9, 2018
<b>May-June Day</b>	May 9, 2018
<b>May-June Expanded</b>	May 11, 2018
<b>May-June Evening</b>	May 11, 2018
<b>May-August Evening</b>	May 11, 2018
<b>June Day</b>	June 6, 2018
<b>June-August Evening</b>	June 29, 2018
<b>July Day</b>	July 5, 2018
<b>July-August Day</b>	July 5, 2018
<b>July-August Expanded</b>	July 9, 2018
<b>August Day</b>	Aug. 1, 2018

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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, 2018
Summer Term courses	Aug. 7 to 14, 2018
<b>May Day</b>	June 1 & 2, 2018
<b>May-June Day</b>	June 28 & 29, 2018
<b>May-June Expanded</b>	June 28 & 29, 2018
<b>May-June Evening</b>	June 22 & 23, 2018
<b>May-August Evening</b>	Aug. 10 & 11, 2018
<b>June Day</b>	June 28 & 29, 2018
<b>June-August Evening</b>	Aug. 10 & 11, 2018
<b>July Day</b>	July 27, 2018
<b>July-August Day</b>	Aug. 24 & 25, 2018
<b>July-August Expanded</b>	Aug. 24 & 25, 2018
<b>August Day</b>	Aug. 24 & 25, 2018

### 2.1.5 Other Summer Term Start and End Dates

<b>Business Administration (M.B.A.)</b>	May 1 to Aug. 30, 2018
<b>Medicine</b>	
<b>Year 3</b>	June 4 to Aug. 3, 2018 (no classes Aug. 6 to 17)
<b>B.Sc. (Med.)</b>	June 5 to Aug. 24, 2018
<b>Nursing</b>	
Summer Term Nursing Practice 7	See class schedule
Summer Term Year 4 NURS 4290 Senior Practicum	May 7 to July 27, 2019 (if needed)
Orientation for Fall Term 2018 Year 4 NURS 4290 Senior Practicum	May 2018 (TBD)
<b>Occupational Therapy</b>	<i>flexible start and end dates between</i>
Year 2 Advanced Fieldwork	July 3 to Sept. 14, 2018
<b>Physical Therapy</b>	
MPT1	2 x 6-week placements between April 3 to Aug. 24, 2018
MPT2	2 x 6-week placements between Apr. 3 to Sept. 7, 2018

# MEMO

REGISTRAR'S OFFICE

Room 400 University Centre

PH: 204-474-9425



UNIVERSITY  
OF MANITOBA

**Date:** November 7, 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:**
  - Removal of Section 1.15: Other University Special Events
    - The name of the Information Days event was recently changed, as were the previously published dates. In addition, two of the four dates listed here are always published as TBD and the University itself does not hold memorial events for the École Polytechnique massacre.
- **Changes:**
  - Addition of two new Parts of Term in Summer 2017: May-June Expanded and July-August Expanded deadlines (see Section 2.2):
    - This was done at the request of Summer Session to accommodate existing and commonly used course scheduling practices.

Encl.

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

## 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.

### Contents

<b>Section 1: Dates for Fall/Winter Session.....</b>	<b>2</b>
<b>1.1 Dates applicable to all U of M students: .....</b>	<b>2</b>
<b>1.2 Dates applicable to most U of M students: .....</b>	<b>2</b>
1.2.1 Orientation.....	2
1.2.2 Start and End Dates.....	3
1.2.3 Registration and Withdrawal Dates.....	3
1.2.4 Fee Deadlines.....	4
1.2.5 Term Breaks .....	4
1.2.6 Examination and Test Dates.....	4
1.2.7 Challenge for Credit, Supplemental Examinations and Other Tests.....	5
1.2.8 Final Grade Appeal Deadlines .....	5
1.2.9 Graduation and University Convocation.....	5
<b>1.3 Dates applicable to Agriculture Diploma:.....</b>	<b>6</b>
<b>1.4 Dates applicable to Dental Hygiene: .....</b>	<b>7</b>
<b>1.5 Dates applicable to Dentistry: .....</b>	<b>8</b>
<b>1.6 Dates applicable to Education (B.Ed. only):.....</b>	<b>9</b>
<b>1.7 Dates applicable to Law: .....</b>	<b>10</b>
<b>1.8 Dates applicable to Medicine (excludes Family Social Sciences):.....</b>	<b>11</b>
<b>1.9 Dates applicable to Nursing: .....</b>	<b>11</b>
<b>1.10 Dates applicable to Occupational Therapy: .....</b>	<b>12</b>
<b>1.11 Dates applicable to Pharmacy: .....</b>	<b>13</b>
<b>1.12 Dates applicable to Physical Therapy:.....</b>	<b>14</b>
<b>1.13 Dates applicable to Respiratory Therapy: .....</b>	<b>14</b>
<b>1.14 Dates applicable to Social Work: .....</b>	<b>15</b>
<b>1.15 Other University Special Events.....</b>	<b>15</b>
<b>Section 2: Dates for Summer Term.....</b>	<b>16</b>
<b>2.1 Summer Term 2016 Dates .....</b>	<b>16</b>
<b>2.2 Summer Term 2017 Dates .....</b>	<b>20</b>

## 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:

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#### 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

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### 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.

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#### 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.*

##### Head Start

For prospective 2016-2017 students	June 4, 2016
For prospective 2017-2018 students	June 3, 2017

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##### 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

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<b>Faculty of Architecture, Environmental Design Program</b>	Aug. 29, 2016
<b>School of Art</b>	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. 30, 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 Winter/Summer term spanned distance and online courses	Jan. 17, 2017
<b>Voluntary Withdrawal (VW) deadline</b>	
<i>Last date to withdraw and not receive a final grade; students cannot withdraw from courses after this date.</i>	
Fall Term classes	Nov. 18, 2016
Winter Term and Fall/Winter Term classes	Mar. 17, 2017
Winter/Summer term spanned distance and online courses	June 5, 2017

## 1.2.4 Fee Deadlines

### Fee Payment Deadline

*A financial penalty will be assessed on accounts with an outstanding balance after this date. Additional or differing dates exist for **Agriculture Diploma and Law** students; students in these programs should also see their respective section of the Academic Schedule.*

Fall Term	Sept. 14, 2016
Winter Term	Jan. 11, 2017

### 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
Winter Term classes and Winter/Summer term spanned distance and online courses	Jan. 17, 2017

## 1.2.5 Term Breaks

*Academic and administrative offices will be open during this period; 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), Physical Therapy and Respiratory Therapy**. Students in these programs should also see their respective section of the Academic Schedule.*

<b>Fall Term Break</b> <i>No classes, examinations or tests will be held Oct. 6 to 10, 2016.</i>	Oct. 6 to 7, 2016
<b>Winter Term Break</b> <i>The UofM will be closed Monday Feb. 20 for Louis Riel day (see 1.1.1).</i>	Feb. 21 to 24, 2017

## 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.*

<b>Fall Term</b> (includes tests and midterm exams for Fall/Winter Term classes) <i>No classes, examinations or tests will be held Dec. 10 to 11, 2016.</i>	Dec. 12 to 22, 2016
<b>Winter Term</b> (includes final exams for Fall/Winter Term classes) <i>No classes, examinations or tests will be held Apr. 8 to 9, 2017.</i>	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
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For June 2017 series	Apr. 21, 2017
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#### Language Reading Tests for Graduate Students

Aug. 27, 2016; Mar. 25, 2017
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### 1.2.8 Final Grade Appeal Deadlines

For final grades received for Fall Term 2016 classes	Jan. 24, 2017
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For final grades received for Winter Term 2017 and Fall 2016/Winter 2017 classes	June 12, 2017
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### 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
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Faculty of Graduate Studies Submission Deadline*	Aug. 25, 2016
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Convocation Ceremony (Fort Garry Campus)	Oct. 18 to 20, 2016
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#### For students graduating February 2017:

Deadline to apply online to graduate <i>for most Undergraduate students</i>	Sept. 21, 2016
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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
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#### For students graduating Spring 2017:

Deadline to apply online to graduate <i>for most Undergraduate students</i>	Jan. 17, 2017
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Faculty of Graduate Studies Submission Deadline*	Mar. 30, 2017
--	---------------

Convocation Ceremony – Agriculture Diploma	May 5, 2017
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Convocation Ceremony – College of Medicine	May 18, 2017
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Convocation Ceremony (Fort Garry Campus)	June 5 to June 9, 2017
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Convocation Ceremony – Université de Saint-Boniface	June 12, 2017
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Graduate Studies Submission Deadline* for students graduating Fall 2017	Aug. 31, 2017
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Annual traditional Graduation Pow Wow in honour of Indigenous graduates	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, 2017
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, 2017
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

### 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.*

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

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### 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)

Year 1 Orientation	May-June 2016
On-Site Assessment	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

### 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.*

Fall Term Break	n/a
Winter Term Break	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 and Feb. 6, 2017
Practicum Mondays	Feb. 13, Feb. 27, Mar. 6, 2017
Practicum Block	Mar. 13 to Apr. 26, 2017

#### 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
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<b>Winter Term Break</b>	See section 1.2.5
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<b>Winter Practicum Break</b> <i>Note: Dates may vary by school division and/or practicum placement.</i>	Mar. 27 to 31, 2017
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#### 1.6.4 Examination and Test Dates

<b>Fall Term</b> (as required)	Nov. 12, 2016
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<b>Winter Term</b> (as required)	Mar. 11, 2017
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## 1.7 Dates applicable to Law:

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### 1.7.1 Start and End Dates

Fall Term	Sept. 6 to Dec. 7, 2016
Winter Term	Jan. 4 to Apr. 7, 2017

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### 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

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#### 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

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#### 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.*

Fall Term Break	October 11 to 12, 2016
Winter Term Break	See section 1.2.5

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### 1.7.4 Examination and Test Dates

Fall Term (includes tests and midterm exams for Fall/Winter Term classes)	Dec. 8 to 21, 2016
Winter Term	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 U of M students.*

### 1.8.1 Orientation

Medicine Inaugural Exercises

Aug. 24, 2016

### 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.*

Fall Term Break

n/a

Winter Term Break

Mar. 20 to 24, 2017

### 1.8.4 Faculty of Medicine Convocation Ceremony

May 18, 2017

## 1.9 Dates applicable to Nursing:

### 1.9.1 Submission Deadlines

*Non-Academic requirements due for all newly admitted students.*

Returning students (fall or winter)

June 1, 2016

New students

admitted for Fall Term

July 15, 2016

admitted for Winter Term

Nov. 10, 2016

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### 1.9.2 Orientation

Students admitted for Fall Term	Sept. 1 and 2, 2016
Students admitted for Winter Term	Jan. 4 and 5, 2017
Year 2 Clinical Orientation	Sept. 26, 2016
Year 3 Orientation	TBA
Year 4 clinical and senior practicum orientation (January start)	Sept. 8, 2016

### 1.9.3 Start and End Dates

Nursing labs	Begin week of Sept. 12, 2016
Year 3 Clinical Rotation	
Tuesday/Wednesday	Starts Sept. 27, 2016
Thursday/Friday	Starts Sept. 29, 2016
Year 4 NURS 4270 Clinical Rotation	Starts Sept. 13, 2016
Year 4 NURS 4430 Clinical Rotation	
Tuesday/Wednesday	Starts Sept. 20, 2016
Thursday/Friday	Starts Sept. 22, 2016
Year 4 NURS 4290 Senior Practicum	Starts Sept. 12, 2016

### 1.9.4 Registration Dates

Last date to register for Fall 2016 and Winter 2017 Nursing Clinical Courses	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:

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
<b>Year 2</b>	
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
	<i>flexible start and end dates between</i>
Summer Term Advances Fieldwork	July 4 to Sept. 15, 2017

### 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.*

<b>Fall Term Break</b>	n/a
<b>Winter Term Break</b>	Mar. 6 to Mar. 10, 2017*
<i>*Note: Some students may need to complete fieldwork during the mid-term break depending on availability of fieldwork sites.</i>	

## 1.11 Dates applicable to Pharmacy:

<b>1.11.1 Year 1 Orientation</b>	Sept. 7, 2016
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### 1.11.2 Start and End Dates

<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

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#### 1.11.4 Examination and Test Dates

Year 4	Nov. 2 to 4, 2016
Year 3	Mar. 27 to 31, 2017

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#### 1.12 Dates applicable to Physical Therapy:

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1.12.1 Year 1 Orientation	Aug. 15, 2016
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#### 1.12.2 Start and End Dates

Year 1	
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
Year 2	
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

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<b>Year 2</b>	
Fall Term	Sept. 6 to Dec. 16, 2016
Winter Term	Jan. 4 to June 23, 2017
<b>Year 3</b>	
Fall Term	Aug. 15 to Dec. 16, 2016
Winter Term	Jan. 2 to May 26, 2017

### 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.*

<b>Fall Term Break</b>	n/a
<b>Winter Term Break</b>	See section 1.2.5

## 1.14 Dates applicable to Social Work:

### 1.14.1 Orientation

<b>Year 1</b>	Sept. 7, 2016
<b>Year 2 and 3 Field Orientation</b>	Sept. 6 and 7, 2016

### 1.14.2 Start and End Dates

#### 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.*

### 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.*

<b>Fall Term Break</b>	See section 1.2.5
<b>Winter Term Break</b>	See section 1.2.5

## 1.15 Other University Special Events

<del>2016 School Counsellors Admissions Seminar</del>	<del>Sept. 2016 (date tbd)</del>
<del>Evening of Excellence</del>	<del>Oct. 2016 (date tbd)</del>
<del>Memorial events for 14 women murdered at l'École Polytechnique in 1989</del>	<del>Dec. 6, 2016</del>
<del>Information Days for High School Students</del>	<del>Feb. 15 to 16, 2017</del>

## Section 2: Dates for Summer Term

### 2.1 Summer Term 2016 Dates

#### 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
<b>May Day</b>	May 2 to 25, 2016
<b>May/June Day</b>	May 2 to June 21, 2016
<b>May/June Evening</b>	May 2 to June 16, 2016
<b>May-August Evening</b>	May 2 to Aug. 4, 2016
<b>June Day</b>	May 30 to June 21, 2016
<b>June-August Evening</b>	June 20 to Aug. 4, 2016
<b>July Day</b>	July 4 to 26, 2016
<b>July/August Day</b>	July 4 to Aug. 24, 2016
<b>August Day</b>	Aug. 2 to 24, 2016

#### 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

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**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

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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.*

**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**

*A financial penalty will be assessed on accounts with an outstanding balance after this date.*

TBD

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**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 Expanded</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>July-August Expanded</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 Expanded</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 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>July-August Expanded</b>	Ends July 3, 2017
<b>August Day</b>	Ends July 30, 2017

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**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 Expanded</b>	May 1 to 5, 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>	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>July-August Expanded</b>	July 4 to 10, 2017
<b>August Day</b>	July 31 to Aug. 2, 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.*

**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 Expanded</b>	May 5, 2017
<b>May/June Evening</b>	May 5, 2017
<b>May-August Evening</b>	May 5, 2017
<b>June Day</b>	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>July-August Expanded</b>	July 10, 2017
<b>August Day</b>	Aug. 2, 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.*

### 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 Expanded</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>July-August Expanded</b>	Aug. 11, 2017
<b>August Day</b>	Aug. 17, 2017

## 2.2.3 Fee Deadlines

### Fee payment deadline

*A financial penalty will be assessed on accounts with an outstanding balance after this date.*

TBD

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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 Expanded</b>	May 5, 2017
<b>May/June Evening</b>	May 5, 2017
<b>May-August Evening</b>	May 5, 2017
<b>June Day</b>	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>July-August Expanded</b>	July 10, 2017
<b>August Day</b>	Aug. 2, 2017

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## 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 Expanded</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>July-August Expanded</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

## **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 College of Rehabilitation Sciences.

### **Observations**

1. The **College of Rehabilitation Sciences:** proposes one (1) course introduction. The course will deliver foundational theory and frameworks utilized within the rehabilitation field along with application of these to relevant research designs and methodologies utilized for rehabilitation research. This course is being designated as a required course within the program and will provide an additional benefit of creating a student cohort within each intake year. The need for both a foundational course and an increased sense of student community have been highlighted in external review of the program.

### **Course Introduction**

#### **REHB 7280 Rehabilitation Theory and Research Design**

**+3**

Quantitative and qualitative research methodologies and research designs used for rehabilitation research. Theories and frameworks central to rehabilitation research will be incorporated throughout (for example International Classification of Functioning, Disability and Health (ICF), Health-Related Quality of Life). Application of content through development of theory-based research proposal.

#### **NET CREDIT HOUR CHANGE**

**+3**

### **Recommendations**

**The Executive Committee recommends THAT: the course change from the unit listed below be approved by Senate:**

#### **College of Rehabilitation Sciences**

Respectfully submitted,

Dr. John (Jay) Doering, Chair  
Faculty of Graduate Studies Executive Committee  
/py

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

---

### 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 proposals from the Dept. of Pathology, Dept. of French, Spanish and Italian, Dept. of Psychology, and Faculty of Arts: Dept. of Anthropology, Dept. of Classics, Dept. of Economics, Dept. of English, Film and Theatre, Dept. of French, Spanish and Italian, Dept. of German and Slavic Studies, Dept. of History, Dept. of Linguistics, Dept. of Native Studies, Dept. of Philosophy, Dept. of Political Studies, Dept. of Psychology, Dept. of Religion, Dept. of Sociology, and Dept. of Women and Gender Studies.

### Observations

1. The **Dept. of Pathology**: proposes (4) four course introductions. The course introductions are in response to Pathology's recent graduate program review to provide better organization of topics and fewer lecturers by deleting PATH 7020 and introducing one 3 credit hour course and two 1.5 credit hour courses. In this way students can choose a more desirable and focused elective according to their learning goals.

#### Course Introductions:

##### **IMED 7212 Introduction to the Mechanisms of Disease**

**+3**

(Formerly: PATH 7020) This course introduces the student to the basic principles of disease processes, with use of case models to illustrate mechanisms. An assigned review, in conjunction with an essay and presentation will form part of the course. There are no course prerequisites.

##### **PATH 7120 Diseases of Human Organ Systems**

**+1.5**

(Formerly: PATH 7020) Prerequisite: IMED 7212. The course introduces the student to the pathology of major organ systems of the human body via lectures, assigned readings and discussion, and oral presentations. The course will provide coverage of disease mechanisms and the pathology of specific organ systems including: gastrointestinal, genitourinary, reproductive, breast, hematolymphoid, cardiovascular and respiratory systems.

##### **PATH 7130 Clinical Pathological Correlations 1**

**+1.5**

(Formerly: PATH 7020) The course provides an opportunity to synthesize clinical skills and theoretical knowledge in the identification, classification, and staging of cancer with emphasis on Primary Tumor (T); Regional Lymph Nodes (N); Distant Metastasis (M) TNM staging. Course graded pass/fail. Prerequisites: IMED 7212

##### **PATH 7140 Clinical Pathological Correlations 2**

**+1.5**

The course provides an opportunity to synthesize clinical skills and theoretical knowledge in the identification, classification, and staging of cancer with emphasis on Primary Tumor (T); Regional Lymph Nodes (N); Distant Metastasis (M) TNM staging. Course graded pass/fail. Pre-requisites: IMED 7130

<b>NET CREDIT HOUR CHANGE</b>	<b>+7.5</b>
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2. The **Dept. of French, Spanish and Italian**: proposes (1) one course deletion. The course is redundant with FREN 7580 Special Topics 1.

Course Deletion

<b>FREN 7590 Special Topics 2</b>	<b>-3</b>
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<b>NET CREDIT HOUR CHANGE</b>	<b>-3</b>
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3. The **Dept. of Psychology**: proposes (2) two course deletions and (1) one course introduction.

There are 3 course numbers for Internship in Clinical Psychology (PSYC 7960, PSYC 7970, PSYC 7980). Since 2012, the department of Psychology has only used PSYC 7980 for this course and does not need more than one course number for this course.

The clinical psychology curriculum currently has 6 required clinical practica and 2 optional practica. 6 practica are no longer sufficient for students competing for predoctoral internships. Some students are now taking 7 to 9 practica. Course PSYC 7958 is being introduced because there isn't currently a course number for the 9<sup>th</sup> practicum.

Course Deletions:

<b>PSYC 7960 Internship in Clinical Psychology</b>	<b>-0</b>
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<b>PSYC 7970 Internship in Clinical Psychology</b>	<b>-0</b>
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Course Introduction:

<b>PSYC 7958 Clerkship Practicum in Clinical Psychology</b>	<b>+0</b>
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Supervised practice in a clinical service facility operated by the university or approved by the training program. Direct client contact to provide experience in assessment and therapy based on case conceptualization and supervised by clinical faculty. Enrollment normally restricted to student in Clinical Psychology. Graded Pass/Fail. Pre-requisite: consent of instructor.

<b>NET CREDIT HOUR CHANGE</b>	<b>0</b>
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4. The **Faculty of Arts** proposes standardized calendar language for course descriptions in Faculty of Arts units/departments in the case of topics courses eligible for multiple credit.

With the proliferation of topics courses in recent years, it has become important that students receive clear instructions on when they can and cannot repeat a course for credit.

Topics courses have been introduced in some cases in lieu of sequential versions of courses which



allowed students to take similar but not identical courses in a common area (e.g. Advanced Linguistics 1 and Advanced Linguistics 2). Other topics courses incorporate course subjects that once were covered in discrete courses but which were infrequently taught and have now been deleted from the calendar. With the ability now to offer multiple versions of courses covering any broad topic and have this recorded on the student transcript, the need for sequential numbers is removed. Provided a topics course is offered with a clear sub-title each year where the subject matter is different, and the identical former subtitle in years where the subject matter is the same, it is possible to restrict some students from inadvertently, or deliberately, repeating the same course over again.

While the current calendar language --in conjunction with hidden controls put on the Aurora system behind the scenes-- achieves this purpose, the Faculty of Arts is requesting further clarification to the standard calendar statement to warn students that exact topic repeats are in fact not possible.

### Proposal

To modify the standard statement in all topics courses in the Faculty of Arts from:

As the course content will vary from year to year, students may take this course more than once for credit.

To:

The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.

### Course Modifications:

#### 4.a) Dept. of Anthropology

##### **ANTH 7070 Seminar in the Anthropology of Illness** **3**

(Formerly 076.707) Selected topics in the study of cultural factors involved in health/illness, with emphasis upon a particular cultural system. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.

##### **ANTH 7400 Seminar in the Archaeology of a Selected Area** **3**

(Formerly 076.740) An intensive survey of the archaeology of a major region or culture area of the world. Content will vary according to the interests of the instructor. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.

##### **ANTH 7410 Seminar in Selected Topics in Archaeology** **3**

(Formerly 076.741) The seminars will consist of an intensive examination of major methodological, analytical and interpretive issues in current archaeological research. Content will vary according to the interests of the instructor. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.

##### **ANTH 7900 Problems in Ethnological Research** **3**

(Formerly 076.790) Problems in ethnological research. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.

##### **ANTH 7930 Special Problems in Human Biology** **3**

(Formerly 076.793) Special problems in Human Biology. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.

<b>ANTH 7940 Graduate Reading and Research I</b>	<b>3</b>
(Formerly 076.794) Reading and research. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.	
<b>ANTH 7950 Graduate Reading and Research 2</b>	<b>3</b>
(Formerly 076.795) Reading and research. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.	
<b>NET CREDIT HOUR CHANGE</b>	<b>0</b>

4.b) **Dept. of Classics**

<b>CLAS 7300 Topics in Greek Art and Archaeology</b>	<b>3</b>
This course will investigate aspects of Greek art, technology, and material culture, emphasizing different topics, methods, genres, or theoretical approaches. Possible topics include artistic media, the archaeology of particular regions, and archaeological approaches to the economy and other issues in social history. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.	
<b>CLAS 7302 Topics in roman Art and Archaeology</b>	<b>3</b>
This course will investigate aspects of Roman art, archaeology, and material culture, emphasizing different topics, methods, genres, or theoretical approaches. Possible topics include artistic media, the archaeology of particular regions, and archaeological approaches to the economy and other issues in social history. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.	
<b>CLAS 7310 Readings in Selected Topics</b>	<b>3</b>
Intensive study of one or more authors in Greek or Latin literature or of a special topic in ancient history. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.	
<b>GRK 7100 Greek Literature</b>	<b>3</b>
A reading course involving a selected Greek author or authors, or a set of related works. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.	
<b>GRK 7110 Topics in Greek History</b>	<b>3</b>
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. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.	
<b>LATN 7200 Latin Literature</b>	<b>3</b>
A reading course involving a selected Latin author or authors, or a set of related works. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.	
<b>LATN 7210 Topics in Roman History</b>	<b>3</b>
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. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.	
<b>NET CREDIT HOUR CHANGE</b>	<b>0</b>

4.c) **Dept. of Economics**

**ECON 7300 Directed Special Studies in Economics**

**3**

(Formerly 018.730) Intensive study of advanced work in a selected field of economics. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.

**NET CREDIT HOUR CHANGE**

**0**

4.d) **Dept. of English, Film and Theatre**

**ENGL 7030 Studies in American Literature**

**3**

(Formerly 004.703) A detailed study of an aspect of American Literature. Topics will vary from year to year. Not to be held with the former ENGL 7020 (004.702). The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.

**ENGL 7050 Studies in Canadian Literature**

**3**

(Formerly 004.705) A detailed study of an aspect of Canadian Literature. Topics will vary from year to year. Not to be held with the former ENGL 7040 (004.704) or the former 004.746. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.

**ENGL 7070 Studies in British Literature since 1900**

**3**

(Formerly 004.707) A detailed study of an aspect of post-1900 British Literature. Topics will vary from year to year. Not to be held with the former ENGL 7060 (004.706). The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.

**ENGL 7090 Studies in Contemporary Literature**

**3**

(Formerly 004.709) A detailed study of an aspect of contemporary literature in English. Topics will vary from year to year. Not to be held with the former ENGL 7080 (004.708). The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.

**ENGL 7140 Studies in International Literature**

**3**

(Formerly 004.714) A detailed study of an aspect of international literature in English. Topics will vary from year to year. Not to be held with the former ENGL 7100 (004.710). The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.

**ENGL 7160 Studies in Modernism**

**3**

(Formerly 004.716) A detailed study of an aspect of Modernism. Topics will vary from year to year. Not to be held with the former ENGL 7150 (004.715). The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.

**ENGL 7170 Studies in Media**

**3**

(Formerly 004.717) A detailed study of an aspect of media and literature. Topics will vary from year to year. Not to be held with the former ENGL 7250 (004.725). The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.

**ENGL 7180 Studies in Old English Poetry**

**3**

(Formerly 004.718) Studies in Old English poetry. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.

**ENGL 7190 Special Topics in Literary Figures 1**

**3**

(Formerly 004.719) Focuses on the works of an individual author. Subjects will vary from year to year. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.

- ENGL 7690 Special Topics in Literary Periods** 3  
(Formerly 004.769) Description not available for this course. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.
- ENGL 7710 Special Topics in Literary Genres 1** 3  
(Formerly 004.771) No description available. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.
- ENGL 7750 Directed Reading 1** 3  
(Formerly 004.775) Directed Reading 1. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.
- ENGL 7800 Studies in Drama/Theatre** 3  
(Formerly 004.780) Focuses on drama possibly using some consideration of theatrical practice and performance. Topics will vary from year to year. Not to be held with the former ENGL 7790 (004.779). The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.
- ENGL 7840 Studies in Critical Theory** 3  
(Formerly 004.784) Explores literary theory. Topics will vary from year to year. Not to be held with the former ENGL 7830 (004.783). The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.
- ENGL 7860 Topics in Cultural Studies** 3  
(Formerly 004.786) Provides an overview of the theory and practice of cultural studies. Topics will vary from year to year. Not to be held with the former ENGL 7850 (004.785). The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.
- ENGL 7880 Studies in Literature and Film** 3  
(Formerly 004.788) Brings together literature and film. Topics will vary from year to year. Not to be held with the former ENGL 7870 (004.787). The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.
- ENGL 7900 Studies in Medieval Literature** 3  
(Formerly 004.790) A detailed study of an aspect of Middle English literature. Topics will vary from year to year. Not to be held with the former ENGL 7890 (004.789). The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.
- ENGL 7920 Studies in Early Modern Literature** 3  
(Formerly 004.792) A detailed study of an aspect of Early Modern literature. Topics will vary from year to year. Not to be held with the former ENGL 7910 (004.791) or the former 004.723. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.
- ENGL 7940 Studies in Eighteenth-Century Literature** 3  
(Formerly 004.794) A detailed study of an aspect of eighteenth-century literature. Topics will vary from year to year. Not to be held with the former ENGL 7930 (004.793). The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.
- ENGL 7960 Studies in Romanticism** 3  
(Formerly 004.796) A detailed study of an aspect of romanticism. Topics will vary from year to year. Not to be held with the former ENGL 7950 (004.795). The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.
- ENGL 7980 Studies in Nineteenth-Century British Literature** 3  
(Formerly 004.798) A detailed study of an aspect of Nineteenth-Century British literature. Topics will vary from year to year. Not to be held with the former ENGL 7970 (004.797). The course content may

vary. Students can earn multiple credits for this course only when the topic subtitle is different.

**NET CREDIT HOUR CHANGE** **0**

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4.e) **Dept. of French, Spanish and Italian**

**FREN 7520 Topics in Literary Periods 1** **3**

(Formerly 004.752) Topics in Literary Periods 1. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.

**FREN 7540 Topics in Literary Genres 1** **3**

(Formerly 004.754) The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.

**FREN 7560 Topics in Critical Theory and Practice 1** **3**

(Formerly 004.756) Topics in Literary Periods 1. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.

**FREN 7580 Special Topics 1** **3**

(Formerly 004.758) Special Topics 1. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.

**NET CREDIT HOUR CHANGE** **0**

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4.f) **Dept. of German and Slavic Studies**

**GRMN 7300 Special Topics in German Literature and Culture 1750-1945** **3**

Topics dealing with German literature and culture focusing on an author, a systematic topic or period between 1750 and 1945. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.

**GRMN 7360 Independent Studies in German** **3**

Each student will work with an instructor to prepare a reading program in an appropriate area, depending on the needs of students and staff. The student will present written assignments as required. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.

**SLAV 7400 Selected Topics in Slavic Literatures** **3**

Seminar discussions of various problems in Slavic literature as related to the students' field of research. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.

**SLAV 7430 Selected Topics in Slavic Studies** **3**

An independent study course in Slavic literatures, cultures, or folklore. Topics will be selected to meet students' research or study interests. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.

**NET CREDIT HOUR CHANGE** **0**

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4.g) **Dept. of History**

<b>HIST 7190 Studies in American History since 1877</b>	<b>6</b>
(Formerly 011.719) An examination of selected topics in American history from Reconstruction to the present. Particular topics will be announced each year. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.	
<b>HIST 7220 Selected Topics in British History</b>	<b>6</b>
A detailed examination of selected topics and problems in British history. Topics and content will vary from year to year. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.	
<b>HIST 7270 Special Studies in Social History</b>	<b>6</b>
(Formerly 011.727) A seminar course, the content of which will vary from year to year. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.	
<b>HIST 7290 Reading Seminar in Canadian History, 1860 to the Present</b>	<b>6</b>
(Formerly 011. 729) While the specific content may vary from year to year, the general approach shall be to ensure a broad sampling of the secondary literature in Canadian history. Political, social and economic themes will be emphasized and particular concern shall be taken with historiographical controversy. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.	
<b>HIST 7392 Selected Topics in Archival Studies</b>	<b>3</b>
A detailed examination of selected topics and problems in Archival Studies. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.	
<b>HIST 7770 Selected Topics</b>	<b>6</b>
(Formerly 011.777) A program of independent reading and/or research on selected topics, undertaken and arranged by a student in consultation with his prospective instructor, upon the approval of the Graduate Chair. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.	
<b>HIST 7772 Selected Topics</b>	<b>3</b>
The content of this course varies. Courses offered under this number will be advanced graduate seminars investigating topics that are not part of an existing seminar course. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.	
<b>HIST 7774 Independent Study/Reading</b>	<b>3</b>
The content of this course will vary. It will be an advanced, independent reading/study course for graduate students, on a topic of particular interest to the student. Normally the topic will be one that the student cannot study in an existing seminar course. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.	
<b>HIST 7820 Issues in Modern Asian History: Selected Topics</b>	<b>3</b>
(Formerly 011.782) Content will vary. Emphasis will be on the analyses of important issues and recent developments in the history and historiography of modern Asia. Consult the History Department for particulars. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.	

<b>NET CREDIT HOUR CHANGE</b>	<b>0</b>
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4.h) **Dept. of Linguistics**

<b>LING 7590 Field Methods</b>	<b>6</b>
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(Formerly 126.759) Provides practical experience in techniques for data collection, analysis and interpretation of original data, through guided work with a speaker of a language unfamiliar to students. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.

**LING 7620 Seminar in North American Indian Languages 3**

(Formerly 126.762) The linguistic structure of a North American language or group of languages. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.

**LING 7920 Special Problems in Linguistic Research 3**

(Formerly 126.792) Specialized topics in linguistics. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.

**LING 7940 Graduate Reading and Research I 3**

(Formerly 126.794) Independent reading and/or research on a selected topic. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.

**LING 7950 Graduate Reading and Research 2 3**

(Formerly 126.795) Independent reading and/or research on a selected topic. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.

**NET CREDIT HOUR CHANGE 0**

4.i) **Dept. of Native Studies**

**NATV 7220 Selected Topics in Native Studies 3**

(Formerly 032.722) A critical examination of issues in selected areas of Native Studies designed to meet the special needs of graduate students interested in exploring interdisciplinary perspectives in Native Studies. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.

**NATV 7280 Native Studies Colloquia 1**

(Formerly 032.728) Theoretical, methodological, ethical and contextual issues in Native Studies are explored from the perspectives of formally and informally trained experts using a colloquia format. Students are required to attend regularly. This course is taken more than once to fulfil program requirements. Time slots to be determined the first week of September (Pass/Fail). The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.

**NATV 7290 Seminar in Aboriginal Economy 3**

This seminar deals with a variety of specific topics in Aboriginal Economy. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.

**NET CREDIT HOUR CHANGE 0**

4.j) **Dept. of Philosophy**

**PHIL 7120 Graduate Reading I 3**

(Formerly 015.712) A reading course for graduate students in philosophy. Subject matter may be arranged to suit the special needs and interests of students: the course might, for example, be devoted to modal logic, or the free will problem, the ontological argument, phenomenology, the philosophy of W. V. Quine, etc. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.

