

BOARD OF GOVERNORS

The material contained in this document is the Agenda for the next meeting of the Board of Governors.

Tuesday, May 23, 2017

**Alan A. Borger Sr. Executive Conference Room
E1-270 Engineering Information and Technology Complex
4:00 p.m.**

OPEN SESSION

Please call regrets to: 474-6165 no later than 9:00 a.m. the day of the meeting.

OFFICE OF THE UNIVERSITY SECRETARY



UNIVERSITY
OF MANITOBA

BOARD OF GOVERNORS OPEN SESSION

Alan A. Borger Sr. Executive Conference Room (E1-270 EITC)

Tuesday, May 23, 2017 at 4:00 p.m.

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	AGENDA	<u>Presenter</u>	<u>Page</u>	<u>Est. Time</u>
1.	ANNOUNCEMENTS	Chair		4:00 p.m.
	<u>FOR ACTION</u>			
2.	APPROVAL OF THE AGENDA	Chair	2	4:00 p.m.
3.	MINUTES (Open Session)			
3.1	Approval of the Minutes of the April 18, 2017 OPEN Session as circulated or amended	Chair	3	4:05 p.m.
3.2	Business Arising			
3.2.1	Bryce Douglas Chair in Corporate Finance	Chair	11	4:05 p.m.
4.	FROM FINANCE, ADMINISTRATION, & HUMAN RESOURCES			
4.1	General Operating Budget for 2017-2018	J. Lieberman	16	4:10 p.m.
4.2	Student Referenda	J. Lieberman	34	4:40 p.m.
4.3	Residence Room and Meal Plan Rates	J. Lieberman	60	4:50 p.m.
5.	FROM SENATE			
5.1	Proposal for the Establishment of a Pharm.D. Program	President	74	5:00 p.m.
	<u>FOR INFORMATION</u>			
6.	Report from the President	President	176	5:15 p.m.

MOTION TO MOVE TO CLOSED AND CONFIDENTIAL SESSION



UNIVERSITY
OF MANITOBA

**Minutes of the
OPEN Session of the Board of Governors
April 18, 2017**

Present: R. Zegalski, Chair
J. Leclerc, Secretary

J. Anderson D. Barnard J. Beddoes S. Connelly S. Demmings D. Hallock
L. Hyde R. Khatkar J. Lieberman J. Linden J. MacKenzie H. Maxted
K. Mirecki R. Mohammed M. Mollot T. Nagra K. Osiowy M. Silicz

By Teleconference: E. A-lyeh K. Lee J. Taylor

Regrets: H. Sector

Assessors Present: T. Kucera B. Stone

Officials Present: N. Andrew D. Collins S. Foster D. Jayas G. Juliano
J. Kearsey J. Keselman J. Ristock

1. **ANNOUNCEMENTS**

The Chair welcomed new members of the Board who were present for their first meeting: Ms. Judi Linden, and Michael Silicz. He noted that this was the last meeting for Dr. A-lyeh and Ms. Hallock.

2. **PRESENTATION**

The University of Manitoba: Addressing the Academic Mission in Global Health

Dr. Barnard introduced Dr. James Blanchard, Professor and Director of the Centre for Global Public Health and Canada Research Chair in Epidemiology and Global Public Health. He noted that Dr. Blanchard is an epidemiologist and public health specialist focusing on global health who received an M.D. from the University of Manitoba and an MPH and Ph.D. in epidemiology from the Johns Hopkins University. Dr. Barnard said that Dr. Blanchard's research focuses on how the characteristics of individuals, communities and large populations contribute to the local and global distribution of communicable and non-communicable diseases.

Dr. Barnard stated that Dr. Blanchard has provided leadership over the past fifteen years to the design and implementation of large public health programs related to HIV/AIDS and maternal, neonatal and child health in India, other Asian countries, and Africa. He noted that Dr.

Blanchard is actively engaged with policy makers and public health leaders to translate scientific knowledge and approaches to improve the effectiveness and efficiency of public health programs, with an emphasis on improving the health of disadvantaged populations.

Dr. Blanchard provided a brief history of global public health at the University and noted that more than \$275 million in research funding has come into the University for this research; from funders such as the World Bank, the Government of the United States, the Canadian International Development Agency, United Nations Organizations, the Bill and Melinda Gates Foundation, and the Canadian Institutes of Health Research.

Dr. Blanchard said that the Centre for Global Public Health was established in 2008 in the Department of Community Health Sciences and works to consolidate research, global public health programs and services, and education and knowledge translation. He noted that significant work has been done at the international level in many places, including India, Nigeria, Indonesia, Ukraine, Kenya, Cambodia, and many others.

Dr. Blanchard highlighted the following information about the impact of the University of Manitoba's Centre for Global Public Health:

- Support to public health programs serving more than 700 million people
- 17 faculty members focus exclusively on global public health, five of whom are based in India or Africa
- Program offices in India, Kenya, Nigeria, and Pakistan
- Over 1200 management, technical, and field staff in Asia and Africa
- Work involves education research, and service to improve health and reduce inequalities in the areas of Maternal, Newborn, and Child Health, as well as HIV and TB

Dr. Blanchard spoke specifically about Maternal, Neonatal and Child Health (MNCH) in India, noting that the Technical Support Unit there is the world's largest and most important MNCH program in Uttar Pradesh, focusing on 25 high priority districts with a total population of approximately 75 million people. He noted that this work is supported by more than \$110 million in funding from the Bill and Melinda Gates Foundation. He explained that this Technical Support Unit works to understand and address barriers to access and utilization of MNCH services and improve the quality of MNCH services. Dr. Blanchard said that the MNCH work in India has resulted in substantial improvements in care and a 67% reduction in neonatal mortality within three years in facilities with nurse mentoring. He added that work in India also involves approaches to scale up HIV prevention, care, and support models while mitigating the vulnerability that ensues from power imbalances and violence.

Dr. Blanchard noted that work is being done in Kenya in the areas of HIV prevention and Maternal, Neonatal and Child Health. He explained that there is a National Technical Support Unit for HIV prevention, care, and support for the most at-risk populations. He added that work in Pakistan includes HIV second generation surveillance and technical support for HIV programming. Dr. Blanchard stated that the team in Nigeria provides support for HIV prevention,

supports implementation of national guidelines and implementation manuals as well as national learning sites for HIV prevention. He added that work is done in the area of epidemic appraisal in order to understand and assess risk contexts and to map the most at risk populations (MARPs). He noted that similar work is done in Ukraine to understand HIV and HCV risk among adolescents and young women and to develop programs for most at risk adolescents.

The Chair thanked Dr. Blanchard for his presentation and commended him for the profound difference he and his team have made in the lives of vulnerable people all over the world.

FOR ACTION

3. APPROVAL OF THE AGENDA

It was moved by Ms. Nagra and seconded by Mr. Demmings:
THAT the agenda for the April 18, 2017 meeting be approved as circulated.

CARRIED

4. MINUTES (Open) Session

4.1 Approval of the Minutes of the March 21, 2017 Open Session as circulated or amended

It was moved by Mr. Lieberman and seconded by Ms. Campbell:
THAT the minutes of the March 21, 2017 Open session be approved as circulated.

CARRIED

4.2 Business Arising

5. UNANIMOUS CONSENT AGENDA

It was moved by Mr. Osiowy and seconded by Dr. Anderson that the Board of Governors approve the following:

5.1.1 **THAT the Board of Governors approve seventeen new offers and five amended offers, as set out in Appendix A of the Report of the Senate Committee on Awards – Part A [dated February 21, 2017].**

5.1.2 **THAT the Board of Governors approve four new offers, as set out in Appendix A of the Report of the Senate Committee on Awards – Part B [dated February 21, 2017].**

5.1.3 **THAT the Board of Governors approve the conversion of the Bryce Douglas Professorship in Corporate Finance to a Chair.**

CARRIED

6. FROM SENATE

6.1 Proposal to Establish an Indigenous Institute of Health and Healing

Dr. Barnard commented that he had nothing to add as the proposal was self-explanatory and straightforward.

It was moved by Dr. Barnard and seconded by Ms. Nagra.

THAT the Board of Governors approve the establishment of the Indigenous Institute of Health and Healing, for a period of five years, with continuation subject to a review process and with the *proviso* that, at the end of the first twelve months, the Head of the Institute would forward clear procedures for appointing members to the Institute, for review by the Senate Committee on Academic Review and Senate [as recommended by Senate, April 5, 2017].

CARRIED

6.2 International College of Manitoba (ICM) Renewal

Dr. Barnard said that the agreement between the University, the International College of Manitoba (ICM), and Navitas, the company behind ICM, came into effect shortly before he joined the University of Manitoba as President. He noted that there had been some concerns raised at that time about the program so he had held a town hall meeting and received feedback from the community and also discussed the matter at Senate. He said he made a commitment at that time that he would bring the renewal of the contract to Senate for consideration prior to it coming to the Board of Governors for approval.

Dr. Ristock said that ICM offers pathway programs for international students who do not meet the University's direct entry requirements. She added that one program is for grade 12 students and the other is a university transfer program which provides supports and a high degree of engagement with international students.

Dr. Ristock stated that the program has grown from 33 students in 2008 to 1300 in 2016. She said that the University provides the services and facilities needed for the program and receives a royalty fee in return which helps to support some of the strategic priorities of the University, in particular; meeting enrolment targets for international students and increasing diversity within the international student population.

Dr. Collins stated that the growth has been greater than was anticipated when the ICM program started, and highlighted the following:

- The program has graduated 1720 students; 1600 of whom have then transferred to University of Manitoba degree programs.
- Students are recruited from 80 different countries.
- 505 students have graduated with U of M degrees.
- The University receives 25% of the revenue generated by ICM, amounting to \$18.2 million since program began.
- 95% of ICM students continue to U of M degree programs.

- Conservative estimates are that the University will receive \$100 to \$140 million over the ten year contract.

Dr. Barnard stated that Navitas has similar arrangements with other universities and has good relationships with them.

It was moved by Dr. Barnard and seconded by Mr. Lieberman:

That the Board of Governors authorize the University to execute the Recognition and Educational Services Agreement (the "Agreement") between the University and the International College of Manitoba Limited ("ICM"), thereby renewing the arrangement to deliver the ICM Program under the current agreement, which expires December 31, 2017.

Mr. Stone asked if there any intention to limit enrolment during the term of the contract. Dr. Collins said enrolment will be capped at 1300 students this year and will be reviewed annually. In response to a question from Ms. Connelly, Dr. Collins said that the University is aligned with other institutions that use Navitas although there is variation in implementations and use of the program. He added that there are 33 programs internationally.

Dr. Kucera said this issue was of great interest to the University of Manitoba Faculty Association (UMFA). He noted that although there was discussion and debate at Senate, the recommendation was not unanimous. He added that there are benefits as well as problems to the program and some have not been addressed to UMFA's satisfaction, he then listed the areas of concern he has heard from UMFA and anecdotally from individual faculty members and individual department councils:

- a) Program outcomes are of concern due to issues with how academic honesty issues are treated within ICM given that even serious breaches do not result in student discipline. He felt that proper academic standards are not being met.
- b) Poor academic preparation in the area of language skills. Students may have excellent academic records yet struggle with the English language.
- c) Academic freedom for UMFA members who provide services to ICM is vague. The statement on academic freedom in the UMFA collective agreement should be mentioned in the ICM contract. Dr. Collins noted that some language about academic freedom had been inserted into the new contract. Dr. Collins added that UMFA members are employees of the University and are protected accordingly.
- d) The way ICM promotes itself in print and on their website may give the impression that it is a University of Manitoba program because of the colours used, the placement of the University's logo, and a message from the University President. There is concern that the promotional materials give the impression that progression to a University degree program is automatic. All advertising from ICM should make it clear that it is a separate entity from the University.

- e) He expressed his opinion that the University could offer these programs itself rather than using ICM. The University is already successful in international recruitment and could meet enrolment targets without ICM.

Dr. Kucera noted that the current proposal is for ten years with the option to renew in multiples of ten years, and suggested that a shorter contract and a more transparent review of the project would be preferable.

Dr. Barnard noted that these points were addressed previously at Senate and asked Dr. Collins to speak to Dr. Kucera's concerns.

Dr. Collins said that there is data from ICM indicating that since a mandatory workshop was introduced in 2015 the rate of academic dishonesty offences has dropped from 4% to 2%. He added that this is tracked and monitored annually. Regarding language skills, Dr. Collins stated that the data is difficult to assess because the figures include all the international students on campus, not only the students who transfer in from ICM. He added that the University determines its own standards for English fluency and the ICM students do meet those standards. With respect to academic freedom, Dr. Collins noted the desire of UMFA to have an explicit statement that academic freedom does apply. Ms. Andrew, University Legal Counsel, stated that the exact wording requested at Senate was agreed to and added to section 4.3 of the contract.

Dr. Collins noted that the issue of using ICM to offer programs that the University could offer itself was discussed at length by Senate. He noted that ICM provides access to a recruiting network of many people in 27 countries which the University does not have sufficient resources to do.

Dr. Collins said that the duration and renewal period of the contract had also been discussed at Senate. He noted that the deans rely on the stability of the program in order to do their resource planning.

Dr. Barnard stated that these concerns were all discussed at Senate, and, although the recommendation was not unanimous, the vote was two to one in favour of approving the contract.

Regarding the branding of ICM, Dr. Collins said that he review all the marketing materials and indicated that ICM is careful to make only valid claims. He said that it is clear in the materials that students must meet university requirements for admission if they wish to transfer to a degree program. He added that ICM will review its branding. Ms. Andrew noted that the International Education Act limits the representations these providers can make.

Mr. Lieberman said that although concerns were raised at Senate, in a broader sense, this program is very beneficial for the University.

Dr. Anderson commented that anecdotes can be extremely selective depending on their source. He noted that one of his students who came through the ICM program has won major research award and now works in his lab. He added that this student's English is very good and the fact that he is already familiar with the University when starting a degree program is quite helpful. He noted that this saves some resources needed to support international students so that the University can use the revenue from the program to support those students that need it.

In response to a question from Mr. Osiowy, Ms. Andrew explained that there numerous ways that ICM could be in breach of the contract. She stated that if the relevant law changes the agreement could be terminated, it could be terminated by mutual agreement or if enrolment declines beyond a certain level. She added that termination clauses are included in contracts in an attempt to predict the unforeseeable. Mr. Osiowy asked if there is a requirement for notice if a party is in breach of the contract. Ms. Andrew stated that the contract stipulates 14 days' notice to terminate and added that, as in all University contracts, the standard for termination provisions is very robust.

In response to a question from Ms. McKenzie, Dr. Collins said the program is not open to domestic students as it is currently configured. Ms. Hyde asked if other universities in Canada have contracts with Navitas. Dr. Collins said that Simon Fraser also has a ten year agreement and their program is three times larger than the University of Manitoba's.

In response to a question from Mr. Silicz, Ms. Andrew said that the fee structure was expanded for the renewed contract.

In response to a question from Mr. Osiowy, Dr. Barnard stated that the 1300 students in ICM are not counted as University of Manitoba students while they remain in the ICM University Transfer Program I of University Transfer Program II.

Dr. Barnard remarked that both Dr. Collins, Ms. Andrew, and many others have worked hard over a long period of time and have served the University very well in negotiating this contract renewal. He added that both sides are comfortable with the agreement. He expressed his thanks on behalf of the University and the Chair expressed his thanks on behalf of the Board for their work.

THE MOTION WAS CARRIED

FOR INFORMATION

7. Report from the President

In addition to his written report, Dr. Barnard noted that the Provincial budget had been presented in the Legislative Assembly since his report was written. He noted that the 0.3% increase will present a challenge for the University. He noted that tuition increases greater than the rate of inflation will be possible in 2018. He added that the University of Manitoba's tuition rates are currently the third lowest in Canada and the Province has allowed an increase of 5%

plus the rate of inflation until the rates are the lowest in the western provinces. In public statements on the budget Dr. Barnard indicated that the University understands the need for responsible recovery and looks forward to responsible reinvestment in universities and research and development when the province is past the current pressure.

Mr. Mohammed asked what the provincial budget will mean for the University at the faculty or unit level. Dr. Barnard noted that deans have already made their budget plans based on the assumption that there would be no grant increase.

The Chair acknowledged that the recent University of Manitoba Students' Union (UMSU) had a high voter turnout in their recent elections and congratulated Ms. Nagra on her re-election as President of UMSU.

MOTION TO MOVE TO CLOSED AND CONFIDENTIAL

It was moved by Ms. Nagra and seconded by Ms. Hallock:
THAT the meeting move into Closed and Confidential Session.

CARRIED

Chair

University Secretary



UNIVERSITY
OF MANITOBA

Asper School of Business

Dean's Office
319 Drake Centre
181 Freedman Crescent
Winnipeg, Manitoba
Canada R3T 5V4
Telephone (204) 474-9353
Fax (204) 474-7544

April 21, 2017

MEMORANDUM

TO: Mr. Jeff Leclerc
University Secretary
c/o Shelley Foster

FROM: Michael Benarroch 
Dean and CPA Manitoba Chair in Business Leadership

SUBJECT: Bryce W. Douglas Chair in Finance

Please be aware that there was an error in the proposal forwarded to the Board to convert the Bryce Douglas Professorship in Corporate in Finance to a chair. The correct naming should be "Bryce W. Douglas Chair in Finance" rather than "Bryce W. Douglas Chair in Corporate Finance." The University Senate approved the correct name as identified in the gift agreement with the donor. If you could please bring this matter to the attention of the Board I would greatly appreciate.

Please accept my apologies for any confusion that may have arisen. I have attached a corrected version of the Terms of Reference.

Enclosures



Proposal for Chair in Finance

Terms of Reference

January 2017

1.1 Type of Appointment

Chair

1.2 Name of Chair

Chair in Finance (hereafter the “Chair”)

1.3 Purpose and Objectives of Chair

The purpose of the Chair is to provide academic and professional leadership in the area of finance within the Asper School of Business, the University of Manitoba, the Manitoba business community, and the academic community.

The Chair in Finance will:

- Foster original high-quality research focused on finance;
- Contribute to undergraduate and graduate teaching in the area of finance
- Provide financial support for graduate research student(s) interested in conducting research focused on finance.
- Attract research partners (academic and/or industry)
- Assume a leadership role in finance initiatives in the Asper School of Business

1.4 Relationship of the goals of the Chair to the Proposing Unit

The individual awarded the chair will be a faculty member appointed in the Department of Accounting and Finance in the I.H. Asper School of Business.

1.5 Method by which Chair will be funded

The Bryce W. Douglas Chair in Finance fund at the University of Manitoba will support the Chair in Finance. 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.

The endowment fund is made possible by a donation to the University of Manitoba from Mr. Bryce W. Douglas. The gift is intended to enhance education in the field of finance.

1.6 General and Specific required academic qualifications of the candidates or nominees

In accordance with the Procedures and Mechanisms for establishing Chairs at the University of Manitoba, individuals appointed to the Chair in Finance shall have the following qualifications:

- Academic qualifications commensurate with an appointment at the rank of Associate Professor or Professor
- Minimum degree requirement of PhD in relevant or foundational discipline
- Established research program with evidence of ongoing research productivity in finance-related research
- Demonstrated evidence of external research grant funding
- Demonstrated evidence of successful graduate supervision
- Recognized internationally as a leader in the field of finance

The following academic qualifications are desirable, but not required:

- Demonstrated leadership activities in finance-related initiatives

1.7 Term of appointment and provisions for reappointment

The Chair holder will have a tenure-track or tenured appointment at either Associate Professor or Professor level.

Each appointment to the Chair in Finance will be limited to a term appointment of five years (renewable).

The appointee shall be a full-time employee of the University of Manitoba.

The selection of the individual to the Chair will be done in accordance with normal University of Manitoba policy on academic hiring and the University of Manitoba/University of Manitoba Faculty Association Collective Agreement.

The Chair selection committee should include, but is not restricted to, the following members:

- Dean, Asper School of Business (or designate)
- Head, Department of Accounting & Finance - In the event that the Head is a candidate for the Chair after the inaugural appointment, the Dean will designate an alternative tenured faculty member to serve on the selection committee
- At least one tenured faculty member who conducts finance-related research

A successful performance review will provide evidence of the following:

- High-quality peer-reviewed publications

- Leadership in the area of finance
- Effective teaching and supervision of graduate research students
- Successful research-grant submissions from recognized sources (e.g., SSHRC, NSERC, CIHR).
- Attract research partners (academic and/or industry)
- Play a leadership role in finance initiatives in the Asper School of Business
- Assume academic leadership roles outside the University of Manitoba

The title of the Chair will appear on the business cards, publications, conference papers, public communications, and all other university publications and the like relating to the appointee.

The Chair will make a public lecture within the first year of the Chair appointment.

Preamble

Bryce W. Douglas, former Deputy Chairman of RBC Capital Markets, led the investment banking industry in his innovation, reliability, integrity and professionalism, and played a major role in the recruitment and mentorship of many business school graduates in corporate finance.

Mr. Douglas is establishing the Chair in Finance in order to raise the profile of the I.H. Asper School of Business, increase the scope and quality of the finance program, and enhance the University's reputation for excellence in finance.

1.8 Other provisions unique to Chair

- 1) 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.
- 2) Annual reporting requirements shall also be in accordance with the University Policy on Chairs and Professorships. The appointee will provide an annual report of his/her activities to the Dean, the Office of the Vice President (Academic) and Provost and the Office of the Vice-President (Research) and International by July 1 of each year following the appointment to the Chair.
- 3) In accordance with University Policy, the annual performance of the professor will be reviewed in the same manner as other faculty members. The Dean of the Asper School of Business shall be responsible for initiating and coordinating any reappointment review process and for recommending on reappointment.
- 4) The appointment of the Chair will be made on the recommendation of the Department of Accounting & Finance and shall be conducted in accordance with the University policy in Academic Appointments and the guidelines for the establishment of Chairs/Professorships.

- 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.
- 6) The annual income from the endowment will fund salary, research and may also fund a stipend. The annual income will fund high priority work projects, research and related travel and expenditures in support of academic excellence in the field of management, including the support of graduate students. A minimum \$40,000 will be allocated to research with at least \$22,500 of this amount allocated to support graduate students. The value of the stipend cannot exceed \$20,000.



**AGENDA ITEM: General Operating Fund Budget for 2017/18 and
Financial Plans for Restricted and Endowment Funds for 2017/18**

RECOMMENDED RESOLUTION:

That the Board of Governors approve:

- a tuition fee increase of 1.3% effective regular session 2017;
- a balanced General Operating Fund budget for the year ending March 31, 2018 based on revenues of \$648,143,829, expenditures of \$597,871,972, and net fund transfers of \$50,271,857; and
- financial plans for Restricted and Endowment Funds with revenue of \$318,153,752 for the year ending March 31, 2018.

Action Requested:

Approval

Discussion/Advice

Information

CONTEXT AND BACKGROUND:

In advance of this submission, the Board of Governors was provided detailed context and background information on the General Operating Fund and Restricted and Endowment Funds in the “University of Manitoba Budget Framework Document” (the budget framework). This was presented to the Board on March 21, 2017.

To recap, drafting of the annual University of Manitoba operating budget begins in the fall with the development of planning parameters. These parameters are developed by the **Budget Monitoring and Planning Committee (BMPC)** using the best information available at the time, supplemented with assumptions based on historical trends.

The BMPC is a group that reports to the Provost and Vice-President (Academic), and to the Vice-President (Administration). The group includes representatives from Financial Services, Academic and Integrated Planning, Institutional Analysis and Donor Relations. The group tracks and reports the use of previously approved strategic allocations, develops and refines revenue and expenditures projections, and aligns these findings with needs identified through the **Strategic Resource Planning (SRP)** and allocation process.

To review, the SRP and allocation process is designed to foster an integrated approach to planning and budgeting where resources are carefully aligned to strategic priorities at both the unit and institutional level. This annual process, led by the Provost and Vice-President (Academic), involves the preparation, by academic and administrative units heads, of unit/portfolio SRPs that: (1) provide updates on unit/portfolio-level priorities and their connection to the University’s overall strategic plan; (2) outline the impact of baseline budget reductions, where planned; and (3) detail new or continuing strategic initiatives that require additional financial investment. A review and analysis of these

documents by the BMPC, along with information on the financial position of units/portfolios as well as funds available for reallocation, form the basis of discussion amongst the Provost and other Vice-Presidents and, ultimately, the resource allocation recommendations advanced by the Provost to the President. Following further reports from the BMPC and consultation with the **President's Budget Advisory Committee (BAC)**, the President advances a final budget proposal to the Board of Governors for its consideration.

The BAC is comprised of members from senior administration, Senate Planning and Priorities Committee, support staff, the Board of Governors, UMFA and student leadership. The group meets at the call of the President. Its mandate is to recommend priorities for resource allocations and review the draft operating budget to be recommended to the Board of Governors.

Main assumptions used to develop planning parameters include: the level of the operating grant anticipated from the provincial government; allowable increases for tuition; enrolment levels; and significant university-wide costs such as salary and benefit requirements as negotiated or projected for open contracts, utilities and additional mandatory pension contributions. These items have the greatest impact on the University's operating budget. As such, while many other items are considered, much of the University's budget and planning efforts are focused on their estimation.

While the level of the provincial operating grant was unknown back in the fall, assumptions were made about it so that planning parameters could be communicated to budgetary units as part of the SRP and allocation process and to facilitate budget planning for the following year. Accordingly and assuming no increase in the provincial operating grant, academic and administrative unit heads were advised to plan for a potential baseline budget reduction of 3% in 2017/18. This was subsequently revised in January to 1%, based on new information regarding projected revenues and expenses.

Since the presentation of the budget framework, planning parameters have evolved based on changing circumstances and new information received. This includes:

- A directive from the Provincial Government mandating a 0% general increase for all open collective agreements and non-unionized compensation groups for the 2017/18 fiscal year. This effectively reduced anticipated salary and benefit costs, eliminating the need for the previously communicated 1% baseline budget reduction. The revised recommendation is no baseline reductions to budgetary units in 2017/18.
- The announcement of the University's operating grant. On April 11, 2017, the Provincial Government tabled Budget 2017 and advised that the University of Manitoba's operating grant for the 2017/18 fiscal year will be held to 2016/17 levels. This confirmed the planning parameters used to develop the 2017/18 operating budget.
- Changes to additional mandatory pension contributions required to fund the 1993 Pension Plan. The Pension Plan has a going concern deficit and current service costs in excess of matching contributions. As a result, the University is required to make additional contributions above the matching amount. The University is required to file a new valuation report during 2017 which will result in an adjustment to the additional contribution requirement. The University's actuary has provided an early estimate which indicates the annual payments will be approximately \$8.4M. The University currently has \$12M in baseline funds earmarked for this purpose. This budget proposal recommends that the difference of \$3.6M in baseline funds be allocated to faculties/schools and the Libraries to address critical faculty and staff renewal.

- Ongoing funding requirements of \$0.8M for group insurance benefit changes was presented to and conditionally approved by the Board on March 21, 2017.

Other key parameters remain unchanged. The proposed operating budget has been drafted with input and advice from the BAC, reflects the information noted above, and is presented for the Board's consideration in attachments that follow.

Attachment 1: *Operating and Capital Grant Letter for 2017/18*

The grant letter from Manitoba Education and Training received on April 11, 2017 indicates funding levels for the University of Manitoba's operating and capital grant for the 2017/18 fiscal year.

Attachment 2: *Available Operating Budget Funding Summary for 2017/18*

This attachment illustrates the baseline and fiscal funds available to pay anticipated university-wide costs or "First Claims", and the baseline and fiscal funds available for strategic allocations and is summarized as follows:

	Baseline	Fiscal Only
Total Available	\$ 15,668,700	\$ 29,211,500
Less: Total First Claims	<u>(7,680,000)</u>	<u>(3,800,000)</u>
Equals: Total Available for Strategic Allocations	\$ 7,988,700	\$ 25,411,500

Baseline represents anticipated ongoing funding, and is provided for continuing commitments such as salaries. Fiscal only represents one-time funding, and provides a one-time cash allocation to the receiving unit.

Total Available is derived from:

- Increases to university revenues, such as tuition fees and investment income; and,
- Baseline and fiscal reallocations, which is the realignment or repurposing of existing baseline and fiscal funds that are not currently earmarked for a specific purpose.

Specifically, significant sources that contribute to the \$15,668,700 in Total Available baseline funds as indicated in attachment 2 include:

- Academic Position Management Process (APMP): \$2.1M
 Implemented by the Provost in June 2009, APMP is an annual position management process for academic positions. When an academic cessation occurs, the academic unit with the outgoing position is provided with baseline funds to support the salary of the incoming recruit. Baseline funds provided are based on a four year rolling average starting salary of probationary or tenured assistant/associate positions. The difference between the outgoing position baseline and baseline provided for the incoming recruit is retained centrally and

used for strategic allocations. For the 2017/18 planning process, this amounts to \$2.1M available for strategic allocations.

- Additional Mandatory Pension Contributions: \$3.6M

As explained earlier, this is a realignment of existing baseline funds previously set aside for additional mandatory pension contributions. The recommendation of the BMPC to realign this funding is based on 2017/18 requirements as estimated by the actuary and a less conservative approach to budgeting.

- Salary Reserves: \$3.4M

The 2016/17 operating budget was developed assuming that an increase to UMFA salaries would be part of a negotiated agreement. Due to the provincial salary 'pause', there was no general increase to UMFA salaries in 2016/17. This resulted in \$3.4M in baseline available for reallocation.

- Central Operating Reserve: \$3.1M; Utilities Budget: \$2.5M

The BMPC recommended the realignment of \$3.1M in baseline contingency held in the central operating reserve and \$2.5M in baseline from the utilities budget. These recommendations were based on a less conservative approach to budgeting, relying more heavily on funds currently held in the Specific Provisions Fund.

As indicated previously, the Total Available baseline funds of \$15,668,700 are first allocated to "First Claims", specifically, for:

- Salary and Benefit Costs: \$7.7M

This estimate is based on no general increase for all open collective agreements and non-unionized compensation groups for the 2017/18 fiscal year. The estimated cost represents general increases for closed collective agreements, increment/step increases for open and closed collective agreements, and related combined benefits and pay levy. This estimate also includes \$0.8M for group insurance benefit changes noted earlier in the document, which was presented to and conditionally approved by the Board on March 21, 2017.

After applying first claims against the Total Available baseline, \$7,988,700 remains for strategic allocations. The proposed strategic investment of this baseline funding is shown later in this document under the section "Attachment 3: Budget Allocations for 2017/18".

As indicated in Attachment 2, significant sources that contribute to the \$29,211,500 in Total Available fiscal only funds include:

- International College of Manitoba (ICM): \$3.5M and \$3.1M

These amounts represent the share of ICM revenues that is not distributed to units. The estimated revenue share in 2017/18 is \$3.5M. In 2016/17, the revenue share was \$3.1M. Use of the 2016/17 share was deferred to 2017/18.

- International Differential Fee: \$1.9M and \$14.6M

Differential revenue from international students is estimated to increase by \$1.9M in 2017/18. This is based on a tuition fee increase of 1.3% and no change in enrolment. Since 2014/15, incremental changes to differential revenue have grown to \$14.6M. The baseline associated with these revenues is currently held in an operating reserve and has not been allocated; rather, fiscal dollars have been used for strategic allocations. Baseline held in the operating reserve represents international differential revenue that is over and above international enrolment targets, as indicated in the Strategic Enrolment Management Plan.

- Institutional Costs of Research: \$1.3M

This represents the University Administration share of funding recovered from research contracts, designated at 30% of total recoveries as per the Institutional Costs of Research Policy.

- Budget Only Allocations: \$4.8M

This represents unspent operating funds from 2016/17.

As stated previously, the Total Available fiscal only funds of \$29,211,500 are first allocated to “First Claims”, specifically, for:

- Retirement Allowance Program (RAP): \$3.8M

This allocation is pursuant to a letter of understanding with UMFA to encourage academic staff to commit to a retirement date. The allocation totaling \$3.8M is the estimated cost of the program in 2017/18 based on applications of eligible UMFA members.

As seen in Attachment 2, after applying first claims against the Total Available fiscal only funding, \$25,411,500 remains for strategic allocations. The proposed strategic investment of this fiscal only funding is shown in the next section “Attachment 3: Budget Allocations for 2017/18”.

Attachment 3: Budget Allocations for 2017/18

There are two pages to this attachment, both of which show the proposed baseline allocation of \$7,988,700, and proposed fiscal only allocation of \$25,411,500 but in two different ways:

- Page 1: “Proposed Strategic Investments by Priority”
- Page 2: “Proposed Strategic Investments by Unit”

These proposed investments were developed based on unit SRP requests with recommendations presented by the Provost and refined based on information from the BMPC and feedback from the BAC, as noted earlier in this document. These allocations reflect the following principles/priorities:

- Balancing investments in the academic mission and in support functions and infrastructure.
- Advancing the University's mission of learning, discovery and engagement as reflected in the pillars of the University's strategic plan by:
 - *maintaining academic program quality and accessibility, through support for:*
 - critical faculty and support staff renewal;
 - faculty service teaching commitments; and
 - the advancement of teaching and learning.
 - *enhancing the student experience by:*
 - increasing experiential learning opportunities and student financial support; and
 - enhancing support in areas of identified need (e.g., mental health) and for specific student populations (e.g., international students).
 - *furthering the University's commitment to Indigenous achievement by:*
 - increasing the number of Indigenous scholars; and
 - enhancing support for Indigenous students and Indigenous initiatives.
 - *enhancing research competitiveness and maintaining an internationally competitive and supportive research infrastructure by:*
 - investing in research personnel – faculty and graduate student support;
 - investing in research support services and research infrastructure development; and
 - ensuring compliance with external regulatory bodies.
 - *investing in critical institutional infrastructure and its renewal, including:*
 - administrative systems renewal;
 - information technology infrastructure; and
 - deferred and preventative maintenance.
 - *strengthening community engagement and partnerships.*

Attachment 4: *General Operating Fund Budget for 2017/18 and Financial Plans for Restricted and Endowment Funds for 2017/18*

This attachment shows the proposed General Operating Fund Budget for 2017/18 and Financial Plans for Restricted and Endowment Funds for 2017/18. The attachment also shows the 2016/17 year-end projection and 2015/16 actual results for all fund types.

Revenues for budget and financial plans are categorized by source (tuition, donations, etc.). Total Expense and Net Inter-Fund Transfers represents anticipated transactions (2017/18 and 2016/17) and transactions that have already occurred (2015/16). As indicated in the budget framework, inter-fund transfers represent transfers between fund types, and are necessary in certain circumstances.

The first page of attachment 4 shows General Funds which includes the General Operating Fund, Specific Provisions Fund and Future Revenues Fund. It shows the proposed 2017/18 operating budget and reflects the planning parameters, and the baseline and fiscal allocations indicated earlier in this document. Projections for 2016/17 and actual results for 2015/16 are shown for comparative purposes.

The General Operating Fund budget is largely consistent with historical results (projections and actuals). Total expenses in 2017/18 are budgeted to be higher mainly due to large strategic allocations to academic and administrative units.

The second page, Restricted and Endowment Funds, includes the Research and Special Fund, the Capital Fund, the Staff Benefits Fund, the Trust Fund and the Endowment Fund.

The Restricted and Endowment financial plan is subject to the inherent variations of these funds. It is anticipated that:

- donation revenue will increase as Front and Centre campaign momentum translates into more cash collections;
- net investment income will reduce to historical norms; and
- provincial and federal support for the Churchill Marine Observatory, Stanley Pauley Engineering Building, and Smartpark Innovation Hub will increase Government of Canada and Other Province of Manitoba revenues.

The third page of Attachment 4 combines the first two pages into a summary of all funds.

Context and background on Restricted and Endowment Funds was provided to the Board in the budget framework.

Attachment 5: *Capital Spending Estimate for 2017/18*

This attachment provides the preliminary 2017/18 Capital Plan which compares the 2017/18 capital spending plan to projected spending in 2016/17.

Attachment 6: *Operating Budget and Fund Balance by Unit 2017/18*

This attachment provides the projected operating revenues, expenses and net inter-fund transfers by unit for 2017/18, and reflects strategic allocations indicated herein.

SUMMARY:

A General Operating Fund budget for 2017/18 consisting of:

- \$648,143,829 of revenue,
- \$597,871,972 of expenditures,
- \$50,271,857 of net fund transfers,

and financial plans for Restricted and Endowment Funds with revenue of \$318,153,752 is proposed to the Board for their consideration and approval.

ALTERNATIVES:

Various scenarios were considered with respect to balancing priorities related to the strategic planning framework, potential future uncertainties, and the need to address organizational infrastructure challenges as well as provide continuing support to faculties and schools. This proposed budget represents the recommended balance in addressing these needs.

CONSULTATION:

Significant consultation with the BAC and BMPC occurred throughout the 2017/18 planning process.



Routing to the Board of Governors:

<u>Reviewed</u>	<u>Recommended</u>	<u>By</u>	<u>Date</u>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<u>Tom Hay</u>	<u>April 26, 2017</u>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<u>Janet Ritchie</u>	<u>April 27, 2017</u>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<u>J. W. W. W.</u>	<u>April 27, 2017</u>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<u>John Burk</u>	<u>June 28, 2017</u>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Finance, Admin., & HR Ctte	May 9, 2017

Submission prepared by: Kathleen Sobie, Executive Director Financial Planning

Submission approved by:

Appendices

- Attachment 1 – Operating and Capital Grant Letter for 2017/18
- Attachment 2 – Available Operating Budget Funding Summary for 2017/18
- Attachment 3 – Budget Allocations for 2017/18
- Attachment 4 – General Operating Fund Budget for 2017/18 and
Financial Plans for Restricted and Endowment Funds for 2017/18
- Attachment 5 – Capital Spending Estimate for 2017/18
- Attachment 6 – Operating Budget and Fund Balance by Unit for 2017/18



Education and Training

Post-Secondary Education and Workforce Development Division
405 – 800 Portage Avenue, Winnipeg Manitoba Canada R3G 0N4
T 204-945-3990 F 204-945-1557
www.manitoba.ca

April 11th, 2017

Mr. Rennie Zegalski
Chair, Board of Governors
The University of Manitoba
Room 312 Administration Building
Winnipeg MB R3T 2N2

Dr. David Barnard
President and Vice-Chancellor
The University of Manitoba
Room 202 Administration Building
Winnipeg MB R3T 2N2

Dear Mr. Zegalski and Dr. Barnard:

I would like to inform you of the funding decisions made by Government as part of the Budget 2017. The overall post-secondary envelope for 2017/18 is \$704.6 million. The capital envelope for 2017/18 will be maintained at \$11.6 million for major capital, renovations and equipment across the system. The grant allocations available to University of Manitoba for the fiscal year 2017/18 will be as follows:

Operating grant	\$ 351,574,000
Access grant	4,830,100
Major Capital	3,681,000
Equipment & Renovation	<u>3,020,000</u>
Total grants	<u>\$ 363,105,100</u>

The operating grant includes a provision of \$201,700 for first claims and \$208,000 for the International Educated Engineers Qualification program.

Please continue to provide actual billings for the principal and interest costs associated with deferred maintenance, knowledge infrastructure program, project domino, active living centre, stadium track and athletic centre rehabilitation project loans.

I look forward to working with you and your colleagues.

Sincerely,

Jan Forster
Assistant Deputy Minister

c. Honourable Ian Wishart
Bramwell Strain

Attachment 2 - Available Operating Budget Funding Summary for 2017/18

	Baseline	Fiscal Only
Revenue Increase		
Regular Session Domestic Tuition Fee	\$ 625,000	\$ -
Investment Revenue	358,000	
International College of Manitoba		3,500,000
International Differential Fee		1,906,000
Total Increased Revenue	983,000	5,406,000
Budget Reallocation		
Academic Position Management Process	2,055,000	
Additional Mandatory Pension Plan Contributions	3,600,000	
Salary Reserves	3,420,000	
Central Operating Reserve	3,110,700	
Utilities Budget	2,500,000	
International Differential Fee Reserve		14,565,000
Institutional Costs of Research		1,300,000
From The Specific Provisions Fund:		
International College of Manitoba		3,100,000
Budget Only Allocations		4,840,500
Budget Available from Reallocations	14,685,700	23,805,500
Total Available	15,668,700	29,211,500
First Claims		
Salary and Benefit Costs	(7,680,000)	
Retirement Allowance Program		(3,800,000)
Total First Claims	(7,680,000)	(3,800,000)
Total Available for Strategic Allocations	\$ 7,988,700	\$ 25,411,500

Attachment 3 - Budget Allocations for 2017/18

Proposed Strategic Investments by Priority

Strategic Priorities - Taking Our Place		
I. Inspiring Minds through innovation and quality teaching		
Description	Baseline	Fiscal Only
Graduate Student Financial Support	50,000	
International Student Academic and Other Support		2,124,400
International Student Financial Support		874,500
Targeted Faculty Renewal	840,600	
Faculty and Support Staff Renewal (Academic units)	3,600,000	
Academic Infrastructure Support	502,900	1,262,500
Service Teaching		744,900
Centre for the Advancement of Teaching and Learning (CATL)	130,400	
Libraries	80,000	120,000
II. Driving Discovery and Insight through excellence in research, scholarly work and other creative activities		
Description	Baseline	Fiscal Only
National Centre for Truth and Reconciliation (NCTR) - Year 2 of 5		900,000
Mosaic - Year 3 of 3		130,000
Research Initiatives - Year 3 of 7		1,000,000
Graduate Enhancement of Tri-Council Stipends (GETS)	1,300,000	2,400,000
Research Support Programs (year 1 of 2 fiscal only)	125,000	74,000
III. Creating Pathways to Indigenous Achievement		
Description	Baseline	Fiscal Only
Indigenous Scholars Fund	720,000	
Indigenous Initiatives Fund		500,000
Other Indigenous Supports	96,200	215,200
IV. Building Community that creates an outstanding learning and working environment		
Description	Baseline	Fiscal Only
Infrastructure Renewal & Preventative Maintenance		8,000,000
Software System Renewal (VIP & FAST)	135,000	3,000,000
Network Switch Replacement - year 2 of 6		1,000,000
Space Optimization, Relocation & Renovation Projects		942,000
Other Information Services Technology (IST) projects	150,000	1,150,000
Life Safety System Inspection		700,000
Budget Model Redesign / System Development	155,000	100,000
Financial Services - International Research Awards	70,000	
Office of the University Secretary	33,600	
V. Forging Connections to foster high impact community engagement		
Description	Baseline	Fiscal Only
Faculty Outreach Initiatives		174,000
Total	\$ 7,988,700	\$ 25,411,500

**Attachment 3 - Budget Allocations for 2017/18
Proposed Strategic Investments by Unit**

	<u>Baseline</u>	<u>Fiscal Only</u>
Faculties and Schools		
Faculty of Agricultural and Food Sciences	\$ 248,500	\$ 229,500
Faculty of Architecture	97,400	12,000
Faculty of Arts	716,100	765,200
Faculty of Engineering	275,900	388,700
Faculty of Environment Earth and Resources	112,400	158,900
Faculty of Graduate Studies	1,481,900	2,460,000
Faculty of Education	238,500	-
Faculty of Health Sciences	1,358,300	270,000
Faculty of Kinesiology and Recreation Management	78,200	440,000
Faculty of Law	51,100	202,000
Faculty of Music	60,900	330,000
Faculty of Science	803,700	943,100
Faculty of Social Work	59,200	102,000
I.H. Asper School of Business	219,600	314,100
School of Art	119,200	-
Extended Education	6,700	
Faculties and Schools Total	5,927,600	6,615,500
Libraries Total	310,500	120,000
Colleges		
St John's College	-	12,000
St Paul's College	-	6,500
Colleges Total	-	18,500
Provost & VP Academic		
Provost and Vice-President (Academic)	720,000	500,000
Vice-Provost (Integrated Planning & Academic Programs)	85,000	70,000
Vice-Provost (Student)	50,000	1,263,500
Vice-Provost (Academic Affairs)	215,800	-
Executive Lead, Indigenous Achievement	96,200	120,000
Provost & VP Academic Total	1,167,000	1,953,500
VP Administration		
Associate VP (Admin)	-	9,200,000
Financial Services	175,000	100,000
Human Resources	100,000	3,150,000
Information Services and Technology	150,000	2,150,000
VP Administration Total	425,000	14,600,000
VP Research & International Total	125,000	2,104,000
Office of the President and Office of the University Secretary Total	33,600	-
Grand Total	\$ 7,988,700	\$ 25,411,500

**Attachment 4 - General Operating Fund Budget for 2017/18 and
Financial Plans for Restricted and Endowment Funds for 2017/18**

	General Funds					
	2017/18				2016/17 Projection	2015/16 Actual
	General Operating	Specific Provisions	Future Revenues	Total		
Revenue						
Tuition and related fees	168,180,598			168,180,598	163,580,541	159,986,883
Donations	2,355,442			2,355,442	3,849,174	1,733,565
Non-government grants	5,767,147			5,767,147	4,626,932	5,343,923
Net investment income	4,233,000			4,233,000	5,104,868	4,348,075
Miscellaneous income	5,692,455			5,692,455	7,993,472	6,361,488
Government grants:						
Education and Advanced Learning	356,209,400			356,209,400	356,761,800	347,105,400
Other Province of Manitoba	27,946,363			27,946,363	24,600,654	22,492,976
Government of Canada	8,856,345			8,856,345	10,836,412	10,850,330
City of Winnipeg	51,000			51,000	50,975	50,975
Sales of good and services	31,880,678			31,880,678	34,493,001	33,018,718
Ancillary services	36,971,401			36,971,401	37,745,653	38,246,292
Total Revenue	648,143,829	-	-	648,143,829	649,643,482	629,538,625
Total Expense	597,871,972	-	-	597,871,972	535,506,796	533,919,146
Net Revenue	50,271,857	-	-	50,271,857	114,136,686	95,619,479
Inter-Fund Transfers						
Employee Future Benefits	(130,000)			(130,000)		241,000
Benefit Premiums Net of Employer Contributions for Staff Benefits	(3,500,000)			(3,500,000)	(3,091,070)	(2,048,471)
Benefit Refunds	800,000			800,000		
Funding of Capital Asset Additions:						
Current Year Acquisitions	(20,000,000)			(20,000,000)	(20,287,857)	(20,685,414)
Other Funded Projects	(12,880,000)			(12,880,000)	(19,666,000)	(33,955,428)
Faculty and Unit Funded Projects	(742,598)			(742,598)	(7,181,505)	(17,612,491)
Long Term Debt Repayment:						
Ancillary Services	(4,975,548)			(4,975,548)	(4,526,251)	(4,965,287)
Faculties	(1,542,400)			(1,542,400)	(1,542,394)	(1,542,394)
Unit Capital Development Assessment	(5,549,000)			(5,549,000)	(5,274,941)	(5,133,678)
Student Contributions for Technology	(2,834,349)			(2,834,349)	(2,784,474)	(3,346,047)
Other	(592,971)			(592,971)	(632,371)	(1,299,939)
Student Contribution to University Development Fund	(954,787)			(954,787)	(964,523)	(1,065,700)
Scholarships, Bursaries & Prizes:						
Faculty and Unit Funded	(1,717,066)			(1,717,066)	(1,857,168)	(2,193,416)
Centrally Funded	(5,771,348)			(5,771,348)	(7,071,413)	(7,564,772)
Other Net Transfers	1,566,587			1,566,587	2,601	2,061
Overhead Recoveries	5,750,000			5,750,000	4,845,678	6,010,364
Funding of General Operating Expenses	7,941,000	(7,941,000)		-	11,550,028	11,776,352
Funding of Research Projects	(1,218,397)			(1,218,397)	(3,622,643)	(4,314,579)
Transfers from (to) Provisions: Specific Projects:						
Faculty and Unit Funded	(4,020,980)	4,020,980		-	-	1,197,135
Centrally Funded	-	-		-	-	-
Vacation and Sick Leave Liability	100,000		(100,000)	-	(100,000)	
Net Inter-Fund Transfers	(50,271,857)	(3,920,020)	(100,000)	(54,291,877)	(62,204,303)	(86,500,704)
Remeasurement Gains and Losses	-	-	-	-	-	(1,095,664)
Total Increase (Decrease) To Fund Balance	-	(3,920,020)	(100,000)	(4,020,020)	51,932,383	8,023,111

**Attachment 4 - General Operating Fund Budget for 2017/18 and
Financial Plans for Restricted and Endowment Funds for 2017/18**

	Restricted and Endowment Funds							
	2017/18						2016/17 Projection	2015/16 Actual
	Research and Special	Capital	Staff Benefits	Trust	Endowment	Total		
Revenue								
Tuition and related fees						-		
Donations	500,000	10,000,000		9,000,000	18,000,000	37,500,000	30,373,955	25,632,348
Non-government grants	65,000,000	2,500,000				67,500,000	70,821,594	78,313,064
Net investment income		9,690,686	350,000	23,300,000		33,340,686	47,123,147	53,689,419
Miscellaneous income	150,000	2,500,000	2,750,000			5,400,000	4,745,211	7,041,112
Government grants:								
Education and Advanced Learning		6,701,000				6,701,000	7,015,000	7,015,000
Other Province of Manitoba	32,000,000	23,228,426				55,228,426	34,578,262	51,294,949
Government of Canada	65,000,000	47,183,640				112,183,640	73,026,362	70,970,616
City of Winnipeg						-		
Sales of good and services	300,000					300,000	506,671	1,010,602
Ancillary services						-		
Total Revenue	162,950,000	101,803,752	3,100,000	32,300,000	18,000,000	318,153,752	268,190,202	294,967,110
Total Expense	153,435,000	77,563,380	3,840,000	24,550,000	-	259,388,380	249,501,260	257,869,181
Net Revenue	9,515,000	24,240,372	(740,000)	7,750,000	18,000,000	58,765,372	18,688,942	37,097,929
Inter-Fund Transfers								
Employee Future Benefits			130,000			130,000	-	(241,000)
Benefit Premiums Net of Employer Contributions for Staff Benefits			3,500,000			3,500,000	3,091,070	2,048,471
Benefit Refunds			(800,000)			(800,000)	-	
Funding of Capital Asset Additions:								
Current Year Acquisitions		20,000,000				20,000,000	20,287,857	20,685,414
Other Funded Projects		12,880,000				12,880,000	19,666,000	33,955,428
Faculty and Unit Funded Projects		742,598				742,598	7,181,505	17,612,491
Long Term Debt Repayment:								
Ancillary Services		4,975,548				4,975,548	4,526,251	4,965,287
Faculties		1,542,400				1,542,400	1,542,394	1,542,394
Unit Capital Development Assessment		5,549,000				5,549,000	5,274,941	5,133,678
Student Contributions for Technology		2,834,349				2,834,349	2,784,474	3,346,047
Other		592,971				592,971	632,371	1,299,939
Student Contribution to University Development Fund				193,417	761,370	954,787	964,523	1,065,700
Scholarships, Bursaries & Prizes:								
Faculty and Unit Funded				1,717,066		1,717,066	1,857,168	2,193,416
Centrally Funded				5,771,348		5,771,348	7,071,413	7,564,772
Other Net Transfers				(1,566,587)		(1,566,587)	(2,601)	(2,061)
Overhead Recoveries	(5,750,000)					(5,750,000)	(4,845,678)	(6,010,364)
Funding of General Operating Expenses						-	(11,550,028)	(11,776,352)
Funding of Research Projects	1,218,397					1,218,397	3,622,643	4,314,579
Transfers from (to) Provisions: Specific Projects:								
Faculty and Unit Funded						-	-	(1,197,135)
Centrally Funded						-	-	
Vacation and Sick Leave Liability						-	100,000	
Net Inter-Fund Transfers	(4,531,603)	49,116,866	2,830,000	6,115,244	761,370	54,291,877	62,204,303	86,500,704
Remeasurement Gains and Losses	-	-	3,000,000	6,660,000	15,540,000	25,200,000	55,567,320	(45,735,496)
Total Increase (Decrease) To Fund Balance	4,983,397	73,357,238	5,090,000	20,525,244	34,301,370	138,257,249	136,460,565	77,863,137

**Attachment 4 - General Operating Fund Budget for 2017/18 and
Financial Plans for Restricted and Endowment Funds for 2017/18**

	2017/18 Totals			2016/17 Projection	2015/16 Actual
	General Funds	Restricted and Endowment Funds	All Funds		
Revenue					
Tuition and related fees	168,180,598	-	168,180,598	163,580,541	159,986,883
Donations	2,355,442	37,500,000	39,855,442	34,223,129	27,365,913
Non-government grants	5,767,147	67,500,000	73,267,147	75,448,526	83,656,987
Net investment income	4,233,000	33,340,686	37,573,686	52,228,015	58,037,494
Miscellaneous income	5,692,455	5,400,000	11,092,455	12,738,683	13,402,600
Government grants:					
Education and Advanced Learning	356,209,400	6,701,000	362,910,400	363,776,800	354,120,400
Other Province of Manitoba	27,946,363	55,228,426	83,174,789	59,178,916	73,787,925
Government of Canada	8,856,345	112,183,640	121,039,985	83,862,774	81,820,946
City of Winnipeg	51,000	-	51,000	50,975	50,975
Sales of good and services	31,880,678	300,000	32,180,678	34,999,672	34,029,320
Ancillary services	36,971,401	-	36,971,401	37,745,653	38,246,292
Total Revenue	648,143,829	318,153,752	966,297,581	917,833,684	924,505,735
Total Expense	597,871,972	259,388,380	857,260,352	785,008,056	791,788,327
Net Revenue	50,271,857	58,765,372	109,037,229	132,825,628	132,717,408
Inter-Fund Transfers					
Employee Future Benefits	(130,000)	130,000	-	-	-
Benefit Premiums Net of Employer Contributions for Staff Benefits	(3,500,000)	3,500,000	-	-	-
Benefit Refunds	800,000	(800,000)	-	-	-
Funding of Capital Asset Additions:					
Current Year Acquisitions	(20,000,000)	20,000,000	-	-	-
Other Funded Projects	(12,880,000)	12,880,000	-	-	-
Faculty and Unit Funded Projects	(742,598)	742,598	-	-	-
Long Term Debt Repayment:					
Ancillary Services	(4,975,548)	4,975,548	-	-	-
Faculties	(1,542,400)	1,542,400	-	-	-
Unit Capital Development Assessment	(5,549,000)	5,549,000	-	-	-
Student Contributions for Technology	(2,834,349)	2,834,349	-	-	-
Other	(592,971)	592,971	-	-	-
Student Contribution to University Development Fund	(954,787)	954,787	-	-	-
Scholarships, Bursaries & Prizes:					
Faculty and Unit Funded	(1,717,066)	1,717,066	-	-	-
Centrally Funded	(5,771,348)	5,771,348	-	-	-
Other Net Transfers	1,566,587	(1,566,587)	-	-	-
Overhead Recoveries	5,750,000	(5,750,000)	-	-	-
Funding of General Operating Expenses	-	-	-	-	-
Funding of Research Projects	(1,218,397)	1,218,397	-	-	-
Transfers from (to) Provisions: Specific Projects:					
Faculty and Unit Funded	-	-	-	-	-
Centrally Funded	-	-	-	-	-
Vacation and Sick Leave Liability	-	-	-	-	-
Net Inter-Fund Transfers	(54,291,877)	54,291,877	-	-	-
Remeasurement Gains and Losses	-	25,200,000	25,200,000	55,567,320	(46,831,160)
Total Increase (Decrease) To Fund Balance	(4,020,020)	138,257,249	134,237,229	188,392,948	85,886,248

Attachment 5 – Capital Spending Estimate for 2017/18

(in thousands)

	Projection 2016-17	Preliminary 2017-18
Capital Plan:		
Infrastructure Renewal Projects:		
Asbestos	\$ 2,350	\$ 2,500
Fire Safety	1,815	3,000
Sewer and Water	2,455	1,000
Building Envelope	1,229	1,500
Windows	176	
Roofs	127	1,000
Other	2,848	3,000
Major Capital Projects:		
Tache Hall Redevelopment and Addition	17,984	2,000
Active Living Centre – Lift Station	739	
Campus Day Care Addition	87	2,500
SIF – Smartpark Innovation Centre	650	35,079
SIF – Engineering Innovation Centre	1,275	24,805
Churchill Marine Observatory	800	24,950
CCTV Renewal	374	300
Miscellaneous Capital Projects	3,020	3,020
Renovations:		
Admin L100	1,101	1,000
T-Bldg (Bannatyne Campus) Decanting/Demolition	2,342	200
Classroom and Learning Space Upgrades	340	4,000
Wayfinding Strategy – Signage	16	1,126
Chown L100 and 200 Upgrade	244	3,400
Teaching Lab Renewal (Tranche 1)	857	400
Teaching Lab Renewal (Tranche 2)	274	350
Teaching Lab Renewal (Tranche 3)	1,377	5,000
Architecture Studio – Education Building	512	
Dentistry – Sam Borden	548	
Parker Building Room 350 UG Teaching Lab	620	
Albert Cohen Library	1,000	250
University College Window Replacement		480
Music Building – Centre for the Advancement of Teaching and Learning	640	250
Max Bell – Lighting	350	170
Max Bell – Fieldhouse Upgrade	13	1,200
IT Data Centre		1,000
Space Optimization Project		2,000
Fitzgerald Building		1,000
ICU and Primary Care Simulation Suites – Apotex Building		3,000
Other Projects – Faculty and Unit Funded	3,000	3,000
Operating – Equipment, Library Acquisitions, Furniture and Construction	20,038	20,000
Capital Research – CFI, Research Equipment and Construction	7,836	7,000
	<u>\$ 77,037</u>	<u>\$ 159,480</u>

Attachment 6 - Operating Budget and Fund Balance by Unit for 2017/18

Faculty/Unit	2017/18 Revenue ⁽¹⁾	2017/18 Expense ⁽²⁾	2017/18 Interfund Transfers	Net Increase (decrease) to Fund Balance
Faculties and Schools	355,838,537	349,107,907	(6,730,630)	-
Colleges	1,264,857	1,251,009	(13,848)	-
Libraries	27,210,033	27,027,768	(182,265)	-
Student Affairs	22,918,997	18,403,632	(4,515,365)	-
President's Units	1,731,200	1,712,637	(18,563)	-
Provost & Vice-President (Academic) Units	15,630,153	15,508,751	(121,402)	-
Vice-President (Research) and International Units	16,222,661	15,383,797	(838,864)	-
Vice-President (Administration) Units	130,073,550	120,118,086	(9,955,464)	-
Vice-President (External) Units	11,067,772	12,056,484	988,712	-
General University ⁽³⁾	30,387,932	14,383,764	(16,004,168)	-
Undistributed Operating Funds ⁽⁴⁾	35,798,137	22,918,137	(12,880,000)	-
Grand Total	648,143,829	597,871,972	(50,271,857)	-

(1) Excludes Internal Cost Recoveries

(2) Salary and Non-Salary Expenditures

(3) Includes Debt Servicing, Retiree Benefits, Insurance, Property Tax, Overhead

(4) Includes International Differential Fee, Decanal Bridge Funding, Spousal Appointment Funding, Research Chairs Funding, Library Exchange Reserve



AGENDA ITEM: *Student Referenda for: Agricultural and Food Sciences, Education, Engineering, Medicine, Music, Pharmacy, Occupational Therapy, Physical Therapy, Respiratory Therapy, Science, and Social Work.*

RECOMMENDED RESOLUTION:

That the Board of Governors approve the following contributions be assessed against students beginning in the fall of 2017:

Unit	Contribution	Term	Requested by:
<i>Agricultural and Food Sciences (degree students)</i>	<i>\$4.40 / credit hour</i>	<i>4 years</i>	<i>Dean Karen Wittenberg</i>
<i>Agricultural and Food Sciences (diploma students)</i>	<i>\$2.87 / credit hour</i>	<i>4 years</i>	<i>Dean Karen Wittenberg</i>
<i>Education</i>	<i>\$3.70 / credit hour</i>	<i>3 years</i>	<i>Dean David Mandzuk</i>
<i>Engineering (all students)</i>	<i>\$3.33 / credit hour</i>	<i>3 years</i>	<i>Dean Jonathan Beddoes</i>
<i>Engineering (full time students)</i>	<i>\$37.50 / term</i>	<i>3 years</i>	<i>Dean Jonathan Beddoes</i>
<i>Medicine</i>	<i>\$50.00 / term</i>	<i>4 years</i>	<i>Dean Brian Postl</i>
<i>Music</i>	<i>\$2.00 / credit hour</i>	<i>1 year</i>	<i>Dean Edmund Dawe</i>
<i>Pharmacy</i>	<i>\$80.00 / term</i>	<i>2 years</i>	<i>Interim Dean Xiaochen Gu</i>
<i>Occupational Therapy</i>	<i>\$125.00 / term</i>	<i>3 years</i>	<i>Dean Reg Urbanowski</i>
<i>Physical Therapy</i>	<i>\$125.00 / term</i>	<i>3 years</i>	<i>Dean Reg Urbanowski</i>
<i>Respiratory Therapy</i>	<i>\$175.00 / term</i>	<i>3 years</i>	<i>Dean Reg Urbanowski</i>
<i>Science</i>	<i>\$7.00 / credit hour</i>	<i>2 years</i>	<i>Dean Stefi Baum</i>
<i>Social Work</i>	<i>\$1.66 / credit hour</i>	<i>3 years</i>	<i>Dean Jim Mulvale</i>

Action Requested:

Approval

Discussion/Advice

Information

CONTEXT AND BACKGROUND:

Student Referendum History: *During 'Drive for Excellence', the University of Manitoba capital campaign launched in 1987, Mitch Gregoire, Senior Stick (class president) for the Faculty of Engineering (1986-87) felt that a change was needed to the traditional fundraising strategy of bake sales and their variety. He wanted 100% involvement from students, and to achieve this, a referendum was held where students were asked to vote on making an annual contribution. That vote passed and, since then nearly every faculty and college at the University of Manitoba continues to participate in the referendum program – raising over \$49.4 million dollars to date.*

Agricultural and Food Sciences: *On March 30th and 31st, students held a referendum to support the Student Initiative (65%), Endowment (30%), and the Bursary (5%) funds. They voted in favour of contributing \$4.40/credit hour from each Degree student and \$2.87/credit hour from each Diploma student, for four years beginning in the fall of 2017. This amounts to an approximate donation of \$132/student/year, and a total contribution of \$510,576 (pending student enrollment). There was a 15% participation rate with 146 of the 967 eligible student voters casting a ballot. Of those, 98 were "yes" votes, 48 were "no" votes, and 0 spoiled ballots.*

Education: On February 16th and 17th, students held a referendum to support the Endowment (100%). They voted in favour of contributing \$3.70/credit hour, for three years beginning in the fall of 2017. This amounts to an approximate donation of \$111/student/year, and a total contribution of \$124,875 (pending student enrolment). There was a 43% participation rate with 162 of the 375 eligible student voters casting a ballot. Of those, 121 were "yes" votes, 39 were "no" votes, and 2 spoiled ballots.

Engineering: On March 14th and 15th, students held a referendum to support the Endowment, and Building funds. They voted in favour of contributing \$3.50/credit hour from all students to the Endowment, and \$37.50/term from full time students only to the Building Fund, for three years beginning in the fall of 2017. This amounts to an approximate donation of \$201 (full time) and \$63 (part time) student/year, and a total contribution of \$975,395 (pending student enrolment). There was a 38% participation rate with 670 of the 1,755 eligible student voters casting a ballot. Of those votes, Endowment Fund had 474 "yes" votes, 187 "no" votes and 69 "abstained/declined" votes. Building Fund had 335 "yes" votes, 248 "no" votes and 87 "abstained/declined" votes.

Medicine: From December 5th to 8th, students held a referendum to support the Student Scholarship (50%), Student Initiative (40%), and the WISH Clinic (10%). They voted in favour of contributing \$50/term for four years beginning in the fall of 2017. This amounts to an approximate donation of \$100/student/year, and a total contribution of \$180,000 (pending student enrolment). There was a 43% participation rate with 193 of the 450 eligible student voters casting a ballot. Of those votes, 114 were "yes" votes, 79 were a "no" vote and 0 spoiled ballots.

Music: On December 5th and 6th, students held a referendum to support the Endowment (70%) and the Student Initiative (30%) funds. They voted in favour of contributing \$2.00/credit hour for one year beginning in the fall of 2017. This amounts to an approximate donation of \$60/student/year and a total contribution of \$10,200 (pending student enrolment). There was a 42% participation rate with 72 of the 170 eligible student voters casting a ballot. Of those votes, 64 were "yes" votes, 8 were "no" votes and 0 spoiled ballots.

Pharmacy: On March 8th and 9th, students held a referendum to support the Student Initiative (76%), Endowment (10%), and CAPSI Membership (14%) funds. They voted in favour of contributing \$80/term for two years, beginning in the fall of 2017. This amounts to an approximate donation of \$160/student/year, and a total contribution of \$67,200 (pending student enrolment). There was a 75% participation rate with 157 of the 210 eligible student voters casting a ballot. Of those votes, 112 were "yes" votes, 44 were "no" votes and there was 1 spoiled ballot.

Occupational Therapy: On September 22nd and 23rd, students held a referendum to support the Endowment (80%), and Student Initiative (20%) funds. They voted in favour of contributing \$125/term for three years, beginning in the fall of 2017. This amounts to a donation of \$250/student/year, and a total contribution of \$75,000 (pending student enrolment). The 2007 referendum vote (\$250/student/year for on an ongoing basis) is no longer applicable. There was a 43% participation rate with 43 of the 100 eligible student voters casting a ballot. Of those votes, 41 were "yes" votes, 2 were "no" votes and 0 spoiled ballots.

Physical Therapy: On September 22nd and 23rd, students held a referendum to support the Endowment (80%), and Student Initiative (20%) funds. They voted in favour of contributing \$125/term for three years, beginning in the fall of 2017. This amounts to a donation of \$250/student/year, and a total contribution of \$75,000 (pending student enrolment). The 2014 referendum vote (\$250/student/year for four years) is no longer applicable. There was a 53% participation rate with 53 of the 100 eligible student voters casting a ballot. Of those votes, there were 43 "yes" votes, 8 "no" votes and 2 spoiled ballots.

Respiratory Therapy: On September 22nd and 23rd, students held a referendum to support the Student Initiative (100%). They voted in favour of contributing \$175/term for three years, beginning in the fall of 2017. This amounts to a donation of \$350/student/year, and a total contribution of \$50,400 (pending student enrolment). There was a 63% participation rate with 30 of the 48 eligible student voters casting a ballot. Of those votes, there were 23 "yes" votes, 6 "no" votes and 1 spoiled ballot.

Science: On February 16th and 17th, students held a referendum to support the Student Initiative (34%), Endowment (33%), and Equipment (33%) funds. They voted in favour of contributing \$7.00/credit hour for two years, beginning in the fall of 2017. This amounts to an approximate donation of \$210/student/year, and a total contribution of \$1,320,900 (pending student enrolment). There was a 4% participation rate with 114 of the 3,145 eligible student voters casting a ballot. Of those votes, 87 were "yes" votes, 26 were "no" votes and 1 spoiled ballot.

Social Work: On March 15th and 16th, students held a referendum to support the Student Initiative (55%), Endowment (30%), Student Endowment (13%), and Humanitarian (2%) funds. They voted in favour of contributing \$1.66/credit hour for three years, beginning in the fall of 2017. This amounts to an approximate donation of \$50/student/year, and a total contribution of \$54,000 (pending student enrolment). There was a 7% participation rate with 24 of the 360 eligible student voters casting a ballot. Of those votes, 19 were "yes" votes, 5 were "no" votes and there were no spoiled ballots.

RESOURCE REQUIREMENTS:

N/A

IMPLICATIONS:

N/A

ALTERNATIVES:

N/A

CONSULTATION:

N/A



Board of Governors Submission

Routing to the Board of Governors:

<u>Reviewed</u>	<u>Recommended</u>	<u>By</u>	<u>Date</u>
<input type="checkbox"/>	<input type="checkbox"/>	John Kearsey	<i>John Kearsey</i> Apr. 27, 2017
<input type="checkbox"/>	<input type="checkbox"/>	David Barnard	<i>David Barnard</i> May 1, 2017
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Finance, Admin, & HR Ctte	May 9, 2017
<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>		

Office of the Vice-President (External)

Submission prepared by:

Submission approved by:

This must be the President, a Vice-President, or the University Secretary.

Attachments

- Letter from Karen Wittenberg, Dean, Faculty of Agricultural and Food Sciences
- Letter from Cory Martin, Senior Stick, Faculty of Agriculture and Food Science
- Letter from David Mandzuk, Dean, Faculty of Education
- Letter from Charla Anderson, Senior Stick, Keir Naylor, Vice-Stick, Faculty of Education
- Letter from Jonathan Beddoes, Dean, Faculty of Engineering
- Letter from André Marchildon, Senior Stick, Faculty of Engineering
- Letter from Brian Postl, Dean, College of Medicine
- Letter from Joshua Palay, Senior Stick (President), College of Medicine
- Letter from Edmund Dawe, Dean, Faculty of Music
- Letter from Kieran Labossière, Senior Stick, Faculty of Music
- Letter from Xiaochen Gu, Interim Dean, College of Pharmacy
- Letter from Harris Sohail, Senior Stick, College of Pharmacy
- Letters from Reg Urbanowski, Dean, College of Rehabilitation Sciences
- Letter from Jocelyn Charpentier, President, Occupational Therapy
- Letter from Curtis Humeniuk, President, Physical Therapy
- Letter from Andrew Rambarran, Senior Stick, Respiratory Therapy
- Letter from Stefi Baum, Dean, Faculty of Science
- Letter from Steven Wong, President, Faculty of Science
- Letter from Jim Mulvale, Dean, Faculty of Social Work
- Letter from Abigail Lidster, Senior Stick, Faculty of Social Work



UNIVERSITY
OF MANITOBA

Faculty of Agricultural and Food
Sciences

Office of the Dean
256 Agriculture Building
Winnipeg, Manitoba
Canada R3T 2N2
Phone (204) 474-6026
Fax (204) 474-7525

25 April 2017

Dr. David Barnard
President and Vice-Chancellor
University of Manitoba

Dear Dr. Barnard:

I am pleased to inform you that the students in the Faculty of Agricultural and Food Sciences have once again voted to continue making contributions to the faculty through their student referendum.

Attached you will find the letter I received from Cory Martin, Senior Stick of the Faculty of Agriculture and Food Science Student's Organization. The letter details how proper notice was provided to the students about the referendum initiative, including the disbursement and the vote date through presentations made.

As the letter indicates, the Degree students wish to contribute \$4.40 per credit hour and the Diploma students wish to contribute \$2.87 per credit hour, for a four year term to the Agricultural and Food Sciences Endowment, Student Initiative, and Bursary funds. This will result in a contribution of \$510,576 (pending enrolment) to the university. This contribution is to be collected from each student in each term when fees are paid, beginning in the fall of the 2017/2018 fiscal year.

I would appreciate it if you would present these results to the Board of Governors for approval.

Sincerely,

Dr. Karin Wittenberg
Dean

Enclosure

Cc: Sana Mahboob, Donor Relations

April 13, 2017

Dr. Karin Wittenberg
Dean, Faculty of Agricultural and Food Sciences
257 Agriculture Building
University of Manitoba

Dear Dr. Wittenberg,

On March 30th and 31st, the Faculty of Agriculture and Food Science Student's Organization held a referendum to support the Endowment, Student Initiative, and the Bursary funds. We proposed a contribution of \$4.40 per credit hour from each Degree student and \$2.87 per credit hour from each Diploma student, for a four year term beginning in the fall of 2017. This amounts to an approximate donation of \$132 per student per year. We are pleased to inform you that the vote was successful and as such, the students will be contributing \$510,576 (pending student enrolment) to the Faculty of Agricultural and Food Science over the next four years. The ballot read as follows:

<p style="text-align: center;">FACULTY OF AGRICULTURAL & FOOD SCIENCES 2017 REFERENDUM BALLOT</p> <p>Degree: I agree to make a tax-deductible contribution of \$4.40 per credit hour (\$132 per year for 30 credit hours)</p> <p>Diploma: I agree to make a tax-deductible contribution of \$2.87 per credit hour (\$132 per year for 46 credit hours)</p> <p style="text-align: center;">to be paid at the time of registration.</p> <p style="text-align: center;">This contribution will be directed to Agricultural & Food Sciences as follows: 65% Student Initiative Fund 30% Endowment Fund 5% Bursary Fund</p> <p style="text-align: center;">The term for this agreement is to be 4 years.</p> <p style="text-align: center;">I vote to transfer a surplus of \$10,000 from the Student Initiative Fund to the Bursary Fund.</p> <p style="text-align: center;">Yes No</p>

There was a 15% participation rate with 146 of the 967 eligible student voters casting a ballot. Of those votes, there were 98 "yes" votes, 48 "no" votes and 0 spoiled ballot.

Prior to the referendum vote, we conducted classroom presentations, an open forum, and sent emails to ensure all students were made aware of information detailing the referendum process, the proposed donation amount and disbursement, and the need to give back.

FASO supports the results of this referendum and asks that the university take the necessary steps to implement the contributions. We are requesting that you forward this information to Dr. David Barnard, President of The University of Manitoba, who will present it to the Board of Governors for ratification. If you require any additional information or have any questions, please feel free to contact me.

Sincerely,



Cory Martin
Senior Stick, FASO

cc: Brian Archibald (2017-18 FASO Senior Stick), Sana Mahboob (Donor Relations)



UNIVERSITY
OF MANITOBA

Faculty of Education

Office of the Dean
225 Education Building
Winnipeg, Manitoba
Canada R3T 2N2
Telephone (204) 474-9001
Facsimile (204) 474-7551
dean.education@umanitoba.ca

February 23, 2017

Dr. David Barnard
President and Vice-Chancellor
University of Manitoba

Dear Dr. Barnard:

I am pleased to inform you that the students in the Faculty of Education have once again voted to continue making contributions to the faculty through their student referendum.

Attached you will find the letter I received from Charla Anderson, Senior Stick, and Keir Naylor, Vice-Stick (External) of the Faculty of Education Student Council. The letter details how proper notice was provided to the students about the referendum initiative, including the disbursement and the vote date.

As Charla and Keir explain, the students wish to contribute \$3.70 per credit hour for a three year term, to the Education Endowment fund. This will result in a contribution of \$124,875 (pending enrolment) to the university. This contribution is to be collected from each student in each term when fees are paid, beginning in the fall of the 2017/2018 fiscal year.

I would appreciate it if you would present these results to the Board of Governors for approval.

Sincerely,

Dr. David Mandzuk
Dean

enclosure

cc: Ms. Sana Mahboob, Donor Relations

February 22, 2017

Dr. David Mandzuk
Dean, Faculty of Education
225 Education Bldg
University of Manitoba,
Winnipeg, MB R3T 2N2

Dear Dr. Mandzuk,

On February 16 and 17, the Faculty of Education Student Council held a referendum to support the Education Endowment fund. Each student was proposed with making a donation of \$3.70 per credit hour for a 3 year term, beginning in the fall of 2017. This amounts to an approximate donation of \$111 per student per year. I am pleased to inform you that the vote was successful and as such, the students will be contributing \$124,875 (pending student enrolment) to the Faculty of Education over the next three years. The ballot read as follows:

**FACULTY OF EDUCATION
2017 REFERENDUM BALLOT**

I agree to make a tax-deductible contribution of \$3.70 per credit hour
(\$111 per year for 30 credit hours) to be paid at the time of registration.

100% of this contribution will be directed to the Education Endowment Fund

The term for this agreement is to be 3 years

Yes No

There was a 43% participation rate with 162 of the 375 eligible student voters casting a ballot. Of those votes, 121 were "yes" votes, 39 were "no" votes and there were 2 spoiled ballots.

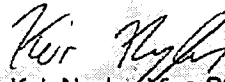
Prior to the referendum vote, we contacted the student body to ensure all students were made aware of information detailing the referendum process, the proposed donation amount and disbursement and the need to give back.

The Education Student Council supports the results of this referendum and asks that the university take the necessary steps to implement the contributions. I am requesting that you forward this information to Dr. David Barnard, President of the University of Manitoba, who will present it to the Board of Governors for ratification. If you require any additional information or have any questions, please feel free to contact me.

Sincerely,



Charla Anderson, Senior Stick



Keir Naylor, Vice-Stick (External)

cc: Sana Mahboob, Donor Relations



UNIVERSITY
OF MANITOBA

Faculty of Engineering
Office of the Dean

E2-290 Engineering Building
Winnipeg, Manitoba
Canada R3T 5V6
Telephone 204-474-9809
Fax 204-275-3773

28 March 2017

Dr. David Barnard
President and Vice-Chancellor
University of Manitoba

Dear Dr. Barnard:

I am pleased to inform you that the students in the Faculty of Engineering have once again voted to continue making contributions to the Faculty through their student referendum.

Attached you will find the letter I received from André Marchildon, Senior Stick of the University of Manitoba Engineering Society. The letter details how proper notice was provided to the students about the referendum initiative, including the disbursement and the vote date.

As André explains, the full-time students will contribute approximately \$201 per year to the Engineering Endowment and the building funds for three years. The part-time students will contribute approximately \$63 per year to the Engineering Endowment fund for three years. This will result in a contribution of \$975,395 (pending enrolment) to the university. This contribution is to be collected from each student in each term when fees are paid, beginning in the fall of the 2017/2018 fiscal year.

I would appreciate it if you would present these results to the Board of Governors for approval.

Sincerely,

Jonathan Beddoes, P.Eng., Ph.D.
Professor and Dean

Enclosure (Letter from André Marchildon)

cc: Ms. Sana Mahboob, Donor Relations

March 27, 2017

Dr. Jonathan Beddoes
Dean, Faculty of Engineering
E2-290 EITC University of Manitoba

Dear Dr. Beddoes,

On March 14th and 15th, the University of Manitoba Engineering Society held a referendum to support the Faculty of Engineering Endowment, and Building funds. Each student was proposed with making a contribution of \$3.50 per credit hour to the Endowment Fund, and \$37.50 per term (full time students only) to the Building Fund for three years, beginning in the fall of 2017. This amounts to an approximate donation of \$201 (per full time) and \$63 (per part time) student per year. I am pleased to inform you that the vote was successful and as such, the students will be contributing \$975,395 (pending student enrolment) to the Faculty of Engineering over the next three years. The ballot read as follows:

FACULTY OF ENGINEERING – 2017 REFERENDUM BALLOT

I agree to increase my tax-deductible contribution from \$3.33 per credit hour to \$3.50 per credit hour (to a maximum of \$63 per term with 18 credit hours).

100% of this contribution will be directed to the Engineering Endowment Fund.

Term for this agreement is to be 3 years, beginning September 2017.

This contribution is to be paid at the time of registration.

Yes No

I agree to make a tax-deductible contribution of \$37.50 per term (to a maximum of \$75 per year).

This contribution is not assessed during summer.

This would only apply to full time students (9 credit hours or more per term).

100% of this contribution will be directed to the Engineering Building Fund.

Term for this agreement is to be 3 years, beginning September 2017.

This contribution is to be paid at the time of registration.

Yes No

There was a 38% participation rate with 670 of the 1,755 eligible student voters casting a ballot. Of those votes, Endowment Fund had 474 "yes" votes, 187 "no" votes and 69 "abstained/declined" votes. Building Fund had 335 "yes" votes, 248 "no" votes and 87 "abstained/declined" votes.

Prior to the referendum vote, we contacted the student body to ensure all students were made aware of information detailing the referendum process, the proposed donation amount and disbursement, and the need to give back.

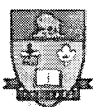
The University of Manitoba Engineering Society supports the results of this referendum and asks that the university take the necessary steps to implement the contributions. I am requesting that you forward this information to Dr. David Barnard, President of the University of Manitoba, who will present it to the Board of Governors for ratification. If you require any additional information or have any questions, please feel free to contact me.

Sincerely,



Mr. Andre Marchildon, 109th Senior Stick, University of Manitoba Engineering Society

cc: Ms. Sana Mahboob, Donor Relations



**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

December 12, 2016

Dr. David Barnard
President and Vice-Chancellor
University of Manitoba

Dear Dr. Barnard:

I am pleased to inform you that the students in the College of Medicine have once again voted to continue making contributions to the college through their student referendum.

Attached you will find the letter I received from Joshua Palay, Senior Stick (President) of the Manitoba Medical Students' Association. The letter details how proper notice was provided to the students about the referendum initiative, including the disbursement and the vote date, through correspondence by the student council.

As Joshua explains, the students wish to contribute \$100 per student for a four year term, to College of Medicine Student Scholarship, Student Initiative Fund, and the Wish Clinic. This will result in a contribution of \$180,000 (pending enrolment) to the university. This contribution is to be collected from each student in each term when fees are paid, beginning in the fall of the 2017/2018 fiscal year.

I would appreciate it if you would present these results to the Board of Governors for approval.

Yours sincerely,

Brian Postl, MD, FRCPC
Dean, Rady Faculty of Health Sciences & Vice-Provost (Health Sciences)

Enclosure
cc: Sana Mahboob, Donor Relations



Manitoba Medical Students' Association

Max Rady College of Medicine, Rady Faculty of Health Sciences, University of Manitoba, 260-727 McDermot Ave., Winnipeg, Manitoba, R3E 3P5

December 12, 2016

Dr. Brian Postl
Dean, Max Rady College of Medicine
230 Brodie Centre
University of Manitoba

Dear Dr. Postl,

From December 5 to 8, the Manitoba Medical Students' Association held a referendum to support the College of Medicine Student Scholarship, Student Initiative Fund, and the Wish Clinic through a donation from each student. Each student was proposed with making a donation of \$100 per student for a four year term, beginning in the fall of 2017. We are pleased to inform you that the vote was successful and as such, the students will be contributing \$180,000 (pending student enrolment) to the College of Medicine over the next four years. The ballot read as follows:

COLLEGE OF MEDICINE	
2016 REFERENDUM BALLOT	
I agree to make a tax-deductible contribution of \$50 per term (\$100 per year) to be paid at the time of registration.	
This contribution will be directed to the College of Medicine as follows:	
50% Medicine Student Scholarship	
40% Medicine Student Initiative Fund	
10% WISH Clinic	
The term for this agreement is to be 4 years	
<input type="radio"/>	Yes
<input type="radio"/>	No

There was a 43% participation rate with 193 of the 450 eligible student voters casting a ballot. Of those votes, 114 were "yes" votes, 79 were a "no" vote and there were no spoiled ballots.

Prior to the vote, we promoted the referendum via email to ensure all students were made aware of information detailing the referendum process, the proposed donation amount and disbursements, and the need to give back.

The MMSA supports the results of this referendum and asks that the university take the necessary steps to implement the contributions. We request that you forward this information to Dr. David Barnard, President of the University of Manitoba, who will present it to the Board of Governors for ratification. If you require any additional information or have any questions, please feel free to contact me as soon as possible.

Sincerely,

Joshua Pelay
Senior Stick (President)
Manitoba Medical Students' Association
Class of 2017 | Max Rady College of Medicine | University of Manitoba

cc: Sana Mahboob, Donor Relations



Desautels
FACULTY of MUSIC

T319-136 Dafoe Road
Winnipeg, Manitoba
Canada R3T 2N2
Telephone: 204-474-9310
Facsimile: 204-474-7546
music@umanitoba.ca

December 8, 2016

Dr. David Barnard
President and Vice-Chancellor
University of Manitoba

Dear Dr. Barnard:

I am pleased to inform you that the students in the Marcel A. Desautels Faculty of Music have once again voted to continue making contributions to the faculty through their student referendum.

Attached you will find the letter I received from Kieran Labossière, Senior Stick of the Faculty of Music Students' Association. The letter details how proper notice was provided to the students about the referendum initiative, including the disbursement and the vote date, through emails sent and presentations made by the student council.

As Kieran explains, the students wish to contribute \$2.00 per credit hour for a one-year term, to the Music Endowment, and the Music Student Initiative funds. This will result in a contribution of \$10,200 (pending enrolment) to the university. This contribution is to be collected from each student in each term when fees are paid, beginning in the fall of the 2017/2018 fiscal year.

I would appreciate it if you would present these results to the Board of Governors for approval.

Sincerely,

A handwritten signature in black ink, appearing to read 'Edmund Dawe'.

Edmund Dawe
Dean

enclosure

cc: Sana Mahboob, Donor Relations



UNIVERSITY
OF MANITOBA

December 6, 2016

Dr. Edmund Dawe
Dean, Marcel A. Desautels Faculty of Music
T307 Tache Arts Complex
University of Manitoba

Dear Dr. Dawe,

On December 5 and 6, the Faculty of Music Students Association held a referendum to support the Music Endowment and Student Initiative funds. Each student was proposed with making a donation of \$2.00 per credit hour for a 1 year term, beginning in the fall of 2017. This amounts to an approximate donation of \$60 per student per year. I am pleased to inform you that the vote was successful and as such, the students will be contributing \$10,200 (pending student enrolment) to the Faculty of Music over the next year. The ballot read as follows:

<p style="text-align: center;">MARCEL A. DESAUTELS FACULTY OF MUSIC 2016 REFERENDUM BALLOT</p> <p style="text-align: center;">I agree to make a tax-deductible contribution of \$2.00 per credit hour (\$60 per year for 30 credit hours) to be paid at the time of registration.</p> <p style="text-align: center;">This contribution will be directed to Music as follows:</p> <p style="text-align: center;">70% Music Endowment Fund 30% Music Student Initiative Fund</p> <p style="text-align: center;">The term for this agreement is to be 1 year</p> <p style="text-align: center;"><input type="checkbox"/> Yes <input type="checkbox"/> No</p>

There was a 42% participation rate with 72 of the 170 eligible student voters casting a ballot. Of those votes, 64 were "yes" votes, 8 were "no" votes and there were no spoiled ballots.

Prior to the referendum vote, we sent emails and conducted an open forum to ensure all students were made aware of information detailing the referendum process, the proposed donation amount and disbursement and the need to give back.

The Faculty of Music Students Association supports the results of this referendum and asks that the university take the necessary steps to implement the contributions. I am requesting that you forward this information to Dr. David Barnard, President of the University of Manitoba, who will present it to the Board of Governors for ratification. If you require any additional information or have any questions, please feel free to contact me

Sincerely,



Kieran Labossière
Senior Stick

cc: Sana Mahboob, Donor Relations



UNIVERSITY
OF MANITOBA

Faculty of
Health Sciences

College of Pharmacy
Apotex Centre
750 McDermot Avenue
Winnipeg, Manitoba
Canada R3E 0T5
Telephone: 204-474-9306
Fax: 204-789-3744

March 28, 2017

Dr. David Barnard
President and Vice-Chancellor
University of Manitoba

Dear Dr. Barnard:

I am pleased to inform you that the students in the College of Pharmacy have once again voted to continue making contributions to the college through their student referendum.

Attached you will find the letter I received from Harris Sohail, Senior Stick of the University of Manitoba Pharmacy Students Association. The letter details how proper notice was provided to the students about the referendum initiative, including the disbursement and the vote date.

As Harris explains, the students wish to contribute \$80 per term for two years, to the College of Pharmacy Student Initiative, Endowment, and CAPSI funds. This will result in a contribution of \$67,200 (pending enrolment) to the university. This contribution is to be collected from each student in each term when fees are paid, beginning in the fall of the 2017/2018 fiscal year.

I would appreciate it if you would present these results to the Board of Governors for approval.

Sincerely,

Dr. Xiaochen Gu
Interim Dean, College of Pharmacy

enclosure

cc: Ms. Sana Mahboob, Donor Relations

March 27, 2017

Dr. Xiaochen Gu
Interim Dean, College of Pharmacy
147 Apotex Ctr
University of Manitoba

Dear Dr. Gu,

On March 8 and 9, the University of Manitoba Pharmacy Students Association held a referendum to support the College of Pharmacy Student Initiative, Endowment, and CAPSI funds. Each student was proposed with making a donation of \$80 per term for 2 years, beginning in the fall of 2017. This amounts to a donation of \$160 per student per year. I am pleased to inform you that the vote was successful and as such, the students will be contributing \$67,200 (pending student enrolment) to the College of Pharmacy over the next two years. The ballot read as follows:

COLLEGE OF PHARMACY 2017 REFERENDUM BALLOT	
I agree to make a tax-deductible contribution of \$80 per term (\$160 per year) to be paid at the time of registration.	
This contribution will be directed to the College of Pharmacy as follows:	
\$122 Pharmacy Student Initiative Fund \$15 Pharmacy Endowment Fund \$23 CAPSI Membership Fund	
The term for this agreement is to be 2 years, starting September 2017	
Yes	No

There was a 75% participation rate with 157 of the 210 eligible student voters casting a ballot. Of those votes, 112 were "yes" votes, 44 were "no" votes and there was 1 spoiled ballot.

Prior to the referendum vote, we contacted the student body to ensure all students were made aware of information detailing the referendum process, the proposed donation amount and disbursement and the need to give back.

The University of Manitoba Pharmacy Students Association supports the results of this referendum and asks that the university take the necessary steps to implement the contributions. I am requesting that you forward this information to Dr. David Barnard, President of the University of Manitoba, who will present it to the Board of Governors for ratification. If you require any additional information or have any questions, please feel free to contact me.