<b>PHIL 7130 Graduate Reading 2</b>	<b>3</b>
(Formerly 015.713) A reading course for graduate students in philosophy, similar to PHIL 7120 (or 015.712). The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.	
<b>PHIL 7140 Epistemology</b>	<b>3</b>
A study of selected topics in epistemology. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.	
<b>PHIL 7160 Metaphysics</b>	<b>3</b>
A study of selected topics in metaphysics. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.	
<b>PHIL 7180 Graduate Reading 3</b>	<b>3</b>
(Formerly 015.718) A reading course for graduate students in philosophy, similar to PHIL 7120 (or 015.712). As the course content will vary from year to year, students may take this course more than once for credit.	
<b>PHIL 7190 Graduate Reading 4</b>	<b>3</b>
(Formerly 015.719) A reading course for graduate students in philosophy, similar to PHIL 7120 (or 015.712). The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.	
<b>PHIL 7200 Topics in Ethics I</b>	<b>3</b>
(Formerly 015. 720) Basic topics in moral theory. Readings will include contemporary articles and books. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.	
<b>PHIL 7210 Topics in Ethics 2</b>	<b>3</b>
(Formerly 015.721) Basic topics in moral theory. Readings will include contemporary articles and books. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.	
<b>PHIL 7230 Topics in Logic and the Philosophy of Logic 2</b>	<b>3</b>
(Formerly 015.723) Selected topics in mathematical logic, inductive logic, the philosophy of logic, and the methodology of the natural and formal sciences. Students may not hold credit for both PHIL 7230 (or 015.723) and the former 015.705. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.	

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<b>NET CREDIT HOUR CHANGE</b>	<b>0</b>
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4.k) **Dept. of Political Studies**

<b>POLS 7280 Directed Readings in Politics</b>	<b>3</b>
(Formerly 019.728) An independent reading and/or research course on a selected topic in political studies, undertaken and arranged in consultation with the prospective instructor, upon the approval of the Graduate Committee. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.	
<b>POLS 7290 Directed Readings in Politics 2</b>	<b>6</b>
(Formerly 019.729) An independent reading and/or research course on a selected topic undertaken and arranged in consultation with the prospective instructor, upon approval of the Graduate Committee. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.	



**POLS 7300 Directed Readings in Public Administration** 3  
(Formerly 019.730) An independent reading and/or research course on a selected topic undertaken and arranged in consultation with the prospective instructor, upon approval of the Graduate Committee. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.

**NET CREDIT HOUR CHANGE** 0

4.l) **Dept. of Psychology**

**PSYC 7310 Current Topics I** 3  
(Formerly 017.731) An intensive study of the contemporary research and theory in a selected field of psychology. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.

**NET CREDIT HOUR CHANGE** 0

4.m) **Dept. of Religion**

**RLGN 7020 Special Topics I** 3  
(Formerly 020.702) Description not available for this course. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.

**RLGN 7030 Special Topics 2** 3  
(Formerly 020.703) Description not available for this course. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.

**NET CREDIT HOUR CHANGE** 0

4.n) **Dept. of Sociology**

**SOC 7160 Selected Topics** 3  
(Formerly 077.716) An intensive study of the contemporary research and theory in a selected field of sociology. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.

**SOC 7190 Seminar in Selected Topics in Sociological Theory** 3  
(Formerly 077.719) The content of this course may vary from year to year, depending on interest and need. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.

**SOC 7240 Seminar in Selected Topics in Research and Methods** 3  
(Formerly 077.724) The content of this course may vary from year to year, depending on interest and need. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.

**SOC 7310 Seminar in Intergroup Relations** 3  
(Formerly 077.731) This seminar will provide an opportunity for detailed study of intergroup (religious, racial, and ethnic) relations in contemporary Canadian society. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.

**SOC 7350 Advanced Reading and Research I****3**

(Formerly 077.735) Directed study of a selected area within the general field of sociology. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.

**SOC 7450 Selected Topics in Criminology****3**

(Formerly 077.745) An advanced seminar in a selected area of criminology. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.

**NET CREDIT HOUR CHANGE****0****4.o) Dept. of Women's and Gender Studies****WOMN 7170 Directed Readings in Women's Studies****3**

(Formerly 156.726) Advanced study of selected topics in Women's Studies from an interdisciplinary perspective. The content of the course may vary from year to year and will be arranged by the coordinator of the Women's and Gender Studies Program in consultation with the appropriate representatives of departments. Prerequisite: consent of the Women's and Gender Studies coordinator and the instructor. Students must complete a Reading Course Application Form available from the Women's and Gender Studies office. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.

**WOMN 7270 Advanced Topics in Women's Studies****3**

(Formerly 156.727) Advanced study of selected topics in Women's Studies from an interdisciplinary perspective. The content of the course may vary from year to year and will be arranged by the coordinator of the Women's and Gender Studies Program in consultation with the appropriate representatives of departments. Interdisciplinary analysis of contemporary issues, debates and theories in Women's Studies. Topics will vary from year to year and may include, for example, gender theory, sexualities, or feminist pedagogy. Prerequisite: consent of the Women's and Gender Studies coordinator and course instructor. The course content may vary. Students can earn multiple credits for this course only when the topic subtitle is different.

**NET CREDIT HOUR CHANGE****0****Recommendations**

The Executive Committee recommends THAT: the course changes from the unit(s) listed below be approved by Senate:

**Dept. of Pathology****Dept. of French, Spanish and Italian****Dept. of Psychology****Faculty of Arts:****Dept. of Anthropology****Dept. of Classics****Dept. of Economics****Dept. of English, Film and Theatre****Dept. of French, Spanish and Italian****Dept. of German and Slavic Studies****Dept. of History****Dept. of Linguistics**

Dept. of Native Studies  
Dept. of Philosophy  
Dept. of Political Studies  
Dept. of Psychology  
Dept. of Religion  
Dept. of Sociology  
Dept. of Women and Gender Studies

Respectfully submitted,

Dr. Todd A. Mondor, Chair  
Faculty of Graduate Studies Executive Committee

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

## **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 October 25, 2016 the Senate Committee on Awards approved fifteen new offers, eleven amended offers, and the withdrawal of two awards as set out in Appendix A of the *Report of the Senate Committee on Awards – Part A* (dated October 25, 2016).

### **Recommendations**

On behalf of Senate, the Senate Committee on Awards recommends that the Board of Governors approve fifteen new offers, eleven amended offers, and the withdrawal of two awards as set out in Appendix A (dated October 25, 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 October 25, 2016**

#### **1. NEW OFFERS**

##### **Dr. Bonnie Buhler Graduate Scholarships in Music**

Dr. Bonnie Buhler (LL.D. '16) has donated a gift of \$1,000,000 to create an endowment fund to support outstanding graduate students in the Marcel A. Desautels Faculty of Music. Dr. Bonnie Buhler has been a driving force in philanthropy in Manitoba. Her impact in the community has been profound, and this gift continues her expression of exceptional generosity. Beginning in 2019– 2020, the available annual income from the fund will be used to offer one or more scholarships to graduate students who:

- (1) are 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) have 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, have demonstrated outstanding skill and promise in performance as evidenced in the graduate auditions.

The scholarship is renewable to the recipients for a second year provided that the recipients:

- (1) are enrolled full-time in the Faculty of Graduate Studies 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) have achieved a minimum degree grade point average of 3.5 based on the last 60 credit hours (or equivalent) of study.

Each year the number and value of scholarships shall be determined by the selection committee. The value of each scholarship shall not exceed the current value of the University of Manitoba Graduate Fellowship for the Master of Music program.

The Vice-Provost (Graduate Education) and Dean of the Faculty of Graduate Studies (or designate) will ask the Dean of the Marcel A. Desautels Faculty of Music (or designate) to name the selection committee of this award.

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

##### **Robert Eby Graduate Student Scholarship in Computer Science**

Robert Eby established an endowment fund at the University of Manitoba with a gift of \$5,000 in 2016. The Manitoba Scholarship and Bursary Initiative has made a matching contribution to the fund. The purpose of the scholarship is to recognize graduate students studying big data or computational finance in the Department of Computer Science. Each year, beginning in 2018-2019, the available annual income from the fund will be used to offer one scholarship to a graduate student who:

- (1) is enrolled full-time in the Faculty of Graduate Studies in a graduate program delivered by the Department of Computer Science 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) is involved in research or study in the area of big data or computational finance, or a related area (e.g. big data management, data mining and/or analytics, data science, etc.)
- (4) has demonstrated potential research ability, as determined by the selection committee.

In order to demonstrate how they meet criteria (3) and (4), 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).

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.

### **Florence and Robert Brownridge Graduate Bursary**

Florence Brownridge (B.A. 49/, B.S.W./51) has established an endowment fund with the initial gift of \$25,000 at the University of Manitoba in 2016. The purpose of the fund is to support graduate students pursuing studies in the Master of Social Work based in Indigenous Knowledges (MSW-IK) program. Beginning in the 2018 – 2019 academic year, the available annual interest from the fund will be used to offer one bursary to a graduate student who:

- (1) is enrolled full-time in the Faculty of Graduate Studies in the Master of Social Work based in Indigenous Knowledges program at the University of Manitoba;
- (2) has achieved a minimum grade point average of 3.0 based on previous 60 credit hours (or equivalent) of study;
- (3) has demonstrated financial need on the standard University of Manitoba bursary application form.

Applicants who self-identify as members of one or more of the Educational Equity priority groups and who possess a grade point average between 2.5 and 2.99 will be reviewed for special consideration.

The Dean of the Faculty of Social Work (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 establishing the award.

### **Henley Graduate Scholarship in Natural Resources Development and Stewardship in Manitoba**

In honour of his retirement, Professor Thomas Henley established an endowment fund with an initial gift of \$15,000. He established the fund with the intent of providing support to graduate students in the following ways: degree-related field research and related expenses (including travel, food, housing and to return research findings to the research host community); an opportunity to train in methods for natural resources management, conservation and planning; and an opportunity to engage in outreach training, and to translate results into communication to communities, public audiences, and policy-makers. The Manitoba Scholarship and Bursary Initiative has made a matching contribution to the fund. The purpose of the scholarship is to provide funding to graduate students pursuing studies in natural resources management in Manitoba. Beginning in 2016-2017 the available annual income from the fund will be used to offer one scholarship to a graduate student who:

- (1) is enrolled full-time in the Faculty of Graduate Studies in a Master's or Ph.D. program delivered by the Clayton H. Riddell Faculty of Environment, Earth, and Resources;

- (2) has achieved a minimum grade point average of 3.5 based on the previous 30 credit hours (or equivalent) of study;
- (3) is pursuing studies in natural resources management in Manitoba;
- (4) has submitted the highest quality research proposal, in the opinion of the selection committee;
- (5) currently holds an award valued at \$5,000 or more.

Candidates will be required to submit an application that includes a copy of their research proposal; a statement (maximum 500 words) outlining the funding they have received for their project; and a letter of reference from their advisor that confirms criteria (3) and (5).

If, in any given year, there are no candidates that meet all of the criteria, the award may be offered to a candidate that otherwise meets criteria (1) through (4).

The Vice-Provost (Graduate Education) and Dean of the Faculty of Graduate Studies (or designate) will ask the Dean of the Clayton H. Riddell Faculty of Earth, Environment, and Resources (or designate) to name the selection committee for this award, which will include one individual from the private natural resources sector in Manitoba (e.g. mining, energy, forestry, etc.).

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.

#### **Mike Zahn Bursary in Mechanical Engineering**

In memory of her brother Mike Zahn, Mrs. Dorothy Li and her husband Mr. Raymond Li have established an endowment fund at the University of Manitoba with an initial gift of \$50,000 in 2016. The Manitoba Bursary and Scholarship Initiative has made a contribution to the fund. The purpose of the fund is to provide bursaries to encourage and support mechanical engineering students in the Faculty of Engineering. Each year, beginning in 2018-2019, the available annual income from the fund will be used to offer one bursary to an undergraduate student who:

- (1) is enrolled full-time (minimum 60% course load) in their second, third or fourth year of study in the Mechanical Engineering Program in the Faculty of Engineering;
- (2) has achieved a minimum degree grade point average of 2.0;
- (3) has demonstrated financial need on the standard University of Manitoba bursary application form.

Students may apply for and receive this bursary more than once if they are eligible as per the established criteria above.

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

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

#### **Mike Zahn Scholarship in Mechanical Engineering**

In memory of her brother Mike Zahn, Mrs. Dorothy Li and her husband Mr. Raymond Li have established an endowment fund at the University of Manitoba with an initial gift of \$50,000 in 2016. The Manitoba Bursary and Scholarship Initiative has made a contribution to the fund. The purpose of the fund is to reward academic excellence in mechanical engineering. Each year, beginning in 2018-2019, the available annual income from the fund will be used to offer two scholarships of equal value to undergraduate students who:

- (1) are enrolled full-time (minimum 80% course load) in their third or fourth year of study in the Mechanical Engineering program in the Faculty of Engineering;
- (2) have achieved a minimum degree grade point average of 3.5;
- (3) have achieved high academic standing in the courses Thermodynamics (currently numbered MECH 2202) and Fundamentals of Fluid Mechanics (currently numbered MECH 2262);
- (4) have not received any other Faculty of Engineering scholarships that academic year.

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

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

### **Nursing Students Association Scholarship (Clinical Performance)**

The Nursing Students Association (NSA), with support from the Nursing Endowment Fund, has established seven different annually funded scholarships. The purpose of these scholarships will be to support nursing students in their pursuit of advanced education by providing financial assistance. The scholarships will also promote excellence in nursing in academic and clinical settings, by acknowledging and encouraging academic excellence and strong leadership abilities. Each year, the Nursing Students Association will apply for the funds from the Nursing Endowment Committee and report the approved amount available to Financial Aid and Awards at the University of Manitoba. A portion of these earnings will be used to offer a minimum of one scholarship to a College of Nursing Student who:

- (1) is enrolled full-time (minimum 80% course load) in the Four-year Baccalaureate Nursing Program or the Bachelor of Nursing program;
- (2) has achieved a minimum degree grade point average of 3.5 or higher;
- (3) has demonstrated exceptional clinical performance;
- (4) has never failed a clinical course.

Candidates must submit a letter of application (maximum 250 word count) outlining how they meet the requirements set out in the criteria listed above. In addition to a letter of application for this award candidates must submit one letter of reference from a clinical instructor. Students may apply for more than one of the seven different Nursing Student Association Scholarships but will only be allowed to receive one award. However, an exception may be made and an additional award may be given to the same student in the event that the student is the only suitable applicant for more than one of the seven different scholarships.

In the event of a tie, the student with the highest degree grade point average from among the tied students will receive the award. If a further tie occurs, the student with the greater number of A+ grades will be selected. If a further tie occurs, the student with the highest grade point average calculated from all University of Manitoba courses will be selected.

The selection committee will have the discretion to determine the number and value of scholarships offered each year based on the available funds. The total spending for all seven different Nursing Students Association Scholarships cannot exceed the reported amount available for spending.

The selection committee will be the Student Awards Committee of the College of Nursing, with representation by the President of the Nursing Students Association (or designate).

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



### **Nursing Students Association Scholarship (Clinical Practicum)**

The Nursing Students Association (NSA), with support from the Nursing Endowment Fund, has established seven different annually funded scholarships. The purpose of these scholarships will be to support nursing students in their pursuit of advanced education by providing financial assistance. The scholarships will also promote excellence in nursing in academic and clinical settings, by acknowledging and encouraging academic excellence and strong leadership abilities. Each year, the Nursing Students Association will apply for the funds from the Nursing Endowment Committee and report the approved amount available to Financial Aid and Awards at the University of Manitoba. A portion of these earnings will be used to offer a minimum of one scholarship to a College of Nursing Student who:

- (1) is enrolled full-time (minimum 80% course load) in the Four-year Baccalaureate Nursing Program or the Bachelor of Nursing program;
- (2) has achieved a minimum degree grade point average of 3.5 or higher;
- (3) is registered in the NURS 4290 Clinical Practicum for either winter, summer, or fall in the upcoming academic year that the award is tenable;
- (4) plans to pursue a career in nursing in order to contribute positively to a population of interest, or to become a future leader in nursing through continued community involvement.

Candidates must submit a letter of application (maximum 250 word count) outlining how they meet the requirements set out in the criteria listed above. Students may apply for more than one of the seven different Nursing Student Association Scholarships but will only be allowed to receive one award. However, an exception may be made and an additional award may be given to the same student in the event that the student is the only suitable applicant for more than one of the seven different scholarships.

In the event of a tie, the student with the highest degree grade point average from among the tied students will receive the award. If a further tie occurs, the student with the greater number of A+ grades will be selected. If a further tie occurs, the student with the highest grade point average calculated from all University of Manitoba courses will be selected.

The selection committee will have the discretion to determine the number and value of scholarships offered each year based on the available funds. The total spending for all seven different Nursing Students Association Scholarships cannot exceed the reported amount available for spending.

The selection committee will be the Student Awards Committee of the College of Nursing, with representation by the President of the Nursing Students Association (or designate).

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

### **Nursing Students Association Scholarship (NSA)**

The Nursing Students Association (NSA), with support from the Nursing Endowment Fund, has established seven different annually funded scholarships. The purpose of these scholarships will be to support nursing students in their pursuit of advanced education by providing financial assistance. The scholarships will also promote excellence in nursing in academic and clinical settings, by acknowledging and encouraging academic excellence and strong leadership abilities. Each year, the Nursing Students Association will apply for the funds from the Nursing Endowment Committee and report the approved amount available to Financial Aid and Awards at the University of Manitoba. A portion of these earnings will be used to offer a minimum of one scholarship to a College of Nursing Student who:

- (1) is enrolled full-time (minimum 80% course load) in the Four-year Baccalaureate Nursing Program or the Bachelor of Nursing program;
- (2) has achieved a minimum degree grade point average of 3.5 or higher;

(3) is involved in the Nursing Student Association;

Candidates must submit a letter of application (maximum 250 word count) outlining how they meet the requirements set out in the criteria listed above. In addition to a letter of application for this award, candidates must submit a letter from an Executive Council member from NSA outlining their participation and commitment. Students may apply for more than one of the seven different Nursing Student Association Scholarships but will only be allowed to receive one award. However, an exception may be made and an additional award may be given to the same student in the event that the student is the only suitable applicant for more than one of the seven different scholarships.

In the event of a tie, the student with the highest degree grade point average from among the tied students will receive the award. If a further tie occurs, the student with the greater number of A+ grades will be selected. If a further tie occurs, the student with the highest grade point average calculated from all University of Manitoba courses will be selected.

The selection committee will have the discretion to determine the number and value of scholarships offered each year based on the available funds. The total spending for all seven different Nursing Students Association Scholarships cannot exceed the reported amount available for spending.

The selection committee will be the Student Awards Committee of the College of Nursing, with representation by the President of the Nursing Students Association (or designate).

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

#### **Nursing Students Association Scholarship (Single Parent)**

The Nursing Students Association (NSA), with support from the Nursing Endowment Fund, has established seven different annually funded scholarships. The purpose of these scholarships will be to support nursing students in their pursuit of advanced education by providing financial assistance. The scholarships will also promote excellence in nursing in academic and clinical settings, by acknowledging and encouraging academic excellence and strong leadership abilities. Each year, the Nursing Students Association will apply for the funds from the Nursing Endowment Committee and report the approved amount available to Financial Aid and Awards at the University of Manitoba. A portion of these earnings will be used to offer a minimum of one scholarship to a College of Nursing Student who:

- (1) is enrolled full-time (minimum 80% course load) in the Four-Year Baccalaureate Nursing Program or the Bachelor of Nursing program;
- (2) has achieved a minimum degree grade point average of 3.0;
- (3) is a single custodial parent;
- (4) has demonstrated potential for becoming a successful, contributing member of the nursing profession.

Candidates must submit a letter of application (maximum 250 word count) outlining how they meet the requirements set out in the criteria listed above. Students may apply for more than one of the seven different Nursing Student Association Scholarships but will only be allowed to receive one award. However, an exception may be made and an additional award may be given to the same student in the event that the student is the only suitable applicant for more than one of the seven different scholarships.

In the event of a tie, the student with the highest degree grade point average from among the tied students will receive the award. If a further tie occurs, the student with the greater number of A+ grades will be selected. If a further tie occurs, the student with the highest grade point average calculated from all University of Manitoba courses will be selected.

The selection committee will have the discretion to determine the number and value of scholarships offered each year based on the available funds. The total spending for all seven different Nursing Students Association Scholarships cannot exceed the reported amount available for spending.

The selection committee will be the Student Awards Committee of the College of Nursing, with representation by the President of the Nursing Students Association (or designate).

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

### **Nursing Students Association Scholarship (Volunteer)**

The Nursing Students Association (NSA), with support from the Nursing Endowment Fund, has established seven different annually funded scholarships. The purpose of these scholarships will be to support nursing students in their pursuit of advanced education by providing financial assistance. The scholarships will also promote excellence in nursing in academic and clinical settings, by acknowledging and encouraging academic excellence and strong leadership abilities. Each year, the Nursing Students Association will apply for the funds from the Nursing Endowment Committee and report the approved amount available to Financial Aid and Awards at the University of Manitoba. A portion of these earnings will be used to offer a minimum of one scholarship to a College of Nursing Student who:

- (1) is enrolled full-time (minimum 80% course load) in the Four-year Baccalaureate Nursing Program or the Bachelor of Nursing program;
- (2) has achieved a minimum degree grade point average of 3.5 or higher;
- (3) has demonstrated leadership with a commitment to the College of Nursing or the community through volunteer activities in the community or at the University of Manitoba;

Candidates must submit a letter of application (maximum 250 word count) outlining how they meet the requirements set out in the criteria listed above. In addition to a letter of application for this award, candidates must submit supporting documentation written by an administrator from the agency where they volunteer that confirms their hours of volunteer activity. Students may apply for more than one of the seven different Nursing Student Association Scholarships but will only be allowed to receive one award. However, an exception may be made and an additional award may be given to the same student in the event that the student is the only suitable applicant for more than one of the seven different scholarships.

In the event of a tie, the student with the highest degree grade point average from among the tied students will receive the award. If a further tie occurs, the student with the greater number of A+ grades will be selected. If a further tie occurs, the student with the highest grade point average calculated from all University of Manitoba courses will be selected.

The selection committee will have the discretion to determine the number and value of scholarships offered each year based on the available funds. The total spending for all seven different Nursing Students Association Scholarships cannot exceed the reported amount available for spending.

The selection committee will be the Student Awards Committee of the College of Nursing, with representation by the President of the Nursing Students Association (or designate).

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

### **Peterson Family Scholarship**

Gerald Peterson (B.Comm.[Hons.]/1978) and Alanna Peterson (B.Comm.[Hons.]/2007), have established an annually funded award at the University of Manitoba to support students in the I.H. Asper School of

Business. Gerald Peterson and Alanna Peterson are a father and daughter who each overcame individual challenges in their lives in order to obtain a post-secondary education and graduate from the I.H. Asper School of Business. Beginning in 2018-2019 and ending in 2020-2021, the scholarship will offer one award of \$2,000 to an undergraduate student who:

- (1) is enrolled full-time (minimum 80% course load) in the Bachelor of Commerce program in the I.H. Asper School of Business;
- (2) has completed 30 credit hours or more of study;
- (3) has achieved a minimum degree grade point average of 3.0;
- (4) has demonstrated active engagement within the community.

Candidates will be required to provide information indicating how they meet criterion (4) by completing the I.H. Asper School of Business General Award Online Application.

The donor will notify the Financial and Awards office by no later than March 31 in any year this award will not be offered as scheduled.

The Dean of the I.H. Asper School of Business (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.

### **Proven Family Bursary**

The Proven Family has established a bursary at the University of Manitoba with an initial gift of \$10,000 in 2016. John Proven was both a graduate of the Bachelor of Commerce program and President of the Commerce Students' Association in 1990. His son graduated from the same program in 2016. The purpose of the fund is to ensure that students pursuing studies in the I.H. Asper School of Business are afforded the opportunity to do so. Beginning in the 2018-2019 academic year, the available annual income will be used to offer one bursary to one undergraduate student who:

- (1) is enrolled full-time (minimum 60% course load) in the Bachelor of Commerce (Honours) program in the I.H. Asper School of Business;
- (2) has achieved a minimum degree grade point average of 2.5;
- (3) has demonstrated financial need on the standard University of Manitoba bursary application form.

The Dean of the I.H. Asper School of Business (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.

### **Schwartz/Reisman Scholars Program**

Mr. Gerald Schwartz, O.C., B.Comm., LLB and Ms. Heather Reisman have made a gift of \$1 million to establish an annually funded scholarship program for a period of four years. The Province of Manitoba has made a matching contribution through its commitment to scholarships as part of the university's Front and Centre fundraising campaign. The purpose of the Schwartz-Reisman Scholars Program is to recognize community involvement, leadership and academic excellence among students studying in the I.H. Asper School of Business and the Faculty of Law at the University of Manitoba. Each year, beginning in 2016-2017 and ending in 2019-2020, \$500,000 in scholarships will be offered to both undergraduate and graduate students as outlined below.

Scholarships of \$10,000 will be offered to undergraduate students who:

- (1) are enrolled either:
  - (i) full-time (minimum 80% course load) in the BComm(Hons) program in the I.H. Asper School of Business, or
  - (ii) full-time in the Juris Doctor program in the Faculty of Law;
- (2) have achieved a minimum degree grade point average of 3.75 or, if entering directly from high school, a minimum average of 85% on those courses used for admission;
- (3) have demonstrated community involvement and leadership.

Scholarships of \$20,000 will be offered to graduate students who:

- (1) are enrolled full-time in the Faculty of Graduate studies in either:
  - (i) the MBA or the MSc in Management program delivered by the I.H. Asper School of Business, or
  - (ii) the LL.M. program delivered by the Faculty of Law;
- (2) have achieved a minimum grade point average of 3.5 based on the previous 60 credit hours (or equivalent) of work;
- (3) have demonstrated community involvement and leadership.

Scholarships of \$30,000 will be offered to graduate students who:

- (1) are enrolled full-time in the Faculty of Graduate studies in the PhD (Business Administration) program delivered by the I.H. Asper School of Business;
- (2) have achieved a minimum grade point average of 3.5 based on the previous 60 credit hours (or equivalent) of study;
- (3) have demonstrated community involvement and leadership.

Candidates will be required to submit a statement (maximum 500 words) and two letters of reference from individuals in leadership positions that indicate how they meet criterion (3).

In each case, the scholarships are renewable for the duration of the recipient's degree program, or until the four year duration of the scholarship program ends, providing that the recipient continues to meet the criteria as outlined above. Recipients will be required to provide documentation verifying that they continue to meet criterion (3) each year. If a recipient is no longer eligible for the scholarship, a new recipient (or recipients) may be selected.

The selection committee will have the discretion to determine the number of each of the scholarships to be offered. All new and renewed scholarships together must total \$500,000 each year.

The selection committee for this award will be jointly named by the Vice-Provost (Graduate Education) and Dean of the Faculty of Graduate Studies (or designate), the Dean of the I.H. Asper School of Business (or designate), and the Dean of the Faculty of Law (or designate).

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

### **William Danylchuk Bursary**

In memory of William Danylchuk [B. Ed/78], his friends and family established an endowment fund at the University of Manitoba, with an initial gift of \$10,000 in 2014. The purpose of the fund is to provide financial support to undergraduate students from south-eastern Manitoba who are studying Music, Education or Political Studies. Beginning in the 2016-2017 year, the bursary will rotate each year

between the Faculty of Music, the Faculty of Education (2017-2018), and the Department of Political Studies in the Faculty of Arts (2018-2019). The bursary will continue to be awarded in this order in perpetuity. Each year, the available annual interest from the fund will be used to offer one bursary to an undergraduate student who:

- (1) has graduated from a high school in south-eastern Manitoba;
- (2) is enrolled full-time (minimum 60% course load) in their second, third, or fourth year of study in the applicable faculty and/or department at the University of Manitoba (first or second year of study in the Faculty of Education);
- (3) has achieved a minimum degree grade point average of 2.5;
- (4) has demonstrated financial need on the standard University of Manitoba bursary application form.

Eligible high schools in South-eastern Manitoba currently include:

Collège Lorette Collegiate	New Hope Christian School
Crystal Springs School	Morning Glory School
École/Coll. Rég. Gabrielle-Roy	Niverville Collegiate
École Comm. Réal-Bérard	Pineland Colony School
École Pointe-Des-Chênes	Ross L. Gray School
École Saint-Joachim	Shevchenko School
Green Valley School	St. Anne Collegiate
Inst. Coll. Saint-Pierre	Steinbach Christian High School
Landmark Collegiate	Steinbach Regional Secondary
Mennonite Christian Academy	Suncrest Colony School

If there are no candidates that meet all of the criteria in a given year, the bursary may be offered to a student in the applicable faculty who otherwise meets criteria (2) through (4).

The Dean of the applicable faculty (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.

## **2. AMENDMENTS**

### **Agricultural and Food Sciences Centennial Entrance Scholarship**

The following amendments were made to the terms of reference for the Agricultural and Food Sciences Centennial Entrance Scholarship:

- The name of “the department of Manitoba Agriculture, Food and Rural Initiatives” was changed to “Manitoba Agriculture” throughout the terms of reference.
- “Growing Opportunity (GO) Teams” was updated to “Growing Opportunity (GO) Centres” throughout the terms of reference.
- The website was updated to <https://www.gov.mb.ca/agriculture/contact/>
- The word MAFRI was changed to Manitoba Agriculture so the sentence now reads:  
*(not a family member, personal friend or Manitoba Agriculture staff member)*

### **Chemistry Graduate Students' Association Scholarship**

The following amendments were made to the terms of reference for the Chemistry Graduate Students' Association Scholarship:

- The award value was changed available annual interest from \$150.
- The award was changed to three awards instead of two.
- Criteria (1) was revised to:  
*“are enrolled full-time in the Faculty of Graduate Studies, in the M,Sc.or Ph.D. programs in the Department of Chemistry”*
- Criteria (2) was changed to:  
*“have achieved a minimum cumulative grade point average of 3.0 (or equivalent) over:*  
  - (i) *the last two regular academic sessions completed if they are in the first two years of graduate studies; or*
  - (ii) *all graduate level sessions if they are beyond the first two years of graduate studies;”*
- Criteria (3) was changed to:  
*“have demonstrated exceptional research ability at either the undergraduate or graduate level as assessed by reference letters from research supervisors, published research papers, conference presentations and research awards.”*
- The following statement was deleted:  
*“If either or both of (a) earnings on the fund, (b) additions to the fund, permit, the value of the scholarships will be increased.”*
- The selection committee was changed to:  
The Vice-Provost (Graduate Education) and the Dean of the Faculty of Graduate Studies, will ask the Head of the Department of Chemistry to name the selection committee.
- The standard Board of Governors statement was added.

#### **Cyril L. Anderson –Feed-Rite Award in Animal Science – Degree**

The following amendments were made to the terms of reference for the Cyril L. Anderson –Feed-Rite Award in Animal Science – Degree:

- The name was changed to: ***Cyril L. Anderson – Feed-Rite (Masterfeeds) Award in Animal Science – Degree.***
- The following sentence was added to the opening paragraph:  
*In 2015, the fund was made into an endowment.*
- The second paragraph was changed to:  
*An annual prize valued at 5% of the available annual interest will be given to the student in the degree course in Agricultural and Food Sciences who:*
- The first two criteria were revised to:
  - (1) *in fulfilling graduation requirements has:*
    - (a) *specialized in the Animal Systems Program, and*
    - (b) *a minimum degree grade point average of 3.0,*
  - (2) *has the highest average awards standing in:*
    - (a) *Anatomy and Physiology II: Nutrient Utilization (currently numbered ANSC 2520), and*
    - (b) *Feed and Feeding (currently numbered ANSC 3510).*

- The following tie breaking sentence was added:  
*In the event of a tie, degree GPA will be used as the primary tiebreaker, and a secondary tiebreaker will be the most recent Regular Session GPA.*
- The following sentence was deleted:  
*The selection committee will review the status of the fund annually and if either or both of (a) earnings on, (b) additions to, and fund permit, the amount of the prize will be increased.*
- The standard Board of Governors statement was added.

### **Cyril L. Anderson – Feed-Rite Graduate Fellowship in Animal Nutrition**

The following amendments were made to the terms of reference for the Cyril L. Anderson – Feed-Rite Graduate Fellowship in Animal Nutrition:

- The name was changed to “Cyril L. Anderson – Feed-Rite (Masterfeeds) Graduate Fellowship in Animal Nutrition”
- The following sentence was added to the opening paragraph:  
*In 2015, the fund was made into an endowment.*
- The second paragraph was changed to:  
*A graduate fellowship valued at 90% of the annual interest will be available in the Department of Animal Science to a Masters or Ph.D student who:*
- The first three criteria were revised to:
  - (1) is enrolled full-time in the Faculty of Graduate Studies in a Master’s or Ph.D. program offered by the Department of Animal Science;*
  - (2) has achieved a minimum grade point average of 3.5 over the last 60 credit hours of completed university level study (or equivalent);*
  - (3) will be conducting research specializing in Animal Nutrition.*
- The following sentence was deleted:  
*The value of the fellowship will be determined by the selection committee after reviewing the status of the fund and the earnings on the fund.*
- The following paragraph was added:  
*Applicants who wish to be considered for this fellowship must complete an application form that is available from the Department of Animal Science. The fellowship will potentially be renewable for one subsequent year (Master’s) or two subsequent years (Ph.D.). In order to be considered for the renewal, the previous year’s recipient must submit an application form, and the department must receive a copy of a satisfactory progress report from the student’s supervisor.*
- The selection committee paragraph was changed to:  
*The Vice-Provost (Graduate Education) and Dean of Graduate Studies (or designate) will designate the Awards Committee of the Department of Animal Science to act as the selection committee for this award.*
- The standard Board of Governors statement was added.

### **Cyril L. Anderson – Feed-Rite Prize – Diploma Agriculture**

The following amendments were made to the terms of reference for the Cyril L. Anderson – Feed-Rite



Prize – Diploma Agriculture:

- The name was changed to “**Cyril L. Anderson – Feed-Rite (Masterfeeds) Prize – Diploma Agriculture**”
- The following sentence was added to the opening paragraph:  
*In 2015, the fund was made into an endowment.*
- The value of the award was changed to 5% of the available annual interest.
- The first three criteria were revised to:
  - (1) *Minimum degree grade point average of 3.00 at graduation.*
  - (2) *Minimum of 80 percent of a normal course-load in the final year of study as defined by the School of Agriculture.*
  - (3) *Has the highest standing in the courses:*
    - (a) *Animal Biology and Nutrition (currently numbered ANSC 0420), and*
    - (b) *Animal Health & Welfare (currently numbered ANSC 0600).*
- The following paragraphs were deleted from Criteria (3):  
*and two of the following livestock species courses:*
  - 35.067 Beef Cattle Production and Management (currently numbered ANSC 0670)*
  - 35.068 Dairy Cattle Production and Management (currently numbered ANSC 0680)*
  - 35.069 Swine Production and Management (currently numbered ANSC 0690)*
  - 35.070 Poultry Production and Management (currently numbered ANSC 0700)*
  - 35.073 Horse Production and Management (currently numbered ANSC 0730)*
- The following tie breaking sentence was added:  
*In the event of a tie, degree GPA shall be used as the deciding factor.*
- The following sentence was deleted:  
*The selection committee will review the status of the fund annually and if either or both of (a) earnings on, (b) additions to, and fund permit, the amount of the prize will be increased.*
- The standard Board of Governors statement was added.

**Dr. John M. Embil Award for Excellence in Clinical Infectious Diseases**

The following amendments were made to the terms of reference for the Dr. John M. Embil Award for Excellence in Clinical Infectious Diseases:

- The opening paragraph was changed to:  
*Dr. John M. Embil has established an endowment fund at the University of Manitoba in 2009. The purpose of the fund is to encourage interest in, and to recognize excellence in, the study of infectious disease. Each year, the available annual income, rounded to the nearest thousand dollar increment, will be used to offer no more than two prizes to undergraduate students who:*
- The following sentence was added:  
*Any unspent revenue will be recapitalized into the fund.*
- The selection committee was updated to the Max Rady College of Medicine.

### **Dr. John M. Embil Publication Prize for B.Sc.(Med.) Program**

The following amendments were made to the terms of reference for the Dr. John M. Embil Publication Prize for B.Sc.(Med.) Program:

- The opening paragraph was changed to:  
*Dr. John M. Embil has established an endowment fund at the University of Manitoba in 2012 to offer a prize to students in the B.Sc.(Med.) Program. The purpose of this prize is to encourage and acknowledge timely completion and publication of data arising from B.Sc.(Med.) projects. Recipients will receive a plaque and a monetary award. The first prize will be offered in the 2014-2015 academic year. Each year the available annual income, rounded to the nearest thousand dollar increment, will be used to offer one or more prizes to the student(s) who:*
- The following sentence was added:  
*Any unspent annual interest will be recapitalized with the capital of the fund.*
- The selection committee was updated to the Max Rady College of Medicine.

### **MMSA Awards**

The following amendment was made to the terms of reference for the MMSA Awards:

- The first sentence in the application paragraph was changed to:  
The MMSA Senior Stick will make a call for applications in late September with a deadline date in late October/early November.

### **Martin Irwin Sexton Memorial Scholarship**

The following amendment was made to the terms of reference for the Martin Irwin Sexton Memorial Scholarship:

- The donor has been revised from “Interlake Pharmacy” to Mr. Aaron Trager and Mr. Peter Saad.

### **Morton H. Nemy Entrance Awards**

The following amendments were made to the terms of reference for the Morton H. Nemy Entrance Awards:

- The purpose of the fund has been changed to offer two different awards: one scholarship and one bursary.
- The names of the awards have been revised to the ***Morton H. Nemy Entrance Scholarship*** and the ***Morton H. Nemy Bursary***.
- The entrance scholarship criteria is as follows:
  - (1) *is a Manitoba resident;*
  - (2) *has accepted an offer of early admission from the Faculty of Law at the University of Manitoba;*
  - (3) *has a minimum adjusted admission grade point average of 3.0;*
  - (4) *demonstrates the personal characteristics associated with the highest standards of the profession;*
  - (5) *is enrolled full-time (minimum 80% course load) in the first year of the J.D. degree program.*
- The bursary criteria is as follows:
  - (1) *is a Manitoba resident;*

- (2) *is enrolled full-time (minimum 60% course load) in the first year of study in the J.D. degree program in the Faculty of Law at the University of Manitoba;*
- (3) *has a minimum adjusted admission grade point average of 2.0;*
- (4) *demonstrates financial need on the standard University of Manitoba bursary application form.*

- The standard Board of Governors statement was added.

### **Mrs. Mary Judd Prize**

The following amendments were made to the terms of reference for the Mrs. Mary Judd Prize:

- The opening paragraph was changed to:  
*In honour of Mrs. Mary Judd, her colleagues and friends established a prize fund at The University of Manitoba. When the fund was depleted in 2000, Mrs. Lynda Wolf became the annual donor of this prize. This annual prize of \$400 will be offered to one student who:*
- The criteria were revised to read:
  - (1) *is a graduating student that was registered full-time or part-time in the Faculty of Graduate Studies, in the Master of Occupational Therapy program;*
  - (2) *has achieved a minimum degree grade point average of 3.5 upon completion of the Masters of Occupational Therapy program;*
  - (3) *has an interest in working with older adults.*
- The paragraph after the criteria was changed to:  
*The applicant will be required to submit a resumé, and an essay (maximum 500 words) describing their interest, experience, and future career aspirations in working with older adults.*
- The selection committee statement was changed to:  
*The Vice-Provost (Graduate Education) and Dean of the Faculty of Graduate Studies (or designate) will ask the Masters of Occupational Therapy Awards Committee to convene the selection committee for this award.*
- The following sentence was added:  
*The donor will notify the Financial Aid and Awards office by March 31 in any year the prize is not to be offered.*
- The standard Board of Governors statement was added.

### **3. WITHDRAWALS**

#### **Gordon Anderson Bursary & Prize**

This award is being withdrawn as the end of the funding agreement has been reached.

#### **Manitoba Government Prizes in Education**

This award is being withdrawn at the request of the donor.

**Report of the Senate Committee on Instruction and Evaluation RE: Revised Reappraisal of Student Evaluations Policy and Procedures, Undergraduate Medical Education Program, Max Rady College of Medicine (for information)**

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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 September 22, 2016, SCIE received the revised *Reappraisal of Student Evaluations* policy and procedures for the Undergraduate Medical Education (UGME) program, Max Rady College of Medicine, for information.
3. The purpose of the policy is to: "...[outline] the circumstances and process for a student to challenge the content of an assessment where the assessor used some discretion in determining the grade assigned or to challenge the process used to determine the assigned grade."
3. The University policy on *Final Examinations and Final Grades* specifies, in section 2.4:  
The Senate has determined that each faculty or school or academic unit shall adopt a formal policy for the appeal of grades given for term work, in that faculty or school or academic unit, that has been returned or made available to students before the last day of classes. Policies adopted by a faculty or school or academic unit, after review by the Senate Committee on Instruction and Evaluation, shall be forwarded to Senate for information.]

**Observations:**

1. The Max Rady College of Medicine has revised the *Reappraisal of Student Evaluations* policy and procedures for the Undergraduate Medical Education (UGME) program, as outlined in the documents attached to this Report, and including the modifications noted below. Many of the revisions take into account (i) major changes recently made to the curriculum of the UGME program, including a revised program structure, with courses and modules rather than blocks, and (ii) changes to assessments, with the introduction of course examinations and module examinations, that has resulted in students writing more examinations.
2. The title of the policy and procedure has been revised from: Reappraisal of Student Evaluations to: Reappraisal of Student Assessments.
3. In Section 2 Definitions, the definition of Block and references to Blocks and Block Examinations have been removed. Definitions for Course/Module and Rotation, and various types of assessments and examinations, including Assignment, Midterm Examination, Final Examination, Objective Structured Clinical Examination (OSCE-type), and Comprehensive Clinical Exam (CCE), have been added or revised.
4. In section 2.14, the revised definition of Working Day indicates that it is a day when the University is open for regular business.

5. Section 3.7 has been modified to make explicit that a student may request a reappraisal for written assignments as part of a Course/Module, in addition to other things listed there.
6. 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.

Respectfully submitted,

Dr. Diane Hiebert-Murphy, Chair  
Senate Committee on Instruction and Evaluation

Date: September 4, 2016

To: Senate Committee on Instruction and Evaluation (SCIE)

From: Mark Boiteau, Business Manager, UGME

Re: Reappraisal of Student Assessments Policy and Procedures for Approval

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## FOR INFORMATION ONLY

**Background:** Over the last five years, UGME has been committed to formalizing core process through the development of policy and procedure documents. In anticipation of the finalization of the renewed curriculum for the Pre-Clerkship phase of the UGME program, it was determined that subject policy required modification to meet the new terminology and configuration of the UGME curriculum. This version of the Policy was approved by the College of Medicine Faculty Executive Committee April 19, 2016.

**Purpose:** This policy outlines the circumstances and process for a student to challenge the content of an assessment where the assessor used some discretion in determining the grade assigned or to challenge the process used to determine the assigned grade.

**Revisions:** Statements are as follows:

- New Definitions
  - Remove Block References
  - Update OSCE Definition 2.9
  - Working Day Clarified 2.14
- New Policy Statements
  - Reappraisal Accepted Requests updated 3.7
  - Academic Lead, Evaluations changed to Director of Student Assessment

**Evidence of Best Practice:** UGME Deferred Examinations, Appeals, Promotion and Failure policies and a comparison at other Canadian Medical Schools were used as a guide for the creation of the Policy document.

**Consultation Process:** As with all UGME policy and procedure documents, this document was vetted through a variety of committees including, Committees of Evaluation, Progress Committee and College Executive Council. College of Medicine Student membership and participation is integral to each of these committees.

**Communication and Implementation Plan:** Max Rady College of Medicine students are informed of this policy and procedures document in advance of each types of examinations in which they participate. This policy will be reinforced at the beginning of each course within the Course Syllabus and prior to an examination sitting. Existing in digital and hardcopy format, broad and unlimited access is afforded to both the public and student body. At the beginning of each academic year each class of students receives a complete listing of existing, new and revised policy and procedure documents with reference to the Policy and Procedures webpage. Updates to all policies are communicated to Medical students via the OPAL curriculum management system.

Faculty and staff are informed of implementation of new policies and changes to existing policies through e-mail communication, participation on committees where policies are regularly discussed and communication such as Faculty Guide distributed regularly throughout the academic year.

**Proposed Review Date:** As part of on-going continuous improvement and horizon scanning, it is intended that this policy will be reviewed again in February 2018.

# Faculty of Medicine Policy

<b>Policy Name:</b>	Reappraisal of Student Assessments <del>Evaluations</del>
<b>Application/ Scope:</b>	Year I to Year IV Medical Education Students
<b>Approved (Date):</b>	18 October 2012
<b>Review Date:</b>	October 2013
<b>Revised (Date):</b>	27 Aug 2012
<b>Approved By:</b>	Faculty Executive Council

## 1. PURPOSE

This policy outlines the circumstances and process for a student to challenge the content of an assessment where the assessor used some discretion in determining the grade assigned or to challenge the process used to determine the assigned grade.

## 2. DEFINITIONS

2.1 ~~Assessment Evaluation~~ – a Course/Module ~~or Block~~ Examination, summative OSCE-Type examination, ~~– OSCE, Year II and CCE, Year IV and/~~ written assignment as part of a Course/Module, or a FITER.

2.2 Course/ Module – A Course/Module is a course of study or educational unit, which covers a series of interrelated topics and is studied for a given period of time which taken together with other such completed modules or courses counts towards completion of the M.D degree. The UGME curriculum consists of seven (7) modules and six (6) longitudinal courses occurring over a four (4) year period.

~~– Block – A unit of study consisting of one or more of the Pre-clerkship (year I and year II) level of under graduate medical education program. This applies to students who commenced Pre-clerkship prior to 2014.~~

~~2.12.3~~ Rotation – A unit of clinical work in Clerkship.

2.4 Reappraisal Subcommittee - a Subcommittee of Undergraduate Medical Education established by Chair, Progress Committee to deliberate and render decisions on a student's request for reappraisal of an evaluation.

2.5 Midterm Examination – A summative multiple-choice and/or short answer examination normally conducted at the midpoint of a Course/Module ~~or Block~~. No rounding of scores will take place.

~~2.2~~ Final Examination – A summative multiple choice and/or short answer examination at the end of a Pre-Clerkship Course/Module ~~or Block commencing with the Class of 2018~~. No rounding of scores will take place.

2.6

~~2.3~~ Block Examination – an examination comprised of multiple-choice and/or short answer questions at the end of a unit of work at the Pre-Clerkship level of the Undergraduate Medical Education Program. Within the Pre-Clerkship program there are six Block Examinations. Attaining 60.0% or higher on these examinations is considered a pass. No rounding of scores will take place.



2.7 Assignment-Take home work as it has been defined in the course syllabus of each course

2.8 National Board of Medical Examiners (NBME Examination) – A multiple choice examination developed by the NBME National Board of Medical Examiners that is administered at the end of the surgery, internal medicine, obstetrics/gynecology, pediatrics, and psychiatry rotations at the Clerkship level of the Undergraduate Medical Education Program. Attaining a mark at the 11th percentile or higher is considered a pass.

2.9 Objective Structured Clinical Examination (OSCE-type) – An examination used to assess the clinical skills of students is an OSCE-type examination. For courses based on OSCE-type examinations, the pass mark is determined by calculating 80% of the average mark of the top 10% of students who take the course.

2.10 Comprehensive Clinical Exam (CCE) – The CCE is an OSCE-type exam that takes place during Clerkship. The pass mark is determined by calculating 80% of the top 10% of students who take the course.

~~2.4~~

~~2.5 OSCE-type Examination – an Objective Structured Clinical Examination used to assess the clinical skills of Undergraduate Medical Education Students. The mini-OSCE and CCE (Comprehensive Clinical Examination) are OSCE type examinations. The pass mark is determined by calculating 80% of the average mark of the top 10% of students who sit the examination. No rounding of scores will take place.~~

~~2.6~~ 2.11 Supplemental Examination – An opportunity to rewrite an examination that was failed.

~~2.7~~ 2.12 Final In-Training Evaluation Report (FITER) – Final In-Training Evaluation Report that is electronically completed at the end of each core and elective rotation at the clerkship level.

~~2.8~~ 2.13 The Pre-Clerkship Student Evaluation Committee and the Clerkship Student Evaluation Committee(s) (PSEC/CSEC) – Are responsible for the development and approval of assessment policies and rules. PSEC/CSEC bodies are responsible for the overall management and administration of examination questions; the review and evaluation of results and recommendations to the Progress Committee for approval. ~~COE – Committee of Evaluation~~

~~2.9~~ 2.14 Working Day – A day when the University of Manitoba is open for regular business. Any day, other than a Saturday, Sunday, or legal holiday on which academic business may be conducted. Faculty of Medicine normal work day hours are Monday through Friday 8:30 a.m. to 4:30 p.m.

### 3. POLICY STATEMENTS

3.1 A student request for reappraisal of an Assessment Evaluation will only be accepted if the student received a “Fail” on the Evaluation-Course/Module, Block or Rotation to which the assessment pertains.

3.2 Undergraduate Medical Education will not accept a student request for reappraisal of an NBME Examination. NBME has a mechanism to address this. See Section 5 - References.

3.3 A student request for reappraisal of an Assessment Evaluation must be submitted to the Academic Lead, Evaluation Director of Student Assessment in accordance with the timelines outlined in the procedures section of this document.

3.4 A student request for reappraisal must outline the specific rationale for consideration of the reappraisal.

- 3.5 A student who meets the requirements of Statement 3.1 shall have the opportunity to read the Evaluation script and any comments written on it in the presence of a Course ~~Leader~~Director/Clerkship Director or designate prior to submission of a request for reappraisal of an ~~Assessment~~Evaluation in accordance with the timings established in Section Four.
- 3.6 A request for reappraisal will not be accepted for:
- Multiple choice examinations. ~~including~~
  - ~~T~~he components of the OSCE-type Examinations involving direct patient contact.
  - Content of Individual Evaluation items.
  - Factors that have impacted on all individuals involved in the ~~Assessment~~Evaluation.
  - Illness during an Evaluation. The UGME Examination Deferral Policy and Procedures addresses illness.
- 3.7 A request for reappraisal ~~may~~will be accepted for:
- Short answer examination questions.
  - FITERs
  - ~~Written assignments as part of a Course/Module.~~
  - ~~Community Health Sciences Project~~
  - ~~Other written assignments during the course~~
- 3.8 An accepted student request for reappraisal of an ~~Assessment~~ mandates ~~will be submitted to the Director of Student Assessment to organize~~ Evaluation ~~will be submitted to the Chair, Progress Committee who is responsible for organizing the~~ the Reappraisal Subcommittee in accordance with the requirements outlined in the procedures section of this document.
- 3.9 The decision of the Reappraisal Subcommittee may result in a change of grade compared to the original grade.
- 3.10 ~~In the event there is a process error, T~~he Reappraisal Subcommittee may require reassessment of the student. In the case of a ~~Course/Module, Assessment Block, Midterm, Final Block Examination~~ or an OSCE-type Examination, this may be conducted at the next scheduled rewrite time or timing coincident with a Supplemental Examination. In the case of a FITER, the completion of another period of assessment may be necessary.
- 3.11 The decision of the Reappraisal Subcommittee will be communicated to the Chair, Progress Committee.
- 3.12 The Chair, Progress Committee will communicate the decision of the Reappraisal Subcommittee in writing to the student, the Associate Dean UGME, the Associate Dean Students, and the relevant Course ~~Director~~Leader/Clerkship Director.
- 3.13 The result of a student request for reappraisal which is reviewed by a Reappraisal Subcommittee will only apply to the student submitting the request for reappraisal. A change in marking, ~~or assessment~~, will not apply to or alter the ~~evaluation result~~assessment result for any other student. ~~either within or under University-wide regulations.~~
- 3.14 If the student requesting a reappraisal does not accept the decision of the Reappraisal Subcommittee, the student has the right of appeal to the Undergraduate Medical Education Student Appeals Committee.

#### 4. PROCEDURES

## RESPONSIBILITIES OF THE STUDENT

- 4.1 Accept that a request for reappraisal can only be made if there is a "Fail" on the specific evaluation.
- 4.2 Contact the Course Director/Clerkship Director or designate to set a time to read the evaluation script and any related comments. This should be done within five days of receiving notification of a "Fail".
- 4.3 Ensure that the request for reappraisal is submitted to the ~~Academic Lead, Evaluation~~ Director of Student Assessment within twenty working days of receipt of the ~~Evaluation-Assessment~~ result.
- 4.4 Ensure that the request for reappraisal clearly states the specific rationale for consideration of the reappraisal.
- 4.5 Provide written notification to the ~~Academic Lead, Evaluation~~ Director of Student Assessment of the intent to present to the Reappraisal Subcommittee at the time the request for reappraisal is submitted. The student must present his/her own case. It is recommended that the student contact Student Advocacy Services Office and have a student advocate present with the student at the Reappraisal Subcommittee meeting. In addition, the student may have one support person and/or one legal counsel present at the meeting. None of these people may present the case.
- 4.6 Accept or decline an invitation to be present throughout the whole Reappraisal Subcommittee meeting except for the *in camera* Subcommittee deliberations. If the student chooses not to appear before the subcommittee, the hearing will be heard *in absentia*.
- 4.7 Consider an appeal to the Undergraduate Medical Education Student Appeals Committee if not accepting of the decision of the Reappraisal Subcommittee.

## RESPONSIBILITIES OF THE ~~ACADEMIC LEAD, EVALUATION~~ Director of Student Assessment

- 4.8 Review the student request for reappraisal of an evaluation, applying all Reappraisal of Student Evaluation policy requirements.
- 4.9 If the request for reappraisal is accepted, inform the Chair, Progress Committee within five working days of receiving the student request for reappraisal. This notification must include information related to the student's decision to present to the Reappraisal Subcommittee.
- 4.10 Inform the student in writing, within three working days of the completion of the review if there are no grounds for reappraisal of the stated evaluation.

## RESPONSIBILITIES OF CHAIR, PROGRESS COMMITTEE

- 4.11 Appoint a Reappraisal Subcommittee within five working days of receiving an accepted request for reappraisal from the ~~Academic Lead, Evaluation~~ Director of Student Assessment. Subcommittee membership is organized as follows:
  - Three Faculty members – At least one of whom is a member of the relevant ~~GOE~~ PSEC/CSEC not including:
    - Course ~~Director~~ Leader/Clerkship Director of the course/~~clerkship~~ being reappraised
    - Associate Dean, UGME

- Associate Dean, Students.
  - One Faculty member will be appointed as Subcommittee Chair.
  - Two student representatives who are not in the same year of study as the student seeking the reappraisal.
  - One member of UGME Support Staff to act as Subcommittee secretary (non-voting). Generally this will be the secretary of the respective **GOEPSEC/CSEC**.
- 4.12 Inform the applicable Course Director/Clerkship Director of the invitation to attend and present to the Reappraisal Subcommittee meeting, if the student is presenting to the Reappraisal Subcommittee.
  - 4.13 Inform the Reappraisal Subcommittee that the student and the applicable Course Director/Clerkship Director will present to the subcommittee, if applicable.
  - 4.14 Inform the Reappraisal Subcommittee that a decision must be communicated to the Chair, Progress Committee within ten working days of receipt of information provided to make a decision.
  - 4.15 Inform the Reappraisal Subcommittee that the Subcommittee decision must be made by secret ballot if a decision cannot be reached by consensus. The Subcommittee Chair will vote in the event of a tie.
  - 4.16 Ensure the student receives written communication of the Reappraisal Subcommittee decision within five working days of the Subcommittee decision. This communication shall indicate the student's right to appeal to the Undergraduate Medical Education Student Appeal Committee in accordance with the [Undergraduate Medical Education Student Appeal Committee Policy and Procedures](#).

#### RESPONSIBILITIES OF CHAIR, REAPPRAISAL SUBCOMMITTEE

- 4.17 Review all reappraisal information in preparation for the Reappraisal Subcommittee meeting.
- 4.18 Chair the Reappraisal Subcommittee meeting with the intent that following presentation by student and Course Director/Clerkship Director (if applicable) there will be *in camera* discussion. If the student declines the invitation to present the hearing will be heard *in absentia*.
- 4.19 If not a unanimous decision, organize a secret ballot vote to make the Subcommittee decision and cast a vote if there is a tie.
- 4.20 Inform the Chair, Progress Committee of the Subcommittee decision immediately following the meeting.

#### RESPONSIBILITIES OF MEMBERS, REAPPRAISAL SUBCOMMITTEE

- 4.21 Review information related to the request for reappraisal in preparation for the Reappraisal Subcommittee meeting.
- 4.22 Attend Subcommittee meeting; participate in presentation(s) if applicable and *in camera* or *in absentia* discussion; and cast secret ballot vote if the Subcommittee decision is not unanimous.
- 4.23 Return all information used in addressing the request for reappraisal to the Secretary, Reappraisal Subcommittee immediately following the meeting.

## RESPONSIBILITIES OF SECRETARY, REAPPRAISAL SUBCOMMITTEE

- 4.24 Communicate with Reappraisal Subcommittee members to establish a time and place for the Reappraisal Subcommittee to meet understanding that the Subcommittee decision must be made within ten working days of receiving notice of Subcommittee structure from Chair, Progress Committee.
- 4.25 Work with the Chair, Progress Committee to prepare required information for Reappraisal Subcommittee members. The required information is as follows:

### Course/ModuleBlock & OSCE-Type Examinations

- Student written request for reappraisal including rationale for request
- Original evaluation and answer key if applicable
- Student's original examination script
- A written response to the request from the relevant Course Director/Director, OSCE-Type Examination

### FITER

- Student written request for reappraisal including rationale for request
  - Student MITER and FITER and other documents from the specific department/rotation including all correspondence that may have contributed to the MITER and FITER, as well as, relevant Departmental Clerkship Committee meeting minutes
  - A written response to the request from the relevant Clerkship Director
- 4.26 Distribute all required information to members of the Reappraisal Subcommittee for review in preparation for the Subcommittee meeting.
  - 4.27 Attend the Reappraisal Subcommittee meeting acting as the recording secretary.
  - 4.28 Collect all information Reappraisal Subcommittee members used in making a decision after the decision is made.
  - 4.29 Work with the Chair, Progress Committee to prepare communication to the student understanding that the student must receive this communication within five working days of a decision by the Reappraisal Subcommittee.
  - 4.30 Place the communication in the student's mailbox.
  - 4.31 Confirm via e-mail or telephone communication that the student received the communication.
  - 4.32 Distribute a copy of the communication to the student to the Associate Dean, UGME, Associate Dean, Students, Director, Evaluation, the relevant Course/Clerkship Director, and the student's active file.
  - 4.33 Organize all information related to the Request for Reappraisal and communication of Reappraisal Subcommittee decision. Confidentially forward this information to the Faculty of Medicine Archives for storage.

## RESPONSIBILITIES OF THE COURSE DIRECTORLEADER/CLERKSHIP DIRECTOR

- 4.34 Meet with the student in a timely manner, so the student can read the Evaluation script and any related comments.

- 4.35 If the student's request for reappraisal is accepted, prepare a written response to the student request and forward it to the Chair, Progress Committee within five working days of notification to provide the written response.
- 4.36 Accept or decline the invitation to present to the Reappraisal Subcommittee if the student decides to present to the Subcommittee. The response to the invitation must be provided to the Chair, Progress Committee within 2 working days of receipt of the invitation.

## 5. **REFERENCES**

- 5.1 [UGME Policy & Procedures – Deferred Examination](#)
- 5.2 [UGME Policy & Procedures – Undergraduate Medical Education Student Appeals](#)
- 5.3 [UGME Policy & Procedures – Supplemental Examinations](#)
- 5.4 [UGME Policy & Procedures – Promotion and Failure](#)
- 5.5 [The National Board of Examiners Score Recheck Service](#)

## 6. **POLICY CONTACT**

Chair, Progress Committee

## Max Rady College of Medicine- UGME Policy

<b>Policy Name:</b>	Reappraisal of Student Assessments
<b>Application/ Scope:</b>	Year I to Year IV Undergraduate Medical Education Students
<b>Approved (Date):</b>	
<b>Review Date:</b>	February 2018
<b>Revised (Date):</b>	February 2016
<b>Approved By:</b>	

### 1. **PURPOSE**

This policy outlines the circumstances and process for a student to challenge the content of an assessment where the assessor used some discretion in determining the grade assigned or to challenge the process used to determine the assigned grade.

### 2. **DEFINITIONS**

- 2.1 Assessment –a Course/Module Examination summative OSCE-Type examination, written assignment as part of a Course/Module, or a FITER.
- 2.2 Course/ Module – A Course/Module is a course of study or educational unit, which covers a series of interrelated topics and is studied for a given period of time which taken together with other such completed modules or courses counts towards completion of the M.D degree. The UGME curriculum consists of seven (7) modules and six (6) longitudinal courses occurring over a four (4) year period.
- 2.3 Rotation – A defined period of clinical work in Clerkship.
- 2.4 Reappraisal Subcommittee - a Subcommittee of Undergraduate Medical Education established by Chair, Progress Committee to deliberate and render decisions on a student's request for reappraisal of an evaluation.
- 2.5 Midterm Examination – A summative multiple-choice and/or short answer examination conducted at the approximate midpoint of a Course/Module. No rounding of scores will take place.
- 2.6 Final Examination – A summative multiple choice and/or short answer examination at the end of a Pre-Clerkship Course/Module. No rounding of scores will take place.
- 2.7 Assignment-Take home work as it has been defined in the syllabus of each course
- 2.8 National Board of Medical Examiners (NBME Examination) – A multiple choice examination developed by the NBME that is administered at the end of the surgery, internal medicine, obstetrics/gynecology, pediatrics, family medicine and psychiatry rotations at the Clerkship level of the Undergraduate Medical Education Program. Attaining a mark at the 11th percentile or higher is considered a pass.

- 2.9 Objective Structured Clinical Examination (OSCE-type) – An examination used to assess the clinical skills of students. For courses based on OSCE-type examinations, the pass mark is determined by calculating 80% of the average mark of the top 10% of students who take the course.
- 2.10 Comprehensive Clinical Exam (CCE) – An OSCE-type exam that takes place during clerkship. The pass mark is determined by calculating 80% of the average mark of the top 10% of the students who take the exam.
- 2.11 Supplemental Examination – An opportunity to rewrite an examination that was failed.
- 2.12 Final In-Training Evaluation Report (FITER) – that is electronically completed at the end of each core and elective rotation at the clerkship level.
- 2.13 The Pre-Clerkship Student Evaluation Committee and the Clerkship Student Evaluation Committee(s) (PSEC/CSEC) – Are responsible for the development and approval of assessment policies and rules. PSEC/CSEC bodies are responsible for the overall management and administration of examination questions; the review and evaluation of results and recommendations to the Progress Committee for approval.
- 2.14 Working Day – A day when the University of Manitoba is open for regular business.

### 3. **POLICY STATEMENTS**

- 3.1 A student request for reappraisal of an Assessment will only be accepted if the student received a "Fail" on the Course/Module or Rotation to which the assessment pertains.
- 3.2 Undergraduate Medical Education will not accept a student request for reappraisal of an NBME Examination. NBME has a mechanism to address this. See Section 5 - References.
- 3.3 A student request for reappraisal of an Assessment must be submitted to the Director of Student Assessment in accordance with the timelines outlined in the procedures section of this document.
- 3.4 A student request for reappraisal must outline the specific rationale for consideration of the reappraisal.
- 3.5 A student who meets the requirements of Statement 3.1 shall have the opportunity to read the Evaluation script and any comments written on it in the presence of a Course Leader/Clerkship Director or designate prior to submission of a request for reappraisal of an Assessment in accordance with the timings established in Section Four.
- 3.6 A request for reappraisal will not be accepted for:
- Multiple choice examinations.
  - The components of the OSCE-type Examinations involving direct patient contact. These are video-reviewed by Faculty in any case.
  - Content of Individual Evaluation items.
  - Factors that have impacted on all individuals involved in the Assessment.
  - Illness during an Evaluation. The UGME Examination Deferral Policy and Procedures addresses illness.
- 3.7 A request for reappraisal may be accepted for:
- Short answer examination questions.
  - FITERs
  - Written assignments as part of a Course/Module.



- 3.8 An accepted student request for reappraisal of an Assessment mandates the Director of Student Assessment to organize the Reappraisal Subcommittee in accordance with the requirements outlined in the procedures section of this document.
- 3.9 The decision of the Reappraisal Subcommittee may result in a change of grade compared to the original grade.
- 3.10 The Reappraisal Subcommittee may require reassessment of the student. In the case of a Course/Module Assessment or an OSCE-type Examination, this may be conducted at the next scheduled rewrite time or timing coincident with a Supplemental Examination. In the case of a FITER, the completion of another period of assessment may be necessary.
- 3.11 The decision of the Reappraisal Subcommittee will be communicated to the Chair, Progress Committee.
- 3.12 The Chair, Progress Committee will communicate the decision of the Reappraisal Subcommittee in writing to the student, the Associate Dean UGME, the Associate Dean Student Affairs UGME, and the relevant Course Leader/Clerkship Director.
- 3.13 The result of a student request for reappraisal which is reviewed by a Reappraisal Subcommittee will only apply to the student submitting the request for reappraisal. A change in marking will not apply to or alter the assessment result for any other student.
- 3.14 If the student requesting a reappraisal does not accept the decision of the Reappraisal Subcommittee, the student has the right of appeal to the Undergraduate Medical Education Student Appeals Committee.

#### 4. **PROCEDURES**

##### RESPONSIBILITIES OF THE STUDENT

- 4.1 Accept that a request for reappraisal can only be made if there is a "Fail" on the specific evaluation.
- 4.2 Contact the Course Director/Clerkship Director or designate to set a time to read the evaluation script and any related comments. This should be done within five days of receiving notification of a "Fail".
- 4.3 Ensure that the request for reappraisal is submitted to the Director of Student Assessment within twenty working days of receipt of the Assessment result.
- 4.4 Ensure that the request for reappraisal clearly states the specific rationale for consideration of the reappraisal.
- 4.5 Provide written notification to the Director of Student Assessment of the intent to present to the Reappraisal Subcommittee at the time the request for reappraisal is submitted. The student must present his/her own case. It is recommended that the student contact the Student Advocacy Services Office and have a student advocate present with the student at the Reappraisal Subcommittee meeting. In addition, the student may have one support person and/or one legal counsel present at the meeting. None of these people may present the case or speak at the hearing.
- 4.6 Accept or decline an invitation to be present throughout the whole Reappraisal Subcommittee meeting except for the *in camera* Subcommittee deliberations. If the student chooses not to appear before the subcommittee, the hearing will be heard *in absentia*.
- 4.7 Consider an appeal to the Undergraduate Medical Education Student Appeals Committee if not accepting of the decision of the Reappraisal Subcommittee.

## RESPONSIBILITIES OF THE Director of Student Assessment

- 4.8 Review the student request for reappraisal of an evaluation, applying all Reappraisal of Student Evaluation policy requirements.
- 4.9 If the request for reappraisal is accepted, inform the Chair, Progress Committee within five working days of receiving the student request for reappraisal. This notification must include information related to the student's decision to present to the Reappraisal Subcommittee.
- 4.10 Inform the student in writing, within three working days of the completion of the review if there are no grounds for reappraisal of the stated evaluation.

## RESPONSIBILITIES OF CHAIR, PROGRESS COMMITTEE

- 4.11 Appoint a Reappraisal Subcommittee within five working days of receiving an accepted request for reappraisal from the Director of Student Assessment. Subcommittee membership is organized as follows:
  - Three Faculty members – At least one of whom is a member of the relevant PSEC/CSEC not including:
    - Course Leader/Clerkship Director of the course/clerkship being reappraised
    - Associate Dean, UGME
    - Associate Dean, Student Affairs UGME.
  - One Faculty member will be appointed as Subcommittee Chair.
  - Two student representatives who are not in the same year of study as the student seeking the reappraisal.
  - One member of UGME Support Staff to act as Subcommittee secretary (non-voting). Generally this will be the secretary of the respective PSEC/CSEC.
- 4.12 Inform the applicable Course Director/Clerkship Director of the invitation to attend and present to the Reappraisal Subcommittee meeting, if the student is presenting to the Reappraisal Subcommittee.
- 4.13 Inform the Reappraisal Subcommittee that the student and the applicable Course Director/Clerkship Director will present to the subcommittee, if applicable.
- 4.14 Inform the Reappraisal Subcommittee that a decision must be communicated to the Chair, Progress Committee within ten working days of receipt of information provided to make a decision.
- 4.15 Inform the Reappraisal Subcommittee that the Subcommittee decision must be made by secret ballot if a decision cannot be reached by consensus. The Subcommittee Chair will vote in the event of a tie.
- 4.16 Ensure the student receives written communication of the Reappraisal Subcommittee decision within five working days of the Subcommittee decision. This communication shall indicate the student's right to appeal to the Undergraduate Medical Education Student Appeal Committee in accordance with the [Undergraduate Medical Education Student Appeal Committee Policy and Procedures](#).