Sincerely,



Mr. Harris Sohail, Senior Stick, University of Manitoba Pharmacy Students Association

cc: Ms. Sana Mahboob, Donor Relations



UNIVERSITY
OF MANITOBA | Rady Faculty of
Health Sciences

College of Rehabilitation Sciences
R118 – 771 McDermot Avenue
Winnipeg, Manitoba
Canada R3E 0T6
Phone: 204-318-5284
Fax: 204-789-3927

October 14, 2016

Dr. David Barnard
President and Vice-Chancellor
University of Manitoba

Dear Dr. Barnard:

I am pleased to inform you that the Occupational Therapy students in the College of Rehabilitation Sciences have once again voted to continue making contributions to the school through their student referendum.

Attached you will find the letter I received from Jocelyn Charpentier, Occupational Therapy President. The letter details how proper notice was provided to the students about the referendum initiative, including the disbursement and the vote date, through an open forum held on behalf of the student council.

As Jocelyn explains, the 2007 referendum vote of \$250 per student per year on an ongoing basis is no longer applicable. The students now wish to contribute \$125 per term for three years, to the College of Rehabilitation Sciences Student Initiative and Endowment funds. This will result in a contribution of \$75,000 (pending enrolment) to the university. This contribution is to be collected from each student in each term when fees are paid, beginning in the fall of the 2017/2018 fiscal year.

I would appreciate it if you would present these results to the Board of Governors for approval.

Sincerely,

Dr. Reg Urbanowski
Dean

Enclosure

cc: Sana Mahboob, Donor Relations

October 5, 2016

Dr. Reg Urbanowski,
Dean, College of Rehabilitation Sciences
R118 Rehabilitation Bldg
University of Manitoba

Dear Dr. Urbanowski,

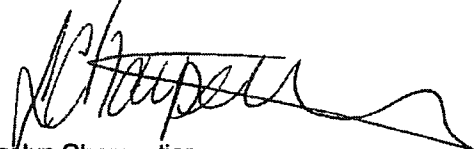
On September 22 and 23, the College of Rehabilitation Sciences held a referendum to support the Endowment, and Student Initiative funds. Each student was proposed with making a donation of \$125 per term for three years, beginning in the fall of 2017. This amounts to a donation of \$250 per student per year. The 2007 referendum vote (\$250/student per year for on an ongoing basis) is no longer applicable. I am pleased to inform you that the vote was successful and as such, the students will be contributing \$75,000 (pending student enrolment) to the College of Rehabilitation Sciences over the next three years. The ballot read as follows:

<p style="text-align: center;">COLLEGE OF REHABILITATION SCIENCES – OCCUPATIONAL THERAPY 2016 REFERENDUM BALLOT</p> <p style="text-align: center;">I agree to make a tax-deductible contribution of \$125 per semester (\$250 per year) to be paid at the time of registration.</p> <p style="text-align: center;">This contribution will be directed to the College of Rehabilitation Sciences as follows: 80% (\$200) Student Initiative Fund 20% (\$50) Endowment Fund</p> <p style="text-align: center;">Term for this agreement is to be 3 years, beginning September 2017</p> <p style="text-align: center;">*2007 referendum vote (\$250/student per year on an ongoing basis) is no longer applicable</p> <p style="text-align: center;"><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>

There was a 43% participation rate with 43 of the 100 eligible student voters casting a ballot. Of those votes, there were 41 "yes" votes, 2 "no" votes and 0 spoiled ballots.

Prior to the referendum vote we held an open forum to ensure all students were made aware of information detailing the referendum process, the proposed donation amount, disbursements, and the need to give back.

Occupational Therapy students support the results of this referendum and ask that the University take the necessary steps to implement the contributions. I am requesting that you forward this information to Dr. David Barnard, President of the University of Manitoba, who will present it to the Board of Governors for ratification. If you require any additional information or have any questions, please feel free to contact me.



Jocelyn Charpentier
President, Occupational Therapy

cc: Sana Mahboob, Donor Relations



UNIVERSITY OF MANITOBA | Rady Faculty of Health Sciences

College of Rehabilitation Sciences
R118 - 771 McDermot Avenue
Winnipeg, Manitoba
Canada R3E 0T6
Phone: 204-318-5284
Fax: 204-789-3927

October 14, 2016

Dr. David Barnard
President and Vice-Chancellor
University of Manitoba

Dear Dr. Barnard:

I am pleased to inform you that the Physical Therapy students in the College of Rehabilitation Sciences have once again voted to continue making contributions to the school through their student referendum.

Attached you will find the letter I received from Curtis Humeniuk, Physical Therapy President. The letter details how proper notice was provided to the students about the referendum initiative, including the disbursement and the vote date, through an open forum held on behalf of the student council.

As Curtis explains, the 2014 referendum vote of \$250 per student per year for 4 years is no longer applicable. The students now wish to contribute \$125 per term for three years, to the College of Rehabilitation Sciences Student Initiative and Endowment funds. This will result in a contribution of \$75,000 (pending enrolment) to the university. This contribution is to be collected from each student in each term when fees are paid, beginning in the fall of the 2017/2018 fiscal year.

I would appreciate it if you would present these results to the Board of Governors for approval.

Sincerely,

Dr. Reg Urbanowski
Dean

Enclosure

cc: Sana Mahboob, Donor Relations

October 5, 2016

Dr. Reg Urbanowski,
Dean, College of Rehabilitation Sciences
R118 Rehabilitation Bldg
University of Manitoba

Dear Dr. Urbanowski,


On September 22 and 23, the College of Rehabilitation Sciences held a referendum to support the Endowment, and Student Initiative funds. Each student was proposed with making a donation of \$125 per term for three years, beginning in the fall of 2017. This amounts to a donation of \$250 per student per year. The 2014 referendum vote (\$250/student per year for 4 years) is no longer applicable. I am pleased to inform you that the vote was successful and as such, the students will be contributing \$75,000 (pending student enrolment) to the College of Rehabilitation Sciences over the next three years. The ballot read as follows:

<p style="text-align: center;">COLLEGE OF REHABILITATION SCIENCES – PHYSICAL THERAPY 2016 REFERENDUM BALLOT</p> <p style="text-align: center;">I agree to make a tax-deductible contribution of \$125 per semester (\$250 per year) to be paid at the time of registration.</p> <p style="text-align: center;">This contribution will be directed to the College of Rehabilitation Sciences as follows: 80% (\$200) Student Initiative Fund 20% (\$50) Endowment Fund</p> <p style="text-align: center;">Term for this agreement is to be 3 years, beginning September 2017</p> <p style="text-align: center;">*2014 referendum vote (\$250/student per year for 4 years) is no longer applicable</p> <p style="text-align: center;"><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
--

There was a 53% participation rate with 53 of the 100 eligible student voters casting a ballot. Of those votes, there were 43 "yes" votes, 8 "no" votes and 2 spoiled ballots.

Prior to the referendum vote we held an open forum to ensure all students were made aware of information detailing the referendum process, the proposed donation amount, disbursements, and the need to give back.

Physical Therapy students support the results of this referendum and ask that the University take the necessary steps to implement the contributions. I am requesting that you forward this information to Dr. David Barnard, President of the University of Manitoba, who will present it to the Board of Governors for ratification. If you require any additional information or have any questions, please feel free to contact me.



Curtis Humeniuk
President, Physical Therapy

cc: Sana Mahboob, Donor Relations



UNIVERSITY | Rady Faculty of
OF MANITOBA | Health Sciences

College of Rehabilitation Sciences
R118 - 771 McDermot Avenue
Winnipeg, Manitoba
Canada R3E 0T6
Phone: 204-318-5284
Fax: 204-789-3927

October 14, 2016

Dr. David Barnard
President and Vice-Chancellor
University of Manitoba

Dear Dr. Barnard:

I am pleased to inform you that the Respiratory Therapy students in the College of Rehabilitation Sciences have once again voted to continue making contributions to the school through their student referendum.

Attached you will find the letter I received from Andrew Rambarran, Respiratory Therapy Senior Stick/President. The letter details how proper notice was provided to the students about the referendum initiative, including the disbursement and the vote date, through an open forum held on behalf of the student council.

As Andrew explains, the students wish to contribute \$175 per term for three years, to the College of Rehabilitation Sciences Student Initiative Fund. This will result in a contribution of \$50,400 (pending enrolment) to the university. This contribution is to be collected from each student in each term when fees are paid, beginning in the fall of the 2017/2018 fiscal year.

I would appreciate it if you would present these results to the Board of Governors for approval.

Sincerely,

Dr. Reg Urbanowski
Dean

Enclosure

cc: Sana Mahboob, Donor Relations

October 5, 2016

Dr. Reg Urbanowski,
Dean, College of Rehabilitation Sciences
R118 Rehabilitation Bldg
University of Manitoba

Dear Dr. Urbanowski,

On September 22 and 23, the College of Rehabilitation Sciences held a referendum to support the Student Initiative Fund. Each student was proposed with making a donation of \$175 per term for three years, beginning in the fall of 2017. This amounts to a donation of \$350 per student per year. I am pleased to inform you that the vote was successful and as such, the students will be contributing \$50,400 (pending student enrolment) to the College of Rehabilitation Sciences over the next three years. The ballot read as follows:

**COLLEGE OF REHABILITATION SCIENCES – RESPIRATORY THERAPY
2016 REFERENDUM BALLOT**

I agree to make a tax-deductible contribution of \$175 per semester (\$350 per year)
to be paid at the time of registration.

This contribution will be directed to the College of Rehabilitation Sciences as follows:
100% (\$350) Student Initiative Fund

Term for this agreement is to be 3 years, beginning September 2017

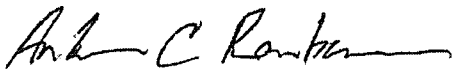
Yes **No**

There was a 63% participation rate with 30 of the 48 eligible student voters casting a ballot. Of those votes, there were 23 "yes" votes, 6 "no" votes and 1 spoiled ballot.

Prior to the referendum vote we held an open forum to ensure all students were made aware of information detailing the referendum process, the proposed donation amount, disbursements, and the need to give back.

Respiratory Therapy students support the results of this referendum and ask that the University take the necessary steps to implement the contributions. I am requesting that you forward this information to Dr. David Barnard, President of the University of Manitoba, who will present it to the Board of Governors for ratification. If you require any additional information or have any questions, please feel free to contact me.

Sincerely,



Andrew Rambarran
Senior Stick/President, Respiratory Therapy

cc: Sana Mahboob, Donor Relations



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

February 22, 2017

Dr. David Barnard
President and Vice-Chancellor
University of Manitoba

Dear Dr. Barnard:

I am pleased to inform you that the students in the Faculty of Science have once again voted to continue making contributions to the faculty through their student referendum.

Attached you will find the letter I received from Steven Wong, President of the Science Students' Association. The letter details how proper notice was provided to the students about the referendum initiative, including the disbursement and the vote date through presentations made.

As Steven explains, the students wish to continue their contributions of \$7.00 per credit hour for a two year term, to the Science Endowment, Equipment and the Student Initiative funds. This will result in a contribution of \$1,320,900 (pending enrolment) to the university. This contribution is to be collected from each student in each term when fees are paid, beginning in the fall of the 2017/2018 fiscal year.

I would appreciate it if you would present these results to the Board of Governors for approval.

Sincerely,

Stefi Baum
Dean

enc.

cc: Sana Mahboob, Donor Relations

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

February 21, 2017

Dr. Stefi Baum
Dean, Faculty of Science
251 Machray Hall
University of Manitoba,
Winnipeg, MB R3T 2N2

Dear Dr. Baum,

On February 16 and 17, the Faculty of Science Students' Association held a referendum to support the Faculty of Science Endowment, Equipment, and Student Initiative funds. Each student was proposed with making a donation of \$7.00 per credit hour for a two year term, beginning in the fall of 2017. This amounts to an approximate donation of \$210 per student per year. I am pleased to inform you that the vote was successful and as such, the students will be contributing \$1,320,900 (pending student enrolment) to the Faculty of Science over the next two years. The ballot read as follows:


<p style="text-align: center;">FACULTY OF SCIENCE 2017 REFERENDUM BALLOT</p> <p style="text-align: center;">I agree to make a tax-deductible contribution of \$7.00 per credit hour (\$210 per year for 30 credit hours) to be paid at the time of registration.</p> <p style="text-align: center;">This contribution will be directed to Science as follows:</p> <p style="text-align: center;">34% Student Initiative Fund 33% Endowment Fund 33% Equipment Fund</p> <p style="text-align: center;">The term for this agreement is to be 2 years</p> <p style="text-align: center;"><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
--

There was a 4% participation rate with 114 of the 3,145 eligible student voters casting a ballot. Of those votes, 87 were "yes" votes, 26 were "no" votes and there was 1 spoiled ballot.

Prior to the referendum vote, members of SSA conducted classroom presentations to ensure all students were made aware of information detailing the referendum process, the proposed donation amount and disbursement, and the need to give back. Students were also made aware of this information via social media, email distributions and posters put up across our faculty.

SSA supports the results of this referendum and asks that the university take the necessary steps to implement the contributions. I am requesting that you forward this information to Dr. David Barnard, President of the University of Manitoba, who will present it to the Board of Governors for ratification. If you require any additional information or have any questions, please feel free to contact me.

Sincerely,


Steven Wong
President, Science Students' Association

cc: Sana Mahboob, Donor Relations



UNIVERSITY
OF MANITOBA

Faculty of Social Work
Office of the Dean

521 Tier Building
Winnipeg, Manitoba
Canada R3T 2N2
Telephone (204) 474-9869
Fax (204) 474-7594
James.Mulvale@umanitoba.ca

March 31, 2017

Dr. David Barnard
President and Vice-Chancellor
University of Manitoba

Dear Dr. Barnard:

I am pleased to inform you that the undergraduate students in the Faculty of Social Work have once again voted to continue making contributions to the Faculty through their student referendum.

Attached you will find the letter I received from Abigail Lidster, Senior Stick of the Social Work Students' Association. The letter details how proper notice was provided to the students about the referendum initiative, including the disbursement and the vote date.

As Abigail explains, the students wish to contribute \$1.66 per credit hour, for a three year term, to the Faculty of Social Work Endowment, Student Initiative, Student Endowment, and the Humanitarian funds. This will result in a contribution of \$54,000 (pending enrolment) to the university. This contribution is to be collected from each student in each term when fees are paid, beginning in the fall of the 2017/2018 fiscal year.

I would appreciate it if you would present these results to the Board of Governors for approval.

Sincerely,

Dr. Jim Mulvale
Dean, Faculty of Social Work

enclosure

cc: Ms. Sana Mahboob, Donor Relations

March 28, 2017

Dr. Jim Mulvale
Dean, Faculty of Social Work
522 Tier Bldg
University of Manitoba

Dear Dr. Mulvale,

On March 15th and 16th, the Social Work Students' Association held a referendum to support the Faculty of Social Work Student Initiative, Endowment, Student Endowment, and Humanitarian funds. Each student was proposed with making a donation of \$1.66 per credit hour for a 3 year term, beginning in the fall of 2017. This amounts to a donation of \$50 per student per year. I am pleased to inform you that the vote was successful and as such, the students will be contributing \$54,000 (pending student enrolment) to the Faculty of Social Work over the next three years. The ballot read as follows:

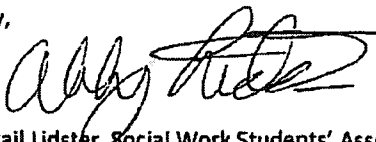
FACULTY OF SOCIAL WORK 2017 REFERENDUM BALLOT	
I agree to make a tax-deductible contribution of \$1.66 per credit hour (\$50 per year for 30 credit hours) to be paid at the time of registration.	
This contribution will be directed to the Faculty of Social Work as follows:	
Social Work Student Initiative Fund: 55% (max. contribution of \$27.50)	
Social Work Endowment Fund: 30% (max. contribution of \$15)	
Social Work Student Endowment Fund: 13% (max. contribution of \$6.50)	
Humanitarian Fund: 2% (max. contribution of \$1)	
Term for this agreement is to be 3 years, beginning September 2017	
Effective immediately, I vote to transfer a surplus of \$20,000 from the <i>Student Initiative Fund</i> to the <i>Student Endowment Fund</i>	
YES	NO

There was a 7% participation rate with 24 of the 360 eligible student voters casting a ballot. Of those votes, 19 were "yes" votes, 5 were "no" votes and there were no spoiled ballot.

Prior to the referendum vote, we contacted the student body to ensure all students were made aware of information detailing the referendum process, the proposed donation amount and disbursement and the need to give back.

The Social Work Students' Association supports the results of this referendum and asks that the university take the necessary steps to implement the contributions. I am requesting that you forward this information to Dr. David Barnard, President of the University of Manitoba, who will present it to the Board of Governors for ratification. If you require any additional information or have any questions, please feel free to contact me.

Sincerely,



Ms. Abigail Lidster, Social Work Students' Association

cc: Ms. Sana Mahboob, Donor Relations



AGENDA ITEM: 2017–2018 Residence Room and Meal Plan Rates

RECOMMENDED RESOLUTION:

That the Board of Governors approves:

A) Residence room rates (per term) for 2017-18 of:

- Pembina Hall Residence- \$3,573
- Arthur Mauro Residence- \$3,821
- Mary Speechly Hall Residence- \$2,729 (single); \$1,743 (double)
- University College Residence- \$2,779 (single); \$1,776 (double)
- Extended Stay Fee (holiday break) - \$105

B) Meal plan rates (per term) for 2017-18 of:

- 10 Meals per Week plus \$250 FoodBucks - \$2,475
- 15 Meals per Week plus \$250 FoodBucks - \$2,665
- 7-Day Unlimited plus \$100 FoodBucks - \$2,745
- UC FoodBucks Plan - \$1,500 FoodBucks
- UC Flex Plan (\$750 FoodBucks plus 100 meals at Fresh Food Company) - \$1,910

Action Requested: Approval Discussion/Advice Information

CONTEXT AND BACKGROUND:

There are four University-operated student residence facilities on campus offering a variety of room and meal plan options.

Pembina Hall Residence

- Semi-suite style residence with private washroom
- Choice of three **mandatory** meal plan options¹
- 358 beds
- Year built: 2011

Arthur V. Mauro Residence

- Two bedroom suite-style residence with shared kitchen area and washroom
- Upper years only
- Optional meal plans available
- 318 beds
- Year built: 2003

Mary Speechly Hall

- Dormitory-style residence with double or single rooms; communal washrooms
- Choice of three **mandatory** meal plan options ¹
- 240 beds
- Year built: 1964

University College Residence

- Dormitory-style residence with double or single rooms; communal washrooms
- Choice of two **mandatory** declining balance meal plan options ²
- 256 beds
- Year built: 1964

¹ Mandatory Meal Plan Options (2016-17):

- 10 meals per week plus \$250 FoodBucks (declining balance per term)
- 15 meals per week plus \$250 FoodBucks (declining balance per term)
- 7-day all-you-care-to-eat meals plus \$62.50 FoodBucks (declining balance per term).

² Mandatory Declining Balance Meal Plans (2016-17):

- Super Saver - \$1,155 plus GST and PST or \$1,305.15 per term and
- Premium - \$1,470 per term (no tax).

FoodBucks can be used at any University Dining Services outlet. \$150 may be used annually at UMSU-operated Restaurants.

The current student demographic in residences is 59% international / 41% domestic, and 65% of all resident students are first year students. Last year the student demographics were largely the same. Occupancy rates over the last year were 98%. Waiting lists measured at 317 students in June 2016 were slightly higher than the prior year at 288 students.

Other on-campus housing consists of St. John's College Residence (100 beds) and St. Andrew's College Residence (40 beds) with rates ranging from \$1,495 to \$1,716 per term for a single dorm room. St. Paul's College does not currently have a residence facility, but a Request for Proposal was issued in August 2016 seeking proponents to design, build, finance and operate a 240-bed student residence using a P3 model.

Proposed 2017-18 Room Rates

Recommendation:

- The **Pembina Hall Residence** room rate would increase from \$3,403 to \$3,573 per term.
- The **Arthur V. Mauro Residence** room rate would increase from \$3,639 to \$3,821 per term.
- The **Mary Speechly Hall** single room rate would increase \$2,599 to \$2,729; and the double room rate would increase from \$1,660 to \$1,743 per term.
- The **University College** single room rate would increase \$2,647 to \$2,779; and the double room rate would increase from \$1,691 to \$1,776 per term.

- Extended Stay Fee (holiday break) increase from \$100 to \$105.

Rationale:

This year marks the third year of a five-year business plan first presented to the Board in 2015. The five-year plan called for a 5% annual increase to room rates in order for Student Residences to be self-sustaining, including necessary capital reinvestment. Table 7 provides an updated five-year business plan and financial projection. Student Residences is currently on track to meet this goal.

Last year's submission sought a 5% increase overall, but with a varied increase among the four residence buildings/types. This approach was taken in order to account for a more equitable distribution as it related to capital reinvestments and to address the concern that a more substantial increase to Pembina Hall and Arthur Mauro room rates may deter students from choosing to live on campus. This year, on-campus demand and waitlists remained consistent with last year (peaking at 317 students). Meanwhile we have seen off-campus market rates increase more significantly in neighbouring areas than in prior years. Therefore a 5% increase across the board appears to pose little risk for vacancies in any of our residences. See Table 6 for a summary of local off-campus rate increases.

These room rate increases will allow us to continue to focus on improving the quality of the residence facilities by reinvesting in building infrastructure, renovating and creating new spaces, and refreshing furniture and equipment. Over the next three years, residence development plans include, but are not limited to, the continued replacement of windows in University College, furniture replacement, electronic access control upgrades and a community kitchen in Arthur Mauro, new carpeting in Mary Speechly, and laundry equipment improvements throughout all residences.

Tables 2, 3 & 4 compare our current room rates with other U15 Canadian university residence offerings and even with the proposed increases, our rates remain below the national average for single dorm rooms and well below the average for double dorm rooms.

Directly comparing on-campus and off-campus rates can be challenging especially because accommodation styles differ so greatly. However, Table 5 attempts to show both off and on-campus housing rates as comparably as possible, expressed in a monthly rent cost per student (including basic utilities, furniture, and excluding meals). The table shows that while the semi-suite style and dorm-style accommodations offered in Pembina Hall, Mary Speechly and University College are unique to on-campus living, the proposed rates in these categories still offer competitive overall monthly living costs for students. The suite-style rate proposed for Arthur Mauro, which is being compared to an off-campus two-bedroom apartment, is above the average local market rate but still remains at a median price point among competing and other U15 residences offering accommodations in this category. In addition, we would suggest that comparing overall student housing costs requires the consideration of value-added matters such as convenience/lack of transportation costs, all utilities, flexible lease terms, in-house residence security presence and a student support and development infrastructure. These are significant differences that ultimately define residence living, and clearly distinguish it from living off campus.

We are also seeking Board approval for a \$105 extended stay fee for students staying over the 2017 holiday break. This fee extends student contracts for 12 days during the holiday break. Only students who declare their intent to stay (almost exclusively international students) are required to pay this fee. The fee does not include meals and is intended to cover the costs associated with 24-hour residence security and caretaking during this period.

Proposed 2017-18 Meal Plan Rate Increases:

Recommendation:

1. Mary Speechly Hall and Pembina Hall Residence Mandatory Meal Plan Options

- 10 Meals per Week plus \$250 FoodBucks increase from \$2,403 to \$2,475 per term
- 15 Meals per Week plus \$250 FoodBucks increase from \$2,588 to 2,665 per term
- 7-Day Unlimited plus \$100 FoodBucks increase from \$2,665 to 2,745 per term

2. University College Residence Declining Balance Meal Plan Options

- Super Saver Membership (withdrawn)
- Premium Membership renamed UC FoodBucks Plan. The cost of the plan would increase from \$1,470 per term to \$1,500 per term
- UC Flex Plan would be introduced at \$1,910 per term, which would include \$750 of FoodBucks along with 100 meals at the Fresh Food Company

3. Arthur V. Mauro Residence- Optional Meal Plans Available

Rationale:

In an attempt to gain more formal, inclusive and substantive feedback from residents as it relates to dining service, a Residence Dining Advisory Committee (RDAC) was struck in September 2016. The committee's membership includes Residence Councils, international students, UMSU executives, first-year and returning students, along with Student Residences and Dining Services management. The purpose of the committee is to serve in an advisory/consultative capacity on all aspects of residence dining, including meal plan options.

Different options and changes to the structure of the meal plans for Mary Speechly and Pembina Hall Residence were discussed and considered by the RDAC, but students deemed that the current structure offered the most flexibility and the most economical options. Consequently, the proposed meal plan options remain the same for 2017-18 with a cost increase of 3%, reflecting the expected food cost increase for Manitoba over the next year as per the Canada Food Price Report published by Dalhousie University.

The changes to the University College (UC) declining balance meal plans are based on both student feedback from RDAC and recent spending trends for these plans. This year, 70% of UC residents opted for the Premium meal plan over the Super Saver at the beginning of the term. Of those that opted for the Super Saver, 25% of those students added more dollars by mid term. The other significant trend was that 38% of all meal plan FoodBucks used were being spent at the Fresh Food Company. These trends, along with feedback from the RDAC committee, supported the idea that perhaps the Super Saver meal plan should be eliminated altogether due to the amount being too small for most students and because it does not meet the tax exemption threshold as determined by CRA. The former Premium Meal Plan has been renamed the UC FoodBucks plan and has been increased to reflect the expected food cost increase in Manitoba in 2017-18. Lastly, a hybrid or flex meal plan has been introduced at UC, where both FoodBucks and dining hall meals at Fresh Food Company are offered in one plan.

The University of Winnipeg (U of W) starts Mandatory Declining Balance Plans at a higher cost than comparable plans at the University of Manitoba. For reference purposes, the three non-taxable declining balance meal plans available at the U of W carry per-term prices ranging from \$1,750 per term to \$2,600.

Rate Summary

	Current Rate	Proposed Rate	Change
Room Rates			
PHR	\$3,403	\$3,573	5%
AVM	\$3,639	\$3,821	5%
MSH - Single	\$2,599	\$2,729	5%
MSH – Double	\$1,660	\$1,743	5%
UCR - Single	\$2,647	\$2,779	5%
UCR – Double	\$1,691	\$1,776	5%
Extended Stay Fee (holiday break)	\$100	\$105	5%
Meal Plan Rates			
PHR/MSH			
10 meals per week plus \$250 FB	\$2,403	\$2,475	3%
15 meals per week plus \$250 FB	\$2,588	\$2,665	3%
7-day unlimited plus \$100 FB	\$2,665	\$2,745	3%
UCR			
Super Saver	\$1,305.15	Option removed	-
UC FoodBucks Plan (formerly Premium Plan)	\$1,470	\$1,500	2%
UC Flex Plan	N/A	\$1,910	N/A

RESOURCE REQUIREMENTS:

N/A

CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:

Student Residences continues to work towards Building Community and providing our students with improved accommodation facilities, dining services and support programs that will create an outstanding living and learning environment. This includes providing residence students with opportunities for engagement with community both internal and external to the University.

IMPLICATIONS:

Students Residences' mission is to provide quality on-campus accommodations in a safe, supportive, engaging and community-rich environment that promotes the personal, cultural, and social growth of our students, while enhancing the likelihood of their success.

Should these recommendations be approved, the full cost of room and board for a student on campus would start at \$3,276 per term (UC Double with UC FoodBucks Plan).

ALTERNATIVES:

1. Lower proposed increases- this option would not cover operating cost increases in 2017-18 and would not allow for adequate capital investment into the properties.
2. Higher proposed increases may result in vacancies dependent on student reaction.

CONSULTATION:

The following have been consulted on the contents of this submission: RDAC Committee composed of Resident Student Councils; International Students; UMSU; Director of Student Residences and the General Manager of U of M Dining Services. Also consulted were Physical Plant; Director of Accounting, Ancillary Services; Director of Ancillary Services; and the Comptroller.



Board of Governors Submission

Routing to the Board of Governors:

<u>Reviewed</u>	<u>Recommended</u>	<u>By</u>	<u>Date</u>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<u>Tom Tracy</u>	<u>March 6, 2017</u>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<u>J. Huselmaier</u>	<u>March 8, 2017</u>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<u>[Signature]</u>	<u>March 8, 2017</u>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<u>Finance, Admin., & HR Ctte</u>	<u>May 9, 2017</u>
<input type="checkbox"/>	<input type="checkbox"/>		

Submission prepared by: Barry Stone, Director of Student Residences
Andrea Edmunds, Director of Ancillary Services

Submission approved by:

Attachments

- Table 1 - 2016/17 Winnipeg Rental Market Information*
- Table 2 - 2016/17 Semi-Suite/Suite with Private Washroom Comparisons in Canada*
- Table 3 - 2016/17 Single Room Comparisons in Canada*
- Table 4 - 2016/17 Double Room Comparisons in Canada*
- Table 5 - 2016/17 Off-Campus vs. Student Residences Cost of Living Comparison*
- Table 6 - 2016/17 Local Off-Campus Housing Rates Increases*
- Table 7 - Ancillary Services Business Plan for Student Residences*

Table 1

2016/17 Winnipeg Rental Market Information

	April 2015 Vacancy rate for Winnipeg (%)	*October 2016 Vacancy rate for Winnipeg (%)
Bachelor	1.7	2.1
1 bedroom	2.4	3.0
2 bedroom	2.3	2.7
3 bedroom	1.8	3.6

	April 2015 Room Rent Rate for Winnipeg (\$)	*October 2016 Room Rent Rate for Winnipeg (\$)	% Change
Bachelor	584	634	8.6
1 bedroom	785	836	6.5
2 bedroom	1,033	1,068	3.4
3 bedroom	1,205	1,327	10.1

* Please note that October 2016 rates were used as CHMC did not publish a Spring 2016 Rental Market Report.

Table 2

**2016/17 Semi-Suite/Suite with Private Washroom Comparisons in Canada
(University of Manitoba - Pembina Hall/Arthur Mauro)**

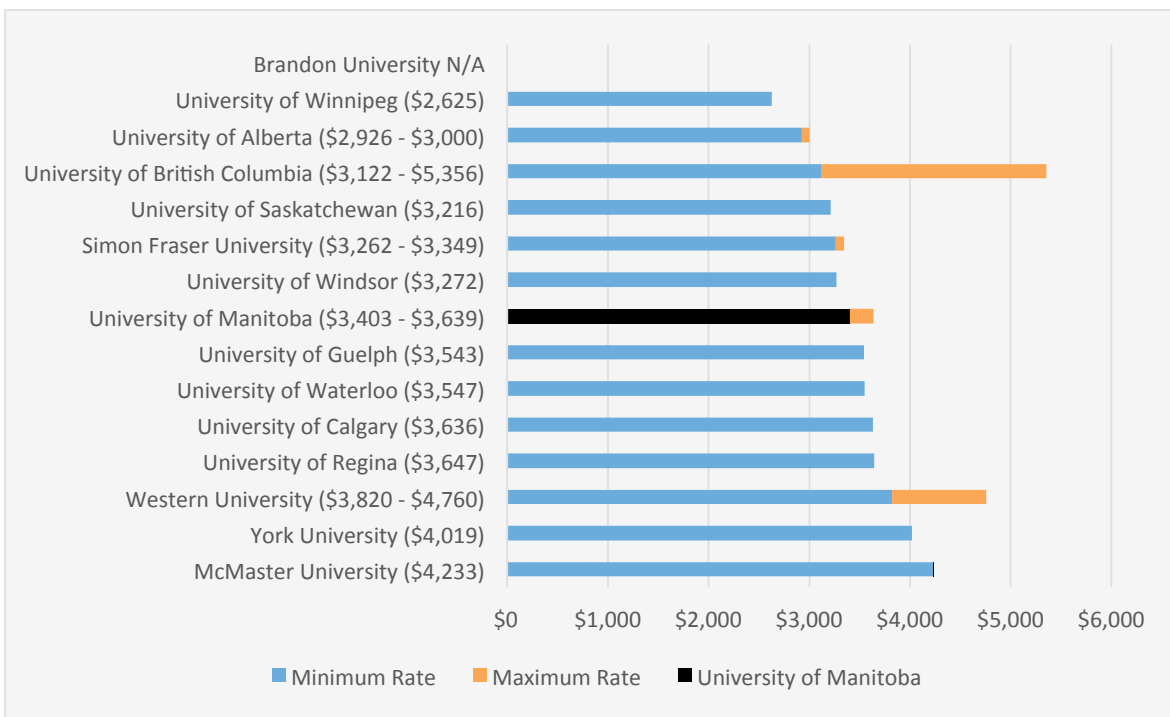


Table 3

**2016/17 Single Room Comparisons in Canada
(University of Manitoba - Mary Speechly/University College)**

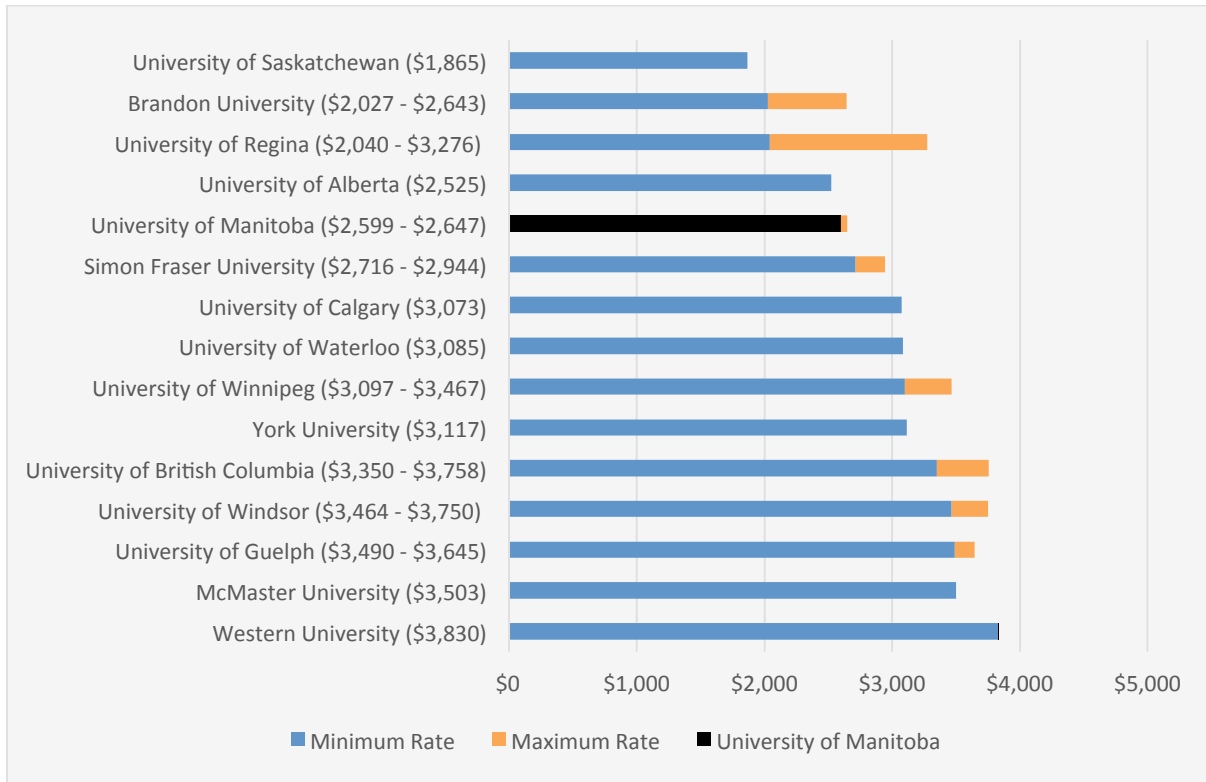


Table 4

2016/17 Double Room Comparisons in Canada (University of Manitoba – Mary Speechly/University College)

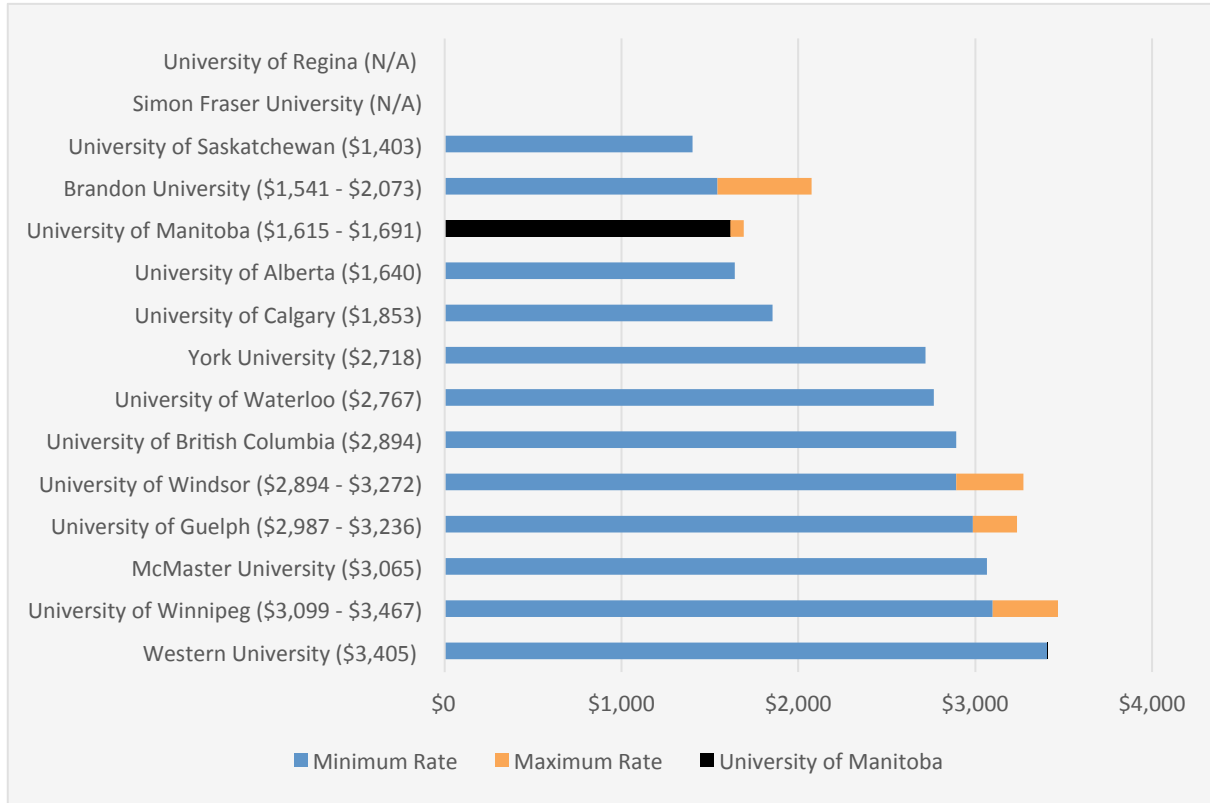


Table 5

**2016/17 Off-Campus vs. Student Residences
Cost of Living Comparison (per person)**

Off- campus Unit Type	On- campus Comparable unit type	*Min Monthly Rate Off Campus (\$)	*Max Monthly Rate Off Campus (\$)	*Average Monthly Rates Off Campus (\$)	University Residence Monthly Rates (\$)
Bachelor	Semi-suite (PHR)	691	1,012	870	850
1 BR Apartment	N/A	787	1,547	1,155	N/A
2 BR Apartment	Suite Style (AVM)	479	980	733	910
3 or more BR Apartment	Dormitory Style (UC/MSH)	356	888	542	415 - 661

*Based on a 12 month lease. Includes all utilities (internet, cable, hydro) and furniture allowance. Off-campus rates are based on surveyed properties within an 8 km radius of campus.

Source: Off campus housing property survey conducted by Scion Inc., 2014. Updated to reflect 2016 local rental rates with an annual 3% cost of living increase for utility/furniture allowance.

Table 6

Local Off-Campus Living Rate Increases (per person)

Unit Type	December 2015			December 2016			Average Rate % Change
	*Min Monthly Rate Per Person (\$)	*Max Monthly Rate Per Person (\$)	*Average Adjusted Monthly Rate Per Person (\$)	*Min Monthly Rate Per Person (\$)	*Max Monthly Rate Per Person (\$)	*Average Adjusted Monthly Rate Per Person (\$)	
Bachelor	672	1,008	823	691	1,012	870	5.6
1 bedroom	789	1,356	1,084	787	1,547	1,155	6.6
2 bedroom	478	966	693	479	980	733	5.9
3 bedroom	363	885	504	356	888	542	7.6
4+ bedroom	323	352	337	324	354	339	0.5

*Based on a 12 month lease. Includes all utilities (internet, cable, hydro) and furniture allowance. Off-campus rates are based on surveyed properties within an 8 km radius of campus.

Source: Off campus housing property survey conducted by Scion Inc., 2014. Updated to reflect 2016 local rental rates with an annual 3% cost of living increase for utility/furniture allowance.

Table 7

Ancillary Services Business Plan for Student Residences

	Actual		Projected	Projected	Planned	Planned	Planned	Planned
	2015	2016	2017	2018	2019	2020	2021	2022
Room revenues	6,502,428	6,868,356	7,111,570	7,551,149	7,928,706	8,325,141	8,533,270	8,746,601
Other income	1,504,575	1,682,079	1,737,606	1,056,410	1,726,560	1,772,031	1,818,802	1,836,990
	8,007,003	8,550,435	8,849,176	8,607,559	9,655,266	10,097,172	10,352,071	10,583,591
Salaries and benefits	1,682,360	1,444,642	1,499,938	1,549,344	1,595,824	1,627,741	1,660,296	1,693,501
Repairs and maintenance	487,373	336,180	443,945	452,824	461,880	471,118	480,540	490,151
Utilities	1,016,091	1,092,033	1,143,052	1,177,344	1,212,664	1,249,044	1,286,515	1,325,111
Other operating	1,861,001	2,125,632	2,275,824	2,389,824	2,449,880	2,497,577	2,546,229	2,595,853
Debt servicing	3,378,902	3,380,407	3,382,535	3,394,888	3,395,001	3,394,942	3,395,168	3,395,236
	8,425,727	8,378,894	8,745,294	8,964,223	9,115,249	9,240,422	9,368,748	9,499,853
Contribution (loss)	(418,724)	171,542	103,882	(356,664)	540,018	856,750	983,323	1,083,738
Capital requirements	133,152	389,350	489,070	850,000	950,000	931,000	941,000	949,000
Total	(551,876)	(217,809)	(385,188)	(1,206,664)	(409,982)	(74,250)	42,323	134,738
Annual room rate increase	2.5%	5.0%	5.0%	5.0%	5.0%	5.0%	2.5%	2.5%

Assumptions

Room rate increase 5% annually to 2020 and 2.5% thereafter

Other income increase 3% annually until 2021 and 1% thereafter. Other income in 2018 reduced by \$600,000 for 2017 summer games

2017-2018 salary increase per collective agreements until 2019 and 2% thereafter

2017 UMFA strike impact attributed to meal plan and caretaking costs

All other expenses increase 2% annually

Utilities increase 3% annually

Debt servicing - As per debt amortization: AVM to 2028; PH to 2040

Capital requirements based on building condition assessments



AGENDA ITEM: Proposal for a Doctor of Pharmacy (Pharm.D.) Degree

RECOMMENDED RESOLUTION:

THAT the Board of Governors approve a proposal for a Doctor of Pharmacy (Pharm.D.) degree, College of Pharmacy, Rady Faculty of Health Sciences [subject to Senate approval, May 17, 2017].

Action Requested: Approval Discussion/Advice Information

CONTEXT AND BACKGROUND:

- The purpose of the proposed Doctor of Pharmacy (Pharm.D.) would be "...to [provide] an undergraduate pharmacy education that is comprehensive, balanced, up-to-date, and in support of contemporary pharmacy practice." It would meet the current entry-to-practice standard for Pharmacy education and the new accreditation requirements set by the Canadian Council for Accreditation of Pharmacy Programs (CCAPP).
- The proposed Pharm.D. program would replace the existing Bachelor of Science in Pharmacy (B.Sc.Pharm.). The final cohort of students admitted to the B.Sc.Pharm. in 2018 would transfer into the Pharm.D. in 2019 and would graduate with a Pharm.D. degree. In the transition year (2019), there would be no intake of students into either the B.Sc.Pharm. or the Pharm.D. programs.
- The proposed Pharm.D. would be a four-year degree program that would require students to complete 144 credit hours of course work, including forty weeks (1,600 hours) of experiential learning, as outlined in section B-5 of the proposal.
- Applicants to the program would require two years (60 credit hours) of prerequisite courses for admission to the Pharm.D., as outlined in Appendix B of the proposal, with no grade less than a "C", by April of the year of application, and a minimum Adjusted Grade Point Average of 3.50. Applicants would also be required to meet the minimum required scores on a written critical skills essay and on the Pharmacy College Admission Test.
- A maximum of fifty-five (55) students would be admitted to the program annually, for a total enrolment of 220 students by Year 5.
- This proposal will be considered by Senate Executive on May 3, 2017, and by Senate on May 17, 2017, and is being brought to the Board of Governors for consideration at the May 23, 2017 meeting subject to its being approved by Senate. This is being done to facilitate timely submission of the program proposal to the provincial government.