## RESPONSIBILITIES OF CHAIR, REAPPRAISAL SUBCOMMITTEE

- 4.17 Review all reappraisal information in preparation for the Reappraisal Subcommittee meeting.

- 4.18 Chair the Reappraisal Subcommittee meeting with the intent that following presentation by student and Course Director/Clerkship Director (if applicable) there will be *in camera* discussion. If the student declines the invitation to present the hearing will be heard *in absentia*.
- 4.19 If not a unanimous decision, organize a secret ballot vote to make the Subcommittee decision and cast a vote if there is a tie.
- 4.20 Inform the Chair, Progress Committee of the Subcommittee decision immediately following the meeting.

#### RESPONSIBILITIES OF MEMBERS, REAPPRAISAL SUBCOMMITTEE

- 4.21 Review information related to the request for reappraisal in preparation for the Reappraisal Subcommittee meeting.
- 4.22 Attend Subcommittee meeting; participate in presentation(s) if applicable and *in camera* or *in absentia* discussion; and cast secret ballot vote if the Subcommittee decision is not unanimous.
- 4.23 Return all information used in addressing the request for reappraisal to the Secretary, Reappraisal Subcommittee immediately following the meeting.

#### RESPONSIBILITIES OF SECRETARY, REAPPRAISAL SUBCOMMITTEE

- 4.24 Communicate with Reappraisal Subcommittee members to establish a time and place for the Reappraisal Subcommittee to meet understanding that the Subcommittee decision must be made within ten working days of receiving notice of Subcommittee structure from Chair, Progress Committee.
- 4.25 Work with the Chair, Progress Committee to prepare required information for Reappraisal Subcommittee members. The required information is as follows:

##### Course/Module & OSCE-Type Examinations

- Student written request for reappraisal including rationale for request
- Original evaluation and answer key if applicable
- Student's original examination script
- A written response to the request from the relevant Course Director/Director, OSCE-Type Examination

##### FITER

- Student written request for reappraisal including rationale for request
  - Student MITER and FITER and other documents from the specific department/rotation including all correspondence that may have contributed to the MITER and FITER, as well as, relevant Departmental Clerkship Committee meeting minutes
  - A written response to the request from the relevant Clerkship Director
- 4.26 Distribute all required information to members of the Reappraisal Subcommittee for review in preparation for the Subcommittee meeting.
  - 4.27 Attend the Reappraisal Subcommittee meeting acting as the recording secretary.
  - 4.28 Collect all information Reappraisal Subcommittee members used in making a decision after the decision is made.

- 4.29 Work with the Chair, Progress Committee to prepare communication to the student understanding that the student must receive this communication within five working days of a decision by the Reappraisal Subcommittee.
- 4.30 Place the communication in the student's mailbox.
- 4.31 Confirm via e-mail or telephone communication that the student received the communication.
- 4.32 Distribute a copy of the communication to the student to the Associate Dean, UGME, Associate Dean Student Affairs, UGME, Director, Evaluation, the relevant Course/Clerkship Director, and the student's active file.
- 4.33 Organize all information related to the Request for Reappraisal and communication of Reappraisal Subcommittee decision. Confidentially forward this information to the Faculty of Medicine Archives for storage.

#### RESPONSIBILITIES OF THE COURSE LEADER/CLERKSHIP DIRECTOR

- 4.34 Meet with the student in a timely manner, so the student can read the Evaluation script and any related comments.
- 4.35 If the student's request for reappraisal is accepted, prepare a written response to the student request and forward it to the Chair, Progress Committee within five working days of notification to provide the written response.
- 4.36 Accept or decline the invitation to present to the Reappraisal Subcommittee if the student decides to present to the Subcommittee. The response to the invitation must be provided to the Chair, Progress Committee within 2 working days of receipt of the invitation.

#### 5. **REFERENCES**

- 5.1 [UGME Policy & Procedures – Deferred Examination](#)
- 5.2 [UGME Policy & Procedures – Undergraduate Medical Education Student Appeals](#)
- 5.3 [UGME Policy & Procedures – Supplemental Examinations](#)
- 5.4 [UGME Policy & Procedures – Promotion and Failure](#)
- 5.5 [The National Board of Examiners Score Recheck Service](#)

#### 6. **POLICY CONTACT**

Chair, Progress Committee

# Faculty of Medicine Policy

<b>Policy Name:</b>	Reappraisal of Student Assessments <del>Evaluations</del>
<b>Application/ Scope:</b>	Year I to Year IV Medical Education Students
<b>Approved (Date):</b>	18 October 2012
<b>Review Date:</b>	October 2013
<b>Revised (Date):</b>	27 Aug 2012
<b>Approved By:</b>	Faculty Executive Council

## 1. PURPOSE

This policy outlines the circumstances and process for a student to challenge the content of an assessment where the assessor used some discretion in determining the grade assigned or to challenge the process used to determine the assigned grade.

## 2. DEFINITIONS

2.1 ~~Assessment Evaluation – a Course/Module or Block Examination, summative OSCE-Type examination, – OSCE, Year II and CCE, Year IV and/ written assignment as part of a Course/Module, or a FITER.~~

2.2 ~~Course/ Module – A Course/Module is a course of study or educational unit, which covers a series of interrelated topics and is studied for a given period of time which taken together with other such completed modules or courses counts towards completion of the M.D degree. The UGME curriculum consists of seven (7) modules and six (6) longitudinal courses occurring over a four (4) year period.~~

~~–Block– A unit of study consisting of one or more of the Pre-clerkship (year I and year II) level of under graduate medical education program. This applies to students who commenced Pre-clerkship prior to 2014.~~

~~2.12.3~~ ~~Rotation – A unit of clinical work in Clerkship.~~

2.4 Reappraisal Subcommittee - a Subcommittee of Undergraduate Medical Education established by Chair, Progress Committee to deliberate and render decisions on a student's request for reappraisal of an evaluation.

2.5 Midterm Examination – A summative multiple-choice and/or short answer examination normally conducted at the midpoint of a Course/Module ~~or Block~~. No rounding of scores will take place.

~~2.2~~ ~~Final Examination – A summative multiple choice and/or short answer examination at the end of a Pre-Clerkship Course/Module or Block commencing with the Class of 2018. No rounding of scores will take place.~~

2.6

~~2.3 Block Examination – an examination comprised of multiple-choice and/or short answer questions at the end of a unit of work at the Pre-Clerkship level of the Undergraduate Medical Education Program. Within the Pre-Clerkship program there are six Block Examinations. Attaining 60.0% or higher on these examinations is considered a pass. No rounding of scores will take place.~~

- 2.7 Assignment-Take home work as it has been defined in the course syllabus of each course
- 2.8 National Board of Medical Examiners (NBME Examination) – A multiple choice examination developed by the NBME National Board of Medical Examiners that is administered at the end of the surgery, internal medicine, obstetrics/gynecology, pediatrics, and psychiatry rotations at the Clerkship level of the Undergraduate Medical Education Program. Attaining a mark at the 11th percentile or higher is considered a pass.
- 2.9 Objective Structured Clinical Examination (OSCE-type) – An examination used to assess the clinical skills of students is an OSCE-type examination. For courses based on OSCE-type examinations, the pass mark is determined by calculating 80% of the average mark of the top 10% of students who take the course.
- 2.10 Comprehensive Clinical Exam (CCE) – The CCE is an OSCE-type exam that takes place during Clerkship. The pass mark is determined by calculating 80% of the top 10% of students who take the course.

~~2.5 OSCE-type Examination – an Objective Structured Clinical Examination used to assess the clinical skills of Undergraduate Medical Education Students. The mini-OSCE and CCE (Comprehensive Clinical Examination) are OSCE type examinations. The pass mark is determined by calculating 80% of the average mark of the top 10% of students who sit the examination. No rounding of scores will take place.~~

~~2.6.2.11~~ Supplemental Examination – An opportunity to rewrite an examination that was failed.

~~2.7.2.12~~ Final In-Training Evaluation Report (FITER) – ~~Final In-Training Evaluation Report~~ that is electronically completed at the end of each core and elective rotation at the clerkship level.

~~2.8.2.13~~ The Pre-Clerkship Student Evaluation Committee and the Clerkship Student Evaluation Committee(s) (PSEC/CSEC) – Are responsible for the development and approval of assessment policies and rules. PSEC/CSEC bodies are responsible for the overall management and administration of examination questions; the review and evaluation of results and recommendations to the Progress Committee for approval. ~~COE – Committee of Evaluation~~

~~2.9.2.14~~ Working Day – A day when the University of Manitoba is open for regular business. Any day, other than a Saturday, Sunday, or legal holiday on which academic business may be conducted. Faculty of Medicine normal work day hours are Monday through Friday 8:30 a.m. to 4:30 p.m.

### 3. **POLICY STATEMENTS**

- 3.1 A student request for reappraisal of an Assessment Evaluation will only be accepted if the student received a “Fail” on the Evaluation-Course/Module, Block or Rotation to which the assessment pertains.
- 3.2 Undergraduate Medical Education will not accept a student request for reappraisal of an NBME Examination. NBME has a mechanism to address this. See Section 5 - References.
- 3.3 A student request for reappraisal of an Assessment Evaluation must be submitted to the Academic Lead, Evaluation Director of Student Assessment in accordance with the timelines outlined in the procedures section of this document.
- 3.4 A student request for reappraisal must outline the specific rationale for consideration of the reappraisal.

- 3.5 A student who meets the requirements of Statement 3.1 shall have the opportunity to read the Evaluation script and any comments written on it in the presence of a Course ~~Leader~~Director/Clerkship Director or designate prior to submission of a request for reappraisal of an ~~Assessment~~Evaluation in accordance with the timings established in Section Four.
- 3.6 A request for reappraisal will not be accepted for:
- Multiple choice examinations. ~~including~~
  - ~~T~~he components of the OSCE-type Examinations involving direct patient contact.
  - Content of Individual Evaluation items.
  - Factors that have impacted on all individuals involved in the ~~Assessment~~Evaluation.
  - Illness during an Evaluation. The UGME Examination Deferral Policy and Procedures addresses illness.
- 3.7 A request for reappraisal ~~may~~will be accepted for:
- Short answer examination questions.
  - FITERs
  - ~~Written assignments as part of a Course/Module.~~
  - ~~Community Health Sciences Project~~
  - ~~Other written assignments during the course~~
- 3.8 An accepted student request for reappraisal of an ~~Assessment~~ mandates ~~will be submitted to the Director of Student Assessment to organize~~ Evaluation ~~will be submitted to the Chair, Progress Committee who is responsible for organizing the~~ the Reappraisal Subcommittee in accordance with the requirements outlined in the procedures section of this document.
- 3.9 The decision of the Reappraisal Subcommittee may result in a change of grade compared to the original grade.
- 3.10 ~~In the event there is a process error, T~~he Reappraisal Subcommittee may require reassessment of the student. In the case of a ~~Course/Module, Assessment Block, Midterm, Final Block Examination~~ or an OSCE-type Examination, this may be conducted at the next scheduled rewrite time or timing coincident with a Supplemental Examination. In the case of a FITER, the completion of another period of assessment may be necessary.
- 3.11 The decision of the Reappraisal Subcommittee will be communicated to the Chair, Progress Committee.
- 3.12 The Chair, Progress Committee will communicate the decision of the Reappraisal Subcommittee in writing to the student, the Associate Dean UGME, the Associate Dean Students, and the relevant Course ~~Director~~Leader/Clerkship Director.
- 3.13 The result of a student request for reappraisal which is reviewed by a Reappraisal Subcommittee will only apply to the student submitting the request for reappraisal. A change in marking, ~~or assessment~~, will not apply to or alter the ~~evaluation result~~assessment result for any other student. ~~either within or under University-wide regulations.~~
- 3.14 If the student requesting a reappraisal does not accept the decision of the Reappraisal Subcommittee, the student has the right of appeal to the Undergraduate Medical Education Student Appeals Committee.

#### 4. PROCEDURES



## RESPONSIBILITIES OF THE STUDENT

- 4.1 Accept that a request for reappraisal can only be made if there is a "Fail" on the specific evaluation.
- 4.2 Contact the Course Director/Clerkship Director or designate to set a time to read the evaluation script and any related comments. This should be done within five days of receiving notification of a "Fail".
- 4.3 Ensure that the request for reappraisal is submitted to the ~~Director of Student Assessment Academic Lead, Evaluation~~ within twenty working days of receipt of the ~~Evaluation-Assessment~~ result.
- 4.4 Ensure that the request for reappraisal clearly states the specific rationale for consideration of the reappraisal.
- 4.5 Provide written notification to the ~~Academic Lead, Evaluation~~ Director of Student Assessment of the intent to present to the Reappraisal Subcommittee at the time the request for reappraisal is submitted. The student must present his/her own case. It is recommended that the student contact Student Advocacy Services Office and have a student advocate present with the student at the Reappraisal Subcommittee meeting. In addition, the student may have one support person and/or one legal counsel present at the meeting. None of these people may present the case.
- 4.6 Accept or decline an invitation to be present throughout the whole Reappraisal Subcommittee meeting except for the *in camera* Subcommittee deliberations. If the student chooses not to appear before the subcommittee, the hearing will be heard *in absentia*.
- 4.7 Consider an appeal to the Undergraduate Medical Education Student Appeals Committee if not accepting of the decision of the Reappraisal Subcommittee.

## RESPONSIBILITIES OF THE ~~ACADEMIC LEAD, EVALUATION~~ Director of Student Assessment

- 4.8 Review the student request for reappraisal of an evaluation, applying all Reappraisal of Student Evaluation policy requirements.
- 4.9 If the request for reappraisal is accepted, inform the Chair, Progress Committee within five working days of receiving the student request for reappraisal. This notification must include information related to the student's decision to present to the Reappraisal Subcommittee.
- 4.10 Inform the student in writing, within three working days of the completion of the review if there are no grounds for reappraisal of the stated evaluation.

## RESPONSIBILITIES OF CHAIR, PROGRESS COMMITTEE

- 4.11 Appoint a Reappraisal Subcommittee within five working days of receiving an accepted request for reappraisal from the ~~Academic Lead, Evaluation~~ Director of Student Assessment. Subcommittee membership is organized as follows:
  - Three Faculty members – At least one of whom is a member of the relevant ~~GOE~~ PSEC/CSEC not including:
    - Course ~~Director~~ Leader/Clerkship Director of the course/~~clerkship~~ being reappraised
    - Associate Dean, UGME



- Associate Dean, Students.
  - One Faculty member will be appointed as Subcommittee Chair.
  - Two student representatives who are not in the same year of study as the student seeking the reappraisal.
  - One member of UGME Support Staff to act as Subcommittee secretary (non-voting). Generally this will be the secretary of the respective **GOEPSEC/CSEC**.
- 4.12 Inform the applicable Course Director/Clerkship Director of the invitation to attend and present to the Reappraisal Subcommittee meeting, if the student is presenting to the Reappraisal Subcommittee.
  - 4.13 Inform the Reappraisal Subcommittee that the student and the applicable Course Director/Clerkship Director will present to the subcommittee, if applicable.
  - 4.14 Inform the Reappraisal Subcommittee that a decision must be communicated to the Chair, Progress Committee within ten working days of receipt of information provided to make a decision.
  - 4.15 Inform the Reappraisal Subcommittee that the Subcommittee decision must be made by secret ballot if a decision cannot be reached by consensus. The Subcommittee Chair will vote in the event of a tie.
  - 4.16 Ensure the student receives written communication of the Reappraisal Subcommittee decision within five working days of the Subcommittee decision. This communication shall indicate the student's right to appeal to the Undergraduate Medical Education Student Appeal Committee in accordance with the [Undergraduate Medical Education Student Appeal Committee Policy and Procedures](#).

#### RESPONSIBILITIES OF CHAIR, REAPPRAISAL SUBCOMMITTEE

- 4.17 Review all reappraisal information in preparation for the Reappraisal Subcommittee meeting.
- 4.18 Chair the Reappraisal Subcommittee meeting with the intent that following presentation by student and Course Director/Clerkship Director (if applicable) there will be *in camera* discussion. If the student declines the invitation to present the hearing will be heard *in absentia*.
- 4.19 If not a unanimous decision, organize a secret ballot vote to make the Subcommittee decision and cast a vote if there is a tie.
- 4.20 Inform the Chair, Progress Committee of the Subcommittee decision immediately following the meeting.

#### RESPONSIBILITIES OF MEMBERS, REAPPRAISAL SUBCOMMITTEE

- 4.21 Review information related to the request for reappraisal in preparation for the Reappraisal Subcommittee meeting.
- 4.22 Attend Subcommittee meeting; participate in presentation(s) if applicable and *in camera* or *in absentia* discussion; and cast secret ballot vote if the Subcommittee decision is not unanimous.
- 4.23 Return all information used in addressing the request for reappraisal to the Secretary, Reappraisal Subcommittee immediately following the meeting.

## RESPONSIBILITIES OF SECRETARY, REAPPRAISAL SUBCOMMITTEE

- 4.24 Communicate with Reappraisal Subcommittee members to establish a time and place for the Reappraisal Subcommittee to meet understanding that the Subcommittee decision must be made within ten working days of receiving notice of Subcommittee structure from Chair, Progress Committee.
- 4.25 Work with the Chair, Progress Committee to prepare required information for Reappraisal Subcommittee members. The required information is as follows:

### Course/ModuleBlock & OSCE-Type Examinations

- Student written request for reappraisal including rationale for request
- Original evaluation and answer key if applicable
- Student's original examination script
- A written response to the request from the relevant Course Director/Director, OSCE-Type Examination

### FITER

- Student written request for reappraisal including rationale for request
  - Student MITER and FITER and other documents from the specific department/rotation including all correspondence that may have contributed to the MITER and FITER, as well as, relevant Departmental Clerkship Committee meeting minutes
  - A written response to the request from the relevant Clerkship Director
- 4.26 Distribute all required information to members of the Reappraisal Subcommittee for review in preparation for the Subcommittee meeting.
  - 4.27 Attend the Reappraisal Subcommittee meeting acting as the recording secretary.
  - 4.28 Collect all information Reappraisal Subcommittee members used in making a decision after the decision is made.
  - 4.29 Work with the Chair, Progress Committee to prepare communication to the student understanding that the student must receive this communication within five working days of a decision by the Reappraisal Subcommittee.
  - 4.30 Place the communication in the student's mailbox.
  - 4.31 Confirm via e-mail or telephone communication that the student received the communication.
  - 4.32 Distribute a copy of the communication to the student to the Associate Dean, UGME, Associate Dean, Students, Director, Evaluation, the relevant Course/Clerkship Director, and the student's active file.
  - 4.33 Organize all information related to the Request for Reappraisal and communication of Reappraisal Subcommittee decision. Confidentially forward this information to the Faculty of Medicine Archives for storage.

## RESPONSIBILITIES OF THE COURSE DIRECTORLEADER/CLERKSHIP DIRECTOR

- 4.34 Meet with the student in a timely manner, so the student can read the Evaluation script and any related comments.

- 4.35 If the student's request for reappraisal is accepted, prepare a written response to the student request and forward it to the Chair, Progress Committee within five working days of notification to provide the written response.
- 4.36 Accept or decline the invitation to present to the Reappraisal Subcommittee if the student decides to present to the Subcommittee. The response to the invitation must be provided to the Chair, Progress Committee within 2 working days of receipt of the invitation.

## 5. **REFERENCES**

- 5.1 [UGME Policy & Procedures – Deferred Examination](#)
- 5.2 [UGME Policy & Procedures – Undergraduate Medical Education Student Appeals](#)
- 5.3 [UGME Policy & Procedures – Supplemental Examinations](#)
- 5.4 [UGME Policy & Procedures – Promotion and Failure](#)
- 5.5 [The National Board of Examiners Score Recheck Service](#)

## 6. **POLICY CONTACT**

Chair, Progress Committee



UNIVERSITY  
OF MANITOBA

Office of Provost & Vice-President (Academic)

208 Administration Building  
Winnipeg, Manitoba  
Canada R3T 2N2  
Telephone (204) 480-1408  
Fax (204) 275-1160

November 4, 2016

**To:** Todd Mondor, Acting Dean, Faculty of Graduate Studies

**From:** Janice Ristock, Provost and Vice-President (Academic)

**Subject:** Master of Finance Program Proposal

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On October 26, 2016, the University received formal notification from the Advanced Learning Division (ALD), Education and Advanced Learning, that the proposal to establish a new Master of Finance program has been approved. In their letter it was noted that the I. H. Asper School of Business is well established with the infrastructure, human resources, and equipment required to sustain a Master of Finance program as well as their other existing programs. As no ongoing funding request accompanied the program proposal, it was also noted that no additional funding or other resource requests associated with this program will be provided by government.

Please note that as per Section 9.7(1) of The Advanced Education Administration Act, if your wish to make any significant modifications to, or cease to provide the Master of Finance program in the future, it is required that you seek and receive prior approval from the Advanced Learning Division of Manitoba Education and Training. In this respect, the program is and will be subject to any regulations prescribed under section 9.7(1) of The Advanced Education Administration Act.

On behalf of the University of Manitoba, I extend my congratulations to all those who have worked so hard to design this exciting new graduate program.

**Cc:** David Collins, Vice-Provost (Integrated Planning and Academic Programs)  
Michael Benarroch, Dean, I. H. Asper School of Business  
Jeff Leclerc, University Secretary  
Jeff Adams, Executive Director, Enrolment Services  
Randy Roller, Acting Executive Director, Institutional Analysis  
Neil Marnoch, Registrar  
Cassandra Davidson, Chair, TFCC  
Kathleen Sobie, Executive Director, Financial Planning



## Education and Training

Advanced Learning Division  
608-330 Portage Avenue, Winnipeg, Manitoba, Canada R3C 0C4  
T 204-945-1833 F 204-945-1841  
www.manitoba.ca

October 26, 2016

Dr. David Barnard  
President and Vice-Chancellor  
The University of Manitoba  
president@umanitoba.ca

Dear Dr. Barnard,

### RE: Master of Finance Program Proposal

I am pleased to inform you that Manitoba Education and Training has approved the University of Manitoba's proposal to establish the Master of Finance program, as submitted. Please note, however, that the approval of this program proposal does not obligate the University of Manitoba to implement the program.

I understand from the proposal that the Asper School of Business at your university is well established with the infrastructure, human resources, and equipment required to sustain the program as well as the other existing programs in the school. As such, there will be no funding or other resource requests associated with this program to the government.

Please note that as per Section 9.7(1) of The Advanced Education Administration Act, if your university wishes to make any significant modification to, or cease to provide this program in future, it is required to seek and receive prior approval from the Advanced Learning Division of Manitoba Education and Training. In this respect, the program is and will be subject to any regulations prescribed under section 9.7(1) of The Advanced Education Administration Act.

I trust that this program will provide great opportunities to students who are interested in pursuing the CFA (Chartered Financial Analyst) designation, and will contribute to quality academic programming at the University of Manitoba. I wish every success to the program.

Should you have any questions regarding this program please contact Ms Cordella Friesen, Director of Post-Secondary Education Programs at 945-8597 or Cordella.Friesen@gov.mb.ca.

Sincerely,

Jean-Vianney Auclair  
A/Assistant Deputy Minister

c. Dr. David Collins  
Cordella Friesen

## PRESIDENT'S REPORT: December 7, 2016

### GENERAL

Fall Convocation took place over three sessions this year, from October 18 – 20 2016, and provided an opportunity not only to recognize the academic achievements of graduating students but the contributions of three distinguished community members through the awarding of honorary degrees. During Fall Convocation, honorary degrees were awarded to Sandra Buhai Barz (D.Litt.), Chief Wilton Littlechild (LL.D.) and Wayne G. Wouters (LL.D.).

Three professors have been elected as Fellows of the Royal Society of Canada (RSC), the country's most esteemed association of scholars and scientists. The three scholars are:

- Canada Research Chair in Arctic System Science, David Barber (Environment & Geography), internationally recognized for his leading role in studying the changing sea ice dynamics resulting from the changing Arctic climate;
- Provost and Vice-President (Academic) Janice Ristock, a global leader in the development of LGBTQ studies and intimate partner violence and working with marginalized populations;
- Mechanical Engineering professor, Quan (Abraham) Wang, a pioneer in the use and application of smart materials and wavelets.

Election to the RSC is considered the highest honour an academic can achieve in the arts, humanities and sciences. The three professors are among 89 new Fellows elected for 2016.

The RSC also announced the election of two University of Manitoba professors as members of the College of New Scholars, Artists and Scientists: Drs. Ekram Hossein (Electrical & Computer Engineering) and Andrew Woolford (Sociology). The College is Canada's first national multidisciplinary recognition system, which honours emerging and productive academics for their contributions to society, with an emphasis on those who take interdisciplinary approaches to their research.

Hossein is an internationally recognized authority in the area of wireless communications and networking. His pioneering contributions to modeling, analysis, and design of cellular wireless and cognitive radio networks have significantly impacted the research and development in this area and enabled advancement of broadband wireless technology.

Woolford undertakes research that sits at the forefront of genocide studies and has contributed to rethinking how genocide applies to Canadian settler colonialism. His current research is a community-led effort to use virtual technology to foster empathy for and knowledge about Canada's Residential Schools.

New Fellows, members and award winners from across the country were officially inducted and honoured on Nov. 18 in Kingston, Ontario.

Dr. Joanne Keselman was announced as Interim Vice-President (Administration), effective October 19, 2016. Dr. Keselman's many years of service to the University of Manitoba include a series of important administrative roles, including five years as Associate Vice-President (Research), eleven years as Vice-President (Research) and most recently, seven years as Provost and Vice-President (Academic).

She stepped down from this role effective July 1, 2016, and has modified her administrative leave in order to take on the role of Vice-President (Administration) on an interim basis.

As at November 16, 2016, members of the University of Manitoba Faculty Association (UMFA) remained on strike. Members of the community are advised to visit <http://umanitoba.ca/strikeinfo/> for the most current information.

## ACADEMIC MATTERS

- <http://www.metronews.ca/news/winnipeg/2016/10/11/university-of-manitoba-bee-house-contest-wins-award.html>
- Getahun Legesse, animal Science, and Kateryn Rochon, entomology, have been selected as mentees in the 2016-17 Beef Researcher Mentorship program. Each mentee has been paired with notable leaders in the Canadian beef industry which offers greater engagement with Canada's beef industry.
- Karin Wittenberg, Dean, participated as part of a panel of four Canadian deans addressing "The role science in food security", a MindShare session sponsored by Universities Canada and hosted at the University of Saskatchewan on October 12.
- On September 19<sup>th</sup> Lori Wilkinson, sociology presented at the United Nations (UN) General Assembly for Refugees and Migrants in New York. There were over 400 people on the 'short list', and Lori was one of only a few selected to speak with United Nations (UN) officials.
- On October 21<sup>st</sup> David Camfield, sociology and labour studies program appeared as a witness before the House of Commons Standing Committee on Government Operations and Estimates, which is examining the future of Canada Post.
- Adolf Ng, director of the University of Manitoba's Transport Institute, was appointed to the editorial board of Ocean & Coastal Management in September. Ocean & Coastal Management (OCM) is an international journal dedicated to the study of all aspects of ocean and coastal management at international, national, regional, and local levels.
- A team of scientists from the University of Manitoba – led by chemist Dr. Frank Schweizer – created a hybrid antibiotic by tying together two different antibiotics with a molecular "rope". While each of the antibiotics in the hybrid have a low effectiveness on antibiotic resistant bacteria on their own, when combined in this new way they not only become effective again but attached the bacteria in a new way.
- The department of computer science entered a team – Kyle Morris (third year computer science) along with department head John Anderson, Professor Jacky Baltes, and postdoc Meng Cheng Lau – in the Institute of Electronic Engineers (IEEE)/Robotis Humanoid Application Challenge at the Institute of Electronic Engineers IEEE/RSJ International Conference on Intelligent Robots and Systems in Korea that won second prize. The theme was magic tricks; partly to emphasize perception, interaction with people, and/or hand eye coordination. The University of Manitoba did a card trick that involved interacting with a person. Second prize this year was a \$1,000.00 US robot hand that will be put to good use in future research in the department.

- Open Farm Day at the Bruce D. Campbell Farm and Food Discovery Centre on September 18<sup>th</sup> drew over 500 visitors. Visitors could tour the Centre and the farm, participate in hands-on activities, and view displays by the Glenlea Long Term Crop Rotation and the Manitoba Pulse and Soybean Growers. The Discovery Centre was also a host venue during the Amazing Ag Adventure, a three-day hands-on event offered by Agriculture in the Classroom Manitoba for over 1000 Grade 4 and 5 students September 20-22. Students moved through 16 interactive stations at the Discovery Centre and at neighbouring Kelburn Farm exploring modern agriculture topics.
- The Second Annual Influential Leaders Challenge, launched in September by the Association to Advance Collegiate Schools of Business (AACSB), recognized 30 change makers and business pioneers driving positive change in the communities they serve. One of these pioneers was Sheri Governo (Master of Business Administration MBA/14), co-founder and vice-president of business development at Exigence Technologies. Exigence's patented technology kills microbes on environmental surfaces without antibiotics and "has the potential to make a huge difference in food safety and health care, and improve countless lives around the world."
- Daria Kalajdziewska, Instructor in the department of mathematics at the University of Manitoba and Pacific Institute for the Mathematical Sciences (PIMS's) Manitoba Educational Coordinator, held the first ever Math Mania event in Manitoba in the gym at Westgrove Elementary School. After experiencing Math Mania events held by Pacific Institute for the Mathematical Sciences (PIMS) British Columbia, she imported the idea to the University of Manitoba. The event was held at a school with a group of kids considered at high-risk of dropping out of school and the response wasn't just engagement but enthusiasm.
- A new initiative starting in 2016, Indigenous Scholars Fund. The propose of the fund is to support the recruitment of 5-6 new Indigenous scholars to further advance our commitment to Indigenous Achievement as stated in our Strategic Plan, 2015-2020, *Taking Our Place*.

## RESEARCH MATTERS

- On September 9, 2016 the Social Sciences and Humanities Research Council announced support for four social science and humanities related research projects at the University of Manitoba. The funding was awarded through the Partnership Grants, Partnership Development Grants, Insight Grants and Insight Development Grants programs.

The Partner Institutions and their funded projects are:

- Stephane McLachlan (Environment & Geography), \$2,500,000 Partnership Grant for his project *Wa Ni Ska Tan*.
- Julieta Frank (Agribusiness & Agricultural Economics), \$98,622 Insight Grant to investigate the cost of liquidity in electronically traded agricultural commodities.
- Usha Mittoo (Accounting & Finance), \$92,220 Insight Grant for cross-sectional and cross-country study that will examine post-crisis financial regulation, financial flexibility, and firms' access to financing.
- Chad Lawley (Agribusiness & Agricultural Economics), \$174,783 Partnership Development Grant to examine returns on land conservation investment in Canada.



- A new research chair in Municipal Infrastructure was announced on October 25, 2016 funded by the City of Winnipeg, Province of Manitoba and fourteen industry/business partners, for a total of \$1,005,000 over five years. The chair holder is Ahmed Shalaby (Civil Engineering) who specializes in pavement design and highway materials. His research will focus on improving the materials and design of municipal infrastructure elements, ensuring roads are built at optimal life-cycle cost with the most appropriate and innovative materials.
- The 2016 Vanier Canada Graduate Scholarships were announced on October 3, 2016 with University of Manitoba graduate students receiving four awards. The recipients of these prestigious awards are: Chantale Cenerini (Linguistics); Colin Graydon (Medical Microbiology); Mamneet Manghera (Immunology); and Kayla Moore (Civil Engineering).

Cenerini's research focuses on understanding and supporting the vitality of Michif, the language of the Métis people. Graydon is investigating how LAG-3, a protein that suppresses certain components of the immune system, blocks the body's response to diseases. Manghera's research looks closely at how pieces of human DNA made up of retroviral genomes (called endogenous retroviruses) contribute to neuropathology in ALS (Lou Gehrig's disease). Moore is investigating the solute transport in saline aquifers and application to geothermal energy as a potential power source in the Canadian prairies.

The Vanier Scholarships recognize students who demonstrate leadership skills and a high standard of scholarly achievement in graduate studies in the social sciences and humanities, natural sciences and engineering and health. Students are nominated by their university. Nominees are evaluated by multi-disciplinary peer-review committees and selected by a board composed of world-renowned Canadian and international experts.

- The Canadian Academy of Health Sciences (CAHS) inducted Dr. Andrew Halayko (Physiology & Pathophysiology, Internal Medicine, and Pediatrics & Child Health, Children's Hospital Research Institute of Manitoba), as a new Fellow on September 15, 2016. Halayko is an internationally recognized expert in understanding the biology and biophysics of airway smooth muscle in asthma and other chronic lung diseases. Halayko holds a Canada Research Chair in Airway Cell and Muscle Biology.

Fellows are elected by their peers based on their demonstrated leadership, creativity, distinctive competencies and commitment to advancing academic health sciences. Membership is considered one of the highest honours for the Canadian health sciences community. The objective of the CAHS is to provide advice on key issues relevant to the health of Canadians. With the induction of Dr. Halayko, the University of Manitoba now has 26 Fellows of the Canadian Academy of Health Sciences.

- The Canadian Medical Hall of Fame announced on October 6, 2016 that Dr. Estelle Simons (Pediatrics & Child Health, Immunology, Children's Hospital Research Institute of Manitoba) is one of six Canadians chosen to be inducted in to the Canadian Medical Hall of Fame.

A physician-scientist, Simons is internationally renowned for research on pharmacologic management of allergic diseases, including anaphylaxis and asthma. Her dedication to scholarship, innovative research and education helped transform allergic disease management from empiricism to science, relieve suffering, and mitigate the impact of the global allergy epidemic. She led an

interdisciplinary team that conducted landmark investigations to establish the scientific basis for use of new medications that have since become safe and effective treatment for allergic diseases worldwide. Simons will be inducted in a ceremony that takes place on May 4, 2017 in Québec City. She joins a distinguished number of University of Manitoba professors and alumni who are laureates of the Canadian Medical Hall of Fame: Bruce Chown [MD/22], John Dirks [MD/57], Henry Friesen[MD/58], James Hogg [MD/62], Charles H. Hollenberg [MD/55], Arnold Naimark [MD/57] and Allan Ronald [MD/61].

- Thirty-nine research projects were awarded funding from various external sponsors totaling \$3,981,548. Those projects awarded more than \$25,000 are:

PI	Sponsor	Title	Awarded
Albensi, Benedict (Pharmacology and Therapeutics)	Research Manitoba	Characterization of an altered ammonia transport system that contributes to Alzheimers disease	\$73,500
Alfaro, Marolo (Civil Engineering)	Research Manitoba	Structural stability of highway embankments in Canada's north	\$40,000
Arora, Rakesh (Surgery)	Research Manitoba	Long term functional survival after surgery on the thoracic aorta in Manitoba	\$70,000
Azad, Meghan (Pediatrics and Child Health)	Children's Hospital Foundation of Manitoba Inc.	The impact of human-derived human milk fortifiers (H2MF) on gut microbiota development and oxidative stress in premature infants	\$40,000
Azad, Meghan (Pediatrics and Child Health)	Research Manitoba	Breastfeeding, human milk oligosaccharides, and the developmental origins of obesity	\$225,000
Bibeau, Eric (Mechanical and Manufacturing Engineering)	Mitacs Inc.	Implementing and testing the first marine energy hybrid system water-to-wire in a remote coastal community on Vancouver Island	\$60,000
Bohm, Clara (Internal Medicine)	Health Sciences Centre	Effect of an exercise rehabilitation program on physical function and quality of life in incident hemodialysis patients: A randomized controlled study	\$30,000
Cenkowski, Stefan (Biosystems Engineering)	Mitacs Inc.	Prototype of a CHP system based on an upgraded gravity feed wood-pellet furnace integrated with a steam-powered micro-turbine for small-to mid-scale	\$57,500

		applications using CFD simulation and experimental investigation	
Cha, Young Jin (Civil Engineering)	Research Manitoba	Scour monitoring method using ultrasonic based flow meter and advanced machine learning	\$40,000
Daayf, Fouad (Plant Science)	Mitacs Inc.	Characterizing fusarium species that affect major crops in Manitoba	\$90,000
Dakshinamurti, Shyamala (Pediatrics and Child Health)	Research Manitoba	Pulmonary arterial hypoxia and adenylyl cyclase mediated signaling in neonatal pulmonary hypertension	\$150,000
Dow, Karen (Civil Engineering)	Manitoba Hydro	Investigation of anchor ice release waves at Clark Lake/Split Lake	\$36,340
El-Gabalawy, Hani (Internal Medicine)	Research Manitoba	Epigenetic signatures in the development of rheumatoid arthritis	\$73,500
Fergusson, James (Political Studies)	National Defence and the Canadian Armed Forces (DND)	Part 3 NORAD Evolved - a multi-domain, multi-mission, multi-partner North American Defense Command Part 3 of 3	\$25,000
Ghia, Jean-Eric (Immunology)	Mitacs Inc.	The Semaphorins, a role in inflammatory bowel diseases	\$255,000
Gole, Aniruddha (Electrical and Computer Engineering)	Mitacs Inc.	GPU platforms for highly parallel EMT simulations	\$58,000
Gole, Aniruddha (Electrical and Computer Engineering)	Mitacs Inc.	Investigations into the stability of large power systems with embedded power electronic subsystems using frequency impedance scanning	\$30,000
Gordon, Joseph (Nursing)	Children's Hospital Foundation of Manitoba Inc.	Therapeutic targeting of skeletal muscle Nix in early-onset insulin resistance: A cellular and in vivo approach	\$40,000
Halayko, Andrew (Physiology & Pathophysiology)	Children's Hospital	Understanding the role of oxidized lipids in the	\$36,750

	Foundation of Manitoba Inc.	pathogenesis of asthma: A multi-scale approach	
Halayko, Andrew (Physiology & Pathophysiology)	Research Manitoba	Understanding the role of oxidized lipids in the pathogenesis of asthma: A multi-scale approach	\$36,750
Hatch, Grant (Pharmacology and Therapeutics)	Children's Hospital Foundation of Manitoba Inc.	Exploring the mechanism of cognitive defects in Barth Syndrome	\$39,267
Hill, David (Clinical Health Psychology)	Health Sciences Centre Foundation	Examining the long-term health outcomes of individuals found Not Criminally Responsible (NCR) and unfit to stand trial in Manitoba's forensic mental health system	\$64,790
House, James (Human Nutritional Sciences)	Mitacs Inc.	Development and assessment of vitamin-enriched granule extracts from egg yolk	\$133,333
Iacopino, Anthony (Dean's Office - College of Dentistry)	Mitacs Inc.	Enhanced and confirmation specific G protein-coupled receptors (GPCRs) expression for autoimmune diagnostics	\$416,000
Jones, Peter (Food Science)	Heart and Stroke Foundation of Canada	Evaluating the anti-hypertensive properties of whole hemp seed protein and hemp seed protein hydrolysate derived bioactive peptide consumption	\$232,148
Karimi-Abdolrezaee, Soheila (Physiology & Pathophysiology)	Canadian Paraplegic Association (Manitoba) Inc.	Preclinical efficacy of a bioengineered scaffold for co-application of neural stem cells and neuregulin-1 nanocarriers for functional repair of spinal cord injury	\$50,000
Kauppinen, Tiina (Pharmacology and Therapeutics)	Heart and Stroke Foundation of Canada	The role of PARP-1 as a modulator of microglial responses in ischemic stroke	\$298,800
Ko, Ji Hyun (Human Anatomy and Cell Science)	Research Manitoba	In vivo imaging of levodopa-induced angiogenesis and its relevance to tardive dyskinesia in a parkinsonian rat model	\$225,000

Liu, Song (Biosystems Engineering)	Research Manitoba	Biocide-coated magnetic nanoparticles designed for effective disruption of a biofilm as well as in-situ eradication of biofilms on the surface of medical devices	\$150,000
Lobchuk, Michelle (Nursing)	CancerCare Manitoba	Exploring caregiver guilt and self-care behaviors: "I know intellectually, but need that permission to get out and do something for me"	\$36,750
Lobchuk, Michelle (Nursing)	Research Manitoba	Exploring caregiver guilt and self-care behaviors: "I know intellectually, but need that permission to get out and do something for me"	\$36,750
Mahmud, Salaheddin (Community Health Sciences)	Dalhousie University	Canadian immunization research network	\$68,500
Nyomba, Gregoire (Internal Medicine)	Research Manitoba	Impact of human growth hormone on pancreatic $\beta$ -cell function during puberty and its role in the pathogenesis of pediatric obesity and type 2 diabetes	\$73,500
Rastegar, Mojgan (Biochemistry and Medical Genetics)	Children's Hospital Foundation of Manitoba Inc.	Investigating the potential application of an FDA-approved drug for Rett Syndrome	\$40,000
Shen, Garry (Internal Medicine)	Canadian Diabetes Association	Mechanism for inhibitory effect of Saskatoon berry-rich cyanidin glycans on diabetes-induced vascular inflammation	\$279,984
Singer, Alexander (Family Medicine)	Queen's University	Identifying military families and veterans in the Canadian primary care sentinel surveillance network (CPCSSN) database to study the health of military families and veterans	\$30,000
Vanan, Magimairajan (Pediatrics and Child Health)	Children's Hospital Foundation of Manitoba Inc.	Role of Sonic Hedgehog (SHH) pathway in promoting blood brain barrier (BBB) integrity in Diffuse Intrinsic Pontine Glioma (DIPG)	\$39,980

Walker, John (Clinical Health Psychology)	Canadian Association of Gastroenterology	Understanding health anxiety in a chronic illness population: Longitudinal impact on disease activity, health care utilization, and quality of life in inflammatory bowel disease	\$38,875
West, Christina (Nursing)	Research Manitoba	The family transition through pediatric hematopoietic stem cell transplant: A prospective analysis guided by a family systems-expressive arts framework	\$220,531
Ye, Xibiao (Community Health Sciences)	Children's Hospital Foundation of Manitoba Inc.	Maternal medication use during pregnancy and cancer risk in offspring: A population-based case-control study	\$40,000

## ADMINISTRATIVE MATTERS

- The Travel Booking and Expense Management review was formally launched on October 20<sup>th</sup> with the first meeting of the Steering Committee. The objectives of the review include:
  - Conduct meaningful and broad consultation with stakeholders.
  - Develop an understanding of what the common issues are with the tool, policy and process.
  - Develop recommendations for review by the Provost and Vice-President (Academic) to address the issues.

Feedback can be sent to [travel.review@umanitoba.ca](mailto:travel.review@umanitoba.ca). Steering committee, project information and updates can be found here:

[http://umanitoba.ca/admin/human\\_resources/change/6129.html](http://umanitoba.ca/admin/human_resources/change/6129.html)

- HR's Learning and Organizational Development worked with several partners to launch two communities of practice; one for Supervisors and the other for Executive Assistants. Communities of Practice are formed by individuals who have similar roles from across the institution, in order to create an opportunity for these important groups to get together and share best practices and network so that they feel more comfortable in their roles and better understand the impact that they can have.
- Leanne Shewchuk joined the University as Director, Office of Sustainability on November 7, 2016. Leanne comes from the Province of Manitoba where she held the position Manager of Special Projects and Environmental Services.

- The Legal Office and Access Privacy Office (in addition to several other University units) attended the October 27, 2016 Access and Privacy Meeting with National Administration Committee, All parties and the National Centre for Truth and Reconciliation meeting to present and answer questions. The Access and Privacy Officer gave an excellent overview of *The National Centre for Truth and Reconciliation Act* and how access and privacy is handled at the NCTR.
- The Supreme Court of Canada (“SCC”) determined that the *Fontaine et. al. v. Canada* case raises issues of national importance and granted leave to appeal on October 27, 2016. The SCC will decide whether to preserve or destroy the records created under the Independent Assessment Process (“IAP Records”) under the Indian Residential School Settlement Agreement (“IRSSA”), and in particular the over 38,000 Indian Residential School Survivors’ claims for compensation. The NCTR supported the application to appeal to the SCC to preserve the IAP Records and filed several supporting affidavits. While the NCTR acknowledges the IAP Records contain highly sensitive and confidential information, we have taken the position that the IRSSA intended these records be preserved in accordance with the Federal statutory regime, which will ensure confidential preservation. It is important to the NCTR that a complete historical record of the Indian Residential School system and its legacy be preserved. NCTR will commence with the submission of more supporting affidavits.
- Under **The Accessibility for Manitobans Act (AMA)**, the University of Manitoba is committed to creating an inclusive and accessible community for all faculty, students and staff. In order to ensure all members of the University community have had the opportunity to provide feedback, two community consultations were held on October 19<sup>th</sup> at Fort Garry and October 21<sup>st</sup> at Bannatyne. Suggestions received helped to identify ways we can improve our organization, building upon our goals as identified in the University’s strategic plan, of providing accessibility and reasonable accommodation.
- The University grant from Centre for Disease Control / Partners for Health and Development in Africa (CDC) which has been managed through our NGO in Kenya was not renewed. The team in Kenya has struggled with closing this large program down and transferring clinic over to the new grantee, University of Maryland. A MOU with CDC and University of Maryland is expected to cover the transition period, but the cut-off and accounting for costs incurred up to the end date are presenting some challenges.
- A collaborative Residences Charges Centralization project between Ancillary Services and Financial Services to combine student tuition and residence charges under one main account has successfully concluded. The project improves the student experience by simplifying payment processes for the student.
- HR, IST, and Financial Services have collaborated to facilitate uninterrupted system access for striking UMFA-members to Concur and EPIC. The default system parameters would otherwise have removed access as these individuals moved to non-active status in VIP.
- In September all employees were notified that the University would run a new Phishing Awareness Program to educate faculty and staff on how to recognize phishing attacks and help prevent cyber security exploits at the University of Manitoba. The Phishing Awareness Program was designed to test our readiness for incidents through regular ‘fire drills’. During the month of October, as part of

National Cyber Security Awareness Month, employees periodically received simulated phishing emails that imitate real attacks, which lure Internet users to fake websites with authentic looking emails to introduce virus attacks or to steal passwords and other important personal information. The simulated emails were designed to give users a realistic experience in a safe and controlled environment, allowing employees to recognize and become more resilient to tactics used in real phishing attacks. There was no penalty for falling for one of the simulations. Each person was asked to take 30 to 60 seconds to read the brief educational material presented afterward, which will help each person identify and avoid a real attempt. Two phishing simulations were conducted during October. On October 6<sup>th</sup>, a simulated phishing email was sent to 5,784 staff and faculty containing a link to a simulated malicious website. 418 users clicked on the link (7%). On October 18<sup>th</sup>, a second simulated was sent to 5,784 staff and faculty which was more complex in that it was designed to entice users to click on a link within an email and then enter their credentials. On the second simulation, 182 users clicked on the link (3%), a reduction of more than 50%. However, 40 users (<1%) did enter their credentials. Based on these results, IST feels that the education and awareness campaign was successful but continued re-enforcement is still required. IST continues to work with MCO to deliver regular security awareness communications through UM Today and the various video screens positioned across the University.

## EXTERNAL MATTERS

- For the period of April 1, 2016 to October 21, 2016 the University has raised \$31,037,891 towards the 2016/2017 fiscal year.
- As of October 21, 2016 we have raised \$266,775,507 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 in the last reporting period include:
  - On September 19, Dr. Gail Asper [BA/1981, LLB/1984, LLD/2008] and Dr. Michael Paterson [BSc(Hons)/1982] announced a gift of \$2 million in support of the Taché Arts Project at a public celebration at Taché Hall's John J. Conklin Theatre. The theatre facilities in Taché Hall, including the theatre, and set, prop and costume workshops, have been named the Gail Asper Performing Arts Hall in recognition of the gift.
  - On September 22, the University of Manitoba Students' Union (UMSU) announced a \$15.9 million commitment to the University of Manitoba's Front and Centre campaign. The investment will increase campus childcare options, revitalize student spaces, double undergraduate research opportunities, and increase the number of scholarships and bursaries for Indigenous students.
  - On September 26, Dr. James [BComm/1953, LLD/2005] and Mrs. Sandra Pitblado celebrated the 15<sup>th</sup> anniversary of the Pitblado Scholars program in the Faculty of Law by announcing a new commitment of \$500,000 to the scholarship fund. They created the fund in 2001 with an initial gift of \$1 million. Since then, hundreds of Pitblado Scholars have been educated at the University of Manitoba and have gone on to achieve tremendous success.
  - Dr. Marjorie B. Blankstein, CM, OM [BA/1950, LLD/2014] made a gift of \$1 million which will establish a new leadership scholarship for Indigenous students, a new graduate emergency bursary for students in the Peace and Conflict Studies program, and support the international Storytelling Festival at the Arthur V. Mauro Centre for Peace and Justice.



- The late Ms. A. Pamela Hardisty [BA/1941, DipEd/1942] made a gift of \$435,934 through her estate to establish graduate fellowships.
  - Members of the Department of Anesthesia in the Rady College of Medicine made a gift of \$250,000 to the University of Manitoba in support of a professorship in Anesthesia.
  - Parrish & Heimbecker Limited made a gift of \$200,000 in support of the Bruce D. Campbell Farm and Food Discovery Centre. Their gift will support a variety of initiatives including renewing and refurbishing exhibits, expanding kitchen work stations to allow more visitors to participate in food preparation, and providing additional program development in the areas of cereals growing, storing and transportation.
  - MacDon Industries Limited made a gift of \$200,000 in support of the Faculty of Engineering's fluid laboratory.
  - Mr. William G. Dickson [BSc(Hons)/1970] made a gift of \$160,000 to support the Youth in Care Tuition awards, the Indigenous Circle of Empowerment, and renovations to the Thin Section Lab and geophysics software upgrades in the Clayton H. Riddell Faculty of Environment, Earth, and Resources.
  - Manitoba's pharmacists made a gift of \$151,600 through the College of Pharmacists of Manitoba to enhance the Rady Faculty of Health Sciences' undergraduate Pharmacy program.
  - Bison Transport, Mr. Donald W. Streuber [BComm(Hons)/1980], Mr. Duncan M. Jessiman [BA/1958] and Mr. Peter Jessiman made a combined gift of \$200,000 in support of the I.H. Asper School of Business
- September 19 – 25, the University welcomed our alumni and friends back to campus for a weeklong Homecoming celebration. Over 30 events took place including Visionary Conversations, Queers, Cheers and Homecoming Years, the Homecoming Football Game and Celebration, Homecoming Dinner and the Chancellor's Tea. A Homecoming survey was sent to all individuals who were invited. The results will help shape the direction of future Homecoming programming.
  - On September 24, the University conducted a Front and Centre campaign update at the Homecoming Football Game. The celebration saw hundreds of students join the University of Manitoba leadership on field, where they celebrated a new Front and Centre campaign total of \$409,367,522.
  - On September 26, the Fall 2016 issue of UM Today The Magazine was launched with the theme of Disruption, exploring the idea of challenging the status quo from the University's role in society as an agent for positive disruption to the challenges and successes faced by both the LGBT and Indigenous communities as they emerge to change Canadian society. Highlighting this theme was our cover story featuring Mr. Kael McKenzie, Canada's first openly transgendered judge, and Prime Minister Justin Trudeau who was interviewed by President David Barnard. Response to this issue has been outstanding – the cover story in the online version received over 5,000 reads, our highest number yet.
  - On September 26, Ms. Sarah Guillemard, MLA, Fort Richmond attended a campus tour. Ms. Guillemard met with Dr. Frank Deer, Acting Executive Lead, Indigenous Achievement, and Ms. Christine Cyr, Director, Indigenous Student Centre to discuss the University's *Creating Pathways to Indigenous Achievement* strategic priority and the Indigenous Student Centre. In addition, Ms. Guillemard completed a tour of the Active Living Centre and the Taché Arts Project, conducted by Dr. Edmund Dawe, Dean, Desautels Faculty of Music; Dr. Paul Hess, Director of School of Art; and Dr. Bill Kerr, Associate Professor, Faculty of Arts.

- On September 26, President David Barnard and Mr. John Kearsy, Vice-President (External) met with His Worship Brian Bowman, Mayor, City of Winnipeg, to discuss the Front and Centre campaign and areas for collaboration. Specific projects discussed were the Taché Arts Project and the National Centre for Truth and Reconciliation.
- On September 30, Members of the Committee of Presidents of Universities of Manitoba (COPUM) met with The Honourable Ian Wishart, Minister of Education and Training, to discuss a number of issues of strategic importance to Manitoba's post-secondary sector including tuition, Indigenous education, legislation on sexual violence on university campuses, university board appointments, the Manitoba Scholarship and Bursary Initiative, and the 2017-18 provincial budget.
- On October 13, the University hosted a reception for over 70 alumni and friends living in Hong Kong. Ms. Rita Mui Goodridge [BComm(Hons)/1982] from the Hong Kong Alumni Association, spoke to guests about the importance of staying connected with the university and about her experience travelling to Winnipeg this past spring to accept the Distinguished Alumni Award for Service to the University of Manitoba on behalf of the Hong Kong Alumni Association.
- On October 13, the University participated in a government relations session organized by U15 to discuss issues facing the post-secondary sector. Presenters included Mr. Hersi Hujaleh, Policy Advisor, Office of the Minister of Finance; Mr. John Burnett, Director of Policy, Office of the Minister of Science; Mr. Kyle Nicholson, Director of Policy, Office of the Minister of Immigration; Ms. Christina Rettig, Policy Advisor, Office of the Prime Minister; Ms. Vandana Kattar-Miller, Director of Policy Affairs (Regional Economic Development), Innovation, Science and Economic Development (ISED); and Ms. Allison McDermott, Director General, Innovation, Science and Economic Development – Science and Innovation Sector. Discussions were centred on the Post-Secondary Institutions Strategic Investment Fund, the recent federal innovation and sciences reviews, and the 2017-18 federal budget.
- On October 17, President David Barnard hosted Her Honour, The Honourable Janice C. Filmon, Lieutenant Governor of Manitoba, for a series of meetings to discuss Indigenous achievement at the University, the National Centre for Truth and Reconciliation, and how the Office of the Lieutenant Governor and the University can work collaboratively to advance Indigenous success. The meeting was attended by Dr. Frank Deer, Acting Executive Lead, Indigenous Achievement, Ms. Christine Cyr, Director, Indigenous Student Centre, and Mr. Ry Moran, Director, National Centre for Truth and Reconciliation.
- On October 18, Mr. Gord Downie, lead singer of the Tragically Hip, released his new project titled *The Secret Path* to raise awareness of Truth and Reconciliation and the plight of children who never made it home from Residential Schools. He has directed proceeds from this project (a CD, concerts, merchandise, a graphic novel, and a film) to the National Centre for Truth and Reconciliation. The promotion of *The Secret Path* project was done jointly between the University of Manitoba and Gord Downie and received significant media attention including coverage in the Globe and Mail, CBC, Huffington Post, Winnipeg Free Press, CTV News, Vancouver Sun, Billboard Magazine and Rolling Stone.

- On October 25, Ms. Elaine Hood, Senior Director, Post-Secondary Institutions Strategic Investment Fund, and Ms. Vanessa Peart, Manager, Western and Atlantic Strategic Investment Fund participated in a tour of the Taché Arts Project. The purpose of this visit was to see the outcome of the Knowledge Infrastructure Program, through which ARTLab received \$15 million in capital funding. The tour was conducted by Dr. Edmund Dawe, Dean, Desautels Faculty of Music; Dr. Paul Hess, Director of School of Art; and Dr. Bill Kerr, Associate Professor, Faculty of Arts.
- On October 26, Dr. Janice Ristock, Provost and Vice-President (Academic) represented the University at a provincial pre-budget consultation in Winnipeg South. Key messages included the importance of: Indigenous education; predictable, sustainable funding for the post-secondary education sector; funding for research and university infrastructure; the Churchill Marine Observatory and its role in northern economic development; and the key role that the university plays in driving economic prosperity.
- On October 28, nominations closed for the 2017 Distinguished Alumni Awards. The University is grateful to all of those who submitted nominations for exceptional graduates in our five categories: Lifetime Achievement, Professional Achievement, Community Service, Service to the University of Manitoba and Outstanding Young Alumni. The Distinguished Alumni Awards Selection Panel, Chaired by Chancellor Harvey Sectar, will meet in November to determine the 2017 recipients.
- On November 9, the University will host a reception to reconnect with alumni and friends living in Toronto. The event will take place at the Aperture Room in the Thornton Smith Building and will be hosted by Chancellor Harvey Sectar. Over 140 alumni and friends in Toronto have already confirmed their attendance.
- On December 6, the University will host a reception to reconnect with alumni and friends living in Calgary. The event will take place at the Calgary Marriott Downtown and will be hosted by President David Barnard.

## **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 Judy Anderson will be the Speaker for the Executive Committee for the December meeting of Senate.

#### **2. Unit- / Program-Specific Revisions to 2016 – 2017 Academic Schedule**

- At a Special Meeting, on November 10, 2016, Senate approved modifications to the 2016 – 2017 Academic Schedule, with modifications to the Fall and Winter Terms, due to the UMFA labour action. In addition, Senate approved a recommendation:  
THAT the Senate Executive Committee, in accordance with its normal powers “to deal with contingencies that arise between meetings of Senate” is empowered to make any further revisions to the Academic Schedule required to complete the Fall and Winter Terms, including any unit or program specific changes requested by Faculties, Colleges and Schools, and to report thereon to Senate.
- At its meeting on November 23<sup>rd</sup>, Senate Executive approved the following recommendations from academic units, to modify the 2016-2017 Academic Schedule for their programs, as set out in Attachments I - III:
  - Request to Revert to Original 2016 – 2017 Academic Schedule, RE: Programs in the College of Rehabilitation Sciences (Attachment I)
  - Recommendation to Modify the 2016 – 2017 Academic Schedule RE: Bachelor of Education Program (Attachment II)
  - Recommendation to Modify the 2016 – 2017 Academic Schedule RE: Juris Doctor (JD) Program (Attachment III)

#### **3. Recommendation in regard to Voluntary Withdrawals for Strike-Affected Courses**

- Senate Executive approved a recommendation from the Academic Sub-Committee of the Operational Continuity Committee in regard to Voluntary Withdrawals for Strike-Affected Courses (Attachment IV) that provides for the following things to occur:
  - That Voluntary Withdrawals on or after November 1, 2016 from all strike-affected classes be recorded on student histories and the Official Transcript with the notation “VW S”.
  - That a comment noting the 2016 UMFA Labour Action be entered on the Official Transcript: *VW S is a withdrawal from a course that was affected by the Fall 2016 strike by the University of Manitoba Faculty Association.*

**4. Recommendation RE: Bursaries and Scholarships**

- Senate Executive approved recommendation from the Provost (Attachment V) to suspend the verification of enrolment process, for the 2016-2017 academic year, so students awarded a scholarship or bursary who might elect to Voluntarily Withdraw from a course(s) due to the UMFA strike would not have their awards revoked if their course load fell below the minimum enrolment level required for their award(s)

**5. 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)



UNIVERSITY  
OF MANITOBA

Office of the Provost & Vice-President (Academic)

208 Administration Building  
Winnipeg, Manitoba  
Canada R3T 2N2  
Telephone 204-480-1408  
Fax 204-275-1160

November 21, 2016

To: Jeff Leclerc, University Secretary

From: Janice Ristock, Provost and Vice-President (Academic)

Subject: **Recommendation: College of Rehabilitation Sciences retain 2017 winter term schedule**

---

Dr. Reginald Urbanowski, Dean, College of Rehabilitation Sciences has made the recommendation to retain the original schedules for the 2017 winter term for the Occupational Therapy (MOT) graduate program, Physical Therapy (MPT) graduate program, and Respiratory Therapy (BRT) undergraduate program. The recommendation is attached.

I support the recommendation and ask that the recommendation be put before Senate Executive for consideration and approval.

cc: Dr. Postl  
Dr. Urbanowski

## Memo

Date: November 18, 2016

To: Janice Restock, Provost and Vice-President (Academic)

From: Reg Urbanowski, Dean



RE: Reversion to Original Schedule

---

The College of Rehabilitation Sciences would like to retain the original schedule for the 2017 winter term. The rationale is as follows:

- Occupational Therapy (MOT) graduate program:  
All courses, except one, in fall term are proceeding as planned. There is one course, OT6120, that is not proceeding as planned. However, in discussions with the department head I am convinced that this can proceed to completion in winter term with no significant disruption to the student schedule by integrating this class into the regular winter term schedule. The alternative of pushing the winter course schedule ahead poses significant difficulties with scheduling of students, instructors and spaces and could very easily pose problems for spring session as well.
- Physical Therapy (MPT) graduate program:  
All courses, except one, in fall term are proceeding as planned. There is one course, PT7140, that is not proceeding as planned. However, in discussions with the department head I am convinced that this can proceed to completion in winter term with no significant disruption to the student schedule by integrating this class into the regular winter term schedule. The alternative of pushing the winter course schedule ahead poses significant difficulties with scheduling of students, instructors and spaces and could very easily pose problems for spring session as well.
- Respiratory Therapy (BRT) undergraduate program:  
All courses, except one, in fall term are proceeding as planned. There is one course, ANAT 1030, that is not proceeding as planned. However, in discussions with the department head I am convinced that this can proceed to completion in winter term with no significant disruption to the student schedule by integrating this class into the regular winter term schedule. This course is taught by Basic Medical Science faculty. The course schedule will be integrated into the existing winter term schedule.

The alternative of pushing the winter course schedule ahead poses significant difficulties with scheduling of students, instructors and spaces and could very easily pose problems for spring session as well.

The strategies outlined here maintain the academic integrity of the courses being taught while assuring that student assessment standards are maintained. Given that most of the scheduling and space issues that might be encountered will be internal to the College and RFHS (e.g. – scheduling of simulation labs), these strategies are the best solution that pose the least risk to student success and College priorities.

If you have any concerns, issues, or suggested revisions to the strategies for these programs please advise and we will revise accordingly.

Regards,

Reg

cc: Brian Postl, Dean & Vice-Provost Rady Faculty of Health Sciences  
Jeff Leclerc, University Secretary  
Todd Mondor, Acting Vice Provost (Graduate Education) & Dean





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November 23, 2016

To: Jeff Leclerc, University Secretary

From: Janice Ristock, Provost and Vice-President (Academic)

A handwritten signature in black ink, reading "Janice Ristock".

Subject: **Recommendation: Modify the Bachelor of Education Academic Schedule**

---

Dr. David Mandzuk, Dean, Faculty of Education has made the recommendation to modify the academic schedule for the Bachelor of Education program. The proposal is attached.

I support the recommendation and ask that it be put before Senate Executive for consideration and approval. Thank you.

cc: D. Mandzuk

## **Proposal to Modify the Irregular Bachelor of Education Academic Schedule**

**Submitted by: David Mandzuk Ph.D.**

**Dean, Faculty of Education**

**November 22, 2016**

### Background:

This proposal outlines some of the unique factors that relate to the programs offered in the Faculty of Education.

Bachelor of Education requirements:

- Bachelor of Education students have a government mandated 24 weeks of practicum required for teacher certification, which requires that classes are compressed into 9 weeks to permit 6 weeks of practicum per term of study.
- The current academic schedule (see Appendix A) has our B.Ed. students completing their program requirements on Wednesday, April 26, 2017. With our proposed academic schedule (see Appendix B) we are making every effort to complete the program at exactly the same time. This end date is important because our graduates will be seeking employment along with all other graduates from other Faculties of Education in the province and we do not want University of Manitoba graduates to be disadvantaged. Please note that at a Q & A session that we held last week, our students made it clear that ending as originally scheduled is extremely important.
- We are obligated to preserve the 60 day total required for the Fall Practicum and Winter Practicum. To do so and still finish the program by April 26, 2017, we must further condense the number of class days for B.Ed. students to 8 weeks (while maintaining 36 contact hours).
- In the proposed schedule (Appendix B) we have made every effort to maintain the minimum 36 contact hours (for 3 credit hour courses) as requested by Senate.
- In order to end on time, students will have one 1-week break instead of two in the Winter Term. With this modified schedule and the aim of completing the program by April 26, 2017, we propose that we return (for the 2016-2017 strike-affected academic year) to the previous model of providing our students with a break during Manitoba Public School Spring Break.
- Please note that February 21 & 22, 2017 is a student-initiated conference and job fair that we would like to honour. Therefore make-up classes will only be held on February 23-24, 2017.
- All irregularly scheduled Education courses will have their Drop/Delete Dates and Voluntary Withdrawal dates calculated based on the Senate-approved formula.

### Modified B.Ed. Academic Schedule (Daytime) Changes

The tables below highlights the changes reflected in Appendix B.

#### *Fall Term Revisions*

	<u>Missed</u>	<u>Make-Up</u>
<b>Classes</b>	November 1-4, 2016 November 8-10, 2016	December 20-22, 2016 January 3-6, 2017

	(7 days)	7 days)
<b>Practicum</b>	November 7, 2016 November 14-22, 2016 (8 days)	December 15-19, 2016 January 9-13, 2017 (8 days)

#### *Winter Term Revisions*

	- <b><u>Revision</u></b>	<b><u>Rationale</u></b>
<b>Courses</b>	- January 17, -March 10, 2017 - Each class will be extended by 15 minutes	- Allows for condensing classes from 9 weeks to 8 to accommodate Fall Term and Program Completion
<b>Practicum</b>	- Addition of January 23	- Replaces March 6, 2017 (to allow students a non-instructional day before assignment deadlines)
<b>Program Day</b>	- February 6, 2017 program day cancelled	- Replaced with course make-up day.

#### Class Times for Revised B.Ed. Daytime Winter Term (to commence January 17, 2017)

08:15 – 10:20 (15 minute earlier start)

10:30 – 12:35

12:35 – 13:05 (30 minute lunch break)

13:05 – 15:10

15:20 – 17:25 (5 minute later finish)

This adjustment will permit the faculty to schedule 36 contact hours in an 8 week time span versus the normal 9 weeks.

#### *Room Booking Consideration*

As discussed with the University in an earlier communication, we realize that adjusting time slots by 15 minutes may cause room booking challenges. Education would require sole Astra access to a maximum of 10 rooms (for the 10:30 – 12:35 slot) in the Education Building until Education courses have their room assigned. Once the Education optimization of rooms has been completed by the Faculty of Education staff, Astra can have access to remaining rooms and slots.

#### Modified PBDE, M.Ed., Ph.D. (and B.Ed. Evening) Course Schedule

For Fall Term and Winter Term we will be following the Senate-approved revised Academic Schedule.