RESOURCE REQUIREMENTS:

- Establishment of the Pharm.D. program would require the introduction of thirty-seven (37) courses (140 credit hours), including two (2) courses (3 credit hours each) that would be used for one year, as students transitioned from the B.Sc.Pharm. to the Pharm.D. program (see observation 5).

- A number of new faculty and staff positions would be required to deliver the program, including four tenure-track faculty, two instructors, two support staff, and eight Experiential Education Facilitators. Additional staff would be required for the successful implementation and delivery of the experiential education component of the program, which would be significantly expanded relative to the experiential education requirements of the B.Sc.Pharm. (640 credit hours), in order to meet an accreditation standard. New faculty appointments would also be required in the speciality areas of pharmacogenetics, scientific literature evaluation in the areas of pharmacoconomics / pharmacoepidemiology, and clinical therapeutics
- The total cost of delivering the program would be \$7,481,656 by Year 5. Resources to support the program would be derived from the following sources:
 - tuition fees (\$1,949,400)
 - clinical lab fees (\$792,000)
 - existing undergraduate baseline funding (\$4,696,280; currently used to offer the B.Sc.Pharm.)
 - contribution from the College of Pharmacy (\$52,976)
- The proposal includes a request to the Province for \$4,540,837 of one-time funding, to be allocated over a period of five years, to fund (i) the establishment of a primary care simulation laboratory (\$1.6 million), (ii) renovations in three lecture theatres in the Apotex Centre, to upgrade telehealth and audiovisual technologies (\$210,000), and (iii) up-front hiring of staff required to develop new course content over the first three years (\$2,730,837). There would be no request for ongoing funds from the Province.
- The College has sufficient office and research space to accommodate the new faculty and staff appointments, as well as requisite information technology and computer resources. The Rady Faculty of Health Sciences offers sufficient student-support services to support students in the Pharm.D. program.
- The Library has indicated that it has sufficient resources to support the proposed program.
- A letter of support has been requested from the Winnipeg Regional Health Authority (WHRA) to confirm that it could provide resources to support the Experiential Education component of the program, including Preceptors and placement sites. The Chief Operational Officer of the WHRA indicated that a letter of support could not be provided at this time, due to ongoing changes in the health care system by the provincial government. It would be necessary for the College of Pharmacy to obtain a letter of support from the WHRA prior to the program being implemented.

CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:

- The proposal is consistent with the objectives of a major medical-doctoral research university.
- The program would align with the University's strategic priorities for Inspiring Minds through Innovative and Quality Teaching, Creating Pathways to Indigenous Achievement, Building Community that Creates and Outstanding Learning and Working Environment, and Forging Connections to Foster High-Impact Community Engagement, as described in Section C-1 of the proposal.

IMPLICATIONS:

- The Canadian Council for Accreditation of Pharmacy Programs (CCAPP) has indicated that, by December 31, 2020, it would no longer reaccredit B.Sc.Pharm. degree programs. It is imperative that the Pharm.D. program be implemented by this date, to ensure that the College and the University could continue to offer an accredited pharmacy program that would allow graduates to write the national certification examination administered by the Pharmacy Examining Board of Canada (PEBC).

ALTERNATIVES:

N/A

CONSULTATION:

- This proposal is forwarded to the Board of Governors following consultation with the Senate Committee on Curriculum and Course Changes, the Senate Planning and Priorities Committee, the Senate Committee on Admissions, and the Senate Committee on Instruction and Evaluation. It will be considered by Senate Executive on May 3, 2017, and by Senate, for approval, at its meeting on May 17, 2017.



Board of Governors Submission

Routing to the Board of Governors:

<u>Reviewed</u>	<u>Recommended</u>	<u>By</u>	<u>Date</u>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Senate Committee on Curriculum and Course Changes	February 22, 2017
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Senate Planning and Priorities Committee	February 26, 2017
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Senate Committee on Admissions	March 21, 2017
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Senate Committee on Instruction and Evaluation	September 22, 2016
<input type="checkbox"/>	<input type="checkbox"/>	Senate Executive	May 3, 2017
<input type="checkbox"/>	<input type="checkbox"/>	Senate	May 17, 2017

Submission prepared by: Senate

Submission approved by: University Secretary

Attachments

- Proposal for a Doctor of Pharmacy (Pharm.D.)
- Report of the Senate Committee on Curriculum and Course Changes
- Report of the Senate Planning and Priorities Committee
- Report of the Senate Committee on Admissions
- Report of the Senate Committee on Instruction and Evaluation



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: January 25, 2017

To: Mr. Jeff Leclerc
University Secretary

From: Dr. Brian Postl
Dean, Rady Faculty of Health Sciences

Re: PharmD Proposal

The attached PharmD Proposal was previously approved at the Faculty Council meeting on January 24, 2017 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

College of Pharmacy
Apotex Centre
750 McDermot Avenue
Winnipeg, Manitoba R3E 0T5
Phone: 204-474-9306
Fax: 204-789-3744

January 16, 2017

Dr. Brian Postl
Dean and Vice-Provost (Health Sciences)
Rady Faculty of Health Sciences (RFHS)
The University of Manitoba

Dear Dean Postl,

The College of Pharmacy is submitting an application package to implement an entry-to-practice Doctor of Pharmacy program. This application is required to meet the accreditation requirements by the Canadian Council for Accreditation of Pharmacy Programs (CCAPP) for the undergraduate pharmacy program at the University of Manitoba. We request that the RFHS Faculty Council review and approve this application.

Enclosed please find the following documents to meet the University internal requirements:

- 1) Executive Summary
- 2) Application for New Program of Study
- 3) ADL Financial Support Form
- 4) Admission Criteria
- 5) Course Details
- 6) New Academic Regulations
- 7) Letters of Support from Internal and External Units
- 8) Library Statement of Support
- 9) Program Transition Plan
- 10) Experiential Education Facilitator Sample Job Description

We thank you and the RFHS Faculty Council in advance for your time and consideration of this application. Please do not hesitate to contact me if you have any question or need further information.

Sincerely yours,

Xiaochen Gu, Ph. D.
Professor and Interim Dean

Executive Summary – Doctor of Pharmacy Program Application

The College of Pharmacy at the University of Manitoba has been responsible for educating pharmacists for more than a century. The current B.Sc. (Pharmacy) program was introduced in 1992. We are now forwarding this application for approval to make the mandatory change from the existing B.Sc. (Pharmacy) program to a new Doctor of Pharmacy (Pharm.D.) program at the College of Pharmacy. We respectfully submit this proposal to the Rady Faculty of Health Sciences' Faculty Council for consideration.

Reasons for the Change

- In February, 2010, the Association of Faculties of Pharmacy of Canada (AFPC) and Association of Deans of Pharmacy of Canada (ADPC) mandated the introduction of a Pharm.D. program as the entry-to-practice standard for Pharmacy education in Canada.
- On December 16, 2016, the Canadian Council for Accreditation of Pharmacy Programs (CCAPP) also made its decision to cease reaccrediting B.Sc. (Pharmacy) programs in Canada by December 31, 2020.
- The University of Manitoba is the sole provider of undergraduate Pharmacy education in Manitoba. The College of Pharmacy has full accreditation status for the B.Sc. (Pharmacy) program until 2019. We must remain compliant with the CCAPP accreditation standards and implement a new Pharm.D. program.

Upgrades in the Program

- Prerequisite credit hours before admission will increase to 60 credit hours (minimum 2 years) from 30 credit hours in the B.Sc. (Pharmacy) program.
- The Pharm.D. program at the College of Pharmacy will be 4 years, consisting of 144 credit hours of a new and enhanced curriculum.
- The new curriculum will expand the breadth and depth in clinical and advanced therapeutics, scientific literature evaluation, pharmacogenetics, pharmacoepidemiology, pharmacoconomics, skills laboratories, simulation training, and indigenous health.
- Experiential learning components of the program will increase to 1600 hours (40 weeks) from 640 hours in the B.Sc. (Pharmacy) program. Fourth-year students will spend their final year of the program in various experiential rotations as "Pharmacy Interns".
- Interprofessional learning and service learning components will be added to the program, and this will be coordinated with other Colleges in the RFHS.
- The new Pharm.D. program proposed by the College of Pharmacy will meet the CCAPP accreditation standards for Pharmacy education.

Finances of the Program

- One-time funding request: \$4,540,837. These funds will include: 1) \$1.6 million for a new primary care simulation laboratory; 2) \$210,000 for telehealth and audiovisual renovations; and 3) \$2,730,837 for staff hiring requirements.

- New staff hiring request: 16 positions. These positions will include: 4 tenure-track faculty, 2 instructors, 8 experiential education facilitators, and 2 support staff.
- The College of Pharmacy has also allocated \$1.4 million for capital investment to contribute to the simulation laboratory (total project budget \$3 million).

Implementation Timeline

- Admissions into the B.Sc. (Pharmacy) program will be phased out by the 2019/20 academic year. The last intake of B.Sc. (Pharmacy) students in the fall of 2018 will be transitioned to the Pharm.D. program in 2019.
- Admissions directly into the Pharm.D. program will start in the fall of 2020.
- Due to program transition, there will be no graduating class from the College of Pharmacy in June 2022.
- Projected enrolment: 55 students/year. Projected program tuition: \$14,500/year.

The College of Pharmacy is committed to providing an undergraduate pharmacy education that is comprehensive, balanced, up-to-date, and in support of contemporary pharmacy practice. The Pharmacy program at the University of Manitoba has been ranked as one of the top Pharmacy programs in Canada. The implementation of the new Pharm.D. program is not only an accreditation requirement, but it will also produce qualified and competent practicing pharmacists to serve the Province and all Manitobans. We request support and approval of this application by the RFHS, the University of Manitoba, and the Government of Manitoba in the near future.

NEW PROGRAM OF STUDY

Under *The Advanced Education Administration Act*

Universities and colleges requesting approval for a **new** program of study from Education and Advanced Learning must apply using this application form. This form reflects the requirements set out in the Programs of Study Regulation (MR 134/2015) under *The Advanced Education Administration Act*.

UM INTERNAL REQUIREMENTS:

1. Following unit approval, please submit the complete proposal electronically (.docx) both to the Office of the Provost & Vice-President (Academic) and, for:
Undergraduate Programs: Office of the University Secretary (for Senate submission deadlines visit <http://umanitoba.ca/admin/governance/meetings/index.html>.
Graduate Programs: Faculty of Graduate Studies (for timelines visit http://umanitoba.ca/faculties/graduate_studies/admin/program_approval_timeline.html.
2. Along with the information requested below, please **append** details on the following:
 - a) ALD Financial Support Form [*available through the Office of the Provost & Vice-President (Academic)*]
 - b) Admission and/or transfer criteria for the proposed program.
 - c) Course details for required coursework, including title, course number, credit hours and calendar description. Highlight any proposed new courses and attach:
Undergraduate Programs: for SCCCC Program and Course Change forms, as applicable, visit <http://umanitoba.ca/admin/governance/forms/index.html>
Graduate Programs: for course change forms visit http://umanitoba.ca/faculties/graduate_studies/admin/course_changes.html
 - d) Any new academic regulations for the program that are not currently addressed in existing faculty/college/school requirements.
 - e) Letters of support from internal units that may be impacted by the proposed new program and any external letters of support as outlined below.
 - f) Library statement of support.
3. Please direct questions to Cassandra Davidson, Program Analyst at Cassandra.Davidson@umanitoba.ca in the Office of the Provost and Vice-President (Academic).



UNIVERSITY
OF MANITOBA

SECTION A – PROPOSAL DETAILS

Institution: **UNIVERSITY OF MANITOBA**

Applicable faculties/department with responsibility for the program: **COLLEGE OF PHARMACY**

If program is a joint program, list all participating institutions and the roles of each in delivering the proposed program:
Not a joint program

Program name: **Doctor of Pharmacy**

Credential awarded: **Pharm. D.**

Funding request: **Yes**

Proposed start date: **2019-09-03**
2018-09-04: B.Sc. (Pharmacy) transition year required

Office Use Only

One-time funding: _____

On-going funding: _____

List any critical issues that may impact the start date of the program:

- **The University of Manitoba is the last of the 10 Pharmacy schools in Canada to receive official approval for implementing an entry-to-practice Pharm.D. program;**
- **The Canadian Council for Accreditation of Pharmacy Programs (CCAPP) has announced its decision of December 16, 2016 to cease reaccrediting CCAPP-Accredited B.Sc. (Pharmacy) programs in Canada by December 31, 2020;**
- **The University of Manitoba must remain compliant with the new Canadian accreditation standards in Pharmacy education;**
- **The Pharm.D. program cannot be implemented without additional resources.**

UM INTERNAL REQUIREMENT: Name of Person(s) responsible for the Program (please include contact information):

The Dean's Office
College of Pharmacy
The University of Manitoba
Apotex Centre
750 McDermot Avenue
Winnipeg, MB R3E 0T5
www.umanitoba.ca/faculties/pharmacy
pharmacy@umanitoba.ca

Dr. Xiaochen Gu
Professor and Interim Dean
College of Pharmacy
(204) 474-8794
Xiaochen.Gu@umanitoba.ca

B-1 Provide a general description of the program and its objectives: *(Include intended purpose, curriculum design, and highlight distinctive attributes)*

Intended Purpose

The University of Manitoba has been responsible for educating pharmacists for more than a century. The current B.Sc. (Pharmacy) program was introduced in 1992. However, in order to address changing educational needs and remain compliant with the new Canadian accreditation standards, the College of Pharmacy is required to replace the B.Sc. (Pharmacy) program with a new entry-to-practice professional program, the Doctor of Pharmacy (Pharm.D.) program by 2020.

The Association of Faculties of Pharmacy of Canada (AFPC) and Association of Deans of Pharmacy of Canada (ADPC) mandated in February, 2010 the introduction of a Pharm.D. program as the entry-to-practice standard for Pharmacy education. Since then, five Canadian Pharmacy schools have implemented Pharm.D. programs, and all remaining schools except the University of Manitoba have announced government approvals for implementation. The College of Pharmacy is now forwarding this proposal for approval to make this mandatory change to the new program of study at the University of Manitoba.

The Canadian Council for Accreditation of Pharmacy Programs (CCAPP) has announced its decision of December 16, 2016 to cease reaccrediting B.Sc. (Pharmacy) programs in Canada by December 31, 2020. This decision is supported by the National Association of Pharmacy Regulatory Authorities (NAPRA) and the Pharmacy Examining Board of Canada (PEBC). If the University of Manitoba does not initiate a Pharm.D. program in time, the College of Pharmacy will lose its accreditation status for training pharmacists, and B.Sc. (Pharmacy) graduates will no longer qualify for direct access to write the national certification examination administered by the PEBC.

Curriculum Design

The College of Pharmacy is committed to providing an undergraduate pharmacy education that is comprehensive, balanced, up-to-date, and in support of contemporary pharmacy practice. In order to deliver an accredited Pharm.D. program, the College of Pharmacy has designed a new curriculum, balancing all fields of pharmaceutical and clinical sciences including biomedical, pharmaceutical, behavioural, and social pharmacy, plus significantly expanding the experiential training in contemporary pharmacy practice. The Pharm.D. program will integrate different components of the curriculum and develop students' practice skills and professionalism through various case-based and simulation learning opportunities. The Pharm.D. graduates will possess the clinical knowledge, practice competence, collaborative professionalism, and clinical judgement to work with other healthcare providers in making, implementing and taking responsibility for evidence-based therapeutic decisions.

The College of Pharmacy is also working closely with all other Colleges within the Rady Faculty of Health Sciences (RFHS) to develop and participate in interprofessional education programs. The strategy is to build shared clinical decision making skills, to facilitate interdisciplinary collaboration, communication, patient advocacy, and to improve overall therapeutic outcomes in a patient-centered healthcare system. With expanded collaboration and integration of these education programs, the roles of all healthcare professions including pharmacists will be further recognized and valued, thus fulfilling the original intention and ultimate goal of innovating modern health sciences education programs at the University of Manitoba.

Distinctive Attributes

One of the distinctive attributes of the Pharm.D. curriculum is the significantly expanded experiential components required by the CCAPP Standard 28. These learning experiences must provide students the opportunities to develop all NAPRA-prescribed competencies for entry to pharmacy practice. In addition to practice experiences in community pharmacy and hospital pharmacy in the second year, students will participate in service learning and interprofessional education throughout their first two years of the program. The last year of the Pharm.D. program is the "internship year", when Pharm.D. interns will take part in various practicum rotations involving different learning settings including community pharmacy, hospital pharmacy, and primary care environments. Students are also required to complete a research-based project. This advanced experiential learning in the Pharm.D. curriculum will provide substantially

enhanced opportunities over the current B.Sc. (Pharmacy) program for students to achieve the learning outcomes required of a CCAPP-accredited Pharm.D. program.

The University of Manitoba is the sole provider of undergraduate pharmacy education in the Province, and pharmacists are one of the readily accessible professionals in healthcare services. Recognizing the evolving role of pharmacists within the healthcare system, Manitoba's Regulated Health Professions Act (2009) has already accommodated the Pharm.D. degree and entitled the graduates of this program to use the designation of "Doctor of Pharmacy". Therefore, in order to fulfill the accreditation requirements and to train students with the knowledge, skills and competence that can directly benefit patient-centered services, the University of Manitoba must facilitate a smooth and timely transition from the existing B.Sc. (Pharmacy) program to the newly proposed Pharm.D. program.

B-2 Length of Program: *(Define the length of the proposed program using measures appropriate to the schedule and delivery format. This will include total course credits and weeks/months, and, where relevant, hours and semesters of instruction)*

Once the admission requirements of **60 credit hours (CH)** are met, the proposed Pharm.D. program will be **four years**, consisting of **144 credit hours**.

B-3 Intended outcomes of the program:

B-3.1 Describe how this program serves and advances the academic, cultural, social and economic needs and interests of students and the province:

Academic Advancements

The design of Pharm.D. curriculum is guided by the CCAPP accreditation standards, the AFPC education outcomes, and the NAPRA practice competencies.

The Pharm.D. program will advance pharmacy education by:

- offering advanced learning contents in both basic and clinical sciences;
- increasing the quantity and complexity of clinical courses;
- focusing on scientific literature evaluation for evidence-based decision making;
- expanding the breadth and depth of patient-focused experiential training that will develop professional confidence and competence of students;
- increasing interprofessional education and collaboration with other health professions;
- advancing education in Indigenous health and cultural diversity.

The new curriculum will also leverage existing teaching strengths within units of the broader RFHS, i.e., Departments of Pharmacology and Therapeutics, Human Anatomy and Cell Science, and Biochemistry and Medical Genetics. Pharmacy students will participate in mandatory interprofessional education programs together with students from other Colleges, resulting in a greater understanding of the interdisciplinary nature of clinical practice.

Cultural & Social Needs

Canadian pharmacists are highly valued healthcare providers, working collaboratively with other healthcare professions in making decisions, prescribing medications, monitoring drug therapy outcomes, and improving the health and quality of life for the general Canadian public. As a result, the nature and delivery of conventional pharmacy education must adapt to meet the needs, demands and standards of contemporary pharmacy practice. Through their Pharm.D. program, students will be trained to the expectations and responsibilities of practicing pharmacists. They will experience first-hand their future roles as healthcare professionals working collectively with patients, physicians, nurses and other healthcare providers in meeting the increasing demands for efficient healthcare services in Manitoba. On December 20, 2013, the Government of Manitoba passed the Manitoba Pharmaceutical Act that recognizes the pharmacists' enhanced scope of practice for patient care services. These Regulations enable pharmacists to exercise a greater role in supporting the health and well-being of those in need, while improving the accountability and enhancement of patient safety.

The growing aging population has placed an increased demand on the healthcare system, as the elderly have more chronic conditions, require more medication oversight in monitoring and adjustments, and are at greater risk for

experiencing adverse drug events. Common chronic diseases in Manitoba include heart disease, stroke and type 2 diabetes. These may impact more on the health of the elderly and those especially vulnerable, for example Indigenous peoples and new immigrants. The proposed Pharm.D. program will include specific learning activities and experiences aiming at expanding patient-centered experiential training, supporting interdisciplinary outreach learning activities, enhancing intercultural understanding, and addressing unique healthcare needs of all Manitobans. The Pharm.D. students and interns will receive advanced training in risk assessment and early detection, prevention and management of diseases, thus contributing to effective medication management and therapy monitoring. Through extensive experiential and interprofessional learning opportunities, the students will have direct engagement in many pharmacy practice settings, and accumulate experiences towards working efficiently and collaboratively in future clinical practice.

Economic Impacts

With an aging Canadian population, medication costs are one of the fastest rising expenditures in our healthcare system. Increased drug use also leads to greater potential for adverse drug effects. Pharmacists provide expert medication information to patients for optimal drug use and quality pharmaceutical care, ultimately contributing to better health outcomes, improved patient safety, and reduced healthcare costs. By implementing the Pharm.D. program, students will be trained with enhanced learning opportunities and under different experiential settings to become medication therapy experts. They will acquire knowledge and skills in identifying and resolving drug-related issues, such as drug adherence and abuse, smoking cessation, minor ailment screening, lab testing interpretation, and management of chronic diseases. Eventually the Pharm.D. graduates can provide expanded pharmacy practice to meet the demands for convenient, accessible and cost-efficient patient care.

The value of extended experiential placements by pharmacy interns is economically beneficial to the pharmacy organizational/professional services. Internship rotations will incorporate interns' activities within the preceptors' daily practice and as such the Pharm.D. interns will become readily integrated into the practice upon graduation. This has been seen as an asset to provide value-added pharmacy services by interns, especially in rural areas and northern communities where such support has not been consistently offered, to increase service efficiency and to benefit patient care.

On the other hand, there is no indication that the broader contributions to healthcare by Pharm.D. graduates create expectations for higher wages for pharmacists. Higher salary is not a motivational factor for student applicants to earn a Pharm.D. degree. Pharmacists' salaries have not been impacted by the implementation of the entry-level Pharm.D. programs in the US and other Canadian provinces.

B-3.2 Describe the existing and anticipated post-secondary learning needs of students in Manitoba that this program addresses and responds to:

The existing B.Sc. (Pharmacy) program at the University of Manitoba is the only accredited post-secondary Pharmacy education program in the Province of Manitoba. In order to meet the CCAPP accreditation standards and to continue to graduate qualified pharmacists in support of future healthcare needs of Manitobans, the College of Pharmacy must now join all other Canadian Pharmacy schools in introducing the entry-level Doctor of Pharmacy program.

B-4 Mode of Delivery

B-4.1 Provide the total program length through one of the following measures:

- Total credit hours
- Total contact hours
- Total courses

The Pharm.D. program will include four years of study at the College of Pharmacy totaling 144 credit hours.

Pharm.D. Program Year	Credit Hours
Year 1	34
Year 2	41
Year 3	31
Year 4	38
Total Credit Hours	144

B-4.2 What proportion of the total program length (as indicated above) can be completed through the two following modes of delivery? *(Note that one or both selections can be offered up to the total program length.)*

98% In-person

~2% Online

The modes of instruction for the Pharm.D. program will include didactic lecturing, laboratory instruction, and the incorporation of patient simulation and experiential training in community, hospital or primary care settings.

Online instruction is currently limited to the delivery of Nutrition for Health Professionals (HNSC2170, 2CH), and learning modules of jurisprudence (pharmacy law) and immunization. This mode of delivery will increase as more experience is gained with online instruction at the University of Manitoba. The College of Pharmacy would consider increasing the capacity of online delivery options for appropriate courses up to 20-30%.

B-5 Provide an overview of the suggested progression of courses on a year-by-year basis for the program from start to maturity. *(Course level detail is not necessary, however, please include credit hours/contact hours, proportion of upper level courses, clinical placements or practicums, or subject area requirements where applicable).*

The College of Pharmacy has designed a Pharm.D. curriculum in accordance with the CCAPP accreditation standards, AFPC educational outcomes, and NAPRA competencies. The College is prepared to provide students with various educational opportunities and train them to develop knowledge, skills and professionalism for future practice.

Year 1

Students will be admitted into the Pharm.D. program after having completed the admission requirements including 60 CH of prerequisite courses. Courses in the first professional year focus on core and foundational knowledge and skills needed as the basis for understanding medical conditions, disease management, optimal drug use, and pharmacy practice. Courses in basic and pharmaceutical sciences include: Human Anatomy (ANAT1030, 3CH), Applied Pathophysiology (PHMD1010, 4CH), Medicinal Chemistry (PHMD1008, 4CH), Pharmacology (PHAC2100, 6CH), and Pharmaceutics (PHMD1016, 3CH). Courses relevant to pharmacy practice and patient care include: Applied Pharmacy Practice Lab 1 (PHMD1002, 4CH), Introduction to Pharmacotherapy Literature (PHMD1004, 1CH), Pharmacy Informatics (PHMD1006, 1CH), Extemporaneous Pharmaceutical Compounding (PHMD1012, 3CH), and Clinical Therapeutics 1 (PHMD1014, 3CH). These courses will help students develop professional communication skills, familiarize them with patient assessment and drug use information, and build competence in evaluating pharmacotherapy literature and using evidence to support decision-making.

Students in Year 1 will take Introduction to Professional Practice (PHMD1000, 1CH) and Service Learning/IPE 1 (PHMD1040, 1CH). Both courses will introduce students to professionalism, ethical practice, personal responsibility and accountability, Indigenous health, and cultural and social diversity. Students will learn and develop interprofessional skills in community-based settings together with other students of the RFHS. Students are also required to complete online modules of jurisprudence (pharmacy law) and immunization in summer months before Year 2.

Year 2

Courses in the second-year program will continue to reinforce fundamental medical and pharmaceutical knowledge for specific applications to pharmacy practice. Courses include: Drug Delivery (PHMD2000, 3CR), Applied Biopharmaceutics and Pharmacokinetics (PHMD2006, 3CH), Principles of Biotechnology (PHMD2010, 2CH), and Pharmacogenetics (PHMD2012, 2CH). These courses will further develop students' advanced pharmaceutical knowledge in drug administration, drug disposition, and the latest developments in biopharmaceuticals and pharmacogenetics. The practicing skills and application of knowledge to clinical settings are further enhanced by courses: Critical Appraisal of the Pharmacotherapy Literature 1 (PHMD2004, 4CH), Clinical Therapeutics 2 (PHMD2014, 8CH), Clinical Pharmacokinetics-Pharmacodynamics (PHMD2016, 3CH), and Applied Pharmacy Practice Lab 2 (PHMD2002, 4CH). They will advance the students' skills in clinical pharmacy practice, such as patient assessment and disease state management for specific individualized pharmacotherapies. The didactic lectures will be further reinforced in a skills laboratory with patient assessment, immunization training, laboratory test interpretation, prescription evaluation, and patient safety monitoring.

Nutrition for Health Professionals (HNSC2170, 2CH) is an online interdisciplinary course exploring the basics of nutrition and human health. Pharmacy Law (PHMD2008, 1CH) is designed to interpret federal and provincial legislation and regulations governing the Pharmacy profession and pharmacy practice. Interprofessional education will continue in collaboration with other RFHS Colleges through Service Learning/IPE 2 (PHMD2040, 1CH). Second-year students will also enter their experiential rotations directly with patients in Introductory Pharmacy Practice Experience - Community (PHMD2020, 4CH, 4 weeks) and Introductory Pharmacy Practice Experience - Hospital (PHMD2030, 4CH, 4 weeks), respectively. Under the direct supervision of pharmacy preceptors, students will learn and advance their skills in providing patient-focused pharmacy services, while developing a sense of responsibility and professionalism for collaboration and shared decision-making.

Year 3

Courses in the third-year program will further increase students' knowledge, skills of critical thinking and problem solving, and application ability to provide complex pharmaceutical care. The advanced clinical science courses include: Clinical Therapeutics 3 (PHMD3014, 8CH), Advanced Clinical Therapeutics (PHMD3006, 6CH), and Applied Pharmacy Practice Lab 3 (PHMD3002, 4CH). They build on the second-year curriculum, and will further increase the level of complexity in therapeutics and improve students' proficiency in providing competent and quality patient care.

With the expansion of practice scope by pharmacists and collaborative opportunities with other health professions, some Year 3 courses are designed to train students for interdisciplinary and advanced pharmacy practice. Critical Appraisal of Pharmacotherapy Literature 2 (PHMD3004, 2CH) will introduce students to pharmacoeconomics and pharmacoepidemiology. Concepts of Integrative Medicine (PHMD3008, 2CH) will teach students alternative approaches to managing medical conditions and using natural health products. Toxicology of Medications and Drugs of Abuse (PHMD3016, 2CH) will increase students' knowledge and understanding of drug toxicity and drugs of abuse. Pharmacy Management (PHMD3010, 4CH) will expose students to principles of operating a pharmacy, strategic planning, marketing services, and human resource management. Applied Professional Practice (PHMD3012, 3CH) will continue to reinforce professionalism and ethical conduct within the pharmacy profession. By the end of third year, students will have developed the knowledge, skills and attitudes to excel in their final year of the advanced pharmacy practice experiences.

Year 4

Fourth-year Pharm.D. students are considered "interns", and are allowed to practice in patient care settings with indirect supervision. The experiential placements of the program will begin in May, immediately following the conclusion of the third year. They include: Advanced Pharmacy Practice Experiences in Community (PHMD4020, 8CH, 8 weeks), in Hospital, (PHMD4030, 8CH, 8 weeks), and in Primary Care (PHMD4040, 8CH, 8 weeks), respectively. The longer experiential duration assigned to each practice setting will expose students to the breadth, depth, and volume of patient care, and instill confidence, competence, and a sense of responsibility that practicing pharmacists encounter in real life. In addition, the fourth-year students are provided with an opportunity to explore an area of their own interest in Advanced Pharmacy Practice Experience - Elective (PHMD4060, 8CH, 8 weeks). This elective program will facilitate students to explore career options and opportunities anywhere in the world, and gain diverse learning experiences that

are not available at the University of Manitoba. All fourth-year students will also be required to complete a Pharmacy Research Project (PHMD4000, 6CH) during the course of the year. Supervisors will be assigned to each intern from within or outside of the College, and students will have 12 months to complete an approved research project.

UM INTERNAL REQUIREMENT: please complete the chart below to provide an overview of suggested progression through the program (indicate pre-requisites and related credit hours). Outline options for specializations within this program [minor(s) and/or concentration(s)].

YEAR 1		
Course #	Course Name	Credit Hours
ANAT 1030	Human Anatomy	3
PHMD 1000	Introduction to Professional Practice	1
PHMD 1002	Applied Pharmacy Practice Lab 1	4
PHMD 1004	Introduction to Pharmacotherapy Literature	1
PHMD 1006	Pharmacy Informatics	1
PHMD 1008	Medicinal Chemistry	4
PHMD 1010	Applied Pathophysiology	4
PHMD 1012	Extemporaneous Pharmaceutical Compounding	3
PHMD 1014	Clinical Therapeutics 1	3
PHMD 1016	Pharmaceutics	3
PHAC 2100	Pharmacology	6
PHMD 1040	Service Learning / IPE 1	1
	Total Credit Hours	34
	Online immunization modules	n/a
	Online Learning modules in jurisprudence - 10 hours	n/a
YEAR 2		
Course #	Course Name	Credit Hours
HNSC 2170	Nutrition for Health Professionals (online course)	2
PHMD 2000	Drug Delivery	3
PHMD 2002	Applied Pharmacy Practice Lab 2	4
PHMD 2004	Critical Appraisal of Pharmacotherapy Literature 1	4
PHMD 2006	Applied Biopharmaceutics and Pharmacokinetics	3
PHMD 2008	Pharmacy Law	1
PHMD 2010	Principles of Biotechnology	2
PHMD 2012	Pharmacogenetics	2
PHMD 2014	Clinical Therapeutics 2	8
PHMD 2016	Clinical Pharmacokinetics - Pharmacodynamics	3
PHMD 2020	Introductory Pharmacy Practice Experience - Community	4
PHMD 2030	Introductory Pharmacy Practice Experience - Hospital	4
PHMD 2040	Service Learning / IPE 2	1
	Total Credit Hours	41

YEAR 3		
Course #	Course Name	Credit Hours
PHMD 3002	Applied Pharmacy Practice Lab 3	4
PHMD 3004	Critical Appraisal of Pharmacotherapy Literature 2	2
PHMD 3006	Advanced Clinical Therapeutics	6
PHMD 3008	Concepts of Integrative Medicine	2
PHMD 3010	Pharmacy Management	4
PHMD 3012	Applied Professional Practice	3
PHMD 3014	Clinical Therapeutics 3	8
PHMD 3016	Toxicology of Medications and Drugs of Abuse	2
Total Credit Hours		31
YEAR 4		
Course #	Course Name	Credit Hours
PHMD 4000	Pharmacy Research Project	6
PHMD 4020	Advanced Pharmacy Practice Experience - Community	8
PHMD 4030	Advanced Pharmacy Practice Experience - Hospital	8
PHMD 4040	Advanced Pharmacy Practice Experience - Primary Care	8
PHMD 4060	Advanced Pharmacy Practice Experience - Elective	8
Total Credit Hours		38
Total Hours in all Four Years		144

B-6 Will the program be available for part-time study?

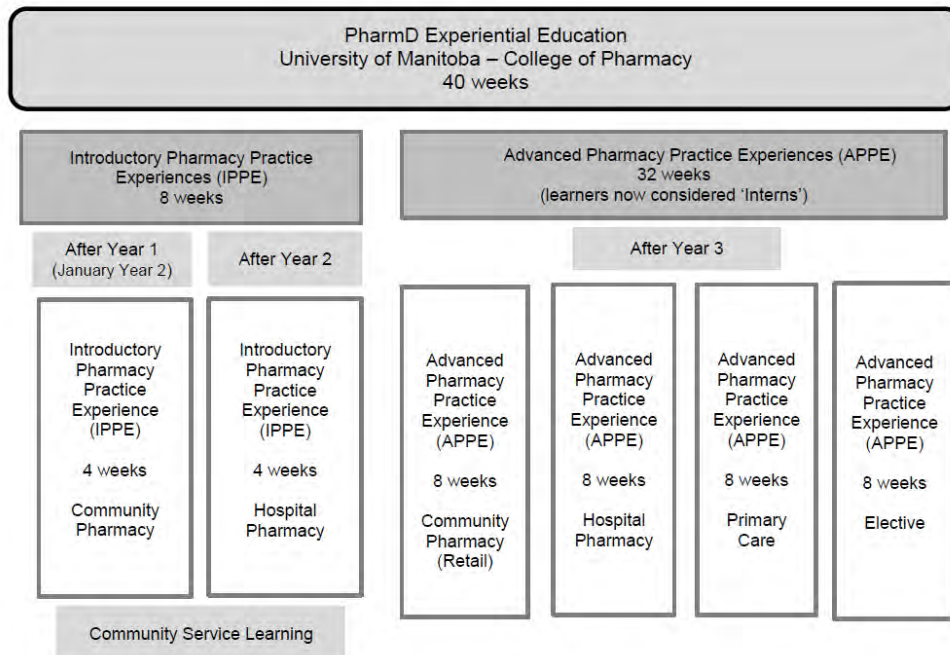
No, the undergraduate Pharm.D. program is not available for part-time study.

B-7 Indicate if this program will have a cooperative education, work placement, internship or practicum component and provide any relevant details:

Pharmacy Practice Experiences

Experiential education components in the Pharm.D. curriculum have been significantly expanded to emphasize the importance of learning experience by the pharmacy students. CCAPP requires 1600 hours (40 weeks) of experiential learning throughout the Pharm.D. program. This is an increase of 960 experiential hours from the current B.Sc. (Pharmacy) program of 640 hours. Based on this accreditation requirement, the College of Pharmacy has designed an 8-week "Introductory Pharmacy Practice Experiences" within years 1-3 and a 32-week "Advanced Pharmacy Practice Experiences" in the last year of the program. Within the advanced experiential components, 24 weeks must involve direct patient care while the remaining 8 weeks are incorporated into an elective rotation. These experiential education components are designed to support learning in practice environments such as community pharmacy, acute care hospitals, and primary care clinics, residential and long-term care. They will engage students in patient-centered care, collaboration with interprofessional colleagues, and collective team contributions to healthcare services. The Pharm.D. students will develop essential practice skills and competencies to apply their knowledge in making evidence-based patient care decisions.

CCAPP Standard 28 advocates inclusion of service-learning and other forms of community-engaged learning, through early and mid-program practice experiences. The introductory experiential components will introduce students to patient advocacy, social determinants of health, cultural diversity and health literacy while providing patient-centred care in a variety of community-based settings. Students will be required to complete 40 hours of community service learning along with interprofessional colleagues, in each of the first 2 years of the Pharm.D. program (see diagram below).



The introductory and advanced experiential placements will be composed of both community pharmacy and hospital pharmacy learning experiences. Community pharmacists have expanded their clinical services, and this provides Pharm.D. students and interns the opportunities to learn the value of pharmacists' contributions to health promotion, disease management and drug use assessment in community settings. During hospital pharmacy experience, in addition to traditional inpatient hospital rotations in internal medicine and critical care, the students and interns will be exposed to enhanced models of experiential education in Surgery and Preadmission Clinics, Rehabilitation, Ambulatory Chemotherapy Day Care, and Palliative Care. The Pharm.D. program has also assigned one of the four 8-week placements in the fourth-year curriculum to primary care, providing a practice setting for pharmacy interns to contribute to patient safety, health promotion, and risk assessment at the points of care transitions. Offering this experiential learning environment to pharmacy interns will enhance their skills and competency in providing medication therapy and management, such as managing complex medication regimens, immunizations, tobacco prevention programs, medication education and adherence coaching, health risk and disease prevention, and overall management of significant risk factors for chronic and/or complex diseases. These same primary care principles and initiatives will also support and contribute to Indigenous health. Opportunities will be given to students for placements in large First Nations communities or northern Manitoba in consort with other RFHS students. Partnerships with organizations such as Healthier Together will provide training for students to work along with other health professions within the Indigenous communities. The College of Pharmacy will continue collaborative efforts with all other RFHS Colleges, in pursuit of interprofessional collaborative team opportunities in all health regions of Manitoba.

Office of Experiential Education (OEE)

CCAPP Accreditation Standards 30 and 31 describe specific quality assurance requirements for recruitment and retention of experiential education preceptors, and development of experiential sites to support substantial expansion of the experiential components in a Pharm.D. program. In order to meet the essential accreditation standards, the College of Pharmacy is proposing to establish an Office of Experiential Education for the implementation of the Pharm.D. program. Establishment of this Office is consistent with other Pharmacy schools across Canada as well as other RFHS

Colleges, and it will support the successful implementation and sustainable operation of the experiential learning program.

It is anticipated that experiential rotations in the Pharm.D. program will need year-round placement recruitment and support to ensure the availability and quality of experiential sites and preceptors. CCAPP Criterion 29.3 also requires that “the Faculty must establish criteria and training for preceptors and the preceptors must be committed to supporting the teaching process”. To comply with this specific standard, the Office of Experiential Education will develop and deliver a formalized program to recruit preceptors, develop quality assurance criteria and evaluate site/preceptor retention. This Office will ensure that proper policies and procedures are in place to address and resolve potential problems. It will also implement a Preceptorship Development Program that can formalize initial training, provide ongoing support throughout student placements, and facilitate continuing professional development for the preceptors. This provision of increased support and guidance from this Office will help standardize the student learning experience and assessment process by the experiential preceptors.

Experiential Education Facilitators (EEF)

A number of Faculties of Pharmacy across Canada including UBC, Waterloo, Toronto and Alberta have created formalized University positions, often linked with the Health Authorities, to support active practice and the needs of the preceptors “in the field”. These appointments are known as “Experiential Education Facilitators” (EEFs), and are typically filled by pharmacists who have active patient care practices, and who also serve as liaisons between the university and the practice sites. These facilitators are familiar with university policies, Pharm.D. curriculum, expected learning outcomes, and assessment requirements of the students and interns. They also have the knowledge and expertise in the policies, practices and culture of the health regions and practice sites.

The College of Pharmacy is proposing to hire 8 EEFs for the Pharm.D. program. They will facilitate communication, clarify expectations of the learners and the preceptors, ensure timely feedback and assessment, and identify and manage issues of concern. It is believed that regular communication and continuing support from the OEE and the EEFs will be critical to the operating of the Pharm.D. program.

B-8 Intake Information

B-8.1 Projected enrolment for the first intake: 55 students

B-8.2 Maximum seat capacity (*Defined as first-year enrolment capacity*): 55

B-8.3 Anticipated date of maturity: 2022-09-01

UM INTERNAL REQUIREMENT: please indicate the projected enrolment and graduates for the first 5 years of the program.

Program Year	Year 0 (2018/19)	Year 1 (2019/20)	Year 2 (2020/21)	Year 3 (2021/22)	Year 4 (2022/23)	Year 5 (2023/24)
Pharm.D. Program (incoming)						
First-Year Intake			55**	55	55	55
Total Enrolment		55*	110	165	220	220
Graduates					55	55
B.Sc. (Pharmacy) Program (outgoing)						
First-Year Intake	55*					
Total Enrolment	220	110	55			
Graduates	55	55	55	0***		
Total UG Students	220	165	165	165	220	220

Notes:

- * 1st Year B.Sc. (Pharmacy) students admitted in 2018/19 will transition to modified 1st Year Pharm.D. in 2019/20;
- ** First new intake of Pharm.D. students in 2020/21;
- *** The B.Sc. (Pharmacy) program is phased out as the Pharm.D. program begins. There is no graduating class in June 2022.

SECTION C – INFORMATION REGARDING PROGRAM DEVELOPMENT PHASE

C-1 Describe how this new program aligns with the strategic plans of your institution:

The University of Manitoba has proposed Strategic Priorities in “Taking Our Place: University of Manitoba Strategic Plan 2015-2020”. The College of Pharmacy has designed the Pharm.D. program to fully align with four of the University priority tasks. These priorities are also consistent with the newly developed RFHS Strategic Framework 2016-2021. The implementation of this program will provide opportunities for the College of Pharmacy to fulfill our commitments to teaching excellence and to contribute to healthy and productive growth of the University community.

Inspiring Students’ Minds and Success

The University of Manitoba is committed to ensuring an outstanding educational experience for all students and providing nurturing and diverse learning programs and environments that will best contribute to students’ success. The Pharm.D. program is designed to embody best-practice principles of pharmacy curriculum, together with a variety of experiential learning opportunities for students to learn, to collaborate, to mature, and to become competent and professional in pharmacy practice.

The Pharm.D. program will provide multiple modes of learning for students including didactic lectures, independent study, large and small group discussion, practice simulation, experiential rotations, and interprofessional collaboration. As an outcome/competency-based program, the learning progression of all students will be assessed throughout different stages of study, and feedback will be regularly provided to students for them to improve and meet the educational outcomes. This can also serve as an efficient platform for identifying students in need of additional academic support and providing relevant and timely supports for learning success.

The College of Pharmacy has been ranked as one of the top pharmacy schools in Canada for decades, and we have a dedicated and united teaching team that contributes to teaching excellence and inspiring students’ learning and success. We look forward to meeting the new opportunities and challenges, and striving to provide the best educational experiences to students at the University of Manitoba.

Creating Pathways to Indigenous Achievement

As the Canadian province with the largest indigenous population, the Government of Manitoba emphasizes the importance of Indigenous knowledge, cultures and traditions, and the impact of easy access to the healthcare system by Indigenous peoples. The University of Manitoba is committed to providing an inclusive and supportive learning environment that will promote and facilitate success and career advancement by Indigenous students. The Pharm.D. program will offer a variety of learning opportunities including placements for experiential training in First Nations communities and northern Manitoba, not only for Indigenous students but also for all other students in the program, so that they will be able to understand the intercultural knowledge, tradition and diversity, and create pathways for the development of the next generation of Indigenous leaders in pharmacy practice.

The University of Manitoba has always reserved 5 enrollment positions for qualified Indigenous student applicants in the Pharmacy program, and in the Pharm.D. program, we will continue this practice to attract qualified Indigenous applicants and train Indigenous Pharmacy students. The University, RFHS and the College of Pharmacy recognize and respect the need to work collaboratively with Indigenous communities and offer special academic supports to all Indigenous students.

In addition, establishing a culture of inclusiveness and respect is important to supporting Indigenous achievement. For students enrolled in the Pharm.D. program, they will receive mandatory training in intercultural competency, conflict resolution, human rights, and antiracism within Pharm.D. curriculum and through interprofessional education programs organized by the RFHS. They will also participate in initiatives embracing cultural differences, cultural safety, mutual understanding and respect of other cultures, and are expected to become culturally knowledgeable and

competent in serving all walks of people in communities. RFHS is also expanding experiential education programs for all Colleges to serve rural Indigenous communities. We will participate in these programs and encourage our Pharm.D. students to experience these invaluable learning opportunities.