APPENDIX A

ORIGINAL B.Ed. Daytime Academic Schedule  
(YEARS 1 & 2 EARLY, MIDDLE, SENIOR AND INTEGRATED  
MUSIC 5)

NOTE: Courses offered one evening per week follow the Regular University Calendar

WEEKLY CALENDAR - Fall/Winter 2016/2017

FALL TERM

September 2016						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
Aug 28	Aug 29	Aug 30	Aug 31	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October 2016						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November 2016						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December 2016						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Finalized June 6, 2016

NOTES
TUES - Mandatory Orientation - Years 1, 2, 3 & 5 / all Faculty
TUES - First day of Practicum (In Schools) Sept 8 - UM regular classes begin
MON-Practicum Day in Schools TUES - B.Ed. Daytime Classes begin
MON-Practicum Day in Schools
MON-Program Day (PRG) - Faculty/Research Day

MON-Fall Term Break
MON-Fall Term Break FRI-MTS PD Day (formerly SAGE)
MON-Classes in lieu of MTS PD Day
MON-Classes in lieu of November 11

MON-Practicum Day in Schools LAST WEEK OF CLASSES SAT - Exam Day (as Req'd)

Last day for schools is 23th

	Program Days		Other
	Stat Holidays or UM Closure		

WINTER TERM

January 2017						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

NOTES
Jan 3 - Daytime B.Ed. classes begin Jan 4 - UM regular classes begin
MON - Practicum Debriefing & Practicum Preparation (Held on Campus)

February 2017						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

MON-Program Day (PRG)
MON-Practicum Day in Schools
READING WEEK - No classes TUES/WED - EdCon THURS/FRI - WestCAST
MON-Practicum Day in Schools

March 2017						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

MON-Practicum Day in Schools LAST WEEK OF CLASSES SAT-Exam Day (as Req'd)
SCHOOL SPRING BREAK (no classes scheduled except evening courses)

April 2017						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

FRI -Good Friday

APPENDIX B

MODIFIED B.Ed. Daytime Academic Schedule  
(YEARS 1 & 2 EARLY, MIDDLE, SENIOR AND INTEGRATED MUSIC 5)

NOTE: Courses offered evenings follow the Regular University Calendar

WEEKLY CALENDAR - Fall/Winter 2016/2017

FALL TERM

September 2016						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
Aug 28	Aug 29	Aug 30	Aug 31	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

NOTES

WINTER TERM

January 2017						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

NOTES
= Continuation of Fall term classes. (Make up for Nov 1-4). Originally were scheduled for Winter classes
= Continuation of Fall Practicum. (Make up for Nov 16, 17, 18, 21 & 22)
Winter term begins. No change to class day, but change to class times (15 minutes longer/class)
NEW First Day of Winter Practicum. Debriefing the Practicum. Held on Campus.
= NEW class day follows Tue/Thr schedule (day required to obtain contact hours)

October 2016						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					


February 2017						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

= NEW class day follows Wed/Fri schedule (day required to obtain contact hours)
MON-Practicum Day in Schools
TUES/WED - EdCon for Year 2 students
THU/FRI - NEW Class Days

November 2016						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

= Lost classes. Time must be made up
= Remembrance Day. Class was made up Oct 31.
= Lost practicum Days. Time must be made up
= Practicum Days (previously scheduled - no change)

March 2017						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

= No Class (was Practicum day)
March 13 - April 26 Practicum NO CHANGE (Original planned practicum)
SCHOOL SPRING BREAK (no classes scheduled except evening courses)

December 2016						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

= NEW practicum day. (Make up for Nov 7, 14 & 15)
= NEW class days. (Make up for Nov 8, 9, 10)

April 2017						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

FRI -Good Friday
April 26 - Final Day of Practicum

Modified B.Ed. Scheduled: November 21, 2016



UNIVERSITY  
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Office of the Provost & Vice-President (Academic)

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Telephone 204-480-1408  
Fax 204-275-1160

November 23, 2016

To: Jeff Leclerc, University Secretary

From: Janice Ristock, Provost and Vice-President (Academic)

Subject: **Recommendation: Modify the Academic and Exam Schedules for Juris Doctor (JD) Program**

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Dr. Jonathan Black-Branch, Dean, Faculty of Law has made the recommendation to modify the academic and exam schedules for the Juris Doctor (JD) program. The proposal is attached.

I support the recommendation and ask that it be put before Senate Executive for consideration and approval. Thank you.

cc: D. J. Black-Branch



UNIVERSITY  
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Faculty of Law

Robson Hall  
Winnipeg, MB R3T 2N2  
Canada  
Fax (204) 474-7580  
Phone (204) 474-6130

DATE: November 23, 2016  
TO: Dr. Janice Ristock, Provost & Vice-President (Academic)  
FROM: Dr. Jonathan L. Black-Branch, Dean of Law  
RE: Faculty of Law Revised Time Table and Exam Schedule

---

Please find attached a proposal from the Faculty of Law for a Revised Time Table and Exam Schedule with changes necessitated by the recent UMFA strike. Both students and faculty have been consulted and are in general agreement on this, with the unanimous support of the Manitoba Law Students Association (MLSA). Additionally, the Law Society of Manitoba has been consulted to ensure our professional standards and requirements are met.

## **Proposal to Modify the Faculty of Law Time Table and Exam Schedule**

### **First Year Law Students**

Many of the first year courses were not affected by the strike due to the contractual nature of the professors teaching the various courses. As a result, there are a few modifications to be made which affect specific instructors and concern certain sections of the first year intake. Moreover, the examination period is a mid-term process in year long courses and not final exams, *per se*. Please note that all First Year Law Students will be given specific instruction from their individual professors regarding their courses.

### **Second and Third Year Law Students**

#### **Fall Term**

All courses that were taught throughout the strike will still end on Wednesday, December 7, 2016 as usual.

All courses that were suspended by the strike will now end on Tuesday, December 13, 2016. Classes will be the same day and time as usual. Please note there will be some additional classes held in early January (see below).

**Exam Schedule for courses taught throughout the strike will be held from December 14-20.**

#### **Exam Schedule**

Wednesday, December 14	Family
Thursday, December 15	Civ Pro and Wills
Friday, December 16	Commercial
Saturday, December 17	Remedies
Sunday, December 18	Corp Tax/Labour
Monday, December 19	Real Estate
Tuesday, December 20	Trademarks

**\*Winter Break December 21 – January 3<sup>rd</sup>\* (as usual).**

Courses suspended by the strike will resume January 4, 2017 – January 6, 2017. The exact time table will follow.

#### **Exam Schedule for courses suspended by the strike**

Monday January 9, 2017	Evidence
Tuesday, January 10, 2017	Trusts
Wednesday, January 11, 2017	Tax / Corp I
Thursday, January 12, 2017	Copyright
Friday, January 13, 2017	Admin (take home)

#### **Perspective Courses, and course work**

Students in courses that have been affected by the strike will be given specific instruction from their individual professors.



**Winter Term will be:**

January 16 - April 14

Reading Break February 20 - 24

Exams April 17 - April 26<sup>th</sup> (see attached Exam Schedule)

**FACULTY OF LAW**  
**Examination Timetable (Courses taught throughout strike)**  
**December 2016**

DATE	TIME	FIRST YEAR	2ND & 3RD YEAR COMPULSORY	2ND & 3RD YEAR OPTIONAL
Wednesday December 14, 2016	9:00 a.m.		Family	
	1:00 p.m.	Property		
Thursday December 15, 2016	9:00 a.m.		Civ Pro	Wills
	1:00 p.m.	Crim		
Friday December 16, 2016	9:00 a.m.			Commercial
	1:00 p.m.	Torts		
Saturday December 17, 2016	10:00 a.m.			Remedies
Sunday December 18, 2016	10:00 a.m.			Corp Tax/Labour
Monday December 19, 2016	9:00 a.m.			Real Estate
	1:00 p.m.			
Tuesday December 20, 2016	9:00 a.m.			Trademarks
	1:00 p.m.			

FACULTY OF LAW  
Examination Timetable (Courses not taught throughout strike)  
January 2017

DATE	TIME	FIRST YEAR	2ND & 3RD YEAR COMPULSORY	2ND & 3RD YEAR OPTIONAL
Monday January 9, 2017	9:00 a.m.		Evidence	
	1:00 p.m.	Crim		
Tuesday January 10, 2017	9:00 a.m.		Trusts	
	1:00 p.m.			
Wednesday January 11, 2017	9:00 a.m.		Tax	Corp Tax
	1:00 p.m.	Torts		
Thursday January 12, 2017	9:00 a.m.			Copyright
Friday January 13, 2017	10:00 a.m.		Admin (Take Home)	
		Property		

FACULTY OF LAW  
Examination Timetable  
April 2017

DATE	TIME	FIRST YEAR	2ND & 3RD YEAR COMPULSORY	2ND & 3RD YEAR OPTIONAL
Monday April 17, 2017	9:00 a.m.		Evidence	Bankruptcy
	1:00 p.m.	Property		
Tuesday April 18, 2017	9:00 a.m.			Securities
	1:00 p.m.			
Wednesday April 19, 2017	9:00 a.m.		Corp I	Employment
	1:00 p.m.	Constitutional Law		
Thursday April 20, 2017	9:00 a.m.			Issues in Charter Crim
	1:00 p.m.			Estate Trust and Tax
Friday April 21, 2017	9:00 a.m.		Civ Pro / Trusts	
	1:00 p.m.	Torts		
Monday April 24, 2017	9:00 a.m.		Admin Law	Private International Law
	1:00 p.m.	Contracts		
Tuesday April 25, 2017	9:00 a.m.			
	1:00 p.m.		Tax	
Wednesday April 26, 2017	9:00 a.m.			
	1:00 p.m.	Crim		
Thursday April 27, 2017	9:00 a.m.			
	1:00 p.m.			
Friday April 28, 2017	9:00 a.m.			
	1:00 p.m.			



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November 21, 2016

To: Jeff Leclerc, University Secretary

From: Janice Ristock, Provost and Vice-President (Academic)

Subject: **Recommendations: Voluntary Withdrawals for strike-affected courses**

A handwritten signature in blue ink, reading "Janice Ristock", written over the "From:" line.

---

The Academic Sub-Committee of the Operational Continuity Committee has made recommendations regarding providing students the withdrawal option from courses interrupted by the strike. The Academic Sub-Committee's report and recommendations are attached.

I support these recommendations and ask that the recommendations be put before Senate Executive for consideration and approval.

cc: Dr. Halden

## **Academic Sub-Committee of the Operational Continuity Committee**

### **Recommendations in regard to Voluntary Withdrawals for strike-affected courses**

Students are affected by the UMFA strike in a variety of ways. How they are impacted depends on the individual course situations and their individual circumstances with regard to external consequences. There are several strategies in place and in development to mitigate the disruptions to classes and students affected by the strike. Withdrawal from courses should be promoted to students as a last resort. For those students who choose the withdrawal option from classes interrupted by the UMFA strike, the Academic Sub-Committee recommends the following:

1. That Voluntary Withdrawals on or after November 1, 2016 from all strike-affected classes be recorded on student histories and the Official Transcript with the notation "VW S".
2. That a comment noting the 2016 UMFA Labour Action be entered on the Official Transcript:  
*VW S is a withdrawal from a course that was affected by the Fall 2016 strike by the University of Manitoba Faculty Association.*

Respectfully submitted,

Norman Halden, Chair, Academic Sub-Committee of the Operational Continuity Committee

November 20, 2016

## **Academic Sub-Committee of the Operational Continuity Committee**

### **Background to Recommendations for Withdrawals**

In order to assess the impact of the UMFA strike on voluntary withdrawals from courses, it is important to understand the impact the strike may have on students and their ability to complete courses successfully.

With respect to Voluntary Withdrawals Students have been, and will be, affected in a variety of ways. How they are impacted depends on the individual course situations and their individual circumstances with regard to external consequences.

- **Students with Continuing classes**
  - For the most part, students for whom classes have continued uninterrupted by the strike have been able to continue with their course work.
    - There will be a few courses for which classes have continued, but labs or tutorials have not – and vice versa. These should be considered as strike affected classes rather than continuing classes.
  - In some cases, particularly with respect to classes taught by UMFA members who chose to cross the picket line and continue working and teaching, there may have been a lag time in which students were uncertain if the class was continuing. One or more classes may have been missed as a result.
  - Despite many classes continuing, some students enrolled in continuing classes may have chosen not to cross the picket line to attend classes. Instructors are obligated to make reasonable alternate arrangements. But, there will be situations in which a mutually agreeable arrangement to make up for lost class time may not be reached.
  - For each of these situations a class may be considered to be strike affected on an individual student basis.
- **Students with strike affected classes**
  - Classes interrupted by the strike are considered strike affected classes. Students in these classes were placed in a very uncertain situation with respect to:
    - when their class will resume
    - how the course will be completed when classes resumed.
  - Some may have used time during the strike to review notes and work on assignments. Some assignments will have had due dates during the strike, some will come due shortly after the strike has ended and classes resume. Some mid-term tests were scheduled during the strike. It is expected these will be re-scheduled after the resumption of classes.
  - Strike-affected courses will follow the modified Fall Term schedule and will not be completed prior to the Christmas break if they have a final exam or final assignments normally due after the completion of classes. Based on the modified schedule, students will have classes and exams in January following the break. For some this will be an inconvenience. For others, the delay in completion of Fall Term is going to present a number of challenges such as:
    - Expiration of study visas

- Travel plans regarding return home or departing on exchange programs
- Employment plans, including starting Co-op Work Placements
- Commencement of academic programs at other institutions
- Lease arrangements for on and off-campus accommodations
- Additional living costs

### **Students with both continuing and strike affected classes**

- In addition to all of the potential impacts described above, students who have a mix of both continuing and strike affected classes will be presented with the unique challenge in December of completing classes that have resumed while also preparing for and writing final exams for classes that continued.
- In addition to the direct time conflicts between a class or lab and an exam, students will also be stressed as they try to balance learning new course material, completing assignments, and studying for final exams. Students will need relief to keep stress manageable, and to be as successful in their learning and achievement as they would in normal circumstances.

### **Other considerations**

- It will be important that instructors and academic units recognize the difficult situations in which students find themselves due to the UMFA labour action.
- Many students will be motivated to complete the term successfully, but will be concerned with their ability to do so.
- Instructors and academic units must provide reasonable arrangements to facilitate the successful completion of courses.
- Withdrawal due to the strike should be promoted to students only as a last resort.

### **Withdrawal**

For students who do decide that withdrawal is the best way to cope with the challenges of the disrupted term, it will be important that they are not penalized in their ability to retake the courses in future terms.

- Accordingly, the application of the Limited Access policy has been delayed by Senate to the Winter 2018 Term. As a result, students will be able to re-take courses they complete in Fall 2016 or from which they withdraw, without registration penalties.
- Deadlines:
  - The Voluntary Withdrawal Deadline for Continuing classes has been extended to December 1 from November 18 to allow students additional time to make up for time that may have been lost due to uncertainty about classes, to understand the impacts of the strike on their ability to complete the term and to make allowances for students who have chosen not to cross the picket line to attend classes.
  - The VW deadline for strike affected classes has been set as December 7 in order to provide sufficient time for evaluation and feedback.



- Administering two VW deadlines
  - Only one VW deadline may be administered in an automatic manner in Aurora student. A second deadline will require that withdrawals made by students online be reviewed before being finalized.
- Late VWs
  - It is also possible that a student chooses to remain in continuing classes beyond the VW deadline, as they may be unsure of the impacts of writing final exams in December while at the same time resuming activities in classes that had been interrupted.
  - Late VWs should be considered for students in that situation, after other options for accommodations have been exhausted.
  - Consideration of a late VW should be limited to VW decisions made prior to writing the final exam or return of final assignments in courses without a final exam.
- Voluntary Withdrawals vs Authorized Withdrawals (AW)
  - There are two differences between VWs and AWs:
    - VWs appear on transcript. AWs do not.
    - VWs are subject to Limited Access. AWs are not.
  - Normally a VW on a transcript is perceived to leave a negative impression of the student's abilities to perform well in a subject or to persevere in courses.
  - AWs, on the other hand, are granted when events outside of a student's control prevent them from successfully completing courses. AWs are not shown on a transcript so that the withdrawal is not highlighted to external viewers and students are not placed in a position in which they might be asked to explain the circumstances of the withdrawal or the nature of their impediment.
  - In the case of withdrawals during a faculty strike, the opposite may be true. VWs displayed on the transcript, together with an indicator and a comment regarding the UMFA strike will show that the student was active in courses in that term and will serve to demonstrate the student's attempted course load. At the same time, the comment regarding the UMFA strike would provide information on the conditions in which the course was withdrawn.
  - AWs, if assigned, may leave a false impression about the student's course load during the Fall 2016 Term. AWs from some of the student's courses would suggest the student attempted fewer courses than actual, while a complete AW would appear as though the student was not enrolled at all in the Fall 2016 term at all.



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To: Jeff Leclerc, University Secretary  
From: Janice Ristock, Provost and Vice-President (Academic)  
Date: November 18, 2016  
Subject: Bursary and Scholarship Recommendation

### Background

All University of Manitoba Senate-approved scholarships and bursaries normally require that undergraduate students be enrolled in a minimum number of credit hours. Similarly, graduate students must normally be enrolled in full-time status. Under current processes enrolment is verified each term to ensure that students do not drop below the required minimum enrolment levels that are identified in the respective award terms of reference documents. If a student drops below the minimum required enrolment levels, the award would be revoked; although we do not ask for re-payment from the student. Any surplus funds remaining on a student's tuition account would be re-allocated to the award fund.

### Observations

1. Given the current strike situation, the possibility exists that we might see an increased number of withdrawals that could result in students dropping below the minimum required enrolment levels for awards.
2. Some students may encounter unexpected financial hardship as a result of the strike. Revoking awards could magnify the situation.

### Recommendation

It is recommended that we suspend the verification of enrolment process for this academic year. This means that we would not revoke any awards should a student drop below the minimum enrolment levels for awards resulting from a decision to voluntarily withdraw from courses due to the strike. Any surplus funds on tuition accounts would remain for students to use in the next term; however, if a student does not return we will consider requests for refunds.

I support the recommendation and ask that it be put before Senate Executive and Senate for consideration and approval.

**Report of the Senate Planning and Priorities Committee RE: Proposed Building Site,  
Engineering Innovation Centre**

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**Preamble:**

1. The terms of reference of the Senate Planning and Priorities Committee (SPPC) are found on the University Governance 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 to make recommendations to Senate regarding physical plant development.
2. At its meeting on September 26, 2016 the Committee considered a proposal from the Campus Planning Office regarding a site location for a new building, the Engineering Innovation Centre (EIC).

**Observations:**

1. The new Engineering Innovation Centre would be located on Dafoe Road adjacent to the existing Stanley Pauley Centre where the Music Annex Building is currently situated. The site has a Land Use Designation of Academic Centre, as defined in the *Visionary (re)Generation Master Plan* for the Fort Garry Campus. The new building would be three storeys above grade, with a footprint of approximately 10,770 square feet and an internal usable area of approximately 41,000 square feet.
2. The proposed site would make it possible to integrate the Engineering Innovation Centre with the Stanley Pauley Centre, through one ground-level connection and one above-ground connection, and to the existing Engineering and Information Technology Complex through one above-ground connection.
3. The Engineering Innovation Centre would accommodate enrolment growth in the Faculty of Engineering by providing infrastructure for training in areas such as biomedical devices, energy systems, aerospace, and civil infrastructure, and would include spaces for laboratories, research, undergraduate prototyping and study areas, and offices for faculty, graduate students, and support staff.
4. The proposed site for the new building is consistent with the *Visionary (re)Generation Master Plan* for the Fort Garry Campus in that it would respond to recommendations regarding: (i) infill and densification of the Core Campus, (ii) creating street-oriented frontages that would enhance the character of Dafoe Road through building setbacks, boulevards, and alignment with setbacks of existing buildings, and (iii) encourage pedestrian activity along Dafoe Road.

**Recommendation:**

The Senate Planning and Priorities Committee recommends:

**THAT Senate approve and recommend that the Board of Governors approve the Report of the Senate Planning and Priorities Committee concerning the building site for the Engineering Innovation Centre.**

Respectfully submitted,  
Ms. Ada Ducas, Chair  
Senate Planning and Priorities Committee

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

**August 12, 2016**

## **SPPC Site Approval Submission: Engineering Innovation Centre**

### **Background and Context**

This is a request for consideration and approval of a site for the new Engineering Innovation Centre (EIC).

The Faculty of Engineering is currently experiencing rapid growth in enrollment, which will help to satisfy the existing demand in Manitoba for trained engineers in all disciplines. Despite increased enrollment, student demand continues to exceed the available capacity for training. Combined with the labour market outlook for Manitoba indicating a shortfall of trained engineers until at least 2020, this indicates an acute need that the University can help meet through the EIC, the planning for which has been underway for several years.

The EIC will provide infrastructure for training in areas such as biomedical devices, energy systems, aerospace, and civil infrastructure. The facility is envisioned to include laboratories; research space; offices for faculty, graduate students; and support staff; and undergraduate prototyping and study areas.

The project has received funding under the Federal Government's Post-Secondary Strategic Investment Fund.

### **Site Location and Description**

The site is located on Dafoe Road, immediately adjacent to the existing Stanley Pauley Centre in the general area of the current Music Annex 2 Building (see attached site plan). The proposed building footprint is 25.8m (84.6ft) x 38.8m (127.3ft), at a height of 3 storeys above grade, with internal usable area of approximately 38,000 m<sup>2</sup> (41,000 ft<sup>2</sup>).

(The attached site plan shows the general site boundaries within which the building would be located).

### **Site Rationale and Supporting Factors**

#### *Campus Plan Considerations*

The Visionary (re)Generation Master Plan for the Fort Garry campus was approved by Senate and the Board of Governors in April 2016, and provides a guiding framework for the siting of new buildings. Its direction for the campus encourages infill development, densification, walkability, pedestrian priority, and beautification of the public realm.

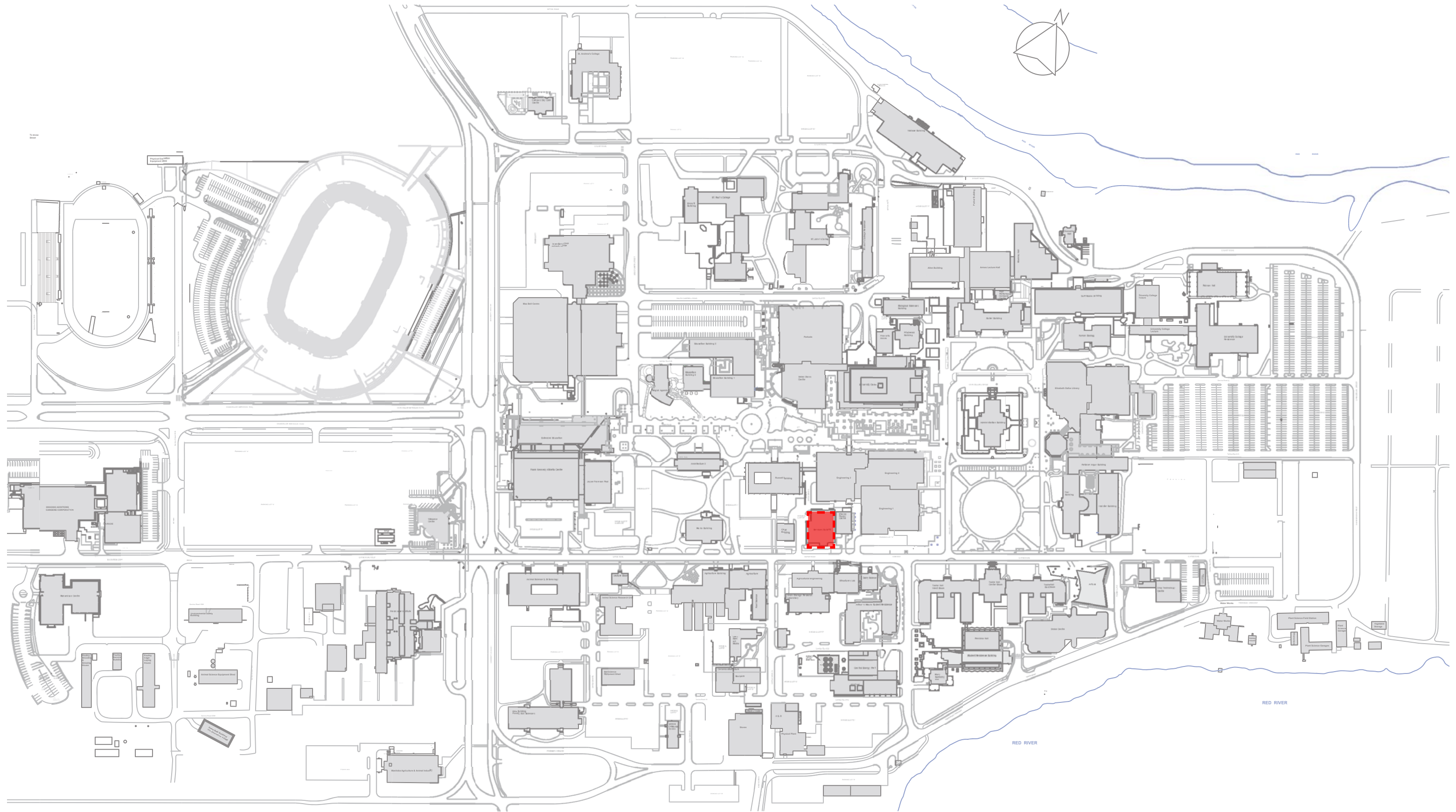
The proposed EIC site aligns with the Plan's direction, particularly in terms its recommendations regarding new infill buildings. The Plan calls for new buildings in the core campus area to help define new internal and external open spaces, and to provide new frontages and an active presence along streets. The proposed site embodies this recommendation with frontage that is oriented to the street, encouraging increased pedestrian activity and street life. Street-oriented frontage also aligns with the Plan's vision to maintain and enhance the general existing character of Dafoe Road (building setbacks, boulevards, street trees, and new buildings aligning with the general setbacks of current buildings).

The site is situated within a Land Use Designation described in the Plan as "Academic Centre." This designation primarily comprises the academic functions of the campus, and encourages the continuation of academic uses and functions as the primary focus of this area.

The site is also located within a Building Height Zone of 3-5 storeys as outlined in the Plan, and the proposed building fits within this parameter.

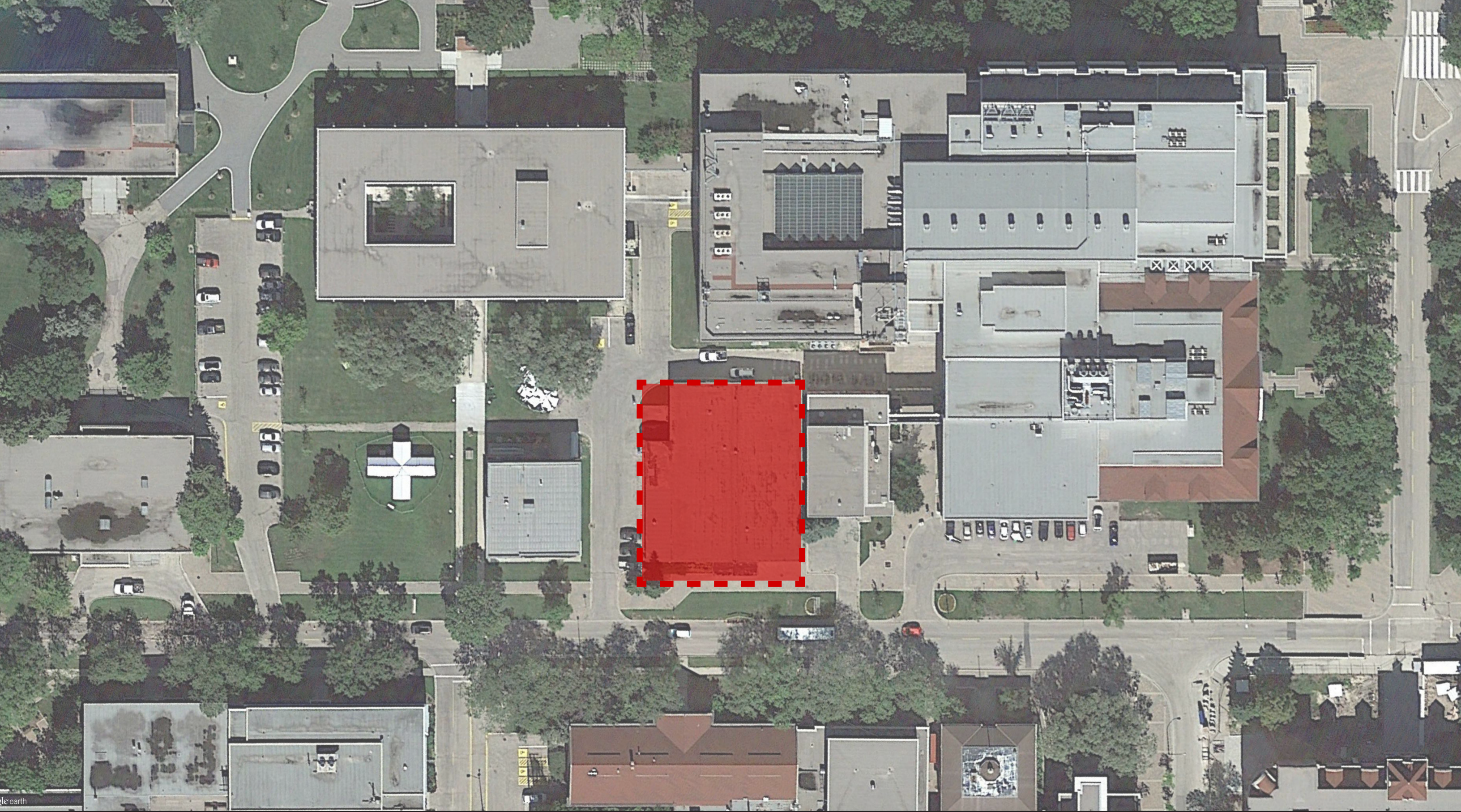
#### *Other Project Considerations*

The proposed site also meets the key need to fully integrate with the existing Stanley Pauley Centre (through one ground-level connection and one above-ground connection), and to the existing Engineering and Information Technology Complex (E3 block) (through one above-ground connection).



# Engineering Innovation Centre: Fort Garry Campus Location Plan





# Engineering Innovation Centre: Fort Garry Campus Site Plan

 Building Zone



**Report of the Senate Planning and Priorities Committee RE: Proposed Building Site,  
Centre for Research, Teaching and Innovation in Healthcare**

---

**Preamble:**

1. The terms of reference of the Senate Planning and Priorities Committee (SPPC) are found on the University Governance 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 to make recommendations to Senate regarding physical plant development.
2. At its meeting on September 26, 2016 the Committee considered a proposal from the Campus Planning Office regarding a site location for a new building, Centre for Research, Teaching, and Innovation in Healthcare (CRTIH).

**Observations:**

1. The new Centre for Research, Teaching, and Innovation in Healthcare (CRTIH) would be situated on McDermot Avenue adjacent to the existing Apotex Centre. The site is currently used for assigned staff parking and casual student parking. The new building would be eight storeys above grade and a basement, with a footprint of approximately 30,000 square feet per floor.
2. The new building would accommodate a plan to relocate the College of Nursing to the Bannatyne Campus and would also house the Department of Community Health Sciences, the proposed Institute for Indigenous Health, the Centre for Global Public Health, the National Coordinating Centre for Infectious Disease, shared instructional space, a dental clinic, and ancillary/operations functions.
3. The proposed site for the new building is consistent with the *Bannatyne Campus Master Plan*, as it would reinforce the compact, urban character of the campus and would contribute to the development of McDermot Avenue as the campus “main street”.
4. The height of the new building would exceed the maximum of five storeys established in the plan for the particular site. The Campus Planning Office proposes the additional height would be reasonable given the location of the site at the centre of the campus. The additional space afforded by the additional storeys, which would allow for opportunities for collaboration and co-location of units, was also an important consideration; one that would be consistent with another element of the plan, to foster increased inter-professional research and education.
5. City of Winnipeg parking regulations would require that the University plan for the displacement of surface parking now located at the proposed building site. The Campus Planning Office would work with the Office of Sustainability to develop a plan to address this, which would include alternative transportation options, including transit, and might involve an addition to an existing parking structure.

**Recommendation:**

The Senate Planning and Priorities Committee recommends:

**THAT Senate approve and recommend that the Board of Governors approve the Report of the Senate Planning and Priorities Committee concerning the building site for the Centre for Research, Training, and Innovation in Healthcare.**

Respectfully submitted,  
Ms. Ada Ducas, Chair  
Senate Planning and Priorities Committee

Comments of the Senate Executive Committee:

The Senate Executive Committee endorses the report to Senate.

**August 12, 2016**

## **SPPC Site Approval Submission: Centre for Research, Teaching, and Innovation in Healthcare**

### **Background and Context**

This is a request for consideration and approval of a site for the new Centre for Research, Teaching, and Innovation in Healthcare (CRTIH) at the Bannatyne campus.

The planned relocation of the College of Nursing to the Bannatyne campus necessitates a new facility for the College. This also presents an opportunity to co-locate and cluster other research, teaching, and innovation units and entities in the new building, to foster a holistic, collaborate approach to public health research, education, and practice. The new facility will be intended to house the College of Nursing, Department of Community Health Sciences, Institute for Indigenous Health, Centre for Global Public Health, National Coordinating Centre for Infectious Disease, shared instructional space, a dental clinic, and ancillary/operations functions.

The project is also identified in the 'Places and Spaces' pillar of the University's Front and Centre Campaign.

### **Site Location and Description**

The site is located along McDermot Avenue immediately west of the Apotex Centre, on land currently being used as assigned parking for staff and casual parking for students (see attached site plan). The proposed building footprint is approximately 30,000 square feet per floor, with a total of 8 floors and a basement.

In order to comply with City of Winnipeg parking requirements, the displacement of surface parking with a building will have to be planned for. Several options are being pursued and explored to address this issue. These include alternative transportation options being advanced through the Office of Sustainability's transportation demand management planning (in alignment with the University's Sustainability Strategy and the sustainability and transportation provisions in the Bannatyne Campus Master Plan); as well as the possibility of an addition to the University's existing Bannatyne parking structure.

This comprehensive approach to parking demand and transportation planning supports the "Building Community" goal of the University's "Taking Our Place" strategic plan, and responds to a recent University-wide transportation survey that showed demand for alternative transportation options and support.

### **Site Rationale and Supporting Factors**

#### *Campus Plan Considerations*

The Bannatyne Campus Master Plan was approved by Senate in February 2014 and the Board of Governors in March 2014, and provides a guiding framework for the siting of new buildings. Its vision and principles encourage furthering the campus' compact urban character, emphasizing healthy living options, enhancing both outdoor and indoor connectivity, embodying sustainability, fostering increased interprofessional education, and interfacing positively with the surrounding neighbourhoods.

The proposed CRTIH site meets the Plan's criteria for new development, particularly the recommendation that McDermot Avenue be emphasized as the campus' 'main street.' The Plan outlines the importance of new buildings that front the street with tight setbacks, furthering the compact, urban, and walkable character of the

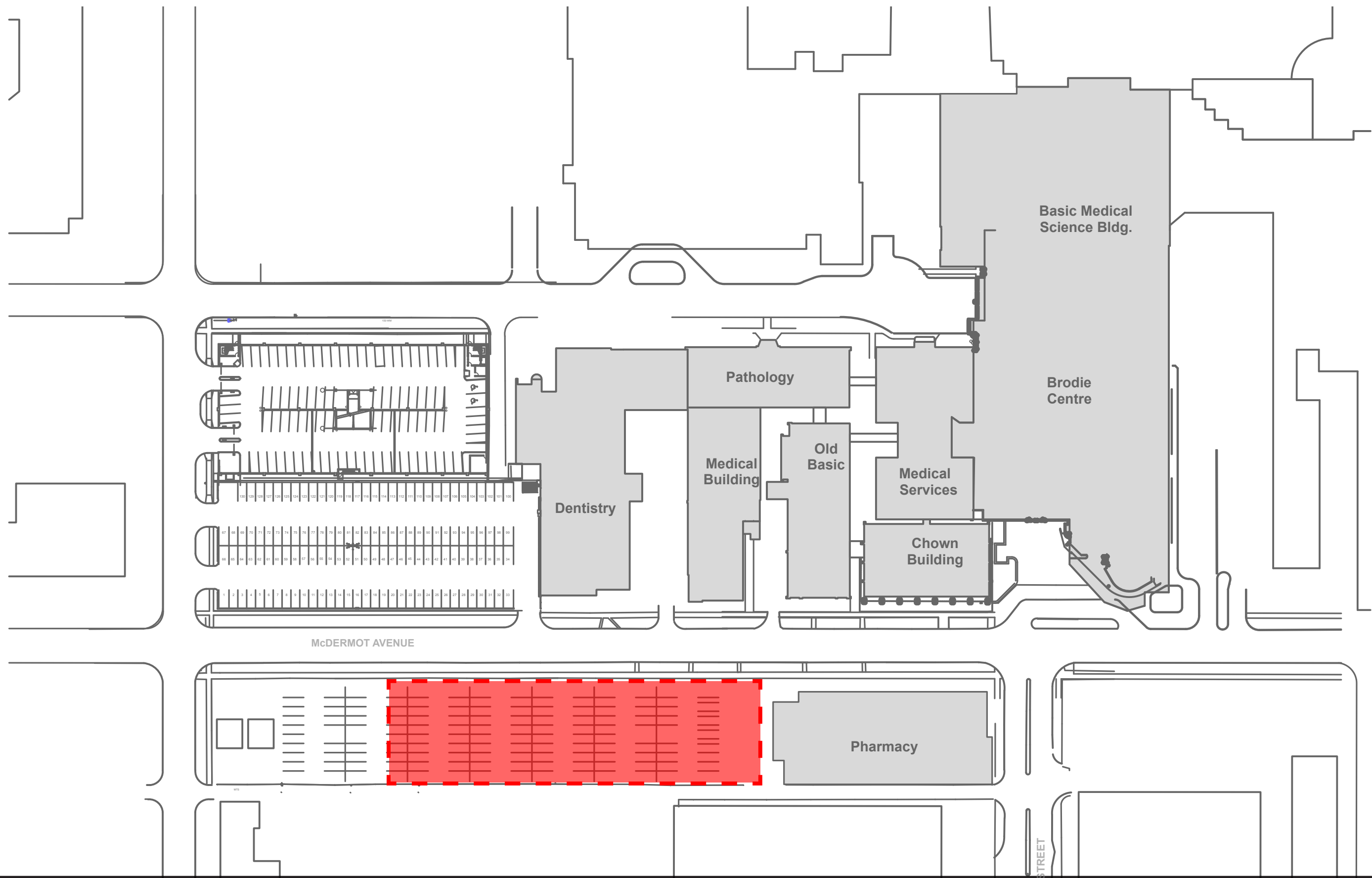
campus. The new building site aligns with these proposals, and will contribute to an enhanced campus environment.

Although the Plan initially proposed a 5-storey building design concept, the opportunities for collaboration and co-location of units, along with the importance of locating greater height closer to the core of campus (rather than at the periphery near Tecumseh Street), resulted in the increased height of the building. This revised concept maintains the Plan's overall vision and intent for the campus, while respecting the boundary area with the adjacent neighbourhood.

#### *Other Project Considerations*

The proposed site includes several important criteria of the project, including:

- Supporting new partnerships and opportunities for collaboration with a focus on interprofessional research and learning.
- Providing some space for ancillary uses including common areas and services for students (highlighted as a need during the public engagement for the Plan).
- Inclusion of supporting functions such as data storage, providing critical infrastructure support for the Bannatyne campus that will also serve as a Disaster Recovery Centre for the Fort Garry campus.



**Centre for Research, Teaching & Innovation in Healthcare:  
Bannatyne Campus Location Plan**

 Building Zone





# Centre for Research, Teaching & Innovation in Healthcare: Bannatyne Campus Location Plan

 Building Zone



## 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 October 25, 2016, the Senate Committee on Awards reviewed three new offers and one amended offer 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 October 25, 2016).

### **Recommendation**

The Senate Committee on Awards recommends that Senate and 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 October 25, 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 October 25, 2016**

#### **1. NEW OFFERS**

##### **Frank H. Hori Charitable Foundation Bursaries**

The Frank H. Hori Charitable Foundation intends to make an annual contribution of \$10,000 to the University of Manitoba to offer the Frank H. Hori Charitable Foundation Bursaries. The purpose of the bursaries is to provide financial support to Indigenous students of Canadian ancestry studying at the University of Manitoba. Each year, beginning in 2016-2017, two bursaries of \$5,000 each will be offered, one to a male and one to a female undergraduate student who:

- (1) is Indigenous (Status, Non-Status, Métis, Inuit);
- (2) is enrolled full-time (minimum 60% course load) in a degree program in any faculty, college or school at the University of Manitoba;
- (3) has achieved a minimum degree grade point average of 2.0;
- (4) has demonstrated financial need on the standard University of Manitoba bursary application form.

The donor will contact the Financial Aid and Awards office by no later than March 31 in any year this award will not be offered.

The Director of Financial Aid and Awards (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.

(Attachment I)

##### **Nursing Students Association Scholarship (Indigenous)**

The Nursing Students Association (NSA), with support from the Nursing Endowment Fund, has established seven different annually funded scholarships. The purpose of these scholarships will be to support nursing students in their pursuit of advanced education by providing financial assistance. The scholarships will also promote excellence in nursing in academic and clinical settings, by acknowledging and encouraging academic excellence and strong leadership abilities. Each year, the Nursing Students Association will apply for the funds from the Nursing Endowment Committee and report the approved amount available to Financial Aid and Awards at the University of Manitoba. A portion of these earnings will be used to offer a minimum of one scholarship to a College of Nursing Student who:

- (1) is enrolled full-time (minimum 80% course load) in the Four-year Baccalaureate Nursing Program or the Bachelor of Nursing program;
- (2) has achieved a minimum degree grade point average of 3.0 or higher;
- (3) is Indigenous (Status, Non-Status, Métis, Inuit);
- (4) is involved in community service or student involvement in the College of Nursing, or University of Manitoba.

Candidates must submit a letter of application (maximum 250 word count) outlining how they meet the requirements set out in the criteria listed above. Students may apply for more than one of the seven different Nursing Student Association Scholarships but will only be allowed to receive one award. However, an exception may be made and an additional award may be given to the same student in the event that the student is the only suitable applicant for more than one of the seven different scholarships.



In the event of a tie, the student with the highest degree grade point average from among the tied students will receive the award. If a further tie occurs, the student with the greater number of A+ grades will be selected. If a further tie occurs, the student with the highest grade point average calculated from all University of Manitoba courses will be selected.

The selection committee will have the discretion to determine the number and value of scholarships offered each year based on the available funds. The total spending for all seven different Nursing Students Association Scholarships cannot exceed the reported amount available for spending.

The selection committee will be the Student Awards Committee of the College of Nursing, with representation by the President of the Nursing Students Association (or designate).

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

(Attachment II)

### **Women in Computer Science Scholarships**

Alumni, Faculty, Staff, and Friends of the Department of Computer Science, have generously established an endowment fund at the University of Manitoba to encourage and reward academically strong women in the Honours, Honours Co-op, Major, and Major Co-op programs in Computer Science. Each year, beginning in 2016-2017, the available annual interest from the fund will be used to offer one or more scholarships to female undergraduate students who:

- (1) are enrolled full-time (minimum 80% course load) in their second, third or final year of study in Computer Science, in the Honours, Honours Co-op, Major, or Major Co-op program;
- (2) have achieved a minimum degree grade point average of 3.5.

A student may apply for and receive this award more than once, provided they meet the criteria.

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

The Head of the Department of Computer Science (or designate) shall 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.

(Attachment III)

## **2. AMENDMENT**

### **University of Manitoba Undergraduate Research Awards**

The following amendment was made to the terms of reference for the University of Manitoba Undergraduate Research Awards:

- The opening paragraph was changed to:  
*The Office of the Vice-President (Research and International) offers a number of 16-week research awards to undergraduate students at the University of Manitoba. Up to ten percent (10%) of the awards will be dedicated to students who self-declare as Canadian Indigenous (Status, Non-Status, Métis, Inuit). The awards will be offered annually. Each year, the Office of the Vice-President (Research and International) will report the number and value of the*

*awards to Financial Aid and Awards by March 1. The awards, all of equal value, will be offered to University of Manitoba undergraduate students who:*

(Attachment IV)



UNIVERSITY  
OF MANITOBA  
August 4, 2016

## Enrolment Services

Financial Aid & Awards  
422 University Centre  
Winnipeg, Manitoba  
Canada R3T 2N2  
Telephone (204) 474-9531  
Fax (204) 474-7543  
awards@umanitoba.ca

Dr. Philip Hultin  
Chair, Senate Committee on Awards  
c/o Adrienne Domingo, Awards Establishment Coordinator  
422 University Centre  
University of Manitoba

### RE: Frank H. Hori Charitable Foundation Bursaries

Dear Dr. Hultin,

Financial Aid and Awards supports the establishment of the **Frank H. Hori Charitable Foundation Bursaries**.

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. Jane Lastra  
Director, Financial Aid and Awards  
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.esdc.gc.ca/misme-iowb/.3ndic.1t.4r@-eng.jsp?iid=36>].



UNIVERSITY  
OF MANITOBA

Faculty of  
Health Sciences

**College of Nursing**  
Helen Glass Centre for Nursing  
89 Curry Place  
Winnipeg, Manitoba  
Canada R3T 2N2  
Telephone: 204-474-7452  
Fax: 204-474-7682

October 31, 2016

Dr. Philip Hultin  
Chair, Senate Committee on Awards  
c/o Pamela Gareau, Awards Establishment Coordinator  
420 University Centre  
University of Manitoba

**RE: Nursing Students Association Scholarship (Indigenous)**

Dear Dr. Hultin,


The College of Nursing supports the establishment of the **Nursing Students Association Scholarship (Indigenous)**.

In the Fall Term of 2015, the College of Nursing's Indigenous undergraduate student population was (enter percentage) of total enrolment, compared to Manitoba's Indigenous population of 16.7%<sup>i</sup>. Indigenous student enrolment data for the past five years in the College of Nursing is provided for context in the table below.

Year (Fall Term)	Number of Indigenous Students	Total Students	% Indigenous Students
2015	97	718	4.4%
2014	82	807	3.8%
2013	52	674	7.7%
2012	58	674	8.6%
2011	61	721	8.5%

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 College of Nursing 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. Beverly O'Connell  
Dean  
College of Nursing

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<sup>1</sup> Statistics Canada. *Aboriginal Peoples in Canada: First Nations People, Metis and Inuit, National Household Survey*, 2011, Catalogue no. 99-01 I-X2011001 [cited July 18, 2013 on Employment and Social Development Canada website: <http://well-being.esdc.gc.ca/misme-iowb/.3ndic.1t.4r@-eng.jsp?iid=36>].



UNIVERSITY  
OF MANITOBA

Faculty of Science

Office of the Dean  
239 Machray Hall  
Winnipeg, Manitoba  
Canada R3T 2N2  
Phone (204) 474-9348  
Fax (204) 474-7618

October 11, 2016

Dr. Philip Hultin  
Chair, Senate Committee on Awards  
c/o Mabelle Magsino,  
Awards Establishment/Selection Coordinator  
424E University Centre  
University of Manitoba

**RE: Women in Computer Science Scholarships**

Dear Dr. Hultin,

The Faculty of Science supports the establishment of the Women in Computer Science Scholarships.

When comparing the numbers in the table below, it becomes clear that female students are underrepresented in the Department of Computer Science at the University of Manitoba.

Year (Fall Term)	Number of Women in Computer Science	Total Students	% Women
2015	52	482	11
2014	46	387	12
2013	34	339	10
2012	33	288	11
2011	29	285	10

The Faculty of Science is committed to increasing the number of female students in the Computer Science department. Awards such as this will provide support to female students which will contribute to meeting our goals and more importantly will contribute to the success of individual female students.

Sincerely,

Dr. Stefi Baum  
Dean, Faculty of Science  
Professor, Department of Physics & Astronomy

*"Science is a place to experience, experiment, explore and learn as we discover the unknown and invent the future."*



UNIVERSITY  
OF MANITOBA

Office of the Vice-President  
(Research and International)

207 Administration Bldg  
Winnipeg, MB  
R3T 2N2 Canada  
Phone: +204-474-6915  
Fax: +204-474-7568

October 5, 2016

Dr. Philip Hultin  
Chair, Senate Committee on Awards  
c/o Adrienne Domingo, Awards Establishment Coordinator  
422 University Centre  
University of Manitoba

**RE: University of Manitoba Undergraduate Research Awards**

Dear Dr. Hultin,

The Office of the Vice-President (Research and International) supports the amendment of the University of Manitoba Undergraduate Research Awards. In the Fall Term of 2015, the University of Manitoba's self-declared undergraduate Indigenous student population was 7.8% of total enrolment, compared to the Province of Manitoba's Indigenous population of 16.7% in 2011.<sup>1</sup> Undergraduate Indigenous student enrolment data for the past five years at the University of Manitoba is provided for context in the table below.<sup>2</sup>

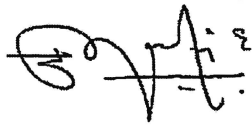
Year (Fall Term)	Undergraduate Indigenous Students at the University of Manitoba	Undergraduate Students at the University of Manitoba	% Indigenous Students
2015	1,974	25,460	7.8%
2014	1,997	25,298	7.9%
2013	1,973	25,363	7.8%
2012	1,933	24,996	7.7%
2011	1,876	24,347	7.7%

<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

<sup>2</sup> The University of Manitoba's Office of Institutional Analysis. Cited October 5, 2016

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 award will provide the University of Manitoba with the opportunity to recruit, support, and retain Indigenous students and, in doing so, will also contribute to the success of individual Indigenous students.

Sincerely,

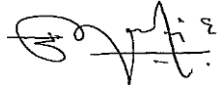
A handwritten signature in black ink, appearing to read 'Digvir S. Jayas', with a stylized flourish at the end.

Dr. Digvir S. Jayas  
Vice-President (Research and International)



MEMORANDUM

TO: Mr. Jeff Leclerc, University Secretary

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

DATE: October 3, 2016

SUBJECT: Conversion of the Professorship in Pediatric Asthma, Allergy and the Environment to a Chair

The Vice-President (Academic) and Provost, and the Senate Committee on University Research (SCUR), recommends the conversion of the Professorship in Pediatric Asthma, Allergy and the Environment to a chair, as supported by the Vice-President (Academic) and Provost. There is funding of approximately \$3M to support this conversion.

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

Thank you.

DSJ/nis  
Encl.

Cc: Dr. Brian Postl, Vice-Provost and Dean, Faculty of Health Sciences

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



UNIVERSITY  
OF MANITOBA

| Office of Provost & Vice-President (Academic)

208 Administration Building  
Winnipeg, Manitoba  
Canada R3T 2N2  
Telephone (204) 480-1408  
Fax (204) 275-1160

Date: August 29, 2016

To: Digvir Jayas, Vice-President (Research and International)

From: Janice Ristock, Vice-President (Academic) and Provost

Re: Application to Convert the Professorship in Pediatric Asthma, Allergy and the Environment to a Chair

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The Department of Pediatrics and Child Health, Max Rady College of Medicine is requesting the conversion of a Professorship in Pediatric Asthma, Allergy and the Environment to a Chair. The Professorship was established in 2012 and, more recently, additional funding has been secured to support the change to a Chair. As you will see in the proposal, there is funding in the amount of \$3.0M available to support the Chair. The proposed change is supported by Dr. Brian Postl, Dean and Vice Provost, Rady Faculty of Health Sciences.

I support the request and ask that it be considered by the Senate Committee on University Research.

Att.



UNIVERSITY  
OF MANITOBA

Rady Faculty of  
Health Sciences

Max Rady College of Medicine  
Office of the Dean  
230 Basic Medical Sciences Building  
745 Bannatyne Avenue  
Winnipeg, Manitoba  
Canada R3E 0J9  
Phone: 204-789-3485  
Fax: 204-789-3661

August 9, 2016

Dr. Janice Ristock  
Provost and Vice-President (Academic)  
208 Administration Building  
University of Manitoba  
Winnipeg, MB R3T 2N2

Dear Dr. Ristock

**RE: Application to Convert the Professorship in Pediatric Asthma, Allergy and the Environment to a Chair**

Several donors have generously contributed to an endowment fund in support of the research field of pediatric allergy, asthma and the environment, such that there is sufficient annual income to support a research chair program. This Chair is intended to be used to enhance research, education and clinical practice in the field of pediatric allergy, asthma and the environment.

The Faculty of Health Sciences supports this endeavour. The conversion of the Professorship to a Chair in Pediatric Asthma, Allergy and the Environment will enhance advanced research and education in the Department of Pediatrics and Child Health. The recipient of this endowed Chair will be an excellent researcher and high potential scientist, provide leadership to the Department's research enterprise, and play an important fostering role for junior faculty members.

I am pleased to support the application to establish this Chair.

Sincerely,

Dr. Brian Postl  
Dean and Vice Provost, Rady Faculty of Health Sciences

Cc: Dr. Peter Nickerson, Associate Dean (Research)  
Dr. Digvir Jayas, Vice-President (Research & International)



**UNIVERSITY  
OF MANITOBA** | **Rady Faculty of  
Health Sciences**

Terry Klassen, M.D., FRCPC  
Professor and Head  
Department of Pediatrics & Child Health  
University of Manitoba  
Medical Director  
Child Health Program  
CE208-840 Sherbrook Street  
Winnipeg, MB R3A 1S1  
Phone: 787-1970  
Fax: 787-4807

August 9, 2016

Dr. Brian Postl  
Dean, Max Rady College of Medicine  
Dean and Vice-Provost, Rady Faculty of Health Sciences

Dear Dr. Postl,

**Application for the Conversion of the Endowed Professorship in Paediatric Allergy and Asthma to a Chair**

Attached please find a proposal to establish a research Chair in Pediatric Allergy and Asthma. A Professorship in Pediatric Allergy, Asthma and the Environment was established by the Board of Governors on November 7, 2012. I respectfully request that this Professorship be converted to a Chair.

The annual income of the Pediatric Allergy, Asthma and the Environment Chair will support research and related expenditures in support of academic excellence in the field of pediatric allergy and asthma, including the support of graduate students. The fund was established by a gift from Merck in 2002, and further contributions came from accrued interest in 2012. In 2016, the family of Robert Wallace Cameron generously agreed to transfer unspent monies to this Chair from the fund that supports the Robert Wallace Cameron Chair in Evidence-Based Medicine.

The purpose of the Chair is to provide academic and professional leadership in the area of pediatric allergy and asthma within the Section of Allergy and Clinical Immunology, Department of Pediatrics and Child Health, Max Rady College of Medicine. The intent is to foster original research focused on pediatric allergy, asthma and the environment and contribute to undergraduate and graduate teaching in this area.

This Chair will be appointed at the rank of Assistant, Associate or Full Professor in Department of Pediatrics and Child Health in the Max Rady College of Medicine. The selection of the individual to the Chair shall be done in accordance with standard University of Manitoba policies on academic hiring and the University of Manitoba/University of Manitoba Faculty Collective Agreement.

The Office of Research Services has expressed its full support for the creation of a Chair in Pediatric Allergy, Asthma and the Environment.

I look forward to your response in due course. Please let me know if you require any additional information.

Sincerely,

Terry Klassen, MD, MSc, FRCPC  
Medical Director, Child Health Program, WRHA  
Professor and Head, Dept. of Pediatrics & Child Health, University of Manitoba  
CEO & Scientific Director, Children's Hospital Research Institute of Manitoba  
Academic Director, George and Fay Yee Centre for Healthcare Innovation

**PROPOSAL TO ESTABLISH A CHAIR  
IN PEDIATRIC ALLERGY, ASTHMA AND THE ENVIRONMENT  
IN THE RADY COLLEGE OF MEDICINE  
AT THE UNIVERSITY OF MANITOBA**

**EXECUTIVE SUMMARY**

In accordance with the procedures and mechanisms for establishing Chairs at the University of Manitoba, the following is presented:

**TYPE OF APPOINTMENT:** Chair

**AREA OF CHAIR:** Pediatric Allergy, Asthma and the environment

**PURPOSE AND OBJECTIVE OF PROFESSORSHIP**

The Chair will support the research, scholarly activities and knowledge translation in pediatric allergy and asthma, and salary and benefits of the candidate.

The University of Manitoba's Chair in Pediatric Allergy and Asthma will provide research and clinical leadership, and mentorship at the University of Manitoba. The specific objectives include:

- To enhance advanced research and education in the field of allergy, asthma and the environment.
- To create the opportunity to recruit/retain an experienced leader with demonstrated expertise in the field of pediatric allergy and asthma and a proven track record in related research.
- To enhance the competitiveness of the University of Manitoba Department of Pediatrics and Child Health nationally and internationally within peer-reviewed funding agencies including the CIHR, NSERC, and NIH.
- To allow for enhanced mentorship of young academic clinicians beginning their careers in the area of allergy and clinical immunology.
- To pursue research that will lead to a better understanding of gene-environment interactions and ultimately lead to improved health care, prevention, and cure of allergic diseases and asthma.

**METHOD BY WHICH CHAIR WILL BE FUNDED**

The Pediatric Allergy and Asthma Fund at the University of Manitoba was established with an initial gift of \$750,000 from Merck Canada in 2002 to support a Professorship in this field. The capital from the initial gift, along with gifts from other donors, has grown to a present market value (July 2016) of \$1,497,580.

In 2016, the Fund was supplemented with \$1,502,420 from the Robert Wallace Cameron Fund, with the permission of the family of Robert Wallace Cameron, to generate sufficient income to support a Research Chair Program.

The income of the endowment fund shall be allocated in accordance with the policies of the University of Manitoba and will contribute support to the scholarly activities, and salary and benefits of the Chair.



## **RELATIONSHIP TO THE PROPOSING UNIT**

### **Department of Pediatrics and Child Health in the Max Rady College of Medicine**

The individual awarded the Chair will be a Scientist, PhD and/or MD, appointed in the Section of Allergy and Clinical Immunology in the Department of Pediatrics and Child Health.

## **GENERAL AND SPECIFIC REQUIREMENTS FOR THE CHAIR**

In accordance with the Procedures and Mechanisms for establishing Chairs at the University of Manitoba, individuals appointed to the Chair in Pediatric Allergy and Asthma shall have the following qualifications:

- Academic qualifications commensurate with an appointment at the rank of Assistant Professor, Associate Professor or Professor.
- Outstanding distinction/expertise in each of research and education in pediatric allergy and asthma.
- MD: successful completion of a Residency in pediatric allergy and asthma and Fellowship training in pediatric allergy and asthma.
- PhD: successfully established as a Faculty Member and Scientist with evident expertise in the field of allergy, asthma and the environment.

## **TERM OF APPOINTMENT AND PROVISION FOR REAPPOINTMENT**

The initial term of the appointment will be five years.

- Internal midterm evaluation by the Head, Department of Pediatrics and Child Health.
- The renewal of the appointment for an additional term(s) will be subject to a successful review of the incumbent's performance within the context of the Max Rady College of Medicine's research strategy and Max Rady College of Medicine Performance Feedback Policy, such a review to be carried out during the fourth year of the term.

A successful performance review will provide evidence of the following:

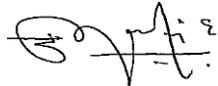
- Personal research productivity in the form of external grants, presentations, and peer-reviewed publications. It is expected that funding from one or more national agencies would be expected along with additional funding from local sources.
- Evidence of publication in the range of 3-5 publications/year with 1 or more in a high impact journal.
- Evidence of linkages, collaboration and multi-disciplinary research within the University and between the University and other research institutions.
- Evidence of the successful research that has led to a better understanding of gene-environment interactions, ultimately leading to improved health care, prevention, and cure of allergic diseases and asthma.
- Achieve the required standards to qualify for funding from peer-reviewed funding agencies including the CIHR, NSERC, and NIH.
- Proof of enhanced mentorship of young academic clinicians beginning their careers in research and the area of Asthma, Allergy and the Environment.
- Proof of incorporation of patient-centred perspectives into teaching activities, as well as evidence based approaches in the delivery of teaching.
- Achieve the required standards to qualify for Promotion & Tenure processes.

## **OTHER PROVISIONS**

1. The selection and appointment of an individual to the proposed Chair shall be conducted in accordance with section 2.3 of University Policy on Chairs and Professorships
2. The duties and responsibilities of the individual appointed to the proposed Chair will be in accordance with 2.4 of University Policy on Chairs and Professorships.
3. Annual reporting requirements shall also be in accordance with the University Policy on Chairs and Professorships. In addition to the reporting requirements stipulated in this policy, the Chair holder shall provide an annual report of activities to the President of the University. In turn, the President shall provide a copy of said report to individuals or organizations that have contributed to the establishment of the Chair, and that have specifically requested this information.
4. The Chair holder will have a primary, full time appointment to the Department of Pediatrics and Child Health. The Chair holder will participate in an appropriate amount of teaching activity, including undergraduate and post-graduate medical trainees and graduate students, where appropriate.
5. The role of the Chair will be to contribute significantly to the body of research and scholarship in the Department of Pediatrics and Child Health. Accordingly, the appointment of the Chair will be made on the recommendation of the Department of Pediatrics and Child Health and shall be conducted in accordance with the University policy in Academic Appointments and the guidelines for the establishment of Chairs and Professorships.
6. It is understood that the Chair would be structured with a five year maximum term with an option of renewal subject to satisfactory performance of the incumbent, but also with the understanding that the focus could be changed at such intervals according to the changing needs of the Department of Pediatrics and Child Health as determined by the Head, Department of Pediatrics and Child Health, and subject to approval by the University of Manitoba.

MEMORANDUM

TO: Mr. Jeff Leclerc, University Secretary

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

DATE: October 3, 2016

SUBJECT: Conversion of the Bihlers' Professorship in Stem Cell Research to a Chair

The Vice-President (Academic) and Provost, and the Senate Committee on University Research (SCUR), recommends the conversion of the Bihlers' Professorship in Stem Cell Research to a chair, as supported by the Vice-President (Academic) and Provost. There is funding of approximately \$3.3 M to support this conversion.

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

Thank you.

DSJ/nis  
Encl.

Cc: Dr. Brian Postl, Vice-Provost and Dean, Faculty of Health Sciences

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





UNIVERSITY  
OF MANITOBA

| Office of Provost & Vice-President (Academic)

208 Administration Building  
Winnipeg, Manitoba  
Canada R3T 2N2  
Telephone (204) 480-1408  
Fax (204) 275-1160

Date: September 21, 2016

To: Digvir Jayas, Vice-President (Research and International)

From: Janice Ristock, Provost and Vice-President (Academic)

Re: Application to Convert the Bihlers' Professorship in Stem Cell Research to a Chair

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The Regenerative Medicine Program in the Max Rady College of Medicine is requesting the conversion of the Bihlers' Professorship in Stem Cell Research to a Chair. The Professorship was established in 2013 and, more recently, additional funding has been secured to support the change to a Chair. As you will see in the proposal, there is funding in the amount of \$3.3M available to support the Chair. The proposed change is supported by Dr. Brian Postl, Dean and Vice Provost, Rady Faculty of Health Sciences.

I support the request and ask that it be considered by the Senate Committee on University Research.

Att.

cc: Dr. Brian Postl



UNIVERSITY  
OF MANITOBA

Rady Faculty of  
Health Sciences

Max Rady College of Medicine  
Office of the Dean  
230 Basic Medical Sciences Building  
745 Bannatyne Avenue  
Winnipeg, Manitoba  
Canada R3E 0J9  
Phone: 204-789-3485  
Fax: 204-789-3661

September 21, 2016

Dr. Janice Ristock  
Provost and Vice-President (Academic)  
208 Administration Building  
University of Manitoba  
Winnipeg, MB R3T 2N2

Dear Dr. Ristock

**RE: Application to Convert the Bihlers' Professorship in Stem Cell Research to a Chair**

The Bihlers' Professorship in Stem Cell Research was established by the Board of Governors on June 25, 2013. I respectfully request that this Professorship be converted to a Chair and enclose a proposal to establish a Research Chair in Stem Cell Research.

The annual income of the Chair in Stem Cell Research will support research and related expenditures in support of academic excellence in the field of regenerative medicine, including the support of graduate students.

The fund was established by a bequest of \$2.4 million from Mrs. L. Magda Bihler. The endowment fund has since grown to more than \$3.3 million and will support a Chair in this area.

The purpose of the Chair is to provide academic and professional leadership in the area of stem cell research within the Regenerative Medicine Program in the Max Rady College of Medicine. The intent is to foster original research focused on stem cell biology and contribute to undergraduate and graduate teaching in this area.

This Chair will be appointed at the rank of Assistant, Associate or Full Professor in the Max Rady College of Medicine. The selection of the individual to the Chair shall be done in accordance with standard University of Manitoba policies on academic hiring and the University of Manitoba/University of Manitoba Faculty Collective Agreement.

The Faculty of Health Sciences supports this endeavour. The conversion of the Professorship to the Bihlers' Chair in Stem Cell Research will enhance advanced research and education in regenerative medicine.

The recipient of this endowed Chair will provide leadership to the Faculty's research enterprise, and play an important role for junior faculty members.

I look forward to your response in due course. Please let me know if you require any additional information.

Sincerely,

A handwritten signature in black ink, appearing to read 'BP-HL'.

Brian Postl, MD, FRCPC  
Dean and Vice Provost, Rady Faculty of Health Sciences

Cc: Dr. Peter Nickerson, Vice-Dean Research

**PROPOSAL TO CONVERT  
PROFESSORSHIP TO CHAIR  
AT THE UNIVERSITY OF MANITOBA**

**EXECUTIVE SUMMARY:**

In accordance with the procedures and mechanisms for establishing Chairs and Professorships at the University of Manitoba the following is presented:

**TYPE OF APPOINTMENT:** Chair

**AREA OF CHAIR:** Chair in Stem Cell Research

**PURPOSE AND OBJECTIVES OF CHAIR:**

The purpose and objective of the Chair shall be to provide leadership, scholarship and mentorship in stem cell research. Specific objectives include:

- To contribute significantly to the body of scholarship in stem cell research;
- To promote a program in stem cell research;
- To create the opportunity to recruit/retain an experienced leader with demonstrated expertise in stem cell research and a proven track record in related research. The support of an endowed chair would afford such an individual with the time and necessary support to fully devote his/her efforts to achieve the proscribe objectives;
- To enhance the competitiveness of The University of Manitoba Rady Faculty of Health Sciences in stem cell research at national and international peer reviewed funding agencies;
- The establishment and sustenance of critical intramural and extramural links and collaborations that serve to promote search at The University of Manitoba;
- The provision of mentorship and opportunities for young investigators embarking on careers focused on stem cell research;
- The pursuit of topics in stem cell research that will lead to discoveries that will lead to cures or the improved health of individuals;
- The establishment of The University of Manitoba as a (world) leader in stem cell research.

**RELATIONSHIP TO THE PROPOSING UNIT**

At the current time, the *Bihlers' Professorship in Stem Cell Research* resides in the Regenerative Medicine Program in the Max Rady College of Medicine, Faculty of Health Sciences because presently the academic and research activity relating to stem cell research is located within this unit.

This positioning within the Regenerative Medicine Program may be reviewed from time to time by the Vice-Dean Research Rady Faculty of Health Sciences and the University

Provost to ensure that the Departmental fit for the Chair is always consistent with its donor-defined purpose which is to support stem cell research.

**THE METHOD BY WHICH THE CHAIR WILL BE FUNDED:**

Interest accrued for the initial endowment of \$2.4 million.

**FUNDING METHOD:**

An endowment fund for a professorship was created with a generous bequest of \$2.4 million from Mrs. L. Magda Bihler. The fund has grown to more than \$3.3 million as at 30 June, 2016. It is anticipated that funding of the Chair will be from the interest accrued on this endowment.

The revenue generated from this fund will support the salary for the appointee, as well as an appropriate level of unrestricted research support for the Chair in the form of operating funds depending whether additional funding will be available. In addition, opportunities to leverage these funds will be explored through programs offered by the Vice President Research and International Office for recruitment of new faculty to an endowed Chair.

**GENERAL AND SPECIFIC REQUIREMENTS FOR THE CHAIR**

In accordance with the Procedures and Mechanisms for establishing Chairs and Professorships at the University of Manitoba, individuals appointed to the *Bihlers' Chair in Stem Cell Research* shall have the following qualifications:

- Canadian Citizen or permanent resident;
- Ph.D. or M.D. (if M.D., Royal College certified);
- Holding a current academic appointment at the rank of Assistant, Associate or Full Professor;
- History of excellence in research as evidenced by a strong publication record in high impact journals and acquisition of national or international peer reviewed grants or contracts;
- History of mentoring junior colleagues and investigators;
- History of effective and productive collaboration with intramural and extramural investigators and institutions.

**TERM OF APPOINTMENT:**

*Please include the term of appointment and if it is renewable*

- The initial term of the appointment will be for five years, and on the recommendation of the Vice-Dean Research and taking into consideration the Regenerative Medicine Program's research strategy.
- The incumbent will provide a brief annual progress report. At year two there will be a performance review by the Regenerative Medicine Program and the Faculty Review Committee, Chaired by the Vice-Dean Research.

- The renewal of the appointment for an additional term(s) will be subject to a successful review of the incumbent's performance within the context of the Regenerative Medicine Program's research strategy; such a review to be carried out during the fourth year of the term. The review will be performed by the Regenerative Medicine Program and Faculty Review Committee.

A successful performance review will provide evidence of the following:

- Personal research productivity in the form of external grants, presentations and peer-reviewed publications. Funding from one or more national agencies would be expected along with additional funding from local sources.
- Evidence of mentoring including having one or more full-time research trainees or supervision of clinical fellows in their research year.
- Evidence of publication in the range of 3-5 publications/year with one or more in a high impact journal.
- Evidence of linkages, collaboration and multi-disciplinary research within the university and between the university and other research institutions.