Building Community

The University of Manitoba is committed to creating academic programs and working environments that foster interchange and creation of knowledge, ideas and opinions in respect, trust, and collegiality. Faculty, staff and students all contribute to the collective growth of our community and the Province of Manitoba. For the Pharm.D. program, the College of Pharmacy will provide numerous collaborative and cooperative training opportunities for students and faculty alike. The interprofessional education programs are coordinated by all five founding Colleges of the Faculty. Some of the interdisciplinary programs such as immunization clinics have been in place for several years, and students from the College of Pharmacy are actively engaged in these activities. The Pharm.D. program also includes two years of service learning requirements, and the students will provide direct services to the community.

Outside the University community, the College of Pharmacy has maintained collaborative relationships with all professional organizations including the College of Pharmacists of Manitoba, Pharmacists Manitoba, Manitoba Institute for Patient Safety, and Canadian Society of Hospital Pharmacists. We have also established relationships with the College of Physicians and Surgeons of Manitoba, College of Registered Nurses of Manitoba, and regional hospital authorities, through our student placements and experiential rotations. We will continue to maintain and further develop these partnerships through collaborative work with other healthcare providers and the general public to better serve the Province.

Forging Connections

The University of Manitoba is fully committed to engaging with communities beyond the University and fostering collaborative and productive connections and integration with others. In the College of Pharmacy, we also realize the importance of connectedness with our students, graduates, alumni, and all other stakeholders, and appreciate the sense of belonging for all of us to maintain and expand friendships and partnerships.

The development of this Pharm.D. proposal has involved consultation with many individuals and organizations, and we have received tremendous support from all parties including students, regulatory bodies, and other pharmacy schools across the country. In particular, the proposed Pharm.D. curriculum has been designed after extensive and comprehensive consultations with outside parties, and it now reflects the collective contributions by the faculty, students, preceptors, pharmacists, and colleagues in other University departments. While the College of Pharmacy will be responsible for implementing the Pharm.D. program, we do recognize that this will be a collective effort by all parties, within and outside the University communities, to move forward with this new program of study for the Province. We are also relying on the financial and resource support from the University of Manitoba, the Province of Manitoba, and all other stakeholders.

Students currently enrolled in the B.Sc. (Pharmacy) program have participated and engaged through their experiential rotations and elective programs in many community and hospital pharmacies, across the Province, in northern regions, and even in international sites across the globe. We intend to continue and expand these connections for the Pharm.D. program. In particular, expansion into rural and northern First Nations communities under the broader RFHS outreach initiatives will provide training and career opportunities for students in the program and also attract potential students from those communities. These external connections and outreach activities are particularly important for the operating of the Pharm.D. program, the College of Pharmacy, and the University of Manitoba, and we strongly believe that this Pharm.D. program can fulfill the priorities identified by both the RFHS and the University of Manitoba.

C-2 Outline the internal approval process (i.e. committees, governing bodies) for approving this new program of study within your institution and indicate any dates of decision. *(Governing Council, Board of Governors, Board of Regents, Senate, other)*

Development of the Pharm.D. proposal has been guided by the national Pharmacy accreditation requirements and pharmacist licensure standards from AFPC, CCAPP, NAPRA, and PEBC. The proposed Pharm.D. curriculum is aligned with

the current education directions and recommendations from these organizations, and the training of future Pharm.D. students will be sustainable and responsive to the healthcare needs of Manitobans.

To facilitate the development and communication of a new program of study, the College of Pharmacy has established various work groups and an Advisory Council that consisted of representatives of faculty and staff, students, community and hospital pharmacists, alumni, and identified key stakeholders (Health Sciences Colleges, Pharmacy Regulatory, Pharmacy Advocacy, and Manitoba Health, etc.). These groups had met regularly to develop the proposal, the curriculum and all relevant policies. The Pharm.D. proposal was presented to the College of Pharmacy Council for approval, and forwarded to the University of Manitoba governance bodies for review and approval as follows:

Pharm.D. Proposal	Internal consultation/approval dates
• Pre-Requisite recommendations	September 15, 2015
• Curriculum recommendations	November 23, 2015
• Admissions recommendations	January 19, 2016
• Interprofessional Education recommendations	January 19, 2016
• Experiential Education recommendations	March 15, 2016
• Program Evaluation recommendations	March 15, 2016
College of Pharmacy Curriculum Management Committee	May 30, 2016
Approval and Support: College of Pharmacists of Manitoba	June 15, 2016
Pharmacy College Council	July 13, 2016
Rady Faculty of Health Sciences Faculty Council	January 24, 2017

UM INTERNAL REQUIREMENTS: Please note date(s) of Faculty/College/School Approval. Approval dates through the governing bodies will be inserted by the Provost’s Office prior to submission to government.

UM Undergraduate Programs:

<u>Decision-Making Body</u>	<u>Date of Approval</u>	<u>Date of Approval</u>
Faculty/College/School	_____	SCCC
SPPC	_____	SCADM (<i>if applicable</i>)
SCIE (<i>if applicable</i>)	_____	Senate Executive
Senate	_____	Board of Governors

C-3 Responsibility to consult

C-3.1 If this program subject to mandatory review or approval by organizations external to the institution (*such as regulatory bodies, Apprenticeship Manitoba, etc.*), please describe any consultation processes and provide copies of reports or letter from these organizations providing support:

Stakeholder Organization	Consultation Only	Letter of Support
Accreditation and Professional Associations		
Canadian Council for Accreditation of Pharmacy Programs		√
Association of Faculties of Pharmacy of Canada	√	
Canadian Pharmacists Association	√	
Canadian Society of Hospital Pharmacists		√
Pharmacists Manitoba		√
Regulatory Bodies		
College of Pharmacists of Manitoba		√
College of Physicians and Surgeons of Manitoba		√
College of Registered Nurses of Manitoba		√
Provincial Health Departments		
Manitoba Health	√	
Provincial HR Leadership Council	√	
Northern Regional Health Authority		√
Provincial Pharmacy Directors (WRHA & Southern Health)		√
University of Manitoba Units and Departments		
Provost Office	√	
Faculty of Science		√
Faculty of Arts		√
Faculty of Law		√
I.H. Asper School of Business		√
Rady Faculty of Health Sciences		√
Dept. of Human Anatomy and Cell Science		√
Dept. of Human Nutritional Sciences		√
Dept. of Pharmacology and Therapeutics		√
Dept. of Biochemistry and Medical Genetics		√

c-3.2 What agencies, groups, or institutions have been consulted regarding the development of this program?

- Manitoba Health, Healthy Living and Seniors and Health Human Resource Planning, Health Workforce Secretariat;
- WRHA: Senior Leadership (Vice President and Chief Operating Officer, Vice President, Chief Nursing Officer & Interprofessional Practice), Leaders of specific programs (Surgery, Emergency, Primary Care, MyHealthTeams, Mental Health, Long Term Care);
- Regulatory bodies including Medicine, Pharmacy and Nursing;
- Advocacy bodies for Pharmacy and Family Medicine;
- Canadian Society of Hospital Pharmacists, Manitoba Branch;
- Pharmacists Manitoba (rural and urban community pharmacists, leaders of corporate pharmacies).

c-3.3 How have students and faculty been informed of the intent to establish this program?

Students:

- All Work Groups and the Advisory Council have student members;
- Lectures have been included in “Current Topics” course for the past four years, and continue for 2016-17 academic year;
- Exit surveys and interviews are administered to the graduating year, offering opportunity for reflection and feedback from graduating students;
- A Town Hall was held on March 1, 2016 to share recommendations, and to provide feedback for questions;
- Communications have been sent out via emails when significant information is available, and where specific student feedback is sought;
- A draft of the proposal has been shared with student leaders, and a letter of support has been received.

Faculty:

- The Faculty (now College) of Pharmacy Council had passed a motion on June 18, 2014 to develop the Pharm.D. program;
- Every faculty and staff member has had a role in one or more Work Group(s) and/or Advisory Council. All groups met regularly throughout the past 18 months, and produced meeting notes easily accessible to all College members. Work Group leads often coordinated collaborative meetings with colleagues, and fostered a highly functioning, productive environment;
- An update report regarding the progress and state of the Pharm.D. planning is provided monthly at the staff meetings;
- Two all-staff retreats were held in September 2015 and February 2016. This offered excellent opportunity for staff to participate in all elements of the planning, providing feedback, suggestions, and support;
- All Faculty and staff received preliminary draft(s) of the proposal for review and feedback;
- The Pharm.D. Proposal document was considered at the Pharmacy College Council meeting on June 29, 2016 and was unanimously endorsed by those in attendance. Final approval was given on July 13, 2016;
- Approval from the Rady Faculty of Health Sciences Faculty Council on January 24, 2017.

C-4 List any similar programs offered in Manitoba: *(Provide such information as institution, programs, and credentials offered in addition to any impacts on these programs, explain rationale for duplication.)*

The University of Manitoba is the sole accredited undergraduate Pharmacy program provider in Manitoba. This Pharm.D. program is to replace the current B.Sc. (Pharmacy) program, in order to meet the national accreditation standards in Pharmacy education. The prerequisite courses required for admission to the Pharm.D. program may be delivered by other Manitoban universities. Both the University of Winnipeg and Brandon University have been notified of changes in prerequisite courses for the proposed Pharm.D. admission.

c-4.1 Describe any specific laddering, articulation and/or credit transfer options for students that are anticipated in this program in Manitoba.

There are no laddering opportunities with this degree.

C-5 List any similar programs offered in Canada: *(Provide such information as institution, programs, and credentials offered in addition to any impacts on these programs, explain rationale for duplication.)*

Current Status of Pharm.D. Programs across Canada (October 2016)			
University	Current Status	Start Date	Comments
Dalhousie	Proposal approved	Fall 2018 (projected)	
Memorial	Proposal approved	Fall 2017	Program will proceed in Fall 2017.
Toronto	Program implemented	Fall 2011	First graduating class in 2015.
Waterloo	Program implemented	Winter 2014	First graduating class in 2015 (2012 and 2013 classes elected modified program).
Montréal	Program implemented	Fall 2007	First graduating class in 2011.
Laval	Program implemented	Fall 2011	First graduating class in 2015.
Manitoba	Proposal approval pending	TBD	Letter of intent approved by UM Senate and MB government Council on Post-Secondary Education on March 28, 2014. Formal proposal approval is pending.
Saskatchewan	Proposal approved	Fall 2017	Program will proceed in Fall 2017.
Alberta	Proposal Approved	Fall 2018 (projected)	
British Columbia	Program implemented	Fall 2015	First graduating class in 2019.

c-5.1 Describe any specific laddering, articulation and/or credit transfer options for students that are anticipated in this program in Manitoba.

There are no laddering opportunities with this degree, as it is intended to replace what will be the “former” B.Sc. (Pharmacy) program.

C-6 Describe the current and projected labour market demands in Manitoba for graduates of this Program:

(Provide such information as probable employment destinations or further educational opportunities available to graduates of this new program of study. Attach any formal reports such as those from Associations, Statistics Canada, Sector Councils, Industry or Regulators.)

The University of Manitoba is the sole institution in Manitoba offering a Pharmacy program, and the College of Pharmacy admits 55 students into the program each year. Pharmacy is an attractive professional career and competition for admission has always been intense. The application numbers for the past 10 years ranged from 232 to 320, and have remained relatively constant. Enrolment data across Canada, specifically for years following the implementation of the Pharm.D. program, has not indicated significant changes in volume of the applications. The College of Pharmacy plans to maintain the current enrolment number of 55 students each year in the Pharm.D. program.

Overall national employment rates for pharmacists are very positive. From 2010-2014 93-95% of practicing pharmacists were employed across Canada and 3-6% of pharmacists were actively seeking employment. There is a reasonable balance between pharmacist supply and employment demand nation-wide. The overall supply of pharmacists in Manitoba meets the market demand and is comparable to that in most of other provinces. Considering the fact that the Province has a growing and aging population, and that regional imbalances and job vacancies do still exist, particularly in rural and northern regions, demand for practicing pharmacists will remain strong in the Province.

An exit survey of the 2016 graduating class indicated that 70% of the class had secured employment by March 2016, 30% of the graduates accepted positions 'outside of Winnipeg' while 65% accepted positions within Winnipeg. At present, approximately 25% of the first-year class are from rural Manitoba. Survey data has also indicated that almost 90% of pharmacy graduates remained in the Province for their employment. With expanded experiential training in the Pharm.D. program, Pharm.D. graduates will meet the healthcare needs for practicing pharmacists in Manitoba in the future. More importantly, both the Government and the University could dedicate more resources to encourage Pharm.D. students to practice in underserved areas such as rural and northern communities. This may also in turn attract potential students from those communities to earn a Pharm.D. degree and return back to serve their communities. Through extensive internship training and interprofessional education programs in the Pharm.D. curriculum, Pharm.D. graduates will be able to work independently and collaboratively to manage drug therapy for patients with chronic illness. This approach will become more efficient and cost-effective in supporting the healthcare system in both urban and rural settings where pharmacists can make collective contributions to the health and well-being of all Manitobans.

The College of Pharmacy has full accreditation status for B.Sc. (Pharmacy) Program until 2019. If an accredited Pharm.D. program were not implemented in time, the College would be in jeopardy not to be reaccredited by the CCAPP. Should the University of Manitoba lose its accredited Pharmacy program, pharmacy graduates would not be regarded at the same competency level as graduates from other Canadian schools, and their eligibility to write the national licensure PEBC exams would be essentially equivalent to that of foreign trained pharmacy graduates. In addition, their mobility would be significantly compromised, because the Province would not be in compliance with the signed Mobility Agreement for Canadian Pharmacists.

C-7 If copies of any internal or peer evaluations with respect to this new program of study are being provided with this proposal, please indicated how any issues identified by these evaluations have been addressed and attach any relevant documents as available:

Internal and peer evaluations of the Pharm.D. proposal have been invited, and recommendations from all parties have been discussed and integrated where applicable and/or appropriate on a concurrent basis:

- Work Groups and the Advisory Council represent a broad spectrum of internal and peer stakeholders, regular meetings are held to update the proposal;
- Regularly scheduled meetings, accountability reporting through meeting notes and progress reports, evaluations were incorporated into the proposal on a continuum;
- Consultations as described in *Sections C-2 and C-3* were frequent, productive and valuable, keeping all internal and peer groups well informed, and allowing for up-to-date feedback.

All issues identified were taken to various committees, discussed and voted on as necessary. No formal internal or peer evaluations were therefore necessary as feedback was sought, vetted and incorporated continuously during the development of the proposal.

SECTION D – REQUIRED RESOURCES AND FINANCIAL IMPLICATIONS**D-1 If one-time or pilot funding are being requested to support this new program of study, please identify the amount of funding being requested:**

One-time funding in the amount of \$4,540,837 is being requested from the Government of Manitoba to support this new program of study. These funds will be allocated as follows:

- 1.6 million for the establishment of a primary care simulation laboratory at the College of Pharmacy;
- \$210,000 for renovating telehealth and audiovisual needs in three lecture theatres at the Apotex Centre;
- \$2,730,837 for up-front staff hiring requirements, beginning prior to Year 1 and staggered over three years.

Please see the attached Manitoba Education and Advanced Learning Division Program Proposal Financial Form (*Appendix A*) for detailed reference to the proposed program financial requests.

Funding requested per year

\$2,034,202 in funding in 2018/19

\$ 688,792 in funding in 2019/20

\$1,179,762 in funding in 2020/21

\$ 638,081 in funding in 2021/22

Total funding request \$4,540,837

As the scope of Pharmacy practice is constantly changing, it is essential that dedicated space be available to provide an appropriate teaching and learning environment. The existing skills laboratory space at the Apotex Centre, together with the shared Clinical Learning and Simulation Facility (CLSF) located in the Max Rady College of Medicine, will no longer meet instructional needs of the Pharm.D. program. CCAPP Standard 28 also guides the practice experiences for the Pharm.D. program. Pharm.D. students must develop appropriate clinical skills to assist a variety of patients in managing acute illnesses and/or chronic conditions in primary care, long-term care, and critical or emergency care. To address this standard and to prepare students adequately, a new primary care simulation lab is proposed, which will build a practice-learning environment for students to develop these essential skills and competencies. Throughout the Pharm.D. curriculum there will be a total of over 228 hours of clinical skill training including an increase of approximately 60 hours of simulation lab time in Year 3. Together with the existing CLSF, the new Pharmacy simulation lab will offer complimentary interprofessional learning experiences for all students of the RFHS. It is estimated that the addition of this new simulation laboratory will cost \$3 million in total. The College of Pharmacy has allocated \$1.4 million, and requests the balance of \$1.6 million in this proposal.

Telehealth and audiovisual needs in the amount of \$210,000 will enable the College of Pharmacy to extend modern communication support and services to students and preceptors in rural and northern experiential training sites. Advanced communication technology was not available at the time the Apotex Centre was built in 2008. The renovation of the three lecture theatres is necessary for the Pharm.D. program, and it will also provide shared teaching space and communication technology to other Colleges within the RFHS.

The request for up-front staff hiring, \$2,730,837 will be staggered, beginning with the date of program proposal approval. This staggered hiring process will reduce the financial burden to the Government for immediate up-front support, and provide the University of Manitoba with resources for the gradual implementation of the Pharm.D. curriculum.

D-2 If ongoing funding being requested to support this new program of study, please identify the amount of funding being requested:

There will be no ongoing funding required from the Government of Manitoba.

D-3 If new funding is not being requested, how will the program be funded?

The Pharm.D. program will be funded by tuition fees and the existing EAL grant.

D-4 List any external sources of funding that will be used to support the implementation or delivery of this new program of study: *(Provide such information as agreements for funding from industry or external grants and indicate the anticipated length of time for each agreement.)*

No other external sources of funding are anticipated at this time. The College of Pharmacy has allocated \$1.4 million for capital investment to the addition of the new primary care simulation lab.

D-5 What are the resource implications to the institution (budget, IT, library, laboratory, computer, space, practicum liability insurance, student services, etc) in delivering this new program of study?

To support the Pharm.D. program, 16 new positions are required. These include: 6 academic appointments (4 tenure-track faculty, and 2 instructors) and 2 support staff, to be based at the College of Pharmacy Apotex Centre, and 8 Experiential Education Facilitators, who will be located within the Regional Health Authorities across the Province. These new appointments are essential for the University of Manitoba to successfully implement the Pharm.D. program.

The College of Pharmacy does not anticipate major impact on IT, computer, office space or liability insurance costs in accommodating 8 new faculty/staff that will be based within the Apotex Centre. A space allocation inventory for the new faculty/staff has been undertaken, and these appointments can be accommodated into the existing space in Apotex Centre. Resource availability for the remaining 8 positions to be located across the provincial RHA's will be included in considerations during the hiring process.

The existing student laboratory and clinical skills facility within the Apotex Centre can only partially fulfill the accreditation standards for the Pharm.D. program. Hence \$3 million is needed (\$1.6 million from the Province and \$1.4 million from the College of Pharmacy) to add a primary care simulation facility. This is a critical infrastructure requirement, to provide the training environment and to comply with the CCAPP Standards.

The University of Manitoba has established student support services at the Bannatyne Campus, which, along with existing student services previously available to the Max Rady College of Medicine, will now be available to Pharmacy students through the RFHS affiliation. The Neal John Maclean Health Sciences Library, together with University online library resources, is capable of supporting all library needs for both faculty and students. Considering the above information, the University of Manitoba is confident that this proposal is able to meet the financial and academic requirements, upon government approval of the budget application.

D-6 Please describe new and existing staffing resources needed to provide this new program of study. *Include reallocation of existing faculty, hiring of new faculty, administrative and support services and any other considerations.*

Currently, the College of Pharmacy has 19 tenured and/or tenure-track faculty positions (including three academic administrators), 7.6 FTE instructor positions and 6 support staff positions. All academic members of the College including the Dean and Associate Deans, participate in teaching activities within the Pharmacy program. All faculty and staff will continue their teaching commitments in the Pharm.D. curriculum. CCAPP Standard 27 directs the Pharm.D. curriculum to include balanced coursework in biomedical sciences, pharmaceutical sciences, behavioural, social and administrative sciences, and clinical sciences and practice skills. Compliance with this comprehensive accreditation standard will result in a revised and enhanced Pharm.D. curriculum that is substantially increased in credit hours, learning scope and depth different from the existing B.Sc. (Pharmacy) program.

Course content in the Pharm.D. program has increased by 30% compared to that of the B.Sc. (Pharmacy) program, and this increase results in new pharmacy courses throughout the entire curriculum. Therefore, 4 new faculty

appointments are required in the following specialties: pharmacogenetics (Year 2), scientific literature evaluation, including pharmacoeconomics/pharmacoepidemiology (Year 3), and clinical therapeutics (2 positions, Year 2 and Year 3). Pharmacogenetics is a new course added to Year 2 of the Pharm.D. curriculum. Pharmacogenetics is a rapidly evolving pharmacy focused science, which combines pharmacokinetics and genomics to facilitate the delivery of effective, safe medications tailored to each patient's genetic makeup. A new tenure-track faculty member will be recruited to deliver this new course. Consultation with the Department of Pharmacology and Therapeutics has also indicated a strong interest and support of future research collaboration with this hire.

Clinical practice skills must be developed through comprehensive and extensive training. Critical Appraisal of Pharmacotherapy Literature 2, with emphasis on pharmacoeconomics and pharmacoepidemiology (Year 3) will facilitate students' understanding of drug-use in populations and application of economic principles to healthcare decisions such as medication coverage. Evidence-based evaluation of pharmacotherapy literature is increasing from one course (4 credit hours) in the B.Sc. (Pharmacy) program to 3 courses (7 credit hours) in the Pharm.D. program. A professor with expertise in pharmacoeconomics and pharmacoepidemiology is needed to facilitate this expansion.

Content of clinical therapeutics has been significantly increased, driven by accreditation requirements (CCAPP Criterion 27.4) and the increasing healthcare needs of Canadians. Pharm.D. graduates must have competence and confidence to deal with advanced, problem-based, clinical cases. This is one of the major expansions (an increase of 6 credit hours) in the Pharm.D. curriculum. Students receive enhanced training to solve medication-related issues that have been identified, such as increased geriatric and pediatric pharmacotherapy, mental health, pain and palliative care, pharmacotherapeutics and medication safety initiatives. These components of patient care have been recognized within the expanded scope of pharmacy practice and students will graduate better prepared to manage these issues. Because the curriculum is diverse and comprehensive, the College of Pharmacy requests 2 tenure-track faculty positions to meet the course development and instruction demands.

Accreditation Standard 28, Criteria 28d, 28e, 28f impose a substantial curriculum increase to experiential learning. The Pharm.D. experiential education components will require 40 weeks of experiential placements, translating to 2,200 placements or 88,000 hours of experiential time for Pharmacy students each academic year, a significant increase from the current 16 weeks required of the B.Sc. (Pharmacy) program (880 placements or 35,200 hours). CCAPP Standard 30 also requires the College of Pharmacy to acquire sufficient human resources in support of the design, coordination, implementation, operation, ongoing quality assurance and further development of the program. At present, one instructor coordinates the experiential program for the B.Sc. (Pharmacy) program. Additional support is essential to develop and implement the significantly expanded experiential components in the Pharm.D. program. An instructor will be recruited to work with the existing Experiential Coordinator and a new administrative support staff in the Office of Experiential Education (OEE). This will be consistent with other Pharmacy schools across Canada, and will facilitate developing and sustaining quality experiential education in the Pharm.D. program to meet the minimal accreditation standards.

CCAPP Accreditation Standard 30 requires the Office of Experiential Education to focus on developing and maintaining all experiential preceptors and sites, including preceptor orientation and continuing development, standards for selection and evaluation of preceptors and practice sites, assessment of student performance, and quality assurance of the practice experiences component of the curriculum, etc. This Office will support the College of Pharmacy to remain compliant with the CCAPP accreditation standards in terms of policies, privileges, obligations, and responsibilities. Establishing experiential sites that meet accreditation standards will create proper practice learning environments, facilitate reasonable student/intern independence, and provide essential physical infrastructure to optimize patient care and professional development consistent with the expectations of an accredited Pharm.D. program.

An additional instructor is required in the expanding Skills Lab program, in order to develop patient care skills and prepare students to become competent practitioners. Because the proposed Pharm.D. curriculum has increased the time in developing students' skills from 141 contact hours to 228 contact hours, both in the skills lab courses and through simulation opportunities in the third-year Advanced Clinical Therapeutics course, this instructor must be a registered pharmacist with a strong working knowledge of pharmacy practice.

The eight "in the field" Experiential Education Facilitators (hired as instructors, see *Appendix H* for sample job description) will be positioned throughout the provincial regional health regions to coordinate the experiential program, providing support to preceptors, students and sites for proper learning and training of the Pharm.D. students and interns. Research has described best practices of experiential education, with unequivocal evidence demonstrating the

value of appropriate support for preceptors and training sites. The College of Pharmacy has initiated discussions with Manitoba Health Regions' pharmacy programs (Provincial Pharmacy Working Group, of the MB Government Acute and Specialty Health Care Collaborative), and is engaging with relevant stakeholders in the discussion for developing a model of preceptor facilitation, using elements from experiences of other Canadian Pharm.D. programs, to operate a sustainable and robust experiential education program. These education facilitators communicate between the University and the clinical settings, and support all practice sites, the preceptors and the students. Many areas of practice will benefit from the facilitators through coordinating multi-learner models, recruiting new clinical areas and practice educators, and identifying interprofessional learning opportunities, facilitating opportunities for participation. All above instructor appointments are essential to meet the accreditation requirements and to deliver the experiential education components of the Pharm.D. curriculum. Furthermore, with the establishment of an expanded experiential network across the Province, learners and preceptors in all Manitoba's health regions, hospital pharmacies, community pharmacies, and primary care practice sites will benefit from the support of this liaison partnership. The proposed increase in experiential education strategy will support compliance with all criteria of CCAPP Standards 29 and 30. Education outcomes will be clearly defined, learners and preceptors will be consistently assessed and provided feedback, sites will meet required standards, and capacity for learning opportunities will be enhanced.

In order to support the smooth implementation and operation of the Pharm.D. program, the College of Pharmacy also requires two support staff positions. The Office of Experiential Education requires one support position to maintain clinical placement agreements, pre-requisite certifications, student/intern access to IT/facilities, preceptor recruitment, recognition, and communication. Another support position is required to provide lab and simulation coordination and set up, since there will be a 60% increase in skills lab instruction and contact hours.

The College of Pharmacy has maintained its excellent program outcomes for years with efficiency and diligence. However, implementing the Pharm.D. program, with its expanded accreditation requirements, will need significant investment in human resources and facility infrastructure. We therefore request that the Government of Manitoba consider this application and approve the funding request, so that the University of Manitoba can implement and deliver the required accredited Pharm.D. program as all other Pharmacy schools across the country.

D-7 Provide a program implementation plan for the new program of study by academic year (start to maturity) that includes any elements to be phased in (e.g., new faculty hires, distribution of existing faculty and support staff) from launch to maturity:

Current College of Pharmacy faculty and staff will continue with their teaching and other responsibilities within the College of Pharmacy. New hires will be implemented as follows:

	Prior to Pharm.D. Year 0 (2018/19)	Pharm.D. Year 1 (2019/20)	Pharm.D. Year 2 (2020/21)
Subject Area Human Resource Space Requirement	Office of Experiential Ed. 1 Instructor Office space	Ex. Ed. Facilitator (EEF) 4 Instructors Off campus	Ex. Ed. Facilitator (EEF) 4 Instructors Off campus
Subject Area Human Resource Space Requirement	Experiential program/ IPE etc. 1 Support staff Office space	Pharmacogenetics 1 Tenure track faculty Office / research space	Pharmacoeconomics/Pharmacoepidemiology 1 Tenure track faculty Office / research space
Subject Area Human Resource Space Requirement	Skills Lab Stream 1 Pharmacy technician Skills lab	Skills Lab Stream 1 Instructor Office space	Advanced Therapeutics 2 Tenure track faculty Office / research space

D-8 Please describe the effect of this new program on existing capital infrastructure and equipment:

The Apotex Centre, home of the College of Pharmacy, was built in 2008, and has relatively up-to-date infrastructure and equipment for the proposed Pharm.D. program. As described in *Section D1*, the financial request for capital infrastructure for the Pharm.D. program is to add a primary care simulation laboratory and to provide needed telehealth and audiovisual equipment in the three lecture theaters inside the Apotex Centre.

D-9 If capital funding is being requested to support additional specialized program materials such as infrastructure or equipment required to provide this new program of study, please provide a detailed description of the use of this capital:

The primary care simulation laboratory will provide the appropriate environment to facilitate the students' development of clinical practice skills required to practice in primary care, and community patient care environments. Such skills include collaborative care with other health care providers, diagnostic and point-of-care testing, disease state management, patient assessment and outcomes monitoring, patient and professional communications, and drug therapy management by pharmacists. The availability of the facility will promote further interprofessional education collaboration and cooperation among all Colleges of the RFHS.

The proposed telehealth and audiovisual equipment will allow connectivity to various experiential learning sites off the Bannatyne Campus and outside of Winnipeg, for communicating with both the preceptors and the students, and for training/briefing preceptors and students whenever needed. In addition, the three lecture theaters in the Apotex Center have been utilized by all other Colleges for teaching and learning purposes on a regular basis. The availability of modern audiovisual technology will help improve the teaching quality and expand the accessibility by students/staff at remote or rural sites.

We have included the budget details in the proposal (*Appendix A*), and we believe that the funding request is well justified. Our proposal includes a \$1.4 million dollar capital investment from the College of Pharmacy.

SECTION E– TUITION**E-1 What are the proposed tuition fees?**

The proposed annual tuition is \$14,500 per student per annum. This figure is based on the costs of delivering the Pharm.D. program, and is comparable to 2016 data in national comparisons of Pharm.D. tuition fees. In the Program Proposal and Financial Form, the starting date for the new tuition is for the 2019/2020 fiscal year.

E-2 Please provide a rationale for the tuition fee proposed. (*For example, are these tuition fees comparable to tuition for existing programs within the academic unit or to tuition for similar programs offered at other institutions?*)

The College of Pharmacy has carefully examined the resources required for offering an accredited and sustainable Pharm.D. program, and thus established a tuition level that is realistic and competitive. The proposed tuition, as detailed in the ALD Financial Support Form, will ensure the availability of essential resources for the College of Pharmacy to deliver the new program of study at the University of Manitoba.

The proposed tuition for the Pharm.D. program at the University of Manitoba (\$14,500 tuition plus fees = \$18,688 cost/student) will be comparable to those of other Canadian entry-to-practice Pharm.D. programs (based on data already available or in projection). This level of tuition reflects the cost of the new program of study, which has made significant changes and additions in new pharmacy-specific courses, expanded experiential education, simulation and interprofessional training in order to develop and improve professional and practice skills of pharmacy students and address the requirements of an accredited program for Manitoba. These changes and additions will require essential

investments in infrastructure and human resources for the College of Pharmacy to develop appropriate course content, to recruit new and dedicated teaching staff, to expand experiential sites, and to train, develop, support and retain qualified preceptors. Without sufficient support of the program by the Government and incoming tuition fees, it would be impossible for the College of Pharmacy to implement a Pharm.D. program.

University	Year	Average Pharm.D. Tuition	Pharm.D. Program Fees	Other University Fees	Total Annual Tuition
Universities currently offering Pharm.D. program					
Waterloo	16/17	\$18,548		\$1,739	\$20,287.00
Toronto	16/17	\$18,210	\$160.36	\$1,350	\$19,720.36
UBC	16/17	\$17,011		\$2,025	\$19,036.00
Universities with approval, and implementing Pharm.D. program in the future					
Saskatchewan (Proposed)	17/18	\$17,000		\$805.89	\$17,805.89
Alberta (Proposed)	18/19	\$11,000	\$4,000	\$874.24	\$15,874.24
Dalhousie	18/19	Not available			
Memorial	17/18	Not available			
University of Manitoba – Pharm.D. Proposal					
Manitoba	19/20	\$14,500	\$3,600	\$ 588	\$18,688.00

The data in the above table compares Pharm.D. tuition for all English-teaching Pharmacy schools across Canada. Tuitions for Pharm.D. programs at the two French-teaching Pharmacy schools in Quebec are highly subsidized by the provincial government, therefore they are not relevant for comparison. Tuition for Pharm.D. programs in the USA are much higher than those of Canadian schools. For example, North Dakota State University and the University of Minnesota will charge non-residents \$49,698USD and \$35,900USD for their Pharm.D. program per year, respectively.

E-3 What course-related fees would apply to a student in this program?

Students enrolled in the Pharm.D. program will pay a clinical fee of \$3,600 per annum (see Table above).

E-4 Please provide a rationale for the course-related fee(s) proposed. (For example, are these fees comparable to fees for existing programs within the academic unit or for similar programs offered at other institutions?)

The tuition and course-related fee structure proposed by the University of Manitoba is comparable to that of other Pharm.D. programs in the prairie provinces, and lower than that of Pharm.D. programs in Ontario and British Columbia. Overall, this proposed tuition level by the University of Manitoba is mid-range, and competitive with the eight pharmacy schools listed above. It will allow the College of Pharmacy to recruit new and dedicated teaching staff, to develop and deliver the enhanced new curriculum, including the significantly expanded experiential learning components, and to train, support and retain qualified preceptors. We strongly believe that the proposed tuition is

reasonable, comparable and justified for the College of Pharmacy at the University of Manitoba to continue offering one of the highest-quality, entry-level Pharm.D. programs in Canada into the future.

E-5 Please describe any specific supports to encourage affordability and accessibility to the program:

The University of Manitoba has always recognized the challenges in affordability and accessibility that may be encountered by Indigenous peoples or low-income families seeking a degree in the health sciences, including the pharmacy program. In particular, the College of Pharmacy has utilized a Special Consideration Category within the admissions requirements for Indigenous applicants. This category would accommodate Indigenous candidates who are Manitoba residents and have met the minimum requirements for admission to the pharmacy program. The College allocates up to 5 positions to this Special Considerations Category among the 55 admissions available each year, and any Indigenous applications will be considered for competitive prioritization to encourage students from the Indigenous population to apply. In addition, the College of Pharmacy has an Accessibility Advisory Committee to guide the proper administration processes in the College. The Pharmacy program strictly follows all University policies on “Accessibility for Students with Disabilities”, and provides appropriate accommodation to admitted students with documented disabilities. These practices will be continued in the Pharm.D. program.

The College of Pharmacy is also committed to affordability and accessibility by providing a total of 80 awards, bursaries and entrance scholarships for Pharmacy students. They are valued at approximately \$75,000 per year in total, with a range of \$25-\$3,000 for individual awards. Furthermore, the University of Manitoba offers various bursaries and awards that Pharmacy students can apply. This would provide students with adequate financial support to allow maximal accessibility for everyone who wishes to apply for the Pharmacy program. It is worth noting that the average starting annual salary for a new pharmacy graduate at present is approximately \$100,000. Considering this earning potential, the current tuition fees for the College of Pharmacy in Manitoba is affordable and competitive when comparing with other Canadian pharmacy schools and the US universities.

SECTION F – SIGNATURES

(A second signature section is provided for joint programs only)

SUBMITTED BY:

President:

Name:

Signature:

Date: Click here to enter a date.

Vice-President/Academic:

Name:

Signature:

Date: Click here to enter a date.

For use by joint programs only:

President:

Name:

Signature:

Date: Click here to enter a date.

Vice-President/Academic:

Name:

Signature:

Date: Click here to enter a date.

SUBMIT COMPLETED FORM

PROVOST'S OFFICE ONLY: Once completed and signed, please submit this application form to the Advanced Learning Division at ald@gov.mb.ca with the following attachments (*double-click to engage check box*):

- | | |
|--------------------------|---|
| <input type="checkbox"/> | Cover letter |
| <input type="checkbox"/> | Advanced Learning Division Financial Form |
| <input type="checkbox"/> | Any supporting documentation (<i>reviews, letters of support, etc.</i>) |

If you have any questions or require further information, please contact:

Advanced Learning Division
Manitoba Education and Advanced Learning
608-330 Portage Avenue Winnipeg MB R3C 0C4
(204) 945-1833
ald@gov.mb.ca



Appendix	Description
Appendix A	ALD Financial Support Form
Appendix B	Admission Criteria for Entry to Practice Pharm.D. Program
Appendix C	Pharm.D. Course Descriptions and Course Introduction forms
Appendix D	Academic Regulations
Appendix E	Letters of Support from Internal Units Impacted, and External Stakeholders
Appendix F	Library Statement of Support
Appendix G	Pharm.D. Program Transition Plan
Appendix H	Experiential Education Facilitator sample job description

ADVANCED LEARNING DIVISION
Program Proposal Financial Form

Form Instructions:

1. When proposing a new program *Current Fiscal Year* (the first column) should be left blank, with the first year of the program starting in year 1.
2. When proposing a program expansion *Current Fiscal* should be entered in the first column.
3. If a program reaches maturity prior to *Fiscal Year 4*, remaining fiscal year columns must still be completed so that *Ongoing Program Funding* can be calculated.
4. Fill in line items for revenue, expenditure, and capital as these pertain to the program. Examples are correspondently listed to the right of the table.
5. Ensure that line items account for overhead. For example, include the amount of tuition that the program will receive after administrative overhead.
6. Only fill out areas shaded in green, using cash accounting. The increment, on-going and total will self-populate accordingly.

Overview											
Institution:	College of Pharmacy, Rady Faculty of Health Sciences, The University of Manitoba										
Program Name:	Pharm.D. Program										
Contact Information:	Amanda Kinnell, Senior Financial Officer, Phone 204-474-9669										
Date:											31-Jan-17

	Fiscal Year 2017/18	Fiscal Year 2018/19	Start of Intake - Fiscal Year 2019/2020	Increment	Fiscal Year 2020/21	Increment	Fiscal Year 2021/22	Increment	Fiscal Year 2022/23	Increment	Ongoing Program Funding
	2 Years Prior to Intake	1 Year Prior to Intake	Year 1	(change from previous year to year 1)	Year 2	(change from year 1 to year 2)	Year 3	(change from year 2 to year 3)	Year 4	(change from year 3 to year 4)	
REVENUE INFORMATION											
Tuition	\$ -	\$ -	\$ 485,100	\$ 485,100	\$ 970,200	\$ 485,100	\$ 1,455,300	\$ 485,100	\$ 1,940,400	\$ 485,100	\$ 1,940,400
College of Pharmacy contribution									\$ 52,976	\$ 52,976	\$ 52,976
Clinical Lab Fee Existing	590,000	590,000	295,000	-295,000	147,500	-147,500	0	-147,500		0	\$ -
Clinical Lab Fee New			\$ 198,000	\$ 198,000	\$ 396,000	\$ 198,000	\$ 594,000	\$ 198,000	\$ 792,000	\$ 198,000	\$ 792,000
Existing Undergrad Baseline UofM	\$ 3,860,000	\$ 4,014,400	\$ 4,174,976	\$ 160,576	\$ 4,341,975	\$ 166,999	\$ 4,515,654	\$ 173,679	\$ 4,696,280	\$ 180,626	\$ 4,696,280
Total Revenue (A)	\$ 4,450,000	\$ 4,604,400	\$ 5,153,076	\$ 548,676	\$ 5,855,675	\$ 702,599	\$ 6,564,954	\$ 709,279	\$ 7,481,656	\$ 916,702	\$ 7,481,656

NOTES
 Incremental tuition increase of \$9,800 (\$14,500-\$4700) 90%
 Clinical Fee - Phased out old fee based on Targeted Tuition Budget 16/17
 Clinical Fee - Will charge \$1,800 per term x 2 terms for students entering Pharm.D. for covering the Pharm.D. program costs.
 Increase by 4% per year

	Fiscal Year 2017/18	Fiscal Year 2018/19	Start of Intake - Fiscal Year 2019/2020	Increment	Fiscal Year 2020/21	Increment	Fiscal Year 2021/22	Increment	Fiscal Year 2022/23	Increment	Ongoing Program Funding
	2 Years Prior to Intake	1 Year Prior to Intake	Year 1	(change from previous year to year 1)	Year 2	(change from year 1 to year 2)	Year 3	(change from year 2 to year 3)	Year 4	(change from year 3 to year 4)	
EXPENDITURE INFORMATION											
New Academic Salaries & Benefits		\$ 128,258	\$ 909,040	\$ 780,782	\$ 1,861,527	\$ 952,487	\$ 1,935,988	\$ 74,461	\$ 2,013,428	\$ 77,440	\$ 2,013,428
New Support Staff Salaries & Benefits		\$ 109,935	\$ 114,332	\$ 4,397	\$ 118,906	\$ 4,574	\$ 123,662	\$ 4,756	\$ 128,608	\$ 4,946	\$ 128,608
Existing Academic Salaries & Benefits	\$ 3,783,788	\$ 3,935,140	\$ 4,092,545	\$ 157,405	\$ 4,256,247	\$ 163,702	\$ 4,426,497	\$ 170,250	\$ 4,603,557	\$ 177,060	\$ 4,603,557
Existing Support Staff Salaries & Benefits	\$ 302,932	\$ 315,049	\$ 327,651	\$ 12,602	\$ 340,757	\$ 13,106	\$ 354,388	\$ 13,631	\$ 368,563	\$ 14,175	\$ 368,563
Annual Telehealth Contract		\$ 12,000	\$ 12,000	\$ -	\$ 12,000	\$ -	\$ 12,000	\$ -	\$ 12,000	\$ -	\$ 12,000
Travel & Hospitality	\$ 42,500	\$ 42,500	\$ 47,500	\$ 5,000	\$ 47,500	\$ -	\$ 52,500	\$ 5,000	\$ 57,500	\$ 5,000	\$ 57,500
Printing	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	\$ 10,000	\$ -	\$ 10,000	\$ -	\$ 10,000	\$ -	\$ 10,000
Consummable Materials	\$ 75,000	\$ 75,000	\$ 75,000	\$ -	\$ 75,000	\$ -	\$ 75,000	\$ -	\$ 75,000	\$ -	\$ 75,000
Telecommunications	\$ 25,000	\$ 26,000	\$ 26,800	\$ 800	\$ 28,000	\$ 1,200	\$ 28,000	\$ -	\$ 28,000	\$ -	\$ 28,000
Other Expenses	\$ 150,000	\$ 150,000	\$ 150,000	\$ -	\$ 150,000	\$ -	\$ 150,000	\$ -	\$ 150,000	\$ -	\$ 150,000
Professional Fees	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	\$ 10,000	\$ -	\$ 10,000	\$ -	\$ 10,000	\$ -	\$ 10,000
Repairs & Maintenance	\$ 25,000	\$ 25,000	\$ 25,000	\$ -	\$ 25,000	\$ 25,000	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ 25,000
Recruitment/Start Up		\$ 5,000	\$ 35,000	\$ 30,000	\$ 90,000	\$ 60,000	\$ -	\$ (90,000)	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures (B)	\$ 4,424,220	\$ 4,843,882	\$ 5,834,868	\$ 990,986	\$ 7,024,937	\$ 1,220,069	\$ 7,203,035	\$ 178,098	\$ 7,481,656	\$ 278,621	\$ 7,481,656

NOTES
 1 instructor hired 18/19 1 prof & 5 instructor hired in 19/20 3 prof & 4 instructor hired 20/21 + 4% increases per year
 4% increase each year
 current staff @ 4% increase per year
 current staff @ 4% increase per year
 increased travel costs with additional staff
 Additional phone lines for new hires
 4 x \$25,000 start-up, \$30000 recruitment

	Fiscal Year 2017/18	Fiscal Year 2018/19	Start of Intake - Fiscal Year 2019/2020	Increment	Fiscal Year 2020/21	Increment	Fiscal Year 2021/22	Increment	Fiscal Year 2022/23	Increment	Ongoing Program Funding
	2 Years Prior to Intake	1 Year Prior to Intake	Year 1	(change from previous year to year 1)	Year 2	(change from year 1 to year 2)	Year 3	(change from year 2 to year 3)	Year 4	(change from year 3 to year 4)	
CAPITAL INFORMATION											
Telehealth & AV (3 theatres)		\$ 210,000		\$ (210,000)		\$ -		\$ -		\$ -	\$ -
Renovations Simulation Lab		\$ 1,600,000		\$ (1,600,000)		\$ -		\$ -		\$ -	\$ -
Furniture/Computers one-time		\$ 10,500	\$ 7,000	\$ (3,500)	\$ 10,500	\$ 3,500		\$ (10,500)		\$ -	\$ -
				\$ -		\$ -		\$ -		\$ -	\$ -
Total Capital (C)	\$ -	\$ 1,820,500	\$ 7,000	\$ (1,813,500)	\$ 10,500	\$ 3,500	\$ -	\$ (10,500)	\$ -	\$ -	\$ -

NOTES
 Technology Acquisition (received quotes from AV & MB Telehealth)
 College of Pharmacy has \$1.4 million set aside - matching
 Furniture \$2,500/Computer \$1,000

Revenues less Expenditures and Capital (A (B+C))	\$ 25,780	\$ (2,059,982)	\$ (688,792)	\$ 1,371,190	\$ (1,179,762)	\$ (520,970)	\$ (638,081)	\$ 541,681	\$ 0	\$ 638,081	\$ 0
Funding Request	\$ (25,780)	\$ 2,059,982	\$ 688,792	\$ (1,371,190)	\$ 1,179,762	\$ 520,970	\$ 638,081	\$ (541,681)	\$ (0)	\$ (638,081)	\$ (0)

Cumulative One-Time \$ (25,780) \$ 2,034,202 \$ 2,722,994 \$ 3,902,756 \$ 4,540,837

**ACADEMIC REQUIREMENTS**

All applicants must meet the following requirements:

- 1) Complete a minimum of 60 credit hours as listed in the table below (core courses and electives) with no grade less than a “C” by April of the year of application,
- 2) Complete a minimum of 2 Regular Fall/Winter sessions (Sept-April) where each Regular Fall/Winter session contains a minimum of 24 new credit hours,
- 3) Achieve an AGPA* of 3.50 or higher,
- 4) Achieve the minimum required essay score in the written critical skills essay,
- 5) Achieve the minimum required Pharmacy College Admission Test (PCAT) score. The PCAT must be written by January 15 of the year of application.

*see Section B for calculation of Adjusted Grade Point Average (AGPA).

Applicants who have completed some of their core courses through an Advanced Placement (AP) or International Baccalaureate (IB) program must still complete two regular sessions (Sept-April) where each session contains a minimum of 24 new credit hours.

No credit will be given for any course which was completed more than ten years before the year of application.

Required Courses				Credit Hours
Core Courses				
	Manitoba	Winnipeg	Brandon	
Chemistry	CHEM 1300 And CHEM 1310	CHEM 1111 And CHEM 1112	18:160 And 18:170	6
	CHEM 2360 or MBIO 2360 And CHEM 2370 or MBIO 2370	CHEM 3502 And CHEM 3503	18:363 And 18:373	6
	CHEM 2210	CHEM 2202	18:261	3
Biology	BIOL 1020 And BIOL 1030	BIOL 1115 And BIOL 1116	15:162 And 15:163 or 94:162 And 94:163	6
	BIOL 2410 And BIOL 2420	---	---	6
	MBIO 1010	BIOL 2902	15:369	3
Math	MATH 1500 Or Math 1230	MATH 1101 (6) or MATH 1102 or MATH 1103	62:181	3
Statistics	STAT 1000	STAT 1501 or STAT 1301 And STAT 1302 (6)	62:171	3
Other Courses				
Electives must include a 3 credit hour course which meets the University's Written English (W) requirement.				
Humanities/Social Science Electives*				12
Open Electives (Any Faculty)				12
Total Credit				60
Hours				

*Acceptable subject fields can be found at the following link:

<http://umanitoba.ca/faculties/arts/student/requirements.html>

CATEGORIES OF APPLICANTS

1. Academic Category

All applicants will be automatically placed in this category unless they indicate that they qualify for inclusion in the Special Consideration Category as described below.

2. Special Consideration Category

All applicants considered in this category must have completed and passed the eligibility requirements described within this document. However, admission will be assessed on an individual basis:

- a. Indigenous Peoples residing in Manitoba including Manitobans who apply through the Health Careers ACCESS Program (HCAP) of the University of Manitoba.

A maximum number of five successful applicants will be admitted each year under the Special Consideration Category.

SELECTION PROCESS

A. Citizenship and Residency

For the purpose of admission to the College of Pharmacy, priority will be given to those applicants who are residents of Manitoba. Up to five spots may be held for competitive out-of-province candidates who are Canadian citizens or permanent residents.

A **Manitoba resident** shall be defined as a Canadian Citizen or Permanent Resident of Canada who, at the application deadline, meets any one of the following four descriptions:

1. Has graduated from a Manitoba high school.
2. Has a recognized degree from a university in Manitoba.
3. Has completed at least one consecutive year of full-time academic studies in a recognized program at a university in Manitoba, while physically residing in Manitoba.
4. Has resided continuously in Manitoba for any two year period following high school graduation. The two year residence period shall not be considered broken where the program's admission committee is satisfied that the applicant was temporarily out of the province on vacation, in short-term volunteer work or employment, or as a full-time student.

Note: *Active Canadian Armed Forces personnel and their direct dependants will be considered as residents of Manitoba, but must meet all normal academic requirements for entry, and take part in the competition with regular applicants for entry.*

B. Calculation of the Adjusted Grade Point Average (AGPA)

The Adjusted Grade Point Average (AGPA) will be calculated as follows:

$$(0.55 \times \text{Core GPA}) \text{ PLUS } (0.45 \times \text{Elective GPA}) = \text{AGPA}$$

Notes:

The **Core GPA** represents the mean grade for the 12 required core courses (36 credit hours).

- For a maximum of two repeated three credit hour core courses the higher grade(s) obtained will be used.
- If more than two core courses are repeated, the two repeated course grades chosen will be the ones giving the applicant the greatest advantage.
- In all other cases of repeated attempts of core courses, the grade obtained on the initial attempt will be used.

Appendix B : Admission Requirements for PharmD program

The **Elective GPA** represents the mean grade for all other courses (i.e. all courses except the core courses) completed at the university level in the past 10 years including the original grades of repeated courses.

C. Written Critical Skills Essay

The written critical skills essay must be completed by all applicants. This exercise involves using one's best English language skills, arguing for or against a selected proposition. The essay will be assessed on three criteria:

- 1) the precision of the response to the topic,
- 2) the focus, organization, and development of the argument,
- 3) the technical proficiency of language (the control of expression, grammar, and mechanics exhibited in the response).

The essay should be in the form of a formal, persuasive, academic essay. The time limit set for the essay is one hour. Candidates are only permitted to use a pen and the supplied essay book for writing the essay. No electronic devices are permitted.

The Admissions Committee establishes the minimum essay score required for an applicant to be eligible for admission each year, based on that year's applicant pool.

Only the students who meet the minimum essay score will be ranked for admission.

Essay scores are only valid for the application year in which they are written.

D. Pharmacy College Admission Test (PCAT)

The overall PCAT score will be calculated giving equal weighting to each of the following five categories: Biological Processes, Critical Reading, Quantitative Reasoning, Chemical Processes, and Writing

If multiple test scores are received, the best single overall PCAT attempt obtained from the official submitted score reports within the last three years (until mid-January), will be used to calculate the overall score for admission.

The Admissions Committee establishes the minimum PCAT score each application year. The minimum required score may fluctuate from year to year based on the applicant pool.

E. OVERALL SCORE

All applicants are ranked for selection using an overall score according to the following criteria (subject to eligibility provisions):

- | | |
|--|-----|
| 1) Adjusted Grade Point Average (AGPA) | 60% |
| 2) A written critical skills essay | 10% |
| 3) PCAT | 30% |

REQUIRED APPLICATION DOCUMENTATION

The following documents will be required to complete the application, in addition to the general requirements (interim transcripts, final official transcripts, immigration documents, indigenous documentation, name change documentation, proof of proficiency in the use of the English language):

1. Academic Self-Declaration

All students applying to the College of Pharmacy will be required to complete a Self-Declaration of Records Form which declares current or previous: academic suspensions, disciplinary action, professional misconduct, record of criminal conviction, record on the Child Abuse Registry and record on the Adult Abuse Registry. The disclosure contained therein must be satisfactory to the College of Pharmacy.

2. Essential Skills and Abilities Requirements

The College of Pharmacy has identified the essential skills and abilities requirements for admission, promotion and graduation in the pharmacy program. These are identified in the policy document “**Essential Skills and Abilities Requirements for Pharmacy Students.**” All students must acknowledge they have read the document and anticipate they will be able to meet the listed requirements.

3. Pharmacy College Admission Test (PCAT)

Applicants are responsible for ensuring their score(s) are released to the University of Manitoba by March 15th of the year of application. If scores are not received by the deadline, the application will be considered incomplete and will be closed.

ADMISSION DOCUMENTATION

All successful applicants to the Pharmacy program are required to complete the following:

1. Criminal Record Check/Child Abuse Registry Check/Adult Abuse Registry Check

Many health care agencies where Pharmacy students are placed in a health care setting, including community pharmacies, require a criminal record check, child abuse registry check and adult abuse registry check. As a result of the above requirements, and in keeping with the requirements of the College of Pharmacists of Manitoba, all applicants offered a position in the College of Pharmacy are required to provide a self-declaration of a Criminal Record, Child Abuse Registry and Adult Abuse Registry listing following provisional admission, and subsequently provide a current, official Criminal Record Search, Child Abuse Registry Check and Adult Abuse Registry Check. All documents must be submitted to the College of Pharmacy Dean’s Office by the first day of classes in September of the year they are admitted.

Any applicant’s name appearing on the Adult or Child Abuse Registry will be denied admission. A criminal conviction will not necessarily result in denial of admission to the College of Pharmacy. Criminal offences will be reviewed by a sub-committee of the Pharmacy Admissions Committee for the implications of the conviction in view of the regulatory professional mandate to protect the public. Failure to disclose any adult criminal record or listing on the Child Abuse or Adult Abuse Registry will invalidate an application and shall result in the applicant being denied admission, or automatic expulsion from the College of Pharmacy if the applicant has been admitted.

In addition, all undergraduate professional students of the University of Manitoba, College of Pharmacy must be registered with the College of Pharmacists of Manitoba (CPhM). CPhM requires that all graduates of the College of Pharmacy who wish to obtain a license to practice pharmacy in this province, must disclose information about any conviction for an offence under the Criminal Code (Canada), the Controlled Drugs and Substances Act (Canada), or the Food and Drugs Act (Canada) in order to be considered for eligibility for registration with the College of Pharmacists of Manitoba. The review process conducted by the College of Pharmacy is independent of the review process conducted by the College of Pharmacists of Manitoba.

2. Immunization

Maintaining an up-to-date health record is an important responsibility of being a student, and serves to protect the health of vulnerable patients with whom students will be involved, as well as the health of students and their families. In general, immunizations and health screening tests are voluntary procedures; however, required immunizations and testing are also a condition of enrolment within The College of Pharmacy.

Appendix B : Admission Requirements for PharmD program

All students enrolled in the College of Pharmacy must be immunized against the following diseases:

diphtheria/tetanus/pertussis, polio, rubella, measles, mumps, chickenpox, Tuberculosis, hepatitis A and B and influenza.

Students admitted to first year Pharmacy will be provided with an Immunization package at the time of acceptance into the program. Students have the option to provide their immune status and complete their immunizations with their own healthcare provider or participate in the Faculty of Health Sciences Immunization Program on campus. Students will be required to complete their required immunizations by the end of their first year. Students will not be able to attend Introductory Pharmacy Practice Experiences or participate in any external outreach activities until all immunization requirements are up-to-date. Students are responsible for updating their immunizations as needed. Completion of the immunization schedule is required for course progression in Pharmacy.

PHARM D PREREQUISITE AND ADMISSIONS WORK GROUP PROCESS AND OBSERVATIONS:

The Work Group held mostly biweekly meetings between February and December 2015. In its search for required courses, the committee reviewed in excess of 20 course outlines including those for the current required courses and those not currently required such as physics (PHYS 1020, PHYS 1030), organic chemistry (CHEM 2220), philosophy (PHIL 1290), microbiology (MBIO 3010, MBIO 2020, MBIO 1010), english (ENGL 1200, ENGL 1300, ENGL 1340), statistics (STAT 1000, STAT 2000), human physiology (BIOL 2410, BIOL 2420), and other 'W' courses offered to University 1 students (ANTH 1520, CDN 1130, WOMN 1500, ARTS 1110).

The chair of the committee met with two groups of Pharmacy instructors (Drs Tranmer, Lakowski, Gong, Bugden, Burczynski, Cote, Ho, Gu) to review the course outlines of potential required courses of particular interest (CHEM 2370, STAT 1000, MATH 1230, MATH 1500) and to determine relevance to their subject area (medicinal chemistry, biotechnology, pharmaceuticals, pharmacokinetics, and literature review).

The Work Group needed to be in continuous communication with the Curriculum work group to ensure alignment of pre-requisites particularly with Pharmacy Year 1 (PY1) and the AFPC outcomes. Most notably, the co-requisite offering of anatomy (ANAT1030), physiology (PHGY1030), and applied pathophysiology (PHRM1430) was an item of significant discussion within and between the pre-requisite and curriculum work groups. After some deliberation, it was decided by both work groups to make the BIOL2410/20 pre-requisites as a replacement of PHGY1030 and keep the ANAT 1030 in PY1.

Table 1 - Relevance of Required Courses:

COURSE	DESCRIPTION	RELEVANCE
BIOL 1020 <i><u>Biology 1: Principles and Themes</u></i>	<ul style="list-style-type: none">• A lab based course in unifying principles of biology including cell biology, bioenergetics, cell division, genetics and evolution	<ul style="list-style-type: none">• Introduction to principles of Biology• Currently a Pre-requisite for Pharmacy• Pre-requisite for MBIO 1010• Pre-requisite for BIOL 1030
CHEM 1300 <i><u>Structure and Modelling in Chemistry</u></i>	<ul style="list-style-type: none">• Atomic and molecular models and their applications to chemistry, including a discussion of solid, liquid, and gaseous states, and of mixtures	<ul style="list-style-type: none">• Introduction to Chemistry structure and modelling• Currently a Pre-requisite for Pharmacy• Pre-requisite for CHEM 1310

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STAT 1000 <i>Statistics 1</i>	<ul style="list-style-type: none"> • Intro to basic stats principles • Procedures used for data analysis • Data gathering, displaying and summarizing data • Examining relationships between variables • Sampling distributions • Significance tests • Inference for means 	<ul style="list-style-type: none"> • Intro to data manipulation • Building block for Scientific Literature Evaluation in 3rd year.
BIOL 1030 <u><i>Biology 2: Biological Diversity, Function & Interactions</i></u>	<ul style="list-style-type: none"> • A lab based course introducing biological diversity including prokaryotes, protists, fungi, plants and animals; the form and function of plants and animals and basic concepts of ecology 	<ul style="list-style-type: none"> • Introduction to biological diversity • Currently a Pre-requisite for Pharmacy • Pre-requisite for CHEM 2360 • Pre-requisite for BIOL 2410
CHEM 1310 <u><i>An Introduction to Physical Chemistry</i></u>	<ul style="list-style-type: none"> • Thermochemistry, chemical thermodynamics, and chemical kinetics 	<ul style="list-style-type: none"> • <u>Introduction to Physical Chemistry</u> • Currently a Pre-requisite for Pharmacy • Pre-requisite for CHEM 2360 • Pre-requisite for CHEM 2210
MBIO 1010 <i>Microbiology I</i>	<ul style="list-style-type: none"> • Microscopy, overview of bacterial, archaeal, eukaryote cell structure • Microbial nutrition and growth • Microbial genetics • Microbial metabolism • Applied microbiology and diversity (e.g., food spoilage, ethanol fermentation) • Medical microbiology (e.g., immunology, microbial interactions, pathogens, toxins, antibiotic resistance) 	<ul style="list-style-type: none"> • Building block and pre-requisite for Mechanisms of Microbial Diseases • Currently in year 1 of the pharmacy program
CHEM 2360 <u><i>Biochemistry 1: Biomolecules & Intro to Metabolic Energy</i></u>	<ul style="list-style-type: none"> • concept of metabolic energy as a product of catabolism and a requirement for biosynthesis • kinds of molecules encountered in biochemistry 	<ul style="list-style-type: none"> • Introductory Biochemistry course • Building block and pre-requisite for Medicinal Chemistry • Pre-requisite for CHEM 2370 • Currently in year 1 of the pharmacy program
CHEM 2210 <i>Intro to Organic Chemistry I</i>	<ul style="list-style-type: none"> • Structure and bonding of hydrocarbons (alkanes, alkenes, alkynes) • Functional groups • Conformational analysis and stereochemistry • Spectroscopy and mechanisms of organic reactions • Substitution reactions 	<ul style="list-style-type: none"> • Currently in year 1 of the pharmacy program • Pre-requisite for CHEM 2370 • Building block and pre-requisite for Medicinal Chemistry
BIOL 2410 <i>Human Physiology 1</i>	<ul style="list-style-type: none"> • Mechanism of body's major control systems (nervous, endocrine) and muscular and reproductive system 	<ul style="list-style-type: none"> • Pharmacy-related physiology course (PHGY 1030) currently in year 1 of the pharmacy program • Pre-requisite for BIOL 2420 • Building block for Pathophysiology
CHEM 2370 <u><i>Biochemistry 2: Catabolism, Synthesis & Information</i></u>	<ul style="list-style-type: none"> • Introduction to basic metabolic processes that occur in living cells, including the production and use of metabolic energy, the breakdown and synthesis of 	<ul style="list-style-type: none"> • Introduction to <u>Catabolism, Synthesis and Information Pathways</u> • Building block and pre-requisite for Medicinal Chemistry • Currently in year 1 of the pharmacy

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<u>Pathways</u>	biomolecules; the synthesis of DNA, RNA and proteins; and the regulation of these processes	program
MATH 1500 or MATH 1230 <i>Calculus</i>	<ul style="list-style-type: none"> Exponential function, limit of a function, limit laws, continuity, limits at infinity, derivatives, rates of change, derivative as a function, derivatives of polynomials, product & quotient rules, the chain rule, derivatives of trigonometric functions, related rates, mean value theorem, curve sketching, antiderivatives, definite integral, areas and distances 	<ul style="list-style-type: none"> Potential building block for critical thinking, PK, pharmaceuticals Currently a Pre-requisite for Pharmacy and still students aren't very strong in simple (high school) math; but those who do well may do better in PK (anecdotally) Component in PCAT
BIOL 2420 <i>Human Physiology 2</i>	<ul style="list-style-type: none"> Homeostatic regulation by the body's major effector organ systems (cardiovascular, respiratory, digestive, renal, immune) 	<ul style="list-style-type: none"> Pharmacy-related physiology course (PHGY 1030) currently in year 1 of the pharmacy program Building block for Pathophysiology

The Admissions Work Group also collaborated closely with the Evaluation and Assessment Work Groups to generate the evidence (or lack thereof) to substantiate (or dispute) other admissions procedures as outlined below:

- There is no reliability or predictive validity for interviews, personal statements, autobiographical statements, or letters of recommendations on academic performance. (Prideaux D et al, 2011; Ottawa 2010 Conference Consensus statement and recommendations)
- The reliability and predictive validity is strong for MMI but is resource intensive. (Prideaux D et al, 2011; Ottawa 2010 Conference Consensus statement and recommendations) We are reminded that our Pharmacy graduates continue to do very well in their national qualifying (PEBC) exams, consistently ranking number one in the country each year. It is unlikely that the additional costs incurred by adopting the MMI will lead to a significant gain in the caliber of students we are graduating.
- Based on data from 107 pharmacy students in our current program, a regression analysis was conducted to examine the relationships between the independent variables: 'elective' GPA, core GPA (consisting of the mean grade across the 12 prerequisite courses for the PharmD program), and essay grade against the dependent variable representing the mean of PY2 and PY3 GPA.
- Of note, currently the 'electives' GPA is a misnomer as it is, in essence, the cumulative GPA including grades for all courses completed at the UofM including original grades of repeated courses in the past 10 years.
 - While the relationship between PY2 and PY3 GPA and incoming overall GPA was fairly strong, core GPA showed a slightly stronger relation to PY2 and PY3 GPA than elective GPA.
 - Controlling for GPA (Elective and Core) there was no correlation between essay scores and either PY2 or PY3 GPAs.
 - A separate regression analysis found a strong correlation between essay scores and PSL 1 performance (ie communication skills).
- Although the essay scores have virtually no predictability with performance in Pharmacy (as noted above), the essay is of great value to the admission process as it distinguishes between applicants whose communication abilities are far below the expected minimum level of proficiency needed to

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succeed in the Pharmacy program, and other applicants whose communication skills are judged to be adequate.

- The committee thoughtfully deliberated on the value of the requiring the PCAT.
 - A review of the literature suggests that PCAT scores are a moderate to strong predictor of PY1 through to PY4 GPAs as well as licensing examination scores. (Meagher et al, Am J Pharm Ed, 2006)
 - One study involved multiple regression analysis on 899 students from 11 pharmacy schools. The analysis found that entering PCAT scores and cumulative GPA (combined) explained 37%-21% of the variance in first to fourth year pharmacy GPA and that about 1/3 of this variance was uniquely attributable to the PCAT scores. (Meagher et al, Am J Pharm Ed, 2006)
 - The essay writing component of the PCAT does not have the same depth (assessment of critical thinking) as the Entrance Essay.
 - Although the PCAT appears to be a 'low cost' source of information, it may not be so 'low cost' for students (as the cost burden of \$200 lies with the student).
 - Especially during our transition period (BScPharm to PharmD) with a potential dip in our applicant pool, the additional PCAT step may act as a deterrent to attracting students.
 - We reviewed over 20 College of Pharmacy websites to determine the weighting that other schools place on the PCAT. Most schools do not explicitly reveal this process. There doesn't appear to be an official weight placed on PCAT vs GPA. One site indicated 'Admission is holistic'.

Impact of proposed changes to Faculty of Science

A significant proportion of the required courses for Admission to Pharmacy are offered through the Faculty of Science. Consequently, the Work Group spent considerable time discussing the potential impact of our recommendations on the Faculty of Science.

Given that BIOL 1020, BIOL 1030, CHEM 1300, CHEM 1310, and MATH 1500 are current course requirements for Pharmacy Admission and remain so, our proposed changes should have no impact on student capacity for these courses.

Our proposed recommendations to move MBIO 1010, CHEM 2360, CHEM 2370, CHEM 2210 out of Pharmacy Year 1 (PY1) and to make them Pharmacy Admissions course requirements, as well as the requirement of 3 new Science courses (STAT1000, BIOL2410, BIOL 2420) and MATH 1230 as a new MATH option, raised a red flag.

The Work Group had concerns that this shift might exceed the student capacity of these Science courses given that the class size in PY1 is about 55 and our applicant pool ranged between 237 in 2009 to 323 in 2013. The Work Group examined several sources of data and has come to the conclusion that its recommendations will have minimal negative impact on course capacity.

Table 2 illustrates the % of students accepted to their respective Health Sciences academic unit (2011-2016) that had already taken BIOL 2410, BIOL 2420, CHEM 2360, CHEM 2370, CHEM 2210, MBIO 1010.

The pattern for Dentistry, Medicine (MD program) and Pharmacy are all very similar with high proportions of students accepted into these programs having already taken these courses. This data suggests there might be significant overlap in the applicant pool for these three degree programs and that a large proportion of the Pharmacy applicant pool has already taken these courses.

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Based on this data our Work Group feels re-assured that moving the courses out of PY1 should not result in an absolute increase in numbers of students (equivalent to the applicant pool) needing to register for these courses to meet the new Pharmacy Admissions requirements.

Table 2 - Students Accepted into their respective Health Sciences academic unit that had previously (2011/12-2015/16) enrolled in the following Courses (incl Equivalents)

	Biol2410	Biol2420	CHEM2360	CHEM2370	CHEM2210	MBIO1010
Dentistry-DMD	35%	27%	68%	69%	68%	25%
Dentistry-IDDP	0%	0%	0%	0%	0%	0%
Medicine-BSc	28%	28%	39%	44%	44%	11%
Medicine-External	5%	4%	7%	7%	7%	3%
Medicine-Family Social Science	8%	0%	0%	0%	0%	0%
Medicine-MD	45%	41%	62%	62%	61%	26%
Nursing-Registered Nurse	0%	0%	1%	1%	1%	0%
Nursing-Regular BN	5%	4%	6%	3%	7%	5%
Nursing-UM/RRC Joint BN	0%	0%	0%	0%	0%	0%
Nursing-UM/UCN Joint BN	0%	0%	0%	0%	1%	1%
Pharmacy	22%	18%	44%	35%	52%	41%
Physical Therapy-BMR PT	38%	32%	19%	17%	21%	8%
Respiratory Therapy - BRT	38%	19%	31%	25%	38%	25%
Respiratory Therapy-BMR RT	19%	16%	29%	22%	28%	22%
Respiratory Ther-Deg Complete	0%	0%	0%	0%	0%	0%
Grand Total	15%	13%	22%	20%	23%	12%

The committee also examined the number of seats available and occupied 2015 (summer) - 2017 (winter) for the eight courses that could be potentially impacted by our recommendations. (**Table 3**)

For all courses total capacity exceeded the actual number of seats occupied, providing re-assurance that the Work Group's recommendations would not cause undue demand on capacity for these courses.

The Dean of Pharmacy presented the information to the Dean and Associate Deans of the Faculty of Science, who have agreed with the analysis, and provided a written letter of support for the recommendations. (*Appendix E*)

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Table3 Number of seats available and seats taken*

	Summer 2015			Fall 2015			Winter 2016			2015-16	Summer 2016			Fall 2016			Winter 2017			2016-17
	Maximum Enrollment	After Revision Enrollment	Remaining	Maximum Enrollment	After Revision Enrollment	Remaining	Maximum Enrollment	After Revision Enrollment	Remaining	Summary Remaining Spaces	Maximum Enrollment	After Revision Enrollment	Remaining	Maximum Enrollment	After Revision Enrollment	Remaining	Maximum Enrollment	Enrollment as of Dec 8, 2016	Remaining	Summary Remaining Spaces
CHEM 2210	110	69	41	504	394	110	NA	NA	0	151	140	117	23	504	403	101	NA	NA	0	124
CHEM 2360	82	66	16	348	308	40	NA	NA	0	56	75	63	12	349	326	23	NA	NA	0	35
CHEM 2370	82	51	31	NA	NA	0	261	204	57	88	75	62	13	NA	NA	0	270	265	5	18
BIOL 2410	220	187	33	437	378	59	NA	NA	0	92	220	158	62	512	430	82	NA	NA	0	144
BIOL 2420	220	124	96	NA	NA	0	287	180	107	203	170	107	63	NA	NA	0	412	368	44	107
MBIO 1010	110	71	39	282	246	36	277	247	30	105	94	54	40	282	239	43	277	236	41	124
STAT 1000	630	397	233	2391	1760	631	1522	1220	302	1166	580	456	124	2450	1904	546	1597	1383	214	884
MATH 1230	NA	NA	0	105	28	77	NA	NA	0	77	NA	NA	0	70	45	25	NA	NA	0	25
MATH 1500	390	266	124	1390	1046	344	1055	719	336	804	426	277	149	1328	875	453	900	713	187	789

* Data provided by University of Manitoba Registrar's Office, Aurora Analyst



Course Descriptions:

ANAT 1030 Human Anatomy Cr.Hrs. 3 Existing Course

To present the essentials of the organization and structure of the human body. Surface, functional and applied anatomy will be taken into consideration. For Pharmacy students only.

HNSC 2170 Nutrition for Health Professionals Cr.Hrs. 2 Existing Course

An examination of the fundamentals of nutrition and the relationship between nutrition and health within the context of the health professions. The focus is on nutritional strategies used to promote health and in the treatment of common health conditions. May not be held with HYG N 2370, or the former ORLB 2150, ORLB 2330, or the former PHRM 2420. This course is restricted to students registered in Nursing or Pharmacy.

PHAC 2100 Pharmacology Cr.Hrs. 6 Existing Course

General principles of pharmacology including consideration of the pharmacodynamics of important drugs and control and modification of drug action.

PHMD 1000 Introduction to Professional Practice Cr.Hrs. 1 New Course

This course provides an introduction to various aspects of professional practice with a focus on patient care and safety. The course will include discussion and activities that incorporate cultural diversity, determinants of health, health literacy and Indigenous health. Registration is normally restricted to students in Year 1 of the program. Students will be graded on a pass/fail basis.

PHMD 1002 Applied Pharmacy Practice Lab 1 Cr.Hrs. 4 New Course

(Lab required) This course is an introduction to community pharmacy practice with a focus on communication skills that are patient centered. The course provides opportunities to apply knowledge when completing patient assessments that will ensure positive patient outcomes. The process of prescription filling includes ensuring the legal requirements are met, minimizing errors, calculations and adverse drug reactions. Students will be introduced to drug information resources, adherence aids and physical assessment. May not be held with PHRM 1110 or the former PHRM 1100. Registration is normally restricted to students in Year 1 of the program.

PHMD 1004 Introduction to Pharmacotherapy Literature Cr.Hrs. 1 New Course

An introduction to the concepts of evidence-based medicine and applied medical/biostatistics in the evaluation of relevant pharmacotherapy literature. Registration is normally restricted to students in Year 1 of the program.

PHMD 1006 Pharmacy Informatics Cr.Hrs. 1 New Course

This course will introduce students to the use of information and communication technologies for delivering patient care and fostering collaboration between healthcare providers. Students will also be introduced to the professional, ethical, and legal implications of using such technologies for communicating health information. Registration is normally restricted to students in Year 1 of the program.

PHMD 1008 Medicinal Chemistry Cr.Hrs. 4 New Course

This course explores the physicochemical aspects of drug structure in absorption, distribution, metabolism, and excretion and the interaction between drugs and their receptors as they relate to the biochemical, pharmacological, and therapeutic actions of medicinal compounds. Students will learn the fundamental relationships between the structures of drugs and the resulting activity. May not be held with PHRM 2222 or the former PHRM 2220 or PHRM 3220. Registration is normally restricted to students in Year 1 of the program. Prerequisite: CHEM 2370 or MBIO 2370

PHMD 1010 Applied Pathophysiology Cr.Hrs. 4 New Course

A comprehensive foundation of the underlying patho-physiological mechanisms associated with various types of human disease. Course content will serve as an essential requirement to prepare students for subsequent advanced clinical courses related to diagnosis and medical management (pharmacological and non-pharmacological approaches) of the disease(s). May not be held with PHRM 1430. Registration is normally restricted to students in Year 1 of the program. Prerequisite: BIOL 2420 (the former ZOO 2540)

PHMD 1012 Extemporaneous Pharmaceutical Compounding Cr.Hrs. 3 New Course

(Lab required) In a classroom and laboratory setting, this course provides an introduction to the compounding of pharmaceutical products and the physiochemical basis of product formulation. Practical aspects of formulation and patient counselling regarding the products is also explored. May not be held with PHRM 1300. Registration is normally restricted to students in Year 1 of the program.

PHMD 1014 Clinical Therapeutics 1 Cr.Hrs. 3 New Course

This course introduces principles of drug therapy for the management of both self-care conditions and ambulatory ailments, with an additional focus on health promotion. Within the conditions covered, identifying signs and symptoms to complete a differential diagnosis, development of treatment plans and follow-up monitoring will be emphasized. Treatment approaches discussed will include non-pharmacological options, non-prescription options and some prescription treatments. May not be held with PHRM 2320 or the former PHRM 2310. Registration is normally restricted to students in Year 1 of the program.

PHMD 1016 Pharmaceutics Cr.Hrs. 3 New Course

(Lab required) This course introduces principles of formulation and good pharmaceutical manufacturing practice, including aspects of product development and assessment, stability testing, and quality control. It also explores the application of dosage forms to clinical situations. May not be held with PHRM 2270. Registration is normally restricted to students in Year 1 of the program. Prerequisite: PHMD 1012

PHMD 1040 Service Learning / IPE 1 Cr. Hrs. 1 New Course

The course is a service-learning experience that provides students an opportunity to work in community-based patient or client centered settings. The course will focus on developing communication skills, interprofessional collaboration with other healthcare students and patient advocacy while working with patients or clients from diverse backgrounds. The course also includes an opportunity for students to experience various pharmacy practice environments through a job shadowing experience under the supervision of practicing pharmacists and senior pharmacy students. Registration is normally restricted to students in Year 1 of the program. Students will be graded on a pass/fail basis.

PHMD 2000 Drug Delivery Cr.Hrs. 3 New Course

(Lab required) This course discusses the concepts and application of various drug delivery and drug administration routes to improve therapeutic outcomes. The course is a continuation of PHMD 1012 and PHMD 1016, and is directly associated to drug dosage forms and preparations. May not be held with PHRM 3320. Registration is normally restricted to students in Year 2 of the program. Prerequisite: PHMD 1016

PHMD 2002 Applied Pharmacy Practice Lab 2 Cr.Hrs. 4 New Course

(Lab required) This course develops essential skills required for pharmacy practice. Focus is on patient assessment and education, effective communication, care plan development and documentation, clinical reasoning, working within a health care team, immunization and lab ordering and interpretation. May not be held with PHRM 2100. Registration is normally restricted to students in Year 2 of the program. Prerequisites: PHMD 1002 and PHMD 1014

PHMD 2004 Critical Appraisal of Pharmacotherapy Literature 1 Cr.Hrs. 4 New Course

This course develops skills in the critical appraisal of common research designs used in the pharmacotherapy literature with emphasis on the evaluation of research to inform practice. Registration is normally restricted to students in Year 2 of the program. Prerequisite: PHMD 1004

PHMD 2006 Applied Biopharmaceutics and Pharmacokinetics Cr.Hrs. 3 New Course

This course introduces the principles of Biopharmaceutics and Pharmacokinetics to understand and predict how drugs are absorbed, distributed, metabolized and eliminated from the body. Students will apply these principles to the practical application of dosage calculations using various scenarios. May not be held with PHRM 2280. Registration is normally restricted to students in Year 2 of the program. Prerequisite: PHMD 1016

PHMD 2008 Pharmacy Law Cr.Hrs. 1 New Course

In this course Federal and Provincial Legislation as well as the ethical and professional standards that govern the profession of pharmacy and how they apply to practice will be discussed. Successful completion of this course meets the Jurisprudence Examination requirement for licensure. Registration is normally restricted to students in Year 2 of the program. The Pharmacy Law online learning modules must be successfully completed prior to starting this course.

PHMD 2010 Principles of Biotechnology Cr.Hrs. 2 New Course

Introduction of biotechnology in pharmaceutical science and pharmacy. Students will learn the concepts and technologies used in production of biologics and will understand pharmaceutical considerations of biotech products. May not be held with PHRM 3640. Registration is normally restricted to students in Year 2 of the program. Prerequisite: CHEM 2370 or MBIO 2370

PHMD 2012 Pharmacogenetics Cr.Hrs. 2 New Course

This course examines the influence of genetic variation in the population on the pharmacodynamics and pharmacokinetics of drugs. A general introduction to pharmacogenetics will cover basic genetics necessary to understand the course material. Selected drugs will be examined in depth showing how genetic variation alters an individual's pharmacodynamic and pharmacokinetic response. Based on the individual's genetic variation, dose adjustments or alternative therapies will be recommended. Registration is normally restricted to students in Year 2 of the program. Prerequisite: CHEM 2370 or MBIO 2370

PHMD 2014 Clinical Therapeutics 2 Cr.Hrs. 8 New Course

This course builds on principles of pharmacotherapy introduced in PHMD 1014. Aspects of providing direct patient care are covered to identify, solve and prevent actual or potential drug-related problems. Emphasis is placed on the evaluation, selection and monitoring of drug therapy. May not be held with PHRM 3310. Registration is normally restricted to students in Year 2 of the program. Prerequisite: PHMD 1014

PHMD 2016 Clinical Pharmacokinetics - Pharmacodynamics Cr.Hrs. 3 New Course

This course is designed to develop and integrate the advanced knowledge and skills required to apply pharmacokinetics-pharmacodynamics (PK-PD) to therapeutic drug management and patient care.

Emphasis is on (1) demonstrating the value of PK-PD in selecting and monitoring drug therapies that maximize efficacy and minimize toxicity, and (2) appropriately using PK-PD formulae and models that account for factors such as patient demographics, organ function, disease states and drug interactions. May not be held with PHRM 3550 or the former PHRM 3500. Registration is normally restricted to students in Year 2 of the program. Prerequisite: PHMD 2006

PHMD 2020 Introductory Pharmacy Practice Experience–Community Cr.Hrs. 4 New Course

This four week introductory rotation provides pharmacy students with an opportunity to contribute to patient care in a community pharmacy setting. Pharmacy students will build upon the knowledge, skills

and abilities they have developed during the first year and a half of the PharmD program. Opportunity will be provided to help pharmacy students cultivate their patient care skills and begin to gain personal clinical experiences working with a variety of patients and other members of the healthcare team encountered in a community pharmacy. Students will begin to make health care decisions with the help and guidance of a pharmacist preceptor. Pharmaceutical care, pharmacy law and ethics, the operation of a community pharmacy, formal presentations, drug information, patient safety and interprofessional practice are key areas of this rotation. Registration is normally restricted to students in Year 2 of the program. Prerequisite: PHMD 1014. Students will be graded on a pass/fail basis.

PHMD 2030 Introductory Pharmacy Practice Experience – Hospital Cr.Hrs. 4 New Course

This four week introductory rotation provides students with an opportunity to actively participate in patient care within a hospital pharmacy practice setting. Pharmacy students will build upon the knowledge, skills and abilities they have developed during the first two years of the PharmD program. Opportunity will be provided to allow pharmacy students to continue to cultivate their patient care skills and gain personal clinical experiences working with a variety of patients and other members of the healthcare team within a hospital setting. Students will begin to make healthcare decisions with the help and guidance of a pharmacist preceptor. Areas of focus include: the role of the hospital pharmacist as part of the healthcare team; understanding the patient chart; documentation of patient care; pharmaceutical care; ordering and interpreting lab values as required for the management of drug therapy; case presentations; drug information; patient/medication safety; and interprofessional practice. Registration is normally restricted to students in Year 2 of the program. Prerequisite: PHMD 2014. Students will be graded on a pass/fail basis.

PHMD 2040 Service Learning / IPE 2 Cr. Hrs. 1 New Course

This course is a continuation of PHMD 1040 and is an opportunity for students to further develop skills related to communication with a focus on patient advocacy and interprofessional collaboration. Registration is normally restricted to students in Year 2 of the program. Prerequisite: PHMD 1040. Students will be graded on a pass/fail basis.

PHMD 3002 Applied Pharmacy Practice Lab 3 Cr.Hrs. 4 New Course

(Lab required) The course develops advanced skills required for pharmacy practice in all settings (ie. community, hospital, and primary care). The focus is on interaction with patients and other health care professionals and the application of advanced knowledge, skills and values required for the provision of exemplary pharmaceutical care. May not be held with PHRM 3110 or the former PHRM 3100. Registration is normally restricted to students in Year 3 of the program. Prerequisites: PHMD 2002 and PHMD 2014

PHMD 3004 Critical Appraisal of Pharmacotherapy Literature 2 Cr.Hrs. 2 New Course

This course develops skills in the critical appraisal of research in the fields of pharmacoepidemiology and pharmacoconomics with emphasis on how this research may inform decisions regarding medication safety, drug approval, and drug evaluation. May not be held with PHRM 3520 or the former PHRM 3510. Registration is normally restricted to students in Year 3 of the program. Prerequisite: PHMD 2004

PHMD 3006 Advanced Clinical Therapeutics Cr.Hrs. 6 New Course

A problem-based clinical therapeutics course that builds on PHMD 1014, PHMD 2014 and PHMD 3014. The emphasis is on the provision of pharmaceutical care to enhance students' ability to identify, resolve and prevent drug-related problems in advanced clinical scenarios. Registration is normally restricted to students in Year 3 of the program. Prerequisite: PHMD 2014

PHMD 3008 Concepts of Integrative Medicine Cr.Hrs. 2 New Course

Introduction to the integrative medicine paradigm of health care. Systems of complementary and alternative medicine as well as utilization of natural health products are emphasized. May not be held

with PHRM 3430. Registration is normally restricted to students in Year 3 of the program. Prerequisite: PHMD 2014

PHMD 3010 Pharmacy Management Cr.Hrs. 4 New Course

The course introduces basic business management concepts with a focus on pharmacy practice. The course will provide an introduction to strategic planning, marketing principles, human resource management and operational and financial management of different pharmacy practice areas. May not be held with PHRM 4230. Registration is normally restricted to students in Year 3 of the program. Prerequisites: PHMD 2020 and PHMD 2030

PHMD 3012 Applied Professional Practice Cr.Hrs. 3 New Course

This course offers the opportunity to explore professionalism, ethics and contemporary issues of the health care system. May not be held with PHRM 3230 or the former PHRM 3210. Registration is normally restricted to students in Year 3 of the program. Prerequisite: PHMD 1000

PHMD 3014 Clinical Therapeutics 3 Cr.Hrs. 8 New Course

A case-based therapeutics course that builds on PHMD 2014. The course will integrate knowledge from previous pharmacy courses with newly acquired therapeutic knowledge, incorporating critical evaluation skills and clinical judgment into clinical case topic discussions in order to enhance students' ability to identify, resolve and prevent drug-related problems for individual patients. Not to be held with PHRM 4310. Registration is normally restricted to students in Year 3 of the program. Prerequisite: PHMD 2014

PHMD 3016 Toxicology of Medications and Drugs of Abuse Cr.Hrs. 2 New Course

Toxicology of prescription and non-prescription medications and drugs of abuse. The emphasis is on the study of emergency treatments of the overdosed patient. Forensic aspects of common poisonings and drug overdoses are also discussed. May not be held with PHRM 4450. Registration is normally restricted to students in Year 3 of the program. Prerequisites: PHMD 2014 and PHMD 2016

PHMD 4000 Pharmacy Research Project Cr.Hrs. 6 New Course

This course is designed to give students experience in scientific research. Each student will select an advisor from the Rady Faculty of Health Sciences and define a pharmacy or pharmacy practice based problem to research. Students are then required to complete their research and present their findings to an Advisory Committee in both oral and written format. Registration is normally restricted to students in Year 4 of the program. Prerequisite: PHMD 3004

PHMD 4020 Advanced Pharmacy Practice Experience - Community Cr.Hrs. 8 New Course

This eight week rotation focuses on the provision of patient focused pharmacy care in a community pharmacy practice setting. Pharmacy students will complete rotations at community pharmacy practice sites offering an expanded scope of pharmacy practice. Pharmacy students will build upon the knowledge, skills and abilities they have developed during the first three years of the PharmD curriculum to further refine their clinical skills in preparation to enter independent practice. As Pharmacy Interns students will serve as an active member of the healthcare team and provide safe and effective care under the indirect supervision of a pharmacist preceptor to a variety of patients presenting with chronic and acute conditions. Registration is normally restricted to students in Year 4 of the program. Prerequisites: PHMD 2020 and PHMD 3006 and PHMD 3014. Students will be graded on a pass/fail basis.

PHMD 4030 Advanced Pharmacy Practice Experience - Hospital Cr.Hrs. 8 New Course

This eight week clinical rotation focuses on the provision of patient focused pharmacy care in a collaborative healthcare practice setting e.g. hospital, long-term care, and ambulatory. Pharmacy students will apply the knowledge, skills and abilities they have developed during the previous three years of the PharmD program to further refine their clinical skills in preparation to enter independent practice. Students will serve as an active member of the healthcare team incorporating professional, legal and ethical principles; identifying and

resolving drug therapy problems; providing drug information and patient education. As Pharmacy Interns students will gain clinical experience providing safe and effective, patient focused and evidence-informed care to a variety of patients (under the indirect supervision of a pharmacist preceptor) with acute and chronic conditions and across all levels of care offered within the institution as well as for patients in the transitions between levels of care. Registration is normally restricted to students in Year 4 of the program. Prerequisites: PHMD 2030 and PHMD 3006 and PHMD 3014. Students will be graded on a pass/fail basis.

PHMD 4040 Advanced Pharmacy Practice Experience – Primary Care Cr.Hrs. 8 New Course

This eight week clinical rotation focuses on the provision of patient focused pharmacy care in a primary care site. Pharmacy students will apply the knowledge, skills and abilities they have developed during the previous three years of the PharmD program to further refine their clinical skills in preparation to enter independent practice. Students will serve as an active member of the interprofessional healthcare team incorporating professional, legal and ethical principles; identifying and resolving drug therapy problems; providing drug information and patient education. As Pharmacy Interns students will gain clinical experience providing safe and effective, patient focused and evidence-informed care to a variety of patients collaboratively with the interprofessional team under the indirect supervision of a pharmacist preceptor. Registration is normally restricted to students in Year 4 of the program. Prerequisites: PHMD 2020 and PHMD 3006 and PHMD 3014. Students will be graded on a pass/fail basis.

PHMD 4060 Advanced Pharmacy Practice Experience - Elective Cr.Hrs. 8 New Course

Project-based course offering students opportunities for experiential learning in specialty areas of professional practice, in advocacy activities, and in health-related community service. Students have the option of applying to conduct projects at sites pre-approved by the College or to propose alternative avenues for self-directed learning. All project proposals need to obtain final approval from the College of Pharmacy, which facilitates students' placement. Assessment will be based on written reports submitted by individual students and evaluations by preceptors. Registration is normally restricted to students in Year 4 of the program. Prerequisites: PHMD 3006 and PHMD 3014. Students will be graded on a pass/fail basis.