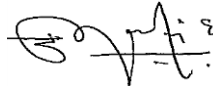
#### **OTHER PROVISIONS:**

- 1) The selection and appointment of an individual to the proposed Chair shall be conducted in accordance with the University Policy and Procedures on Chairs and Professorships
- 2) The duties and responsibilities of the individual appointed to the proposed Chair will be in accordance with the University Policy and Procedures on Chairs and Professorships.
- 3) Annual reporting requirements shall also be in accordance with the University Policy on Chairs and Professorships. In addition to the reporting requirements stipulated in this policy, the incumbent shall provide an annual report of activities to the President of the University. In turn, the President shall provide a copy of the said report to individuals that have specifically requested this information, or it may be used for reporting to donors in university communications.
- 4) The Chair holder will have an appointment in the Regenerative Medicine Program, so long as this is the program that continues to house the university's critical mass of activity in stem cell research. Cross appointment to an appropriate basic science department may also be considered. The Chair will be held in the Department that is most appropriate to the donor's stated purpose for the endowment. The incumbent will participate in an appropriate amount of teaching activity, including undergraduate and post-graduate medical trainees and graduate students, where appropriate.
- 5) It is understood that the Chair would be structured with a five year maximum term with an option of renewal subject to satisfactory performance of the incumbent, but

also with the understanding that the research focus could be changed to another Department or Unit at such intervals according to the changing needs of the Max Rady College of Medicine, subject to approval by the University of Manitoba.

MEMORANDUM

TO: Mr. Jeff Leclerc, University Secretary

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

DATE: October 3, 2016

SUBJECT: Revision to the Terms of Reference for the Gerry McDole Professorship in Improved Healthcare Delivery to Rural, Remote and Underserved Populations of Manitoba

The Vice-President (Academic) and Provost, and the Senate Committee on University Research (SCUR), recommends the revision to the terms of reference for the Gerry McDole Professorship in Improved Healthcare Delivery to Rural, Remote and Underserved Populations of Manitoba.

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

Thank you.

DSJ/nis  
Encl.

Cc: Dr. Brian Postl, Vice-Provost and Dean, Faculty of Health Sciences

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





UNIVERSITY  
OF MANITOBA

Office of Provost & Vice-President (Academic)

208 Administration Building  
Winnipeg, Manitoba  
Canada R3T 2N2  
Telephone (204) 480-1408  
Fax (204) 275-1160

Date: August 29, 2016

To: Digvir Jayas, Vice-President (Research and International)

From: Janice Ristock, Provost and Vice-President (Academic)

Re: Revision to the Terms of Reference for the Gerry McDole Professorship in  
Improved Healthcare Delivery to Rural, Remote and Underserved Populations of  
Manitoba

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The Max Rady College of Medicine is requesting a change to the terms of reference for the Gerry McDole Professorship in Improved Healthcare Delivery to Rural, Remote and Underserved Populations of Manitoba. Specifically, they wish to change the criteria such that academic faculty members in the Rady Faculty of Health Sciences (not limited to members in the Max Rady College of Medicine) would be eligible to apply (see attached). The lead donor, AstraZeneca Canada Inc., is supportive of the change.

I support the request and ask that it be considered by the Senate Committee on University Research.

Att.



**UNIVERSITY  
OF MANITOBA**

**Rady Faculty of  
Health Sciences**

**Max Rady College of Medicine**  
Office of the Dean  
230 Basic Medical Sciences Building  
745 Bannatyne Avenue  
Winnipeg, Manitoba  
Canada R3E 0J9  
Phone: 204-789-3485  
Fax: 204-789-3661

**MEMORANDUM**

**Date:** November 3, 2016

**To:** Mr. Jeff Leclerc  
University Secretary

**From:** Dr. Brian Postl  
Dean, Rady Faculty of Health Sciences

**Re: Terms of Reference – Gerry McDole Professorship**

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The attached Terms of Reference were previously endorsed at the College Executive Council and at the Faculty Executive Council on October 27th, 2016 and is being forwarded for final Senate approval.

Please let me know if you require additional information or clarification.

Thank you.



**UNIVERSITY  
OF MANITOBA**

**Rady Faculty of  
Health Sciences**

**Max Rady College of Medicine**  
Office of the Dean  
230 Basic Medical Sciences Building  
745 Bannatyne Avenue  
Winnipeg, Manitoba  
Canada R3E 0J9  
Phone: 204-789-3485  
Fax: 204-789-3661

August 12, 2016

Dr. Janice Ristock  
Provost and Vice-President (Academic)  
208 Administration Building  
University of Manitoba  
Winnipeg, MB R3T 2N2

Dear Dr. Ristock

**RE: Revision to the Gerry McDole Professorship in Improved Healthcare Delivery to Rural Remote and Underserved Populations**

The Max Rady College of Medicine would like to revise the terms of reference for the Gerry McDole Professorship in Improved Healthcare Delivery to Rural Remote and Underserved Populations to extend the scope of the Professorship to include future candidates from any of the disciplines in your Rady Faculty of Health Sciences: Medicine, Nursing, Dentistry, Pharmacy and Rehabilitation Sciences.

The lead donor the fund, AstraZeneca Canada Inc. was contacted and they are supportive of this change. Their written response is enclosed.

Also enclosed are updated Terms of Reference for your approval.

I look forward to your response in due course. Please let me know if you require any additional information.

Sincerely,

Dr. Brian Postl  
Dean and Vice Provost, Rady Faculty of Health Sciences

Dr. Peter Nickerson  
Acting Dean  
Rady Faculty of Health Sciences  
University of Manitoba

Cc: Dr. Peter Nickerson, Associate Dean (Research)

## Pat Robertson

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**From:** Seibel, Helen-Marie <Helen.Seibel@astrazeneca.com>  
**Sent:** Thursday, July 28, 2016 12:58 PM  
**To:** Pat Robertson  
**Cc:** Seibel, Helen-Marie; Findlay, Mark  
**Subject:** Approval Provided in Response to Gerry McDole Professorship in Improved Healthcare Delivery to Rural Remote and Underserved Populations: request to revise Terms of Reference

Dear Pat,

Thank you very much for your patience as I consulted some of my colleagues on your request to revise the Terms of Reference for the Gerry McDole Professorship in Improved Healthcare Delivery to Rural Remote and Underserved Populations. On behalf of AstraZeneca, I'd like to recognize the great work that has been done and is being done through this Professorship. It's so important to us that we remember there are many Canadians who fall beyond the reach of our traditional healthcare system. Meeting their healthcare needs requires new ways of thinking and new approaches. This includes thinking more about multi-disciplinary care. With this in mind, we are happy to provide our approval to extend the scope of this Professorship to include future candidates from any of the 5 disciplines in your Faculty of Health Sciences: Medicine, Nursing, Dentistry, Pharmacy and Rehabilitation Sciences.

We look forward to participating in the process to choose Dr. Snyder's successor and to receiving a full report on the progress of her EDVIP program.

Warm regards,  
Helen

Helen Seibel  
Senior Manager, Corporate Responsibility

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AstraZeneca Canada Inc.  
Market Access & Government Affairs | Corporate Responsibility  
T: (905) 566-7311 M: (416) 906-4643  
<http://www.astrazeneca.com/responsibility>



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**The Gerry McDole Professorship  
In Improved Healthcare Delivery to Rural,  
Remote and Underserved Populations of Manitoba  
Terms of Reference**

**Name:** The Gerry McDole Professorship in Improved Healthcare Delivery to Rural, Remote and Underserved Populations of Manitoba

**History:** The University of Manitoba received \$500,000 in December, 2003, and \$500,000 in November 2005 from AstraZeneca as an endowment in honour of their retiring President, Gerry McDole. Through the interest earned from the \$1,000,000 endowment fund, the University of Manitoba has established the Gerry McDole Professorship in Improved Healthcare Delivery to Rural, Remote and Underserved Populations of Manitoba.

**Purpose:** The Gerry McDole Professorship in Improved Healthcare Delivery to Rural, Remote and Underserved Populations of Manitoba, will be used to support deserving new academic faculty members in the Rady Faculty of Health Sciences, University of Manitoba, for research in health service delivery and/or health policy development with the goal to improving the delivery of healthcare services to rural, remote and underserved populations of Manitoba.

**Amount:** The funds for the award will come from the interest earned on the endowment fund, with the minimum expected amount to be \$50,000.

**Term:** The term of the award will be no greater than three years. The awards committee may decide not to make any award if no suitable candidate can be identified. No other major award can be held by the candidate.

**Criteria:** Academic Faculty members working in the general area of health policy research and development in the Rady Faculty of Health Sciences, University of Manitoba are eligible to apply. The research must be relevant to the general goal to develop better approaches to the delivery of health services in rural, remote and underserved populations of Manitoba. The research will normally be conducted in the field and/or on site at the University of Manitoba.

**Selection:** An awards committee will consist of the Dean of the Rady Faculty of Health Sciences or his designate as Chair, the Vice Dean (Research), the Head of Community Health Sciences, and two representatives nominated by AstraZeneca. The criteria for selection are based on the excellence and track record of the candidate, and the "fit" of the proposal to the goals of the professorship. The awards committee will hold its meeting in Winnipeg.

**Timeline:** Questions pertaining to the application and the timelines should be directed to Mrs. Terri Turner, Administrative Assistant, Rady Faculty of Health Sciences Research Office, A108 Chown Building. Tel: (204) 789-3375.

Call for application	April 1
Deadline for application	July 1
Delivery of applications to members of the awards committee for review	approx. 2 weeks prior to awards committee mtg.
Meeting of the awards committee	August

Letter of award to the top candidate, confirmation of acceptance of the award and announcement of the award September - December

**Application  
Package:**

The following will be required as part of the candidate's application:

- a. The CIHR project application will be used for this competition. It should be completed by the applicant and the proposed Department in the appropriate sections.
- b. Letters of reference from two individuals familiar with the applicant's work and the area of proposed research.
- c. A letter of support from the Department Head and the Associate Dean(Academic).
- d. Submit the completed application package on or before July 1 to:

*Rady Faculty of Health Sciences  
Office of the Vice Dean (Research)  
A108 Chown Building  
753 McDermot Avenue  
Winnipeg, Manitoba, R3E 0W3*

**Est. 12/04  
Rev. 04/05  
Rev. 01/07  
Rev. 09/07  
Rev. 03/10  
Rev. 08/16**



**The Gerry McDole Professorship  
In Improved Healthcare Delivery to Rural,  
Remote and Underserved Populations of Manitoba  
Terms of Reference**

**Name:** The Gerry McDole Professorship in Improved Healthcare Delivery to Rural, Remote and Underserved Populations of Manitoba

**History:** The University of Manitoba received \$500,000 in December, 2003, and \$500,000 in November 2005 from AstraZeneca as an endowment in honour of their retiring President, Gerry McDole. Through the interest earned from the \$1,000,000 endowment fund, the University of Manitoba has established the Gerry McDole Professorship in Improved Healthcare Delivery to Rural, Remote and Underserved Populations of Manitoba.

**Purpose:** The Gerry McDole Professorship in Improved Healthcare Delivery to Rural, Remote and Underserved Populations of Manitoba, will be used to support deserving new academic faculty members in the Rady Faculty of Medicine Health Sciences, University of Manitoba, for research in health service delivery and/or health policy development with the goal to improving the delivery of healthcare services to rural, remote and underserved populations of Manitoba.

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**Term:** The term of the award will be no greater than three years. The awards committee may decide not to make any award if no suitable candidate can be identified. No other major award can be held by the candidate.

**Criteria:** Academic Faculty members working in the general area of health policy research and development in the Rady Faculty of Medicine Health Sciences, University of Manitoba are eligible to apply. The research must be relevant to the general goal to develop better approaches to the delivery of health services in rural, remote and underserved populations of Manitoba. The research will normally be conducted in the field and/or on site at the University of Manitoba.

**Selection:** An awards committee will consist of the Dean of the Rady Faculty of Health Sciences Medicine or his designate as Chair, the Associate Vice Dean (Research), the Head of Community Health Sciences, and two representatives nominated by AstraZeneca. The criteria for selection are based on the excellence and track record of the candidate, and the "fit" of the proposal to the goals of the professorship. The awards committee will hold its meeting in Winnipeg.

**Timeline:** Questions pertaining to the application and the timelines should be directed to Mrs. Terri Turner, Administrative Assistant, Rady Faculty of Medicine Health Sciences Research Office, A108 Chown Building. Tel: (204) 789-3375.

Call for application	April 1
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Meeting of the awards committee	August

Letter of award to the top candidate, confirmation of acceptance of the award and announcement of the award September - December



**Application  
Package:**

The following will be required as part of the candidate's application:

- a. The CIHR project application for ~~New Investment~~ will be used for this competition. It should be completed by the applicant and the proposed Department in the appropriate sections.
- b. Letters of reference from two individuals familiar with the applicant's work and the area of proposed research.
- c. A letter of support from the Department Head and the Associate Dean(Academic).
- d. Submit the completed application package on or before July 1 to:

***Rady Faculty of Medicine Health Sciences  
Office of the ~~Associate~~ Vice Dean (Research)  
A108 Chown Building  
753 McDermot Avenue  
Winnipeg, Manitoba, R3E 0W3***

**Est. 12/04  
Rev. 04/05  
Rev. 01/07  
Rev. 09/07  
Rev. 03/10  
Rev. 08/16**

## 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 14, 2016 to consider a proposal from the Department of Biosystems Engineering.

### **Observations:**

1. The **Dept. of Biosystems Engineering:** proposes that revisions be made to the Program Requirements for the Ph.D. program in Biosystems Engineering. In essence, the “teaching and learning in post-secondary education” requirement is being eliminated as a result of feedback from the recently-completed Graduate Program Review.

The current wording from our Supplemental Regulations related to the mandatory “teaching and learning in post-secondary education” requirement in our PhD program is provided below.

*“Students are normally required to complete 12 credit hours of coursework, including a seminar course (BIOE 7270, 3 credit hours), and a thesis, and are expected to meet a requirement in teaching and learning in post-secondary education. The remaining 9 credit hours at the 7000 level can be taken from any Department. The advisory committee must approve the process which will be followed by the student to meet the teaching and learning requirement. Students are encouraged to complete the entire CHET program, however, the requirement can be satisfied by the completion of 40 hours of workshops or coursework related to teaching.”*

During our recently-completed Graduate Program Review, the program review committee reported that “*while some students valued the opportunity to improve their teaching skills, many students would prefer the option to either focus on their research and/or consider professional development opportunities different from teaching, including but not limited to: entrepreneurial skills, human resource management, budgets and grants, and project management.*” This statement was based on interviews with graduate students during the Graduate Program Review process. In response to this information provided by the program review committee, this issue was discussed at Department Council meetings on 09 May 2016 and 26 May 2016.

In addition to the concerns expressed by current graduate students, faculty members also expressed concerns with the amount of time required to meet the teaching and learning requirement. A review of several other Ph.D. programs at the University of Manitoba failed to identify any other programs having a “teaching and learning in post-secondary education” requirement. As a result of discussion by Department Council, a motion was passed that the program requirements for the Ph.D. program in Biosystems Engineering be changed to the following wording:

## **Report of the Faculty Council of Graduate Studies on Program and Curriculum Changes**

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*"Students are normally required to complete 12 credit hours of coursework, including the required Seminar course (BIOE 7270, 3 credit hours) and a thesis. The remaining 9 credit hours at the 7000 Level can be taken from any Department."*

There is no resource implications associated with this change as a requirement is being eliminated from the existing Program Requirements.

### **Recommendations**

**The Faculty Council of Graduate Studies recommends THAT: the program changes from the unit(s) listed below be approved by Senate:**

#### **Department of Biosystems Engineering**

Respectfully submitted,

Acting Dean Todd A. Mondor, Chair  
Graduate Studies Faculty Council

/py

#### **Comments of the Senate Executive Committee:**

The Senate Executive Committee endorses the report to Senate.

### **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 14, 2016 to consider a proposal from the Department of City Planning.

### **Observations:**

1. The **Department of City Planning**: proposes a two-stream approach to the delivery of the Master of City Planning (M.C.P.) Program: 1) the existing Thesis/Practicum stream and 2) a new Capstone stream that will be supported by a new graduate level Capstone course.

#### **EXECUTIVE SUMMARY**

The Department of City Planning is proposing a two-stream approach to the delivery of the Master of City Planning (MCP) Program: 1) the existing Thesis/Practicum stream and 2) a new Capstone stream that will be supported by a new graduate level Capstone course. While both streams feature independent and original research, the Capstone is intended to make a contribution to professional practice, as opposed to the contribution to planning scholarship and knowledge expected of a Master's thesis. While students in the Masters of City Planning whose interests are more practical in nature currently have the option to complete a Practicum, the proposed Capstone stream gives students the option to undertake a more focused piece of independent research within the context of a two-semester, faculty-supervised Capstone course. Students whose practice-oriented research interests would benefit from a longer period study (e.g., complex design projects, professional projects that require sustained community engagement) will still have the option of pursuing their interests through the existing Practicum stream. The Capstone project will be smaller in scope than the thesis/practicum (approximately 50 pages in length, compared to approximately 100 pages for a thesis/practicum).

#### **Thesis/Practicum (Major Degree Project) stream (currently offered):**

The currently offered Thesis/Practicum route will be maintained, albeit with reduced required program credit hours. It is anticipated this stream will attract students who are considering proceeding on to doctoral work (particularly in another discipline, as most doctoral programs in planning accept students who completed a capstone project as part of their Masters) and/or whose research interests will benefit from a longer and more in-depth piece of independent research (e.g., students working on Indigenous planning issues, or students working on faculty grant-funded research). The Thesis/Practicum route will continue to conform to FGS standards for Thesis/Practicum scholarship.

#### **Capstone project stream (proposed):**

The Capstone project stream is anticipated to attract the majority of MCP students. The Capstone project will involve self-directed and original research that may take the form of a professional report or an alternative format (e.g., design analysis, computer program, exhibition, evaluation tool, film). All alternative formats must be approved by the supervisor and be accompanied by written scholarly analysis. We anticipate the

Capstone project will be completed by the end of the second year of the program, and will be assigned a letter grade. The proposed new stream requires the introduction of a new course to facilitate completion of the Capstone project. The City Planning Capstone course will essentially supplant the current Thesis/Practicum (Major Degree Project) preparation classes, which are not credited but still require significant staff time (equivalent to 6 credit hours).

The purpose of this change in program structure is to address suggestions raised by our professional accreditation body and to improve time-to-completion rates. These proposed changes will also align the City Planning graduate program credit requirements with other graduate planning programs in Canada.

#### URBAN PLANNING EDUCATION IN CANADA

A Master degree in urban planning represents the common route to professional practice in urban and regional planning, and is a professionally accredited degree. After gaining relevant professional experience, graduates of accredited programs are eligible for membership in the Canadian Institute of Planners (CIP) (<https://www.cip-icu.ca>), the licensing and regulatory body for the profession.

Accredited planning programs are subject to review by the Professional Standards Board for the Planning Profession in Canada (PSB) ([www.psb-planningcanada.ca](http://www.psb-planningcanada.ca)), to ensure their curricula address the required Functional Competencies (Human Settlement, History and Principles of Planning, Government and Law, Issues in Planning and Policy-Making, Processes of Planning and Policy-Making, Policy and Plan Implementation) and Enabling Competencies (Critical, Social Interaction and Leadership, Communication and Professionalism). Programs are accredited for a maximum period of 5 years, and re-evaluated at the end of that term. The Master of City Planning program was last re-accredited in 2015 and received full accreditation for 5 years.

Master degrees in urban planning tend to include some form of independent research. However, the scope of this independent research varies from school to school, and may include professional reports, capstone projects or theses.

Several programs, including ours, recommend students complete a professional internship over the course of their program, with some schools requiring it. Many planning schools include at least one “studio” course, which focuses on project-based, experiential learning, as these courses tend to provide the best opportunity for students to learn and practice professional planning skills.

Currently, the University of Manitoba’s Department of City Planning program appears to require a heavier credit load than other accredited programs. Other programs also assign credit for the independent research project (whether a capstone project or thesis) and internship, which this program does not.

**\* Please see Appendix A** for comparative data on the structure and credit requirements of other accredited Canadian Planning Programs (Master Degree).

#### CURRENT STRUCTURE AND STRENGTHS OF OUR PROGRAM

The City Planning graduate program at the University of Manitoba offers a strong general grounding in planning education enriched through local institutional and geographic contexts. It builds upon the strengths of full-time faculty, cross-appointed faculty, adjunct faculty, senior scholars and teaching staff.

Studio courses form the core of the curriculum, with students completing 18 credit hours of studio work over the two-year program. These courses engage students in work with partners in local and rural communities, the Capital Region, and with Indigenous communities. In these settings, students have the opportunity to integrate their previous education, experiences, and work knowledge with other core courses, such as planning theory, urban ecology, housing and urban revitalization, and urban development.

After their first year in the program, students generally undertake a summer internship, to gain planning work experience. Currently, students are also required to complete a Thesis or Practicum.

Elective courses provide graduate students in the program with the opportunity to work with other faculty and students within the Faculty of Architecture, as well as the larger University community. Our students have forged links with the Departments of Anthropology, Geography, Engineering, Native Studies, and the Natural Resources Institute (NRI), among others. Alternatively, some students have taken elective courses at other universities.

#### Importance of Studios in our Program

It is important to note the studio stream in the City Planning program is one of the ways we distinguish ourselves from other programs across Canada, as is our place within the interdisciplinary Faculty of Architecture (alongside the three other design disciplines – Architecture, Interior Design and Landscape Architecture). Few other schools place the same emphasis on practice-based learning and relationships with clients and communities. We speak to many students who are considering our program, and one of the main attractions is our emphasis on studio learning. Practice-based (experiential learning) studios are also an important way we serve the city and province, and engage with community partners.

#### RATIONALE FOR CHANGE IN PROGRAM STRUCTURE

The Department is proposing the introduction of a second stream that includes a Capstone project as the major independent research project. The current Thesis/Practicum stream (with reduced required credit hours) will be maintained for students interested in further academic study or whose research interests are better served by this route. It is anticipated the majority of students will undertake the Capstone project stream. It is also anticipated the Capstone stream will better assist students in preparing for professional practice, address concerns from the recent re-accreditation report and improve time-to-completion rates.

#### Address Accreditation Concerns

The Capstone project route will address concerns expressed by the 2015 Professional Accreditation Visiting Team that students would be better prepared for professional practice by undertaking an independent research project, rather than a Thesis or Practicum. These concerns have been noted in previous accreditation reports and must be addressed by the time of our next program re-accreditation. As the accreditation report highlights, many of our students are hired in planning-related positions prior to graduation. We are evidently providing highly prized professional training for our graduate students – in that sense, the taught portion of our program is very successful. The proposed two-stream structure maintains those program strengths, while including

an intensive and independent original research project that will better prepare students for professional practice.

#### Improve Time-To-Completion Rates

Currently, the majority of students in the program finish the required coursework in two academic years, but take substantially longer to complete the Thesis/Practicum. The accreditation board requires that a Master degree in planning generally require two years of full-time study. The site visit team stated:

“Students are gaining employment (a good thing) before completing the thesis project and are not graduating in the prescribed 24-month period... Students are obtaining employment without completing the degree, which raises the question about the importance of a major thesis project for the professional degree. The Department should review the need for a research thesis or practicum and explore alternatives that would enable more students to complete the degree in the prescribed two years.” (Report of the Site Visit Team on the Re-Accreditation Intensive Review - The Master of City Planning (MCP) Degree/University of Manitoba – Site Visit Conducted April 27-28, 2015, p. 7).

In considering ways to improve the Department’s time-to-completion rates, we conducted an analysis of the degree to which our existing curriculum addresses the Functional Competencies and Enabling Competencies required for accreditation. We concluded that the existing course and studio structures must be maintained in order to address PSB accreditation requirements. Our attention therefore turned to exploring alternatives for ensuring students develop the skills to undertake independent research appropriate for professional practice, while also completing such research in a timely fashion. The Capstone project stream offers a feasible alternative, as does the proposed reduction in credit elective hours for those opting to pursue the Thesis/Practicum stream. It is anticipated our graduate program’s time-to-completion rates will improve substantially with this proposed structure.

#### Structures for the Thesis/Practicum Stream and the Proposed Capstone Stream

**Appendix B** provides detail about the current structure of the City Planning graduate program (including specific courses/studios and associated credit hours), as well as the proposed structures for both the Capstone project and Thesis/Practicum streams.

Briefly, those choosing the Capstone project stream will undertake the 6.0-credit-hour full-year City Planning Capstone – CITY 7050 course (see Appendix C for a draft syllabus) in the second year of the program. In this course, they will design, develop and complete their Capstone project (by the end of the second academic year), thereby completing the program within 20 months of entry. The Capstone course will be graded to encourage timely completion. The instructor for the capstone course will assign grades for student participation and all of the oral presentations. S/he will also work with the other City Planning faculty members to design rubrics to guide the assigning of grades for the research proposal and drafts of the capstone project. Although each student’s supervisor and second reader will determine the grade for these phases of work, the course instructor will review the grades to ensure that the grading rubric is being consistently applied.

Those completing the Thesis/Practicum stream will work independently with their supervisory committee to undertake their proposed research. They will also carry a

reduced number of credit hours to allow for the more substantial Thesis/Practicum requirements. They are not required to take the 6.0 credit hours of electives, for instance, although they may choose to do so in support of their research, nor do they enroll in the full-year City Planning Capstone – CITY 7050 course. The reduced course load will allow them time to devote to their Thesis/Practicum research and complete the program within 24 months of entry (as prescribed). Students wishing to undertake the Thesis/Practicum stream must have the support of a faculty supervisor, and notify the department of their intent by January of their first year in the program.

While both streams feature independent and original research, the Capstone project will address a contemporary urban planning issue and may take the form of a professional report or an alternative format (e.g., design analysis, computer program, exhibition, evaluation tool, film). All alternative formats must be approved by the supervisor and be accompanied by written scholarly analysis. The Thesis/Practicum will continue to conform to FGS standards for Thesis/Practicum scholarship.

#### Course Introduction:

#### **CITY 7050 City Planning Capstone**

**+6**

This course prepares students to undertake a self-directed planning research project, under the supervision of a City Planning faculty member and a second reader. Students conduct original research and analysis to address a contemporary issue in planning practice. Pre-requisites: CITY 7410, CITY 7030, and CITY 7020. Limited to students enrolled in the second year of the Master of City Planning (M.C.P.) degree.

#### **NET CREDIT HOUR CHANGE**

**+6**

#### Attachments:

- **Appendix A:** Canadian Planning Programs (Master Degree)
- **Appendix B:** Structure of U of M Master of City Planning (Current and Proposed)
- **Appendix C:** PSB Letter re: MCP Program Accreditation

#### **Recommendations**

**The Faculty Council of Graduate Studies recommends THAT: the program changes from the unit(s) listed below be approved by Senate:**

#### **Department of City Planning**

Respectfully submitted,

Acting Dean Todd A. Mondor, Chair  
Graduate Studies Faculty Council

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#### Comments of the Senate Executive Committee:

The Senate Executive Committee endorses the report to Senate.



## APPENDIX A: CANADIAN PLANNING PROGRAMS (MASTER DEGREE)

Program		Total Credit Equivalency <sup>1</sup>	Number of Studios (total credits)	Major Degree Project (MDP) (total credits or equivalent credits)	Internship/Work Experience (total credits)	Coursework Credits (not including MDP & Work Experience)
Calgary		54	4 (15)	Professional Project Studio (6)	Unknown	48
Dalhousie		60	2 (12)	Individual Project (15)	Work term (0)	45
McGill		66	3 (15)	Research Project (15)	Internship (6)	45
<b>Manitoba (CURRENT STRUCTURE)</b>		<b>51, plus Thesis</b>	<b>3 (18)</b>	<b>Thesis or Practicum (0; Does not receive any credits per FGS regulation)</b>	<b>Internship – recommended (0)</b>	<b>45</b> + 0-credit MDP Preparation (1 <sup>st</sup> year) + 0-credit MDP Studio (2 <sup>nd</sup> year)
Queens	<i>Course Stream</i>	48	1 (6)	N/A	Internship - recommended (0)	48
	<i>Project Stream</i>	48	1 (6)	Project report (0; equivalent to 6)	Internship - recommended (0)	42
	<i>Thesis Stream</i>	48	1 (6)	Thesis (0; equivalent to 12)	Internship - recommended (0)	36
Ryerson		51	2 (12)	Major Research Project (0)	Internship (6)	45
Toronto		48	1 (6) <sup>2</sup>	Current Issues Paper (6)	Internship (0)	42
UBC		48	1 (6)	Capstone Prof Report (6)	Internship (3)	39
Waterloo		48	2 (12)	Thesis (equivalent to 12) <sup>3</sup>	Internship (0)	36
York		72	1 (6)	Major Res Paper (12-24) <sup>4</sup>	Work Experience (3-12)	36-57 <sup>4</sup>

### Notes:

1. Credit systems are different at many schools. This chart attempts to make them all equivalent to the U of M system (i.e., a course that lasts one term and meets three hours/week = 3 credits). The two 0-credit courses for U of M's MCP are seen as equivalent to six credits.
2. Only U of T's Urban Design option offers the one studio.
3. Waterloo's thesis is described as having a 2.0 weight and one-term courses have a 0.5 weight.
4. York has several options for their MDP (major paper, major project, portfolio, or thesis) so we are assuming more credits are given to thesis.

## APPENDIX B: Structure of U of M Master of City Planning (Current and Proposed)

		CURRENT STRUCTURE	PROPOSED CAPSTONE STREAM	PROPOSED T/P STREAM
<b>CORE COURSES &amp; STUDIO</b>				
<b>Year 1</b>				
<a href="#">CITY 7410</a>	Planning Design 1 ( <a href="#">syllabus.pdf</a> )	6	6	6
<a href="#">CITY 7030</a>	Planning Theory ( <a href="#">syllabus.pdf</a> )	3	3	3
<a href="#">CITY 7020</a>	Planning Research Methods ( <a href="#">syllabus.pdf</a> )	3	3	3
<a href="#">CITY 7350</a>	Thesis/Practicum Preparation ( <a href="#">syllabus.pdf</a> )	0	N/A	N/A
<b>Year 2</b>				
<a href="#">CITY 7340</a>	Urban Development	3	3	3
<a href="#">CITY 7310</a>	Law and Local Government ( <a href="#">syllabus.pdf</a> )	3	3	3
<a href="#">CITY 7470</a>	Professional Planning Practice ( <a href="#">syllabus.pdf</a> )	3	3	3
CITY 7050 (Proposed)	Capstone Project	N/A	6	N/A
<b>Sub Total</b>		<b>21</b>	<b>27</b>	<b>21</b>
<b>OPTIONS COURSES &amp; STUDIOS (to be distributed over two years)</b>				
<b>Pick TWO out of FOUR Courses (6 credits in total)</b>				
<a href="#">ARCG 7080</a>	Transportation and Urban Form	3	3	3
<a href="#">CITY 7070</a>	Housing and Urban Revitalization ( <a href="#">syllabus.pdf</a> )	3	3	3
<a href="#">CITY 7460</a>	Urban Ecology and Environmental Management ( <a href="#">syllabus.pdf</a> )	3	3	3
<a href="#">EVLU 4018</a>	Principles of Urban Design ( <a href="#">syllabus.pdf</a> )	3	3	3
<b>Pick TWO out of THREE Studios (12 credits in total)</b>				
<a href="#">CITY 7420</a>	Planning Design 2 – Regional Planning Studio ( <a href="#">syllabus.pdf</a> )	6	6	6
CITY 7430	Planning Design 3 – Urban Design Studio	6	6	6
<a href="#">CITY 7440</a>	Planning Design 4 – Indigenous Planning Studio ( <a href="#">syllabus.pdf</a> )	6	6	6
<b>Sub Total</b>		<b>18</b>	<b>18</b>	<b>18</b>
<b>ELECTIVE COURSES (can be Faculty Electives or any 4000-level or higher course from across campus)</b>		<b>6</b>	<b>6</b>	<b>0</b>
<b>MAJOR DEGREE PROJECT (register in one of the following, in consultation with Faculty Advisor)</b>				
<a href="#">GRAD 7000</a>	Thesis	0	N/A	0
<a href="#">GRAD 7030</a>	Practicum	0	N/A	0
<b>TOTAL PROGRAM CREDIT HOURS</b>		<b>45</b>	<b>51</b>	<b>39</b>

May 31, 2016

Via e-mail

Dr. Rae Bridgman  
Professor and Acting Department Head  
Department of City Planning  
University of Manitoba  
66 Chancellors Cir  
Winnipeg, MB R3T 2N2

Dear Dr. Bridgman,

**Re: Question regarding University of Manitoba's Master of City Planning (MCP)  
Program Accreditation**

We understand that over the past few months, the University of Manitoba's Master of City Planning (MCP) program has been working on some curriculum changes that have been designed to improve its time-to-completion, which has been flagged as an issue in our recent accreditation reports. It is our understanding that the courses would remain the same, so all of the students (regardless of what stream they are in) would still be developing the same competencies identified by the Professional Standards Board (PSB).

As such, I can confirm that the PSB is pleased to see the University of Manitoba's program following up on the advice of the team that conducted the site visit and is in a position to confirm that the proposed changes do not affect its accreditation, as long as the core and option courses remain the same, thereby ensuring that all students are addressing the same planning competencies.

Please feel free to contact me if you have any questions.

Sincerely,

Maddy Marchildon  
Executive Director

cc: Finlay Sinclair, RPP, MCIP, APC Chair

**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 14, 2016 to consider a proposal from the Department of Medical Microbiology and Infectious Diseases.

**Observations:**

1. The **Dept. of Medical Microbiology and Infectious Diseases:** proposes that the M.Sc. and Ph.D. degrees be renamed from the existing M.Sc. or Ph.D. in Medical Microbiology to M.Sc. or Ph.D. in Medical Microbiology and Infectious Diseases in order to re-align the name of the M.Sc. and Ph.D. degrees granted by the Department to match the Department's name which has been newly approved by the Senate

**Recommendations**

**The Faculty Council of Graduate Studies recommends THAT: the program changes from the unit(s) listed below be approved by Senate:**

**Department of Medical Microbiology and Infectious Diseases**

Respectfully submitted,

Acting Dean Todd A. Mondor, Chair  
Graduate Studies Faculty Council

/py

**Comments of the Senate Executive Committee:**

The Senate Executive Committee endorses the report to Senate.