Transition Year Course Descriptions:

PHRM 1310 Fundamentals of Pharmaceutics Cr.Hrs. 3 New Course

(Lab required) In a classroom and laboratory setting, this course provides an introduction to the compounding of pharmaceutical products and the physiochemical basis of product formulation. Practical aspects of formulation and patient counselling regarding the products is also explored. May not be held with PHRM 1300. Registration is normally restricted to students in Year 1 of the program.

PHRM 1440 Applied Pathophysiology Cr.Hrs. 4 New Course

A comprehensive foundation of the underlying patho-physiological mechanisms associated with various types of human disease. Course content will serve as an essential pre-requisite required to prepare students for subsequent advanced clinical courses related to diagnosis and medical management (pharmacological and non-pharmacological approaches) of the disease(s). May not be held with PHRM 1430. Registration is normally restricted to students in Year 1 of the program.



1. Criminal Record Check, Child Abuse Registry Check and Adult Abuse Registry Check

Many health care agencies where Pharmacy students are placed in a health care setting, including community pharmacies, require a criminal record check, child abuse registry check and adult abuse registry check. As a result of the above requirements, and in keeping with the future requirements of the College of Pharmacists of Manitoba, all applicants offered a position in the College of Pharmacy are required to provide a self-declaration of a Criminal Record, Child Abuse Registry and Adult Abuse Registry listing following provisional admission, and subsequently provide a current, official Criminal Record Search, Child Abuse Registry Check and Adult Abuse Registry Check. All documents must be submitted to the College of Pharmacy Dean's Office by the first day of classes in September of the year they are admitted.

Any applicant's name appearing on the Adult or Child Abuse Registry will be denied admission. A criminal conviction will not necessarily result in denial of admission to the College of Pharmacy. Criminal offences will be reviewed by a sub-committee of the Pharmacy Admissions Committee for the implications of the conviction in view of the regulatory professional mandate to protect the public. Failure to disclose any adult criminal record or listing on the Child Abuse or Adult Abuse Registry will invalidate an application and shall result in the applicant being denied admission, or automatic expulsion from the College of Pharmacy if the applicant has been admitted.

In addition, all undergraduate professional students of the University of Manitoba, College of Pharmacy must be registered with the College of Pharmacists of Manitoba (CPhM). CPhM requires that all graduates of the College of Pharmacy who wish to obtain a license to practice pharmacy in this province, must disclose information about any conviction for an offence under the Criminal Code (Canada), the Controlled Drugs and Substances Act (Canada), or the Food and Drugs Act (Canada) in order to be considered for eligibility for registration with the College of Pharmacists of Manitoba. The review process conducted by the College of Pharmacy is independent of the review process conducted by the College of Pharmacists of Manitoba.

2. Academic Self-Declaration

All students applying to the College of Pharmacy will be required to complete a Self-Declaration of Records Form which declares current or previous: academic suspensions, disciplinary action, professional misconduct, record of criminal conviction, record on the Child Abuse Registry and record on the Adult Abuse Registry. The disclosure contained therein must be satisfactory to the College of Pharmacy.

3. Transfer of Credit Earned Elsewhere

The College of Pharmacy will transfer in external grades in a manner that is consistent with the University of Manitoba policy on the transference of external grades. The relevance of courses completed to the student's educational objective at the University of Manitoba and the quality of academic achievement as evidenced by the student's grades will be determining factors in assessing acceptability of credits earned elsewhere. No transfer of credit will be given for courses taken ten years or more prior to the application date. No transfer of credit will be permitted for courses where a "D" grade (or its percentage equivalent) has been awarded.

4. Residence Requirements

Students are required to complete all years of the Pharm.D. degree program with the College of Pharmacy, Faculty of Health Sciences, University of Manitoba. Under exceptional circumstances, residence requirements may be altered with permission from the Dean of Pharmacy.

5. Immunization

Maintaining an up-to-date health record is an important responsibility of being a student, and serves to protect the health of vulnerable patients with whom students will be involved, as well as the health of students and their families. In general, immunizations and health screening tests are voluntary procedures; however, required immunizations and testing are also a condition of enrolment within The College of Pharmacy. All students enrolled in the College of Pharmacy must be immunized against the following diseases: diphtheria/tetanus/pertussis, polio, rubella, measles, mumps, chickenpox, Tuberculosis, hepatitis A and B and influenza. Students admitted to first year Pharmacy will be provided with an Immunization package at the time of acceptance into the program. Students have the option to provide their immune status and complete their immunizations with their own healthcare provider or participate in the Faculty of Health Sciences Immunization Program on campus. Students will be required to complete their required immunizations by the end of their first year. Students will not be able to attend Introductory Pharmacy Practice Experiences or participate in any external outreach activities until all immunization requirements are up-to-date. Students are responsible for updating their immunizations as needed. Completion of the immunization schedule is required for course progression in Pharmacy. [This regulation should be cross referenced to the following relevant Governing Documents, legislation and/or forms: University of Manitoba policy, *Health and Safety*; University of Manitoba procedure, *Immunization Standard*].

6. CPR / First Aid Requirements

All students in the Pharmacy program are required to have valid Standard First Aid and CPR - Health Care Provider training. The Standard First Aid course is valid for 3 years and the CPR (HCP) course is valid for one year. It is the academic and financial responsibility of the student to ensure that current certification in both CPR (HCP) and

Standard First Aid is maintained throughout the program and a copy of the current certificate is submitted to the Dean's Office.

7. Registration with the College of Pharmacists of Manitoba

Students who are accepted for admission to the College of Pharmacy shall file an application for registration as a student with the College of Pharmacists of Manitoba, prior to the start of classes in September of the year they are admitted. Information will be included in the admission package sent to each student, and can also be obtained from The College of Pharmacists of Manitoba. Failure to complete this requirement will result in students being unable to participate in the Introductory / Advanced Pharmacy Practice Experiences. Full information on the requirements for licensure in the Province of Manitoba is available from the Registrar of The College of Pharmacists of Manitoba.

If students have a change in their academic status (e.g. on leave, exit the program) the College of Pharmacists will be notified by the College of Pharmacy, Faculty of Health Sciences, University of Manitoba.

8. Attendance at Class

Regular attendance is required and expected of all students in all courses. Students who are absent from class for a period of three days or more due to illness must present a certificate from a physician or other suitable documentation determined by the College of Pharmacy to the Dean's Office upon their return. An instructor may initiate procedures to debar a student from attending classes and from final examinations where unexcused absences exceed three continuous sessions. Students must obtain prior approval from the Associate Dean (Academic) for an absence exceeding two days for reasons other than illness.

9. Introductory / Advanced Pharmacy Practice Experience (IPPE / APPE)

Approved Introductory / Advanced Pharmacy Practice Experiences are limited and the University cannot guarantee that it will be able to find sufficient suitable placement sites in convenient locations for all students, in a timely manner. Students are expected to participate in rural practice experiences. Students are responsible for all costs associated with Pharmacy Practice Experiences, including travel and living expenses where placements are outside Winnipeg.

Under The Workers Compensation Act (Manitoba), students of the University of Manitoba who are engaged in a field practicum as a required part of their program are generally covered for injuries sustained in the course of and arising out of the practice experience. However, where the practicum takes place outside of Manitoba, and the student is not a Manitoba resident, workers compensation coverage may not be extended, based on the provisions of The Workers Compensation Act. However, other insurance coverage may be available to registered students. Students are

encouraged to contact the Coordinator of the Pharmacy Practice Experience Program at the earliest opportunity to determine if any such alternative arrangements are possible.

10. Liability

The University's insurer, The Canadian Universities Reciprocal Insurance Exchange (CURIE), includes malpractice coverage for pharmacy students, in respect of activities related to their Pharmacy studies, whether conducted on or off campus. The limiting factor is that the students must be doing the activity in furtherance of their education or training while a registered student of the University of Manitoba.

11. Mask Fit Testing

Introductory and Advanced Pharmacy Practice Experiences are subject to certain requirements intended to protect the health and well-being of learners, staff and patients. One such requirement is that learners provide documentation of current (i.e., within 2 years) N95 mask fit testing. Official proof of the mask-fit test must be submitted to the College of Pharmacy Dean's office by April 30th of the second year of the Pharmacy program.

Some learners may be unable to provide the Documentation due to religious reasons, as the N95 mask fit testing requires the absence of facial hair. In such situations, the College will work with the learner and the experiential site to accommodate the learner and make alternate arrangements that comply with human rights laws and policies, bona fide program requirements, and the health and safety requirements of the College and the experiential placement site.

The affected learner must advise the College and the experiential site of the need for alternate arrangements well in advance of the learner's experiential rotation. If adequate notice is not provided, the learner may be reassigned to an area of perceived lower risk (recognizing that zero risk of exposure in the area of reassignment cannot be guaranteed).

In the unlikely event of an outbreak of some infectious entity that requires use of N95 masks more broadly in a facility (such as a viral outbreak or epidemic), learners without the appropriate N95 mask fit (or accepted alternate arrangements) will not be allowed on site. In such a case, the requirements for fulfillment of the experiential program will be reviewed as required and may include delayed completion of the experiential rotation, or change in location.

12. Academic Honesty

Many courses in the College of Pharmacy require group projects and students should be aware that these are subject to the same rules regarding academic honesty as individual projects. Due to the unique nature of group work, all members of the group should exercise special care to insure that work completed does not violate academic integrity. Should a violation occur, group members will be held jointly accountable

unless the violation can be attributed to a specified individual, or group of individuals. In the College of Pharmacy, all suspected cases of academic dishonesty will be passed to the Dean's Office for evaluation.

13. Professional Unsuitability By-Law

The Senate has approved a by-law granting authority to the College of Pharmacy to require a student to withdraw for reasons of professional unsuitability.

14. Deferred Final Examinations

Students may request a deferred final examination from the Dean of the College of Pharmacy for reasons of illness or other disability, for bereavement or for compassionate reasons. The request should typically be communicated before the final exam is written, but must normally be filed within forty-eight (48) hours of the scheduled date of the missed examination or, in a case where more than one examination was missed, within forty-eight (48) hours of the scheduled date of the last examination missed. The application must be accompanied by a medical certificate or other appropriate documentation certifying the reason for the deferral, the inability of the student to write the examination at the regular scheduled time and, where possible, indicating the period of incapacity. Based on the evidence provided, the Dean shall decide whether the application is approved. Students who, for medical reasons receive deferred examination privileges for all final examinations may not re-register until they have established, through proper medical consultation, their fitness to resume studies.

Students may also request a deferred examination(s) on the grounds that they are unable to write said examination(s) due to:

- (a) participation in an inter-university, provincial, inter-provincial, national or international scholastic or athletic event; or
- (b) religious observance.

Students requesting a deferred examination due to a known situation as listed above must file an application normally twenty (20) working days prior to the day of the scheduled examination.

Any student requesting deferred examination(s) will be required to sign an undertaking that the student has not discussed, reviewed, had access to, or otherwise become aware of the contents of the deferred examination except as expressly authorized by the instructor or professor for the course in which the deferred examination is being undertaken.

15. Incomplete Courses

A student who is unable to complete the term work prescribed in a course may apply to the course instructor 5 working days prior to the end of lectures for consideration of a grade classification of 'incomplete', and a time extension to complete the work.

Should an 'incomplete' be granted the student will still be required to write the final examination if one is scheduled for the course. Taking into account the results of the final examination, the value of the term work completed, and the extent of the incomplete term work, the course instructor shall calculate the temporary grade using a zero value for incomplete work. Incomplete final grades are entered with the grade code and the letter 'I'. In addition to the grade, the recommendation for an 'incomplete' should indicate the reason(s) for consideration being given, a description of the outstanding work to be completed, and the date by which the work must be submitted. If a final grade is not reported by the extension deadline, the letter "I" will be dropped, and the grade will remain as awarded. The student's opportunity to improve the grade will have lapsed, unless where specific circumstances warrant, the Associate Dean (Academic) extends the date by which an incomplete must be cleared.

16. Voluntary Withdrawals

Any student seeking to withdraw from a portion of, or all of their courses must provide written notification to the Dean's Office outlining the reasons for this request. Re-entry to the College of Pharmacy by students who voluntarily withdraw, will be dependent on the availability of space and external rotation facilities. Any student who has voluntarily withdrawn from a portion of, or all of their courses in Pharmacy on more than one occasion will not be permitted re-entry into the program. Withdrawals for medical or compassionate reasons will not contribute toward this maximum. Students who, for medical reasons, withdraw from the program may not re-register until they have established, through proper medical consultation and documentation, their fitness to resume studies.

Reinstatement following a voluntary withdrawal will be subject to current and satisfactory:

1. Criminal Records, Child Abuse Registry and Adult Abuse Registry Search results;
2. College of Pharmacists (CPhM) Registration;
3. Immunization, Standard First Aid and CPR (HCP) certification;
4. Reinstatement may also be subject to the student signing an undertaking to either or both of the College of Pharmacy and CPhM of certain terms and conditions.

[This regulation should be cross referenced to the following relevant Governing Documents, legislation and/or forms: University of Manitoba policy, *Voluntary Withdrawal*; University of Manitoba policy and procedure, *Authorized Withdrawal*].

17. Leave of Absence

Any student seeking a leave of absence must submit a written request to The Dean of The College of Pharmacy normally by June 1st. The request for the leave of absence must clearly outline the reasons for the request and the Dean may require further supporting documentation to support the request. The duration of a leave of absence is typically one year and will count towards the maximum number of years to complete the pharmacy program. Students who wish to be reinstated after the leave must contact the Dean's office by May 1st for the upcoming academic year and request reinstatement. At the point of reinstatement for students on leave for an academic year, students must provide a current, official Criminal Record Search, Child Abuse Registry Check and Adult Abuse Registry Check.

Reinstatement following a leave of absence will be subject to current and satisfactory:

1. Criminal Records, Child Abuse Registry and Adult Abuse Registry Search results;
2. CPhM Registration;
3. Immunization, Standard First Aid and CPR (HCP) certification;
4. Reinstatement may also be subject to the student signing an undertaking to either or both of the College of Pharmacy and CPhM of certain terms and conditions.

18. Scholastic Progress

The University of Manitoba Academic Calendar and Catalog applies to all students. In addition, the College of Pharmacy has regulations and requirements, published within the Academic Calendar in the College of Pharmacy section and yearly in the College of Pharmacy Student Handbook that apply specifically to its students.

For course progression in the College of Pharmacy students must achieve a minimum combined fall and winter term GPA of 2.00, and attain the minimum passing grade of "C" in each course, except where the course evaluation is in a "pass/fail" format, where "pass" is required, or as otherwise described in the course outline.

A student in Year 1-4 of the pharmacy program who records no more than one grade of "D" during the academic session, and who achieves a minimum combined fall and winter term GPA of 2.00, may at the discretion of the Dean of the College of Pharmacy be permitted to write a supplementary examination in that course.

Supplementary Exams will not be granted if a student records more than one grade of "D" during the academic session within any year or if a student records a grade of "F" during the academic session within any year. No more than two supplemental exams will be offered to any student throughout the Pharmacy program. Supplementary Exams are not available in most courses and are at the discretion of the Dean of the College of Pharmacy. Please refer to the current College of Pharmacy Student Handbook for specific details.

Application forms for supplementary examinations are available in the College of Pharmacy Dean's Office, and the examination is subject to a prescribed fee. Supplementary exams, if granted, will normally take place in mid-summer, following the academic session. Students may not be awarded a grade higher than "C" in a course for which a supplementary exam is written.

The grade achieved following supplementary examination will replace the grade originally recorded on the student's academic record.

A student who fails to achieve a passing grade of "C" in one course, following supplementary examination if that option is offered, and who achieves a minimum combined fall and winter term GPA of 2.00, will be considered to have failed that year, and will be required to repeat that course and may at the discretion of the Dean of the College of Pharmacy be required to repeat all, or a number of courses in the following academic year.

A student who fails to achieve a minimum passing grade of "C" in two courses, and whose combined fall and winter term GPA remains above 1.75, will be considered to have failed that year, and will be required to repeat those courses and may at the discretion of the Dean of the College of Pharmacy be required to repeat all, or a number of courses in the following academic year.

The records of all students who fail a year, and the disposition of the cases, shall be reported to the Pharmacy College Council for information, but not for debate. Students who have cause to disagree with the disposition may file an appeal against the decision according to University of Manitoba Student policies and procedures.

A student who fails more than one year in the program, or who fails the same year twice, shall be required to withdraw from the Pharmacy program.

A student who fails to achieve a passing grade in more than two courses in the academic session, or whose combined fall and winter term GPA falls below 1.75, or who fails to achieve a passing grade in a repeated year, will be required to withdraw from the Pharmacy program.

19. Appeals Concerning Scholastic Progress

Should a student wish to appeal against any decision concerning scholastic progress, the following procedures should be followed:

Appeals of Term Work

Term Work refers to anything for which marks or grades are assigned and which have been returned or made available to students prior to the close of the last day of classes. This may include such things as tests, essays, class presentations, class participation, assignments, laboratory and other reports, preceptor evaluations and any other component of a final grade completed and evaluated during the term. Any student who is dissatisfied with a grade on term work has the right to appeal that

grade. Students should recognize, however, that term work grade appeals are only upheld when there are good reasons to support the student's request for an elevated grade.

Reasons for submitting a Term Work Grade Appeal may include; miscalculation of marks, misgrading of a paper/exam, application of an evaluation or grading system which was not included in the course outline, and unfair or inequitable processes in determining the final grade.

Procedure:

- i. A student may formally appeal a grade received for term work provided that the matter has been discussed with the instructor in the first instance in an attempt to resolve the issue without the need for a formal appeal. If the grade discrepancy cannot be resolved, the student should make an appointment with the Associate Dean (Academic) who will provide information about the appeals procedure, academic regulations and related matters.
- ii. A formal appeal of the grade(s) for term work may be made on an "Application for Appealing a Grade Given for Term Work" form and is to be submitted to the Cashier's Office with the appropriate fee payment. The time limit for submission of this appeal is ten working days following communication of the grade to the student. Once paid, the form should be submitted to the academic unit offering the course. Subsequent processing of the appeal and communication of the disposition of the appeal is the responsibility of the Associate Dean (Academic) responsible for that academic unit. The result of the appeal will be forwarded in writing to the student and the instructor not later than fifteen working days after the formal appeal has been lodged.
- iii. Normally the re-evaluation of a grade shall be undertaken by the instructor(s) responsible for the particular course (section) in consultation with at least one other instructor, in the same or related subject area.
- iv. The fee charged for each term work grade appeal will be refunded for any grade which is changed (increased) as a result of the appeal.
- v. Should a student not be satisfied with the decision, he/she may wish to seek advice from The Office of Student Advocacy, University of Manitoba.

Appeals of Course Final Grades

The appeal of a final grade should be discussed with the Associate Dean (Academic) of Pharmacy, who will supply information about the appeals procedure, academic regulations and related matters.

Students who still wish to proceed with an appeal should consult the office of Student Advocacy for advice and assistance, and a letter of appeal must be sent to the Dean

of the College of Pharmacy within 21 days of receiving notification of the decision. The letter should state the nature of the decision being appealed and the alternative that is being requested.

The Dean will respond in writing to notify the appellant of the date and time the student should attend a meeting of the College Appeals Committee.

The Appeals Committee will comprise: the Dean of the College of Pharmacy (or designate) as chair; one senior support staff member as secretary; three members of the full-time faculty; and a representative of the Pharmacy profession appointed by the College of Pharmacists of Manitoba. The senior support staff member is a non-voting member. The Chair shall only vote in the event of a tie.

Appellants have the right to attend the hearing of their appeal and may have a representative to assist them at the appeal hearing. This representative may be the Student Advocate or a fellow student or other full-time member of the university community not receiving payment for appearing or working for Legal Aid. In addition, if the student wishes, one member of his or her immediate family, and also if desired a lawyer, may be present, but as observers who do not participate and have no speaking privileges. The decision of the Appeals Committee will be conveyed to the student as soon as possible after the hearing.

If the appellant is still dissatisfied they may wish to discuss the issue further with the office of Student Advocacy. Student appellants should not expect a favorable decision when their appeal is based on grounds related to external factors such as employment, sports, or hobbies, etc.

20. Dean's Honour List

Eligible students who achieve a combined fall and winter sessional GPA of 4.00 or higher will be placed on the Dean's Honour List. Eligible students must have completed a minimum of 13 credit hours in each of the fall and winter terms in years 1-3 of the program. Fourth year students' eligibility for the Dean's Honour List will be based on graded courses (i.e. vs pass / fail grading during Advanced Pharmacy Practice Experiences or the Electives program). The Dean's Honour List designation is not applied until the end of the winter term.

21. Completion of the PharmD Program

The maximum time allowable for completion of the Entry to Practice PharmD degree is seven years after admission into the College of Pharmacy. Students must successfully complete all of the course work associated with a year in the program prior to being allowed to register for courses in the next year. In exceptional cases, the Dean of the College of Pharmacy may grant exceptions to this requirement.



C-3 Responsibility to consult

C-3.1 If this program subject to mandatory review or approval by organizations external to the institution (such as regulatory bodies, Apprenticeship Manitoba, etc.), please describe any consultation processes and provide copies of reports or letter from these organizations providing support:

The following letters of support are attached (description of consultation appears in the body of the proposal document):

Stakeholder Consultation and Feedback:	Letter of support (Appendix E)
<p>University of Manitoba (UM)</p> <ul style="list-style-type: none"> o College of Pharmacy faculty, staff, Students, Alumni o Faculty of Science o Faculty of Arts o Faculty of Law o Max Rady Faculty of Medicine, Department of Human Anatomy and Cell Science o Max Rady Faculty of Medicine, Department Biochemistry and Medical Genetics o Max Rady Faculty of Medicine, Department of Pharmacology o Faculty of Agricultural and Food Sciences, Department of Human Nutritional Sciences o Rady Faculty of Health Sciences o I.H.Asper School of Business 	<p>√ students</p> <p>√</p> <p>√</p> <p>√</p> <p>√</p> <p>√</p> <p>√</p> <p>√</p> <p>√</p> <p>√</p>
<p>Professional Associations :</p> <ul style="list-style-type: none"> o Canadian Pharmacists Association (CPhA) o Association of Faculties of Pharmacy of Canada (AFPC) o Pharmacists Manitoba o Canadian Society of Hospital Pharmacists (CSHP) 	<p>√</p> <p>√</p>
<p>Regulatory Bodies:</p> <ul style="list-style-type: none"> o College of Pharmacists of Manitoba (CPhM) o College of Physicians and Surgeons of Manitoba (CPSM) o College of Registered Nurses of Manitoba (CRNM) 	<p>√</p> <p>√</p> <p>√</p>
<p>Accrediting Bodies :</p> <ul style="list-style-type: none"> o Canadian Council for Accreditation of Pharmacy Programs (CCAPP) 	<p>√</p>
<p>Provincial Health Regions:</p> <ul style="list-style-type: none"> o MB Provincial Pharmacy Directors: WRHA o Southern Health o Northern Health 	<p>√</p> <p>√</p> <p>√</p>



Maira Ahmed and Harris Sohail
Senior and Junior Co-Stick, UMPHSA
College of Pharmacy
University of Manitoba
750 McDermot Ave

Jan Coates
Director, PharmD Development
College of Pharmacy
Apotex Centre
750 McDermot Avenue
Winnipeg, Manitoba R3E 0T5

Re: PharmD Proposal Draft and Student Support

Dear Ms. Coates,

I would like to thank you for providing the students the opportunity to review and provide feedback on the revolutionary change taking place at the College of Pharmacy with the new PharmD program.

The proposal very accurately reflects the current need in the healthcare system for more involvement of pharmacists, more specifically medication therapy experts, and effectively addresses this need. The proposal provides an eloquent and effective means of meeting the objectives set forth and agrees with the thoughts and comments of current and past pharmacy students.

On behalf of the student body, Harris and I are pleased to put forth our support in this ground breaking document which will pave the way for a brighter future in which pharmacists are using and applying their full potential.

Sincerely,

Maira Ahmed

Maira Ahmed
B.Sc Pharmacy 2016
Senior Co-Stick, UMPHSA
College of Pharmacy
University of Manitoba

Harris Sohail

Harris Sohail
B.Sc Pharmacy candidate 2017
Junior Co-Stick, UMPHSA
College of Pharmacy
University of Manitoba

Support Letter for Pharm D Program

The Faculty of Science was approached by the College of Pharmacy to evaluate the potential impact on Science courses with the introduction of the Pharm D program. We note that any potential impact would be felt in the following courses: BIOL 2410, BIOL 2420, CHEM 2360, CHEM 2370, CHEM 2210, MBIO 1010, and STAT 1000. Currently, applicants are not required to have completed these courses at the time of applying to enter the Pharmacy program. However, under the proposed Pharm D program, these courses must be completed by the time a student applies to enter Pharm D program.

For the 2014-2015 academic year, there were approximately 300 applicants and 56 of them were admitted into the Pharmacy program. Historically, the Pharmacy program usually accepts between 50-60 students each year. We expect similar number of applicants in future years. Based on these numbers, the worst-case scenario for Science is that there would be approximately 240 additional students in each of the courses BIOL 2410, BIOL 2420, CHEM 2360, CHEM 2370, CHEM 2210, MBIO 1010, and STAT 1000 because of the proposed Pharm D program. However, we do not believe that the worst-case scenario will happen. Under the current Pharmacy program, the following scenarios do occur.

1. There are subsets of applicants that have some or all of these courses. For example, students applying to both Medicine and Pharmacy will have already taken some or all of the courses listed.
2. There are some applicants applying to enter Pharmacy that have completed two or more years of schooling. These students would likely have taken some or all of the courses listed.
3. Some of the students accepted into the Pharmacy program will have already completed some of these courses, even if they are applying after finishing 1 year of university studies. For example, STAT 1000 is quite popular amongst year 1 students.

Unfortunately, we do not have data on courses taken by students that apply to Pharmacy. Currently, the courses in question have available space ranging from 33 to 440 spots, depending on the course (see Table 1, provided by the College of Pharmacy). Based on the space available in these courses as stated in Table 1, the impact of the proposed Pharm D program may be manageable. However, it should be pointed out that, future students who are thinking of applying to Pharmacy, but are not enrolled in a Science Major/Honours program may not be able to register for certain classes. This is because students in Science Major/Honours programs typically register ahead of general Science students. In addition, as enrollment in Science courses and programs continues to increase, space availability in certain courses may become an issue. This is something that needs to be monitored once the Pharm D program is approved. Should the need arise, the Faculty of Science will only be able to offer additional space or sections of existing courses with the provision of additional resources. Currently, the cost per credit hour per student is approximately \$125. Any additional budget required can be calculated in this way at the time of the increase.

2015-16	Fall and Winter			Summer 2015			TOTAL Capacity with summer	Total Remaining
	Capacity	Actual	Remaining	Capacity	Actual	Remaining		
CHEM 2210	504	459	45	110	69	41	614	86
CHEM 2360	464	443	21	194	147	47	658	68
CHEM 2370	391	364	27	194	147	47	585	74
BIOL 2410	437	437	0	220	187	33	657	33
BIOL 2420	387	354	33	220	138	82	607	115
MBIO 1010	559	520	39	110	71	39	669	78
STAT 1000**	3883	3696	187	600	467	133	4483	320
MATH 1500	2250	1932	318	390	268	122	2640	440
MATH 1230	105	42	63	0	0	0	105	63

Table 1- Number of seats available and seats taken

Potentially, a positive consequence of this proposal is the number of Science graduates may actually increase. The main reason for this is that students that apply to the Pharm D program but is not accepted will be one year away from a B.Sc. General degree and two years from a B.Sc. Major/Honours degree.

In summary, we support the College of Pharmacy's proposed Pharm D program noting that impact will probably be manageable but needs to be monitored. If we see that our classes become over-subscribed, then we will act so that students enrolled in Science Major/Honours programs are given priority over all other students, above and beyond what is currently already done.

Sincerely,



Ben Pak Ching Li,
Associate Dean of Science (Undergraduate Programs)



UNIVERSITY
OF MANITOBA

Faculty of Arts

Dean's Office
3rd Floor Fletcher Argue Building
University of Manitoba
Winnipeg, Manitoba
Canada R3T 5V5
Telephone (204) 474-9100
Fax (204) 474-7590
Email arts_inquiry@umanitoba.ca

June 13, 2016

Dr. Jan Coates
Director, PharmD Development
College of Pharmacy
Apotex Centre
750 McDermot Ave.
Winnipeg, MB
R3E 0T5

Dear Dr. Coates:

I am writing to indicate the Faculty of Arts' general support for the admission requirements for the proposed new PharmD program. The Faculty of Arts can accommodate the potential increased enrolment that may be experienced as a result of the Humanities and Social Science requirements increasing from six (6) credit hours to 12 credit hours.

This accommodation, however, would be based upon students being free to take courses from the broad offerings of the Faculty. No reserves in specific courses or timeslots can be accommodated without separate funding arrangements being established. A similar concern applies to the proposed removal of ARTS 1110 as an acceptable option for students to complete the "W" (written English) requirement for admission to the PharmD program. The removal of this option will require students to complete an alternate "W" course and will result in increased pressure on other Faculty of Arts courses that meet the "W" requirement. As part of the information directed at pre-PharmD students, we would encourage the inclusion of a statement indicating the breadth of choice students have when selecting their "W" course. It is our hope that the inclusion of a statement such as this would help to mitigate further bottlenecks already experienced in many of the first and second year "W" courses offered by the Faculty of Arts.

Please let us know if there is any other information we can provide in support of this proposal.

Sincerely,

Dr. Jeffery Taylor
Dean, Faculty of Arts



UNIVERSITY
OF MANITOBA

Faculty of Law
Robson Hall
Winnipeg, Manitoba
Canada, R3T 2N2
Fax (204) 474-7580

June 22, 2016

Lavern M. Vercaigne, BSc. (Pharm), Pharm.D.
Professor and Associate Dean (Academic)
College of Pharmacy,
Rady Faculty of Health Sciences

Dear Associate Dean Vercaigne,

Thank you for your letter in which you notify us that the College of Pharmacy is submitting a proposal to switch from a BSc (Pharm) degree to an entry-level PharmD. This letter is written in support of your submission. I have had an opportunity to review the two page outline you provided as part of your proposal describing a course called "Pharmacy Law" that teaches students about the regulatory requirements of being a pharmacist in Manitoba and Canada.

This letter confirms that the course "Pharmacy Law" does not duplicate any course currently offered at the faculty of law.

We wish you all the best with your proposal and if you should have any questions please do not hesitate to contact me.

Yours truly,

A handwritten signature in blue ink that reads "Lisa K. Fainstein".

Lisa Fainstein
Associate Dean Academic, JD Program
Ph: 204-474-6133
Email: Lisa.Fainstein@umantioba.ca



UNIVERSITY
OF MANITOBA

Faculty of
Health Sciences

College of Medicine
Department of
Human Anatomy & Cell Science
130 - 745 Bannatyne Avenue
Winnipeg, Manitoba R3E 0J9
Phone: 204-789-3411
Fax: 204-789-3920

Lavern M. Vercaigne, Pharm.D.
Professor and Associate Dean, Academic
College of Pharmacy, Rady Faculty of Health Studies
University of Manitoba
146 Apotex Centre
750 McDermot Avenue
Winnipeg, Manitoba
R3E 0T5

June 10, 2016

Dear Dr. Vercaigne,

The Department of Human Anatomy and Cell Science is pleased to offer its support for the development of the Doctor of Pharmacy (Pharm.D.) program in the College of Pharmacy. Our department has offered ANAT 1030, Human Anatomy for Pharmacy Students, as a core course in the current BSc (Pharm) program for many years, and we will be happy to continue to teach this course to students in the Pharm.D. program. This course provides a comprehensive overview of human gross anatomy that is well-suited for Pharmacy students, and the content of the course will remain unchanged from what is currently offered.

We look forward to continuing our association with the College of Pharmacy, and we wish you every success with this new program.

Sincerely,

Thomas Klonisch, MD, PhD
Professor and Head
Department of Human Anatomy and Cell Science
Max Rady College of Medicine
Rady Faculty of Health Sciences
University of Manitoba



UNIVERSITY
OF MANITOBA

Rady Faculty of Health Sciences
Max Rady College of Medicine
Biochemistry and Medical Genetics

336 – 745 Bannatyne Avenue
Winnipeg, Manitoba
Canada R3E 0J9
Telephone (204) 789-3593
Fax (204) 789-3900
bmgadmin@umanitoba.ca

January 9, 2017

Dr. Xiaochen Gu
Acting Dean, College of Pharmacy
Apotex Centre
750 McDermot Avenue
Winnipeg, Manitoba
R3E 0T5

Re: Pharmacogenetic and Pharmacology and Therapeutics Teaching Needs

Dear Dr. Gu,

The discussion revolving around Pharmacogenetics teaching needs brought to light existing expertise in the Faculty of Health Sciences (College of Medicine) regarding the provision of relevant lecture material with regards to basic genetics, omics and associated technologies and how these are implemented to reveal DNA variation relevant to precision medicine (both topics could be delivered by Faculty from Biochemistry and Medical Genetics) as well as material in drug metabolism, pharmacokinetics and drug efficacy monitoring (Donald Miller in Pharmacology and Therapeutics). We would like to formally express our willingness to partner with Pharmacy to meeting these needs and ensuring that any lectures taught are done so with the appropriate "Pharmacy" lens. That being said, pharmacogenomics is a rapidly evolving field and should you be successful in recruiting a Pharmacogeneticist, we could revisit our engagement at that time.

In addition, the faculty within the department of Pharmacology and Therapeutics is keen to continue with delivery of PHAC2100, in the future this will be part of the 1st year of your PharmD program.

Yours truly,

Louise R. Simard
Professor, Head
Biochemistry & Medical Genetics
Tel: (204) 977-5689
Louise.Simard@umanitoba.ca

Paul Fernyhough
Professor, Acting Head
Pharmacology & Therapeutics
Tel: (204) 235-3692
pfernough@sbrc.ca

cc. Joan Coates, Director, Pharm. D. Development



UNIVERSITY
OF MANITOBA

Faculty of Agricultural
and Food Sciences
Human Nutritional Sciences

208A Human Ecology
Winnipeg, Manitoba
Canada R3T 2N2
Tel 204-474-6837
Fax 204-474-7593
James.House@umanitoba.ca

June 15, 2016

Dr. Lavern Vercaigne
Associate Dean – Academic
College of Pharmacy, Rady Faculty of Health Sciences

Dear Dr. Vercaigne:

On behalf of the Department of Human Nutritional Sciences, Faculty of Agricultural and Food Sciences, we are fully supportive the College of Pharmacy's proposal to establish a PharmD. Specifically, we will continue to support the Pharmacy program through the provision of HNSC 2170 – Nutritional for Health Professionals, a 2 CH on-line course designed to provide foundational nutrition knowledge for health profession programs. This course will provide students within the PharmD program the opportunity to integrate principles of nutrition within the context of the pharmacy profession, as well as serving as a platform to engage with students from other health professions. Should you have further questions, please do not hesitate to contact me at james.house@umanitoba.ca

Sincerely,

James D. House,
Professor and Head,
Department of Human Nutritional Sciences
208A Human Ecology,
University of Manitoba,
Winnipeg, MB,
R3T 2N2.



June 17, 2016

Dr. Neal Davies
Dean, College of Pharmacy

Through my own experience as a Physician, an Academic, and a Leader within the Healthcare environment, it has become increasingly obvious the substantive changes that have occurred within the profession of pharmacy. The complex world of biotechnology-derived drugs and the explosive growth in the development and use of pharmaceuticals in recent years, particularly drugs with narrow safety and therapeutic profiles, has raised the public health protection responsibility role for pharmacists to a level that was never contemplated when the current academic program for pharmacy was originally conceived.

Added skills in the documentation of care (especially in electronic health records); prescribing skills and the monitoring of drug therapy outcomes; greater proficiency in drug therapy management of chronic diseases; new skills in the technique of vaccine immunization; and more. It is no surprise that finally, there must be an impactful change in the education of pharmacists to keep up with this rapidly changing environment. The significance of the role of the pharmacist on the healthcare team, therefore, is unequivocal. Together with my colleagues, we have long depended on the pharmacist as the Medication Therapy Experts, to support the care of our patients, and improve outcomes.

The College of Pharmacy accreditation requirements for a PharmD, substantially increase Experiential Education time for pharmacy students and interns, which closely resembles that of their Nursing, Medicine and other Health Sciences colleagues, and provides a sound basis for enhanced inter-professional collaboration, and quality of care.

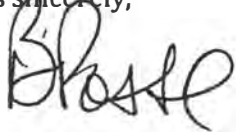
By designating 8 of 32 required credit hours for advanced practice experiential education into Primary Care, it is evident the College of Pharmacy recognizes the opportunities to support the healthcare of Manitobans, and improve outcomes. The College acknowledges this is the future for responsible delivery of healthcare. Students will add recognized value to patient care by monitoring and assessing risk for chronic and complex disease, and provide education to both patients and healthcare team members. It will be opportune for the member Colleges of the Faculty of Health sciences to as a team, attend underserved areas of Manitoba as a team, provide this important and meaningful contribution to patient care, and contribute to the resolution of issues such as accessibility.

The increased level of education required, will not be without financial commitment. The College of Pharmacy will require an increased operational budget, and potentially incur once-time costs to deliver and sustain the high quality program that has, in the past, produced highly successful students and earned recognition across Canada as a leading pharmacy educational institution. This investment of funds will be critical to provide the

increased instruction required through classroom and laboratory (including simulation) mode of deliver, and as well to create a sustainable expanded experiential program.

All Schools of Pharmacy across Canada (except Manitoba) have had programs approved to offer the PharmD credential, with the most recent approvals planned for implementation in 2017. On behalf of the Rady Faculty of Health Sciences I encourage the approval of the proposal from the University of Manitoba, College of Pharmacy to implement a contemporary program of study that will meet the knowledge and skills of the continuously evolving profession, and offer a degree reflective of the capacity of education this will require, an entry to practice doctorate degree, with the credential, PharmD.

Yours sincerely,

A handwritten signature in black ink, appearing to read "B. Postl". The signature is written in a cursive, somewhat stylized font.

Brian Postl, MD, FRCPC
Dean, Faculty of Health Sciences & Vice-Provost (Health Sciences)

Cc: Jan Coates



UNIVERSITY
OF MANITOBA

Asper School of Business

Associate Dean
316 Drake
181 Freedman Crescent
Winnipeg, Manitoba
Canada R3T 5V4
(204) 474-8437
subbu.s@umanitoba.ca

December 16, 2016

Dr. Lavern M. Vercaigne
Associate Dean (Academic)
College of Pharmacy, Rady Faculty of Health Sciences
University of Manitoba.

Dr. Dear Vercaigne,

Re: College of Pharmacy, Doctor of Pharmacy (Pharm.D.) Proposal

This is pertaining to your request for a review of the proposed Pharmacy Management course within the Doctor of Pharmacy proposal to assess the extent of duplication, if any, with Asper School of Business courses.

I have consulted with the five department heads in the Asper School, our Undergraduate Program Manager, and the Executive Director of MBA Program. All of them concur in saying that although there is some overlap with current business courses offered by the Asper School, it is not significant enough to be considered a duplication, given that the context focus of the course is on pharmacy.

On behalf of the Asper School, I have no objection in the College of Pharmacy offering a Pharmacy Management course. Should the course later evolve into a context-independent business course, we will appreciate being consulted at that point.

Thanks.

Sincerely,

Subbu Sivaramakrishnan
Associate Dean (Undergraduate and MBA Programs)





PHARMACISTS
MANITOBA

June 14, 2016

Office of the Dean
College of Pharmacy
Faculty of Health Sciences
750 McDermot Avenue
Winnipeg, Manitoba
Canada R3E 0T5

Dear Dr. Davies,

Re: College of Pharmacy PharmD Program Proposal Letter of Support

On behalf of Pharmacists Manitoba Board of Directors, it is my pleasure to write this letter of support for the Professional Doctoral Degree in Pharmacy (PharmD) Program Application by the College of Pharmacy, Faculty of Health Sciences, University of Manitoba. The Vision of Pharmacists Manitoba is to unify and advance the pharmacy profession. To achieve our Vision, it is of great importance the post-secondary, formal professional training program evolves to ensure our pharmacists graduate with the most advanced skill levels.

Following the legislation of the *Pharmaceutical Act* in January 2014, the profession of pharmacy collaborated to provide advanced education for licensed, practicing pharmacists enabling new scope of practice application at the front lines of health care. During the time that the Act and Regulations were being developed and considered, post-secondary Pharmacy professional training programs across Canada evolved the education curriculum and program of study from Baccalaureate prepared entry to practice to PharmD prepared entry to practice. The educational transition ensures graduating pharmacist's education and skill matched the level of authority and responsibility expected in the practice of pharmacy. It is now critical the University of Manitoba provide the same quality and scope of professional education as has been and will be implemented across the country.

It is imperative the credential for pharmacists in training at the University of Manitoba change to a PharmD to ensure our Manitoba graduates receive the most up to date and comprehensive professional pharmacy education. The PharmD program proposal represents a direct and effective approach to ensure our graduates have the required skills to practice in our province and in any province across the country.

On behalf of Pharmacists Manitoba's Board of Directors, I wholeheartedly support this application.

Sincerely yours,

Sharon Smith
President, Pharmacists Manitoba

C: Board of Directors, Pharmacists Manitoba
Jan Coates, Director – PharmD Development



Canadian Society of Hospital Pharmacists
Manitoba Branch



Canadian Society of Hospital Pharmacists
Société canadienne des pharmaciens d'hôpitaux

June 10, 2016

Jan Coates
Director, Pharm D Development
University of Manitoba
Faculty of Health Sciences
College of Pharmacy

Dear Jan

Thank you for requesting feedback from the Canadian Society of Hospital Pharmacists-Manitoba Branch (CSHP-Manitoba) on the first round draft of the University of Manitoba entry level Pharm D proposal. The proposal was discussed at length by our Council at our meeting on May 31, 2016 and generated good discussion around the table.

CSHP-MB is committed, in principle, as a group in supporting the implementation of an entry level Pharm D program at the University of Manitoba. We feel this is an important step forward for the University of Manitoba as we take our place alongside other schools of pharmacy across Canada in advancing our profession.

However, as a voluntary organization, CSHP-MB is unable to commit to the resources required for preceptor allocation in our hospital practice settings pertaining to the entry level Pharm D program. We look forward to your continued discussions with the Regional Pharmacy Programs to determine how best to implement this new program within our current practice settings.

On behalf of our entire council, we wish you much success as the approval process moves forward.

Warmest regards

Grazia Prochazka BSc Pharm, ACPR
President, CSHP-MB



COLLEGE OF PHARMACISTS OF MANITOBA

200 TACHÉ AVENUE, WINNIPEG, MANITOBA R2H 1A7

TELEPHONE: 204.233.1411 • FAX: 204.237.3468

EMAIL: INFO@CPHM.CA • WWW.CPHM.CA

June 10, 2016

Dr. Neal Davies
Dean and Professor of Pharmacy
College of Pharmacy, Faculty of Health Sciences
University of Manitoba
Apotex Centre
750 McDermot Avenue
Winnipeg, Manitoba R3E 0T5

Dear Dr. Davies:

On behalf of the College of Pharmacists of Manitoba (“CPhM”), thank you for the opportunity to provide the College of Pharmacy with this official letter of support for the development of an entry-level PharmD program at the University of Manitoba.

For many years, the CPhM has been interested in and supportive of the development of an entry-to-practice PharmD program for Manitoba graduates. After several years of contemplation and consideration, on June 24, 2013, the Council of the CPhM made its first official motion to “support the movement towards an entry-level PharmD” degree. Subsequent to that, in October 2014, Council participated in a Strategic Planning Session which would set the priority initiatives for the next two year period. A key outcome of this session was that the College of Pharmacists would support the College of Pharmacy in the PharmD program development. Since that time, the College of Pharmacists has advocated with government, with the members of the College of Pharmacists, and with other stakeholders for support of the PharmD program.

Since day one of the project, the CPhM has been privileged to be invited as a participant in many aspects of the program development including participation on the advisory committee, the sub-committee for experiential education, and others. Participants from the CPhM have included the Registrar, the Deputy Registrar, Council members, and former Council members. The University has engaged a thorough consultation audience, and they are to be commended for their forethought in that regard.


All provinces across the country have been proactive in their approach to implementation of a PharmD program. It is our understanding that Manitoba may be the last province to secure approval for a PharmD program. From the perspective of a regulatory body, it will be critical for Manitoba to implement an entry-level PharmD in the very near future in order to maintain its high level standing among provincial pharmacy programs and fulfill its obligations with respect to the Agreement on Internal Trade.

Dr. Neal Davies
June 10, 2016
re: Support for proposal for entry-level PharmD program
Page Two of Two

Over the years, what started as an idea for an entry-level PharmD program has developed into a robust, well-planned program proposal that will provide pharmacists with the knowledge, skills and confidence to improve patient care and safety. The proposed PharmD program at the College of Pharmacy will raise the standard of pharmacy practice in this province, permit pharmacists to practice to the full extent of their scope of practice and ensure better health outcomes for Manitobans.

On behalf of the CPhM, thank you for consideration of this letter of support for the College of Pharmacy's proposal for an entry-level PharmD program at the University of Manitoba.

Respectfully submitted,



Susan Lessard-Friesen, B.Sc.(Pharm), ACPR
Registrar

cc: Ms. Janice Coates, Director, PharmD Development, College of Pharmacy



1000 - 1661 PORTAGE AVENUE, WINNIPEG, MANITOBA R3J 3T7
TEL: (204) 774-4344 FAX: (204) 774-0750
WEBSITE: www.cpsm.mb.ca

June 8, 2016

PERSONAL AND CONFIDENTIAL

Dr. Neal Davies
Faculty of Pharmacy
University of Manitoba
750 McDermot Avenue
Winnipeg MB R3E 0T5

Dear Dr. Davies

Thank you for including the College of Physicians and Surgeons of Manitoba in the discussions regarding the new innovative program leading to a Professional Doctoral Degree in Pharmacy (PharmD).

I am writing to advise the College of Physicians and Surgeons of Manitoba is in support of this program going forward. We are pleased that the University of Manitoba is following in the national direction.

Sincerely

**COLLEGE OF PHYSICIANS &
SURGEONS OF MANITOBA**

Per:

Anna Ziomek, MD
Registrar/CEO

/ks

Cc Ms Jan Coates
Director of PharmD Development



June 1, 2016

Dr. Neal Davies
Dean, College of Pharmacy
Apotex Centre
750 McDermot Avenue
Winnipeg MB R3E 0T5

VIA EMAIL

Neal.Davies@umanitoba.ca

Dear Dr. Davies,

I am writing to provide a letter of support from the College of Registered Nurses of Manitoba with regards to the new Doctor of Pharmacy entry to practice program (PharmD) proposed by the University of Manitoba's College of Pharmacy.

I had the opportunity to participate in a discussion led by Jan Coates, Director, PharmD Development, College of Pharmacy, which outlined the purposes and processes for the PharmD entry to practice doctoral degree. This was an extremely informative session and a testament of how our professions are collaboratively discussing how we together can meet the healthcare needs for Manitobans.

The College of Registered Nurses of Manitoba supports the new PharmD doctoral degree and considers this to be a significant asset to the continued and collaborative interprofessional participation on patient care teams to ensure effective healthcare for Manitobans.

Sincerely,

Katherine Stansfield RN MN
Executive Director

Cc: Jan Coates, Director, Pharm D Development, College of Pharmacy, University of Manitoba
Jan.Coates@umanitoba.ca

**The Canadian Council for Accreditation of Pharmacy Programs
Le Conseil canadien de l'agrément des programmes de pharmacie**

Leslie Dan Faculty of Pharmacy, University of Toronto, 1207 – 144 College St., Toronto, ON, Canada M5S 3M2
Phone (416) 946-5055 • Fax (416) 978-8511 • Website: www.ccapp-accredit.ca

June 15, 2016

Dr. Neal Davies
Dean, College of Pharmacy
Apotex Centre
University of Manitoba
Winnipeg, Manitoba
R3E 0T5

Dr. Dean Davies:

The Canadian Council for Accreditation of Pharmacy Programs (CCAPP) was established to assess the quality of pharmacy professional degree programs in Canadian universities and to promote continued improvement in such programs.

In keeping with its responsibilities, CCAPP acknowledges the comments within the *Moving Forward: Pharmacy Human Resources for the Future (2008)* concluding that “the emergence of the PharmD degree as the first professional degree is one example of universities responding to recognized needs at the entry-to-practice level (in this case, increased experiential learning in a clinical setting). Universities should continue modifying their curricula over time to ensure that students develop the skills and knowledge they will need to practice at the level required by the health system. Such curricular change must reflect ongoing evolution in the delivery of health care and in entry-level practice requirements.”

Through this acknowledgment, CCAPP after agreement of the Association of Faculties of Pharmacy in Canada (AFPC) has been encouraged to determine a timeline for the PharmD curriculum to be in place in all pharmacy schools across Canada, by 2020, given the baccalaureate professional program at Canadian pharmacy schools can no longer effectively accommodate the proposed added depth and breadth to curricular content knowledge in the pharmaceutical sciences nor provide graduates with the enhanced clinical skills and education that the profession and the health care system will expect from pharmacists going forward.

Accreditation reviews at the University of Manitoba’s Faculty (now College) of Pharmacy in 2006, and more recently 2012, highlighted a number of strengths of the pharmacy program, specifically noting the improvements in curriculum, skills labs, the curricular mapping process engaging faculty and ensuring that AFPC outcomes are met. Certainly the identified enthusiasm of students, engaged faculty and preceptors, and recognized support from the Interprofessional collaborative align well with the future requirements for the success of a new entry to practice PharmD program, and the phasing out of the Baccalaureate professional program.

Of concern, however, is the fragility of the operating budget that were identified in the 2006 accreditation review, and again in 2012. In particular, there is a need to continue to increase the faculty complement, as specifically stated in the 2012 report. There is little capacity to

cover leaves, plan for a new curriculum (i.e. PharmD), and meet the strategic initiatives related to enhancing the research and graduate student initiatives of Pharmacy at the University of Manitoba. Additional resources will, with no doubt, be needed to support the current and future needs of the Experiential program. An investment in the Office of Experiential Education is pivotal to facilitate the growth and sustainability of this significantly enhanced component of the PharmD program.

In addition, the call for changes in the education of pharmacy students to include: more interprofessional experiences; greater attention to the AFPC general attributes and outcomes; more “leadership” and management training; enhanced readiness to handle the clinical use of complex biotechnology-derived drugs; added skills in the documentation of care (especially in electronic health records); prescribing skills and the monitoring of drug therapy outcomes; greater proficiency in drug therapy management of chronic diseases; new skills in the technique of vaccine immunization; and several other curricular enhancements, will require additional Pharmacy faculty with skills and expertise in specific new, contemporary subject areas not previously offered.

Having identified these strengths of the University of Manitoba, College of Pharmacy’s program current program, and its firm commitment to innovation and continuous quality improvement, it is without hesitation that as the Executive Director of the Canadian Council for Accreditation of Pharmacy Programs, I strongly support the University of Manitoba, College of Pharmacy’s request for approval for the new entry to practice PharmD program to replace the baccalaureate program as described in the AFPC resolution statement, [http://www.afpc.info/sites/default/files/AFPC ADPC PharmD Position Statement Resolution Sept 2010.pdf](http://www.afpc.info/sites/default/files/AFPC_ADPC_PharmD_Position_Statement_Resolution_Sept_2010.pdf) and that the required resources to sustain the program at standards required by CCAPP for continued accreditation be part of the approval process.

Sincerely,



K. Wayne Hindmarsh, Ph.D., FCSFS, FCAHS, FFIP
Executive Director, CCAPP
Dean Emeritus, University of Toronto

cc: J. Coates, Director, Pharm.D. Development



Winnipeg Regional
Health Authority
Caring for Health

Office régional de la
santé de Winnipeg
À l'écoute de notre santé

WRHA Pharmacy Program

Ron Eros, Regional Pharmacy Director
Deer Lodge Centre
N246, 2nd Floor, North Pavilion
2109 Portage Avenue
Winnipeg, Manitoba Canada
R3J 0L3

May 24, 2016

Ms. Janice Coates
Director, PharmD Development
College of Pharmacy
University of Manitoba
Apotex Centre
750 McDermot Avenue
Winnipeg, Manitoba R3E 0T5

Dear Ms. Coates,

Thank you for providing an update to the development of the Pharm. D. Program which is approaching the final stages prior to moving through your approval processes within the University of Manitoba. We continue to welcome the College of Pharmacy's inclusive involvement of pharmacists from across the province during the development phase. I have represented the WRHA Pharmacy Program on the PharmD Advisory Committee and support the change to the PharmD Program and its required curriculum as Manitoba will be one of the last provinces in Canada to do so.

Though the changes do put added pressures to provide the required clinical placements, I believe the College's strategy to have the students as contributing practitioners to our healthcare system and to have additional supports in place to manage the placement process will lessen the impact on our minimal educational resources within the WRHA Pharmacy Program. I appreciate the continued dialogue which will need to take place prior to implementation of the curriculum.

Best regards,

A handwritten signature in cursive script that reads "Ron Eros".

Ron Eros, WRHA Regional Pharmacy Director



SOUTHERN HEALTH SANTÉ SUD
REGIONAL PHARMACY PROGRAM
1100 St. Mary's Street
Winnipeg, MB R2M 2P4
1-800-561-2222 ext. 2222
www.southernhealth.ca

June 13, 2016

Ms. Janice Coates
Director, PharmD Development
College of Pharmacy
University of Manitoba
Apotex Centre

Dear Ms. Coates,

I would like to provide this letter of support for the implementation of the Entry to Practice PharmD program at the University of Manitoba College Of Pharmacy. The implementation of the PharmD as the entry to practice degree will have a positive impact on our current workforce, and will enhance the role pharmacists can play within our healthcare system, ultimately benefitting the health outcomes of Manitobans. I appreciate the effort that the College of Pharmacy, and you personally, has made to keep the Pharmacy Directors of all the Regions apprised of the project proposal and the impacts that the PharmD implementation will ultimately have on our Programs.

The introduction of the PharmD program will put added pressure on our Region to provide the required clinical placements; however, I believe the College's strategy to have the students as contributing practitioners to our healthcare system and to have additional supports in place to manage the placement process will lessen the impact on our minimal education resources within the Southern Health – Santé Sud Pharmacy Program. I look forward to continued dialogue with yourself and the College as you move to the implementation of the new program.

Yours Truly,

A handwritten signature in black ink, appearing to read "Kyle MacNair".

Kyle MacNair BSc.Pharm, ACPR
Southern Health – Santé Sud Regional Pharmacy Director

January 2, 2017

Dr. Xiaochen Gu
Acting Dean, College of Pharmacy
Rady Faculty of Health Sciences
Apotex Centre
750 McDermot Avenue
Winnipeg MB R3E 0T5

VIA EMAIL:
Xiaochen.Gu@umanitoba.ca

Dear Dr. Gu

I am writing to you to provide a letter of support from the Northern Regional Health Authority with regard to the new Doctor of Pharmacy (PharmD) program proposed by the University of Manitoba's College of Pharmacy.

I have had the opportunity to participate in a discussion led by Jan Coates, Director PharmD Development, which outlined the purpose and process for the PharmD 'entry to practice' doctoral degree. The discussion was most informative, and a testament of how health professions are collaboratively discussing how to learn and work together, actively participating on patient care teams to provide effective healthcare for Manitobans.

Our discussion highlighted the value the opportunity of hosting students and interns will have for facilities within the Northern Regional Health Authority, operationalizing the vision of providing a meaningful contribution to patient care, and perhaps provide some health care services that may not currently be possible. We realize too, that added value may include the increased exposure of opportunity within our Region to attract and recruit pharmacists.

With the additional supports provided by the College of Pharmacy (Experiential Education Facilitators) to enable and support a robust experiential program such as described, we believe the program will be an asset to our Health Region with minimal impact on existing resources.

Sincerely,



Wanda Reader
VP Human Resources & CHRO
Northern Regional Health Authority

cc: Ms. Jan Coates
Director, PharmD Development, College of Pharmacy
jan.coates@umanitoba.ca
Derrick Sanderson, Director of Pharmacy NRHA

Northern Regional Health Authority Regional Offices

84 Church Street
Plm Flon MB R8A 1L8
(204) 687-1300 (888) 340-6742

67 - 1st Street West
The Pas MB R9A 1K4
(204) 623-6431 (888) 340-6742

867 Thompson Drive South
Thompson MB R8N 1Z4
(204) 677-5350 (888) 340-6742



University of Manitoba Libraries
Statement for New Programme

Faculty Faculty of Health Sciences
Department College of Pharmacy
Program Name Professional Doctoral Degree in Pharmacy (Pharm.D.)

Statement

The Libraries' collection can support this new programme, as described in the documentation provided to UML.

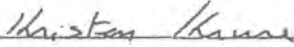
A transition from the BScPharm to a Pharm.D. program requires no significant changes to the collection as it exists presently. A review of the proposed course statements shows that the UofM Libraries has all required and recommended texts, and over half of these titles are available online with unrestricted simultaneous user access. The Pharmacy collection overall is in very good standing. A recent (2013) Graduate Program Review found that the journal collection is at "at a very high/comprehensive graduate level," and that the monographic collection is suited to Master's-level education and scholarship.


The Pharmacy Librarian will continue to look for opportunities to acquire online options for required and recommended course texts as they become available.

Continuing support may be affected by inflationary increases to subscriptions, a weak Canadian dollar, and reductions to the Libraries' acquisitions budget. Library staff costs are also incurred in supporting and providing services for programs and courses.

Sherri Vokey
 Head, Neil John Maclean Health Sciences Library

Ada Ducas
 Head, Health Sciences Libraries


 Kristen Kruse
 Acting Coordinator, Collections Management


 Mary Jo Romanick
 University Librarian

2016-06-15
 Date



BSc. (Pharm) to Doctor of Pharmacy (PharmD) Transition Plan:

The College of Pharmacy currently offers a BSc (Pharm) degree as the first professional degree for licensure in Canada. In this proposal, the BSc (Pharm) degree would be replaced by a new Doctor of Pharmacy (PharmD) degree.

A transition plan has been designed by the College of Pharmacy with the following goals in mind:

1. Implement an efficient transition plan to facilitate more timely graduation of PharmD practitioners.
2. BSc (Pharm) students, after completing their first year of the BSc (Pharm) program, once approval to offer the degree is granted, would transition into the PharmD program. This will allow them to earn the PharmD credential upon graduation, instead of completing three additional years of a BSc (Pharm) program and earning a degree that would be obsolete in North America.
3. Double Teaching is not feasible for the College of Pharmacy, therefore the following proposed transition plan is essential to reduce the requirement for double teaching within the College. Because the PharmD program has two years of prerequisites, (whereas the BSc (Pharm) degree only has one) several courses in the first year of the BSc (Pharm) program (e.g. Organic Chemistry, Biochemistry) will now be completed as pre-requisites before entering the proposed PharmD program.

This opens up room in the first year of the PharmD program, which allows many of the former second year BSc (Pharm) courses to be offered in the first year of the PharmD program, and by extension, third year courses into second year, and fourth into third.

For example, in the second year of the BSc (Pharm) program students are taught Medicinal Chemistry. In the proposed PharmD program, Medicinal Chemistry will be taught in first year of the program, which, in that academic year, would require Medicinal Chemistry to be double taught. This same issue occurs extensively for other courses as well.

If the transition plan is not implemented as outlined in *Implementation Matrix Figure and Table below*, we estimate 674 contact hours of double teaching. Courses delivered via lecture, could theoretically be accommodated in the larger theatres, however several lab courses would be impacted: simulations, Objective Structured Clinical Exams (OSCE), small group discussions, analytical Labs, etc., which have a distinct restricted capacity. With the proposed transition plan, double teaching is reduced to approximately 25 contact hours.

In transitioning from the BSc. (Pharm) to the PharmD degree, the college wants to ensure that:

1. **Students involved in a transitioning year are aware of the transition and its implications**, this would include potential tuition changes, and an additional year of study added to the program. Students will be provided details of this information before they accept an offer of admission into the BSc (Pharm) program.

2. Students involved in a transition year would receive similar / comparable educational opportunities and training as students subsequently admitted directly into the PharmD program.

The transition plan from the BSc (Pharm) to the PharmD program only applies to one cohort of students. In all subsequent years, students would be admitted into the PharmD program in accordance with admission requirements described in Appendix B.

As outlined in the Figure below, after completing the required one year of pre-requisites, once final approvals for the PharmD program are in place, students applying for admission to the BSc (Pharm) program would be offered the opportunity to enter into the transition year. That year, the first year of the BSc. (Pharm) program, would be slightly modified (*Table*) from a typical first year. It would have three changes including:

1. One extra credit hour added to PHRM 1430 (Applied Pathophysiology) from 3 credit hours to 4 credit hours
2. One extra credit hour added to PHRM 1300 (Fundamentals of Pharmaceutics) from 2 credit hours to 3 credit hours.
3. Removal of PHRM 1110 (Pharmacy Skills Lab); these skills are introduced in the next year (see *Table below*, PHMD 1002).

After completing this slightly modified BSc (Pharm) first year, students will be transitioned into a modified PharmD first year. This year would have 4 changes from the proposed PharmD program first year including:

1. ANAT 1030 (Anatomy) would not be required because it was already completed in the BSc (Pharm) first year.
2. PHMD 1010 (Applied Pathophysiology) would not be required because it was already completed in the BSc (PHRM) first year (PHRM 1440).
3. PHMD 1012 (Extemporaneous Pharmaceutical Compounding) would not be required, as it was already completed in the BSc (Pharm) first year, formerly called PHRM 1310 (Fundamentals of Pharmaceutics).
4. Three courses that will be required as pre-requisites for the PharmD program (STAT 1000 and 6 credit hours of Humanities/Social Sciences electives) will be added to the modified PharmD Year 1.

Of note, although there are 9 credit hours of pre-requisite Humanities/Social Sciences electives for the PharmD program, we have included 6 credit hours in the modified PharmD Year 1 academic year because the first year of the BSc.(Pharm) program already includes an experiential program that involves service learning and discussion / reflection on social determinants of health.

These modifications help to balance course loads between the two years, and will improve the students' learning experience.

With this proposed transition plan, students with one year of pre-requisites and one year of a slightly modified BSc (Pharm) program, transitioning to a modified first year of a PharmD program will graduate with 203 credit hours.

The PharmD program, moving forward, which includes two years of pre-requisites and four years within the College of Pharmacy program, will graduate students with 204 credit hours.

Thus, the transition plan provides an essentially equal education and training for students in the transition year compared to the PharmD program moving into the future.

Students in the “transition year” cohort would be able to complete the program requirements in 6 years (i.e. one pre-requisite year, one modified BSc (Pharm) year, one modified PharmD first year, and subsequently the proposed second, third and fourth PharmD years). Six years is the same length of time the PharmD program will be completed moving forward (i.e. 2 pre-requisite years followed by 4 years in the College of Pharmacy).

Figure: B.Sc.(Pharm.) transition to Pharm.D. Implementation Matrix


Program	BScPharm	PharmD Year 1	PharmD Year 2	PharmD Year 3	PharmD Year 4			
BSc (Pharm)	4th year							
BSc (Pharm)	3rd year	4th year						
BSc (Pharm)	2nd year	3rd year	4th year					
BSc (Pharm)	1st year							
PharmD		1st year	2nd year	3rd year	4th year			
PharmD			1st year	2nd year	3rd year	4th year		
PharmD				1st year	2nd year	3rd year	4th year	
PharmD					1st year	2nd year	3rd year	4th year



Table: Implementation Matrix: BSc (Pharm) transition to PharmD

YEAR 1 BScPharm Modified (one year only)			YEAR 1 PharmD Modified (one year only)			YEAR 2 Pharm.D			YEAR 3 Pharm.D			YEAR 4 Pharm.D		
Course #	Course Name	Cr Hrs	Course #	Course Name	Cr Hrs	Course #	Course Name	Cr Hrs	Course #	Course Name	Cr Hrs	Course #	Course Name	Cr Hrs
ANAT 1030	Human Anatomy	3	PHMD 1000	Introduction to Professional Practice	1	HNSC 2170	Nutrition for Health Professionals	2	PHMD 3002	Applied Pharmacy Practice Lab 3	4	PHMD 4000	Pharmacy Research Project	6
CHEM 2230	Organic Chemistry	3	PHMD 1002	Applied Pharmacy Practice Lab 1	4	PHMD 2000	Drug Delivery	3	PHMD 3004	Critical Appraisal of Pharmacotherapy Literature 2	2	PHMD 4020	Advanced Pharmacy Practice Experience - Community	8
CHEM 2360	Intermediate Biochemistry I	3	PHMD 1004	Introduction to Pharmacotherapy Literature	1	PHMD 2002	Applied Pharmacy Practice Lab 2	4	PHMD 3006	Advanced Clinical Therapeutics	6	PHMD 4030	Advanced Pharmacy Practice Experience-Hospital	8
CHEM 2370	Intermediate Biochemistry II	3	PHMD 1006	Pharmacy Informatics	1	PHMD 2004	Critical Appraisal of Pharmacotherapy Literature 1	4	PHMD 3008	Concepts of Integrative Medicine	2	PHMD 4040	Advanced Pharmacy Practice Experience-Primary Care	8
MBIO 1010	Microbiology (or MBIO 2100)	3	PHMD 1008	Medicinal Chemistry	4	PHMD 2006	Applied Biopharmaceutics & Pharmacokinetics	3	PHMD 3010	Pharmacy Management	4	PHMD 4060	Advanced Pharmacy Practice Electives Program	8
PHGY 1030	Fundamentals of Medical Physiology	6	PHMD 1014	Clinical Therapeutics 1	3	PHMD 2008	Pharmacy Law	1	PHMD 3012	Applied Professional Practice	3			
PHRM 1000	Introduction to Pharmacy	1	PHMD 1016	Pharmaceutics	3	PHMD 2010	Principles of Biotechnology	2	PHMD 3014	Clinical Therapeutics 3	8			
PHRM 1310	Fundamentals of Pharmaceutics	3	PHAC 2100	Pharmacology	6	PHMD 2012	Pharmacogenetics	2	PHMD 3016	Toxicology of Medications and Drugs of Abuse	2			
PHRM 1440	Applied Pathophysiology	4	PHMD 1040	Service Learning / IPE 1	1	PHMD 2014	Clinical Therapeutics 2	8						
PHRM 1700	Structured Experiential Program (SPEP)	1	STAT 1000	Statistics 1	3	PHMD 2016	Clinical Pharmacokinetics - Pharmacodynamics	3						
				Humanities/Social Sciences Elective	6	PHMD 2020	Introductory Pharmacy Practice Experience - Community	4						
						PHMD 2030	Introductory Pharmacy Practice Experience - Hospital	4						
						PHMD 2040	Service Learning / IPE 2	1						
No electives			See above re: Humanities			No electives			No Electives			Elective program as described Section B2		
TOTAL CR. HRS: 30			TOTAL Credit. Hours: 33			TOTAL Credit Hours: 41			TOTAL Credit Hours: 31			TOTAL Credit Hours: 38		
Implementation Matrix - BScPharm transition to PharmD including PreRequisites: 203 credit hours						PharmD 4 Year program including PreRequisites: 204 credit hours								



Remediation during transition to the Pharm.D. program

During the transition from the current B.Sc. (Pharm) to the new Pharm.D. program, there could be students that encounter academic difficulty. The College is committed to offering students remediation and support to complete the B.Sc. (Pharm) program while maintaining academic standards.

Failures in the College of Pharmacy are infrequent, as students have already demonstrated strong academic abilities to be admitted. However, there are times when students experience academic difficulties. The College has a policy in place to allow for supplemental exams for students that have received one grade of "D" in any academic year. Some courses do not currently have supplemental exam options. The supplemental exam policy may need to be adjusted during the transition period.

In the event the student fails the supplemental exam, he/she would be required to undergo remediation in the subject area. This would require the student to meet with the instructor, review areas of weakness, and develop a plan to improve. After a period of remediation, the student must achieve a 60% grade on a remediation exam to pass the course and progress in the program. Failure of the remediation exam would result in the student failing the year. The student would be required to meet with the Associate Dean (Academic) to formulate a plan to repeat the course. Included in the financials accompanying this proposal, the College has asked for audiovisual funding to video lectures in Apotex Centre lecture theatres. This would allow students access to course lectures that were previously provided. Another option includes repeating the course in the Pharm.D. curriculum. Some courses in the Pharm.D. program have similar content to the B.Sc. (Pharm) program and the student could be allowed access to those courses.

In the event that a student performs very poorly with multiple academic difficulties, our academic regulations outline the criteria by which he/she would be required to withdraw from the program. The College is committed to working with students in a fair manner, while also maintaining academic standards.



Example of:

THE ROLE OF THE EXPERIENTIAL EDUCATOR FACILITATOR¹

(University of British Columbia, Faculty of Pharmaceutical Sciences)

The EEF will work closely with the Lecturer and Coordinator responsible for inpatient practice at the Office of Experiential Education (OEE) to design and execute a support strategy for student pharmacist learners and practice educators involved in inpatient practicum placements in British Columbia.

Facilitation is a '**goal-orientated dynamic process** in which participants work together in an atmosphere of genuine mutual respect in order to learn through critical reflection.'¹

The role as an EEF is divided into 4 main goals:

- A) Facilitating transition
- B) Maximizing learning opportunities
- C) Preparing the learning environment
- D) Providing support to practice educators and learners

The key **roles and responsibilities** of an EEF are:

1. Providing a positive environment in which learners are encouraged to be actively engaged in learning and service activities at the site
2. Serving as a liaison between OEE, practice educators and learners
 - a. Maintains a familiarity with the goals and objectives, practicum course policies and procedures of the OEE and emerging experiential education initiatives
 - b. Abides by OEE practicum course policies and procedures
 - c. Participates in regular meetings involving other EEFs and OEE
 - d. Maintains a familiarity with University resources available to support students
3. Providing site support to practice educators and pharmacy learners including:
 - a. facilitation of group orientations for learners
 - b. facilitation of peer learning and patient care discussions
 - c. on-site practice educator training
 - d. helping learners achieve educational outcomes and develop as professionals
 - e. individualized support for learners who need it
4. Establishing multi-learner models such as peer-assisted or near-peer learning
5. Participating in other student learning activities and progress, and providing feedback to students and other stakeholders as necessary
6. Coordinating preceptor input for in-field summative evaluation of pharmacy learners
7. Identifying interprofessional learning opportunities
8. Recruiting new clinical areas and practice educators for practicum EEF Guidebook
9. Contributing to scholarship and research activities in relation to experiential education

Although each EEF may need to align his/her duties to complement the needs of an individual site, there are core components of this position that need to be fulfilled in order to achieve the main goals.

¹ Legal, M: A guidebook for Experiential Education Facilitators; AGILE, University of British Columbia Faculty of Pharmaceutical Sciences. 2015

Report of the Senate Committee on Course and Curriculum Changes RE: Proposal for a Doctor of Pharmacy (Pharm.D.), College of Pharmacy, Rady Faculty of Health Sciences

Preamble

1. The terms of reference for the Senate Committee on Curriculum and Course Changes (SCCCC) are found on the website at:
http://www.umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/497.htm.
2. At its meetings on October 20, 2016 and February 22, 2017, the SCCC considered a proposal from the College of Pharmacy, Rady Faculty of Health Sciences, to establish a Doctor of Pharmacy (Pharm.D).
3. The proposed Pharm.D. program would replace the Bachelor of Science in Pharmacy (B.Sc.Pharm.) degree that is currently offered by the College of Pharmacy.

Observations

1. The purpose of the proposed Doctor of Pharmacy (Pharm.D.) would be "...to [provide] an undergraduate pharmacy education that is comprehensive, balanced, up-to-date, and in support of contemporary pharmacy practice." It would meet the current entry-to-practice standard for Pharmacy education and the current accreditation standards set by the Canadian Council for Accreditation of Pharmacy Programs (CCAPP). The CCAPP has indicated that, by December 31, 2020, it would no longer reaccredit B.Sc.Pharm. degree programs. It is imperative that the Pharm.D. program be implemented by this date, to ensure that the College and the University could continue to offer an accredited pharmacy program that would allow graduates to write the national certification examination administered by the Pharmacy Examining Board of Canada (PEBC).
2. The proposed Pharm.D. would be a four-year degree program that would require students to complete 144 credit hours of course work, including forty weeks (1,600 hours) of experiential learning, as outlined in section B-5 of the proposal.

The curriculum would provide balanced education in the fields of biomedical, pharmaceutical, behavioural, and social pharmacy. It would include increased content in the areas of clinical and advanced therapeutics, scientific literature evaluation, pharmacogenetics, pharmacoconomics, and Indigenous health. Also, it would significantly expand experiential training in contemporary pharmacy practice, including clinical knowledge, practice competence, collaborative professionalism, and clinical judgement required to work as part of inter-professional healthcare teams, to make and implement evidence-based therapeutic decisions concerning patient-care.
3. Establishment of the Pharm.D. program would require the introduction of thirty-seven (37) courses (140 credit hours), including two (2) courses (3 credit hours each) that would be used for one year, as students transitioned from the B.Sc.Pharm. to the Pharm.D. program (see observation 5).
4. A maximum of fifty-five (55) students would be admitted to the program annually.

5. The College of Pharmacy has developed a transition plan, to transition students from the B.Sc.(Pharm.) to the Pharm.D. program, as outlined in Appendix G of the proposal. The transition would impact only one cohort of students, who would complete one year of study in the B.Sc.(Pharm.) before transitioning to the Pharm.D. The transition would require that these students complete an additional year of study, as the B.Sc.(Pharm.) is a three-year program and the Pharm.D. would be a four-year program. Students would be informed of the transition plan, including the potential for additional tuition fees, prior to their admission to the B.Sc.Pharm.
6. The SCCCC was concerned that the transition from the B.Sc.Pharm. to the Pharm.D. would result in one year in which there would be no graduates from either the B.Sc.Pharm. or the Pharm.D. program. The College subsequently consulted with the Winnipeg Regional Health Authority (WHRA) on this matter and communicated with other regional health authorities through their Provincial HR Leadership Council Representatives and Pharmacy Directors, to ensure that they would be prepared for this transition year.
7. The SCCCC requested that the College obtain a letter of support from the Winnipeg Regional Health Authority (WHRA) confirming that the WHRA would provide resources to support the Experiential Education component of the program, including Preceptors and placement sites. The Chief Operational Officer subsequently replied that the WHRA could not provide a letter of support at this time, due to ongoing changes in the health care system by the provincial government. It would be necessary for the WHRA to provide an indication of its support before the program could be implemented.

Recommendation

The Senate Committee on Curriculum and Course Changes recommends:

THAT Senate approve and recommend to the Board of Governors that it approve the establishment of a Doctor of Pharmacy, in the College of Pharmacy, Rady Faculty of Health Sciences.

Respectfully submitted,

Professor Greg Smith, Chair
Senate Committee on Curriculum and Course Changes

Report of the Senate Planning and Priorities Committee RE: Proposal for a Doctor of Pharmacy (Pharm.D.)

Preamble:

1. The terms of reference of the Senate Planning and Priorities Committee (SPPC) are found on the website at http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/510.html wherein the SPPC is charged with making recommendations to Senate regarding proposed academic programs.
2. The Faculty Council of the Rady Faculty of Health Sciences (January 24, 2017) has endorsed, and recommends that Senate approve, a proposal to establish a Doctor of Pharmacy (Pharm.D.) in the College of Pharmacy.
3. The SPPC considered the program proposal at its meetings in August 29, 2016 and February 26, 2017.
4. The proposed Pharm.D. program would replace the Bachelor of Science in Pharmacy (B.Sc.Pharm.) degree that is currently offered by the College of Pharmacy.

Observations:

1. The purpose of the proposed Doctor of Pharmacy (Pharm.D.) would be "...to [provide] an undergraduate pharmacy education that is comprehensive, balanced, up-to-date, and in support of contemporary pharmacy practice." The curriculum for the Pharm.D. would provide balanced education in the fields of biomedical, pharmaceutical, behavioural, and social pharmacy. In addition, it would significantly expand experiential training in contemporary pharmacy practice including clinical knowledge, practice competence, collaborative professionalism, and clinical judgement required to work as part of inter-professional healthcare teams, to make and implement evidence-based therapeutic decisions concerning patient-care.
2. The Canadian Council for Accreditation of Pharmacy Programs (CCAPP) will cease reaccrediting B.Sc.Pharm. programs by December 31, 2020. It is, therefore, imperative that a Pharm.D. program be established and implemented by this date, to ensure that the College and the University could continue to offer an accredited pharmacy-training program that would allow graduates to write the national certification examination administered by the Pharmacy Examining Board of Canada (PEBC).
3. The four-year program would require that students complete 144 credit hours of course work, including forty weeks (1,600 hours) of experiential learning.
4. A maximum of fifty-five (55) students would be admitted to the program each year, for a total enrolment of 220 students by Year 5.
5. The total cost of delivering the program would be \$7,481,656 by Year 5. Resources to support the program would be derived from the following sources¹:
 - tuition fees (\$1,949,400)
 - clinical lab fees (\$792,000)

¹ All figures are for Year 5.

- existing undergraduate baseline funding (\$4,696,280; currently used to offer the B.Sc.Pharm.)
 - contribution from the College of Pharmacy (\$52,976)
6. The proposal includes a request to the Province for \$4,540,837 of one-time funding, to be allocated over a period of five years, to fund (i) the establishment of a primary care simulation laboratory (\$1.6 million), (ii) renovations in three lecture theatres in the Apotex Centre, to upgrade telehealth and audiovisual technologies (\$210,000), and (iii) up-front hiring of staff required to develop new course content over the first three years (\$2,730,837). There would be no request for ongoing funds from the Province.
 7. A significant number of new faculty and staff positions would be required to deliver the program, including four tenure-track faculty, two instructors, two support staff, and eight Experiential Education Facilitators. Additional staff would be required for the successful implementation and delivery of the experiential education component of the proposed program, which would be significantly expanded relative to the experiential education requirements of the B.Sc.Pharm. (640 credit hours), in order to meet an accreditation standard. New faculty appointments would also be required in the speciality areas of pharmacogenetics, scientific literature evaluation in the areas of pharmacoeconomics / pharmacoepidemiology, and clinical therapeutics.
 8. Implementation of the Pharm.D. program would require the introduction of thirty-seven (37) courses (140 credit hours), including two (2) courses (3 credit hours each) that would be used for one year, in supporting the transition of B.Sc.Pharm. students to the Pharm.D. program.
 9. The College indicated that it has sufficient office and research space to accommodate the new faculty and staff appointments, as well as requisite information technology and computer resources. The Rady Faculty of Health Sciences offers sufficient student-support services to support students in the Pharm.D. program.
 10. The Library has indicated that it has sufficient resources to support the proposed program.
 11. At its meeting on March 27th, the SPPC was informed that the Senate Committee on Curriculum Course Changes (February 22, 2017) had asked that the College request a letter of support from the Winnipeg Regional Health Authority (WHRA) confirming that the WHRA would provide resources to support the Experiential Education component of the program, including Preceptors and placement sites. The SPPC was also informed that the Chief Operational Officer of the WHRA had subsequently replied that the WHRA could not provide a letter of support at this time, due to ongoing changes in the health care system by the provincial government. The SPPC observed that, if the program was approved, it would be necessary to obtain a letter of support from the WHRA prior to the program being implemented.
 12. On the basis of the SPPC's criteria for assigning priority to new programs / initiatives,² the Committee recommends that a high level of priority be assigned to the proposal for a Doctor of Pharmacy degree, as the proposed program is consistent with the strategic academic and/or research plans of the unit making the proposal and is consistent with the objectives of a major, medical-doctoral research University. Also, approval and implementation of the program will be necessary to meet the accreditation requirements of the Council for Accreditation of Pharmacy Programs, which will not reaccredit Bachelor of Science in Pharmacy programs by December 31, 2020.

² http://umanitoba.ca/admin/governance/media/SPPC_Assigning_Priorities_to_New_Programs-Initiatives.pdf

Recommendation

The Senate Planning and Priorities Committee recommends:

THAT Senate recommend that the Board of Governors approve a proposal to establish a Doctor of Pharmacy (Pharm.D.) in the College of Pharmacy, Rady Faculty of Health Sciences. The Senate Committee on Planning and Priorities recommends that the Provost and Vice-President (Academic) not implement the program until satisfied that there would be sufficient existing space and sufficient existing resources in the budget of the Faculty of Health Sciences to support the ongoing operation of the program.

Respectfully submitted,

Ada Ducas, Chair
Senate Planning and Priorities Committee

Report of the Senate Committee on Admissions concerning a proposal from the Rady Faculty of Health Sciences and the College of Pharmacy to create a Doctor of Pharmacy program (2017.03.21)

Preamble:

1. The terms of reference for this committee can be found at: http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/490.htm.
2. The Rady Faculty of Health Sciences and the College of Pharmacy are proposing the creation of a Doctor of Pharmacy (Pharm.D.) program. SCADM reviewed the sections of the proposal that contain information on admission requirements for the program.
3. All changes were approved by the Rady Faculty of Health Sciences Faculty Council on January 24th, 2017 and were endorsed by SCADM on March 21st, 2017.

Observations:

1. The University of Manitoba is the last Pharmacy School in North America without a Pharm.D. program.
2. The final B.Sc. (Pharmacy) intake would be in 2018, these students would transfer into the Pharm.D. program in 2019, and would ultimately graduate with a Pharm.D. degree. As a result of this transition year, there would not be an intake into either the B.Sc. (Pharmacy) program or the Pharm. D. program in 2019.
3. The current B.Sc. (Pharmacy) program requires that students complete one year (30 credit hours) of prerequisite courses prior to being eligible for admission. The proposed requirements for the Pharm. D. requires that students complete two years (60 credit hours) of prerequisite courses prior to being eligible for admission.
4. The calculation of the adjusted grade point average has been adjusted slightly from the current B.Sc. (Pharmacy) calculation in an effort to avoid double counting courses in the calculation.
5. The Pharmacy College Admission Test (PCAT) is being introduced into the admissions process and will be included in the calculation of the overall admission score used to rank all applicants.
6. The written critical skills essay will continue to be part of the admissions process; however, the minimum required score may fluctuate from year to year based on the applicant pool.

Recommendation:

The Senate Committee on Admissions recommends that the proposal to create a Pharm.D. program be approved effective for the September, 2020 intake.

Respectfully submitted

Susan Gottheil, Chair, Senate Committee on Admissions

Report of the Senate Committee on Instruction and Evaluation RE: Proposal for a Doctorate of Pharmacy (Pharm.D.), College of Pharmacy, Rady Faculty of Health Sciences

Preamble

1. The terms of reference for the Senate Committee on Instruction and Evaluation (SCIE) are found at:
http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/502.html.
2. At its meeting of September 22, 2016, SCIE considered a proposal from the College of Pharmacy, Rady Faculty of Health Sciences, to establish academic regulations for the proposed Doctorate of Pharmacy (Pharm.D.).

Observations

1. The College of Pharmacy is proposing to establish a Doctorate of Pharmacy (Pharm.D.), which, if it were to be implemented, would replace the Bachelor of Science in Pharmacy (B.Sc.Pharm.) that is currently offered by the College.
2. The various academic regulations proposed for the Pharm.D. program correspond to existing regulations for the B.Sc.Pharm. degree, with the exception of regulations on Immunization and Mask-Fit-Testing. The College has reviewed the regulations to ensure that they would be appropriate for the Pharm.D. program and that they are in keeping with University regulations, where corresponding policies exist at this level.
3. The committee reviewed thirteen (13) Academic Regulations for the Pharm.D.. program, as listed below.
 - Criminal Record Check, Child Abuse Registry Check, and Adult Abuse Registry Check
 - Transfer of Credit Earned Elsewhere
 - Residence Requirements
 - Immunization*
 - CPR / First Aid Requirements
 - Registration with the College of Pharmacists of Manitoba
 - Mask Fit Testing
 - Deferred Final Examinations
 - Incomplete Courses
 - Voluntary Withdrawals*
 - Scholastic Progress
 - Dean's Honour List
 - Completion of the Pharm.D. Program

Recommendation

The Senate Committee on Instruction and Evaluation recommends:

THAT Senate approve and recommend to the Board of Governors that it approve the establishment of a Doctorate of Pharmacy (Pharm.D.) program in the College of Pharmacy, Rady Faculty of Health Sciences.

Respectfully submitted,

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

PRESIDENT'S REPORT: May 23, 2017

GENERAL

Each year, twelve Manitobans are invested into the Order of Manitoba, an honour that recognizes the contributions that have been made to enriching the social, cultural and economic well-being of this province. Four of this year's inductees are University of Manitoba graduates:

- David Angus [BComm(Hons)/82]
- Selwyn (Sel) Burrows [BA/65]
- Rey D. Pagtakhan PC [MSc/69]
- Phillip James (Jim) Peebles [BSc(Hons)/58, DSc/89]

In recent weeks, the University of Manitoba has been the site for a range of exciting science activities for K-12 students:

- April 3rd marked the first time the University of Manitoba hosted the Sanofi Biogenius Canada (SBC) Manitoba competition. SBC is a national science research competition open to high school students which saw 14 competitors from local schools vie for a chance to go to the national SBC event in May in Ottawa. This year's schools represented included Acadia Junior High, Fort Richmond Collegiate, Grant Park High School, Vincent Massey Collegiate and St. John's Ravenscourt. One of the country's most prestigious science competitions, SBC pairs exceptional young students with academic mentors to pursue real-world research projects, and participants have produced many promising scientific breakthroughs. Justin Lin, a Grade 12 from St. John's-Ravenscourt School, earned top honours at the competition. He was chosen by judges for his research project that explores a potential diagnostic test for ALS. Lin's mentor was Max Rady College of Medicine's Dr. Jiming Kong (Human Anatomy & Cell Science). Lin will go on to compete in the national competition where the grand prize is \$5,000 and a place at the 2017 International BioGENEius Challenge in San Diego this coming June.
- On April 5th, more than 500 students from Grades 4 to 12 participated in the 47th annual Winnipeg Schools' Science Festival on the Bannatyne Campus. This marked the sixth year that the Rady Faculty of Health Sciences has hosted the event. More than 300 science-fair projects were displayed from across 35 Winnipeg School Division schools.
- More than 1,000 schoolchildren attended the University of Manitoba on May 12 and spent the day engaged in hands on science activities. On May 13, the Faculty of Science along with the Faculties of Science, Engineering, Clayton H. Riddell Faculty of Environment, Earth and Resources, Agricultural and Food Sciences, Arts, School of Art and Kinesiology and Recreation Management put on Science Rendez-Vous, a science and engineering carnival for children and adults.

On May 1, the appointment of Ms. Lynn Zapshala-Kelln and Vice-President (Administration) of the University of Manitoba was announced, effective June 5, 2017. Ms. Zapshala-Kelln comes to the University of Manitoba from the Government of Manitoba, where she has served in a number of senior roles including as Secretary to Treasury Board.

The 2017 Distinguished Alumni Awards Celebration of Excellence was held May 2 at the Metropolitan Entertainment Centre. A sold-out crowd of almost 300 guests were in attendance to celebrate the 2017 award recipients:

- Lifetime Achievement: John Patkau [BA/69, BES/69, MArch/72] and Patricia Patkau [BID/73]
- Professional Achievement: Reva Stone [BA/68, BFA(Hons)/85]
- Community Service: Sr. Lesley Sacouman [BA/75]
- Service to the University of Manitoba: Isabella Wiebe [BMROT/86]
- Outstanding Young Alumni: Desiree Scott [BA/16]

On May 3rd, Great-West Life, Investors Group and Power Corporation of Canada announced a \$10 million investment to establish the Institute for Leadership Development. An additional \$2 million for the project will be provided through the Leader's Fund, made possible through personal philanthropic gifts from the companies' executives, board members and staff. The Institute for Leadership Development will be a nationally recognized teaching and research institute focused on developing leaders in Manitoba.

ACADEMIC MATTERS

- Digvir Jayas, vice-president (research and international), biosystems engineering, has been appointed as chair of the Board of Management of TRIUMF. Based in Vancouver, TRIUMF is Canada's national laboratory for accelerator-based science and nuclear and particle physics research.
- Sally Ogoe sociology, student, has been selected for the 2017 Summer Internship at the United Nations in New York.
- Shayne Reitmeier and Tharuna Abbu, students in the Max Rady College of Medicine, were recognized for founding the LGBTTTQI* Interest Group. They are dedicated to raising awareness of the health-care needs of LGBTTTQI* populations, are members of UMQueer, and are involved in planning the University of Manitoba's Pride Week.
- As part of the Decolonizing Lens series, there were two screenings on April 10th of the work of Indigenous women artists who call attention and respond to the crisis of Missing and Murdered Indigenous Women, Girls, and Two-Spirited People in Canada.

These included:

- THE REDress REdress PROJECT (Tina Keeper)
Features the artwork of Manitoba Métis artist, Jaime Black, and highlights the efforts of Indigenous women to challenge gendered and racialized violence against Indigenous women in Canada.
- 7 MINUTES (Tasha Hubbard)
Marie's walk from her university library to her home takes seven minutes. It's a walk she has made many times, but one night she is followed by a man who tries to get her into his van. Marie's story speaks to the threat Indigenous women confront on a daily basis.

- A RED GIRL'S REASONING (Elle-Máijá Tailfeathers)
After the justice system fails the survivor of a brutal, racially driven sexual assault, she becomes a motorcycle-riding, vigilante who takes on the attackers of other women who have suffered the same fate.

The Decolonizing Lens is a monthly film series co-organized by Jocelyn Thorpe, women's & gender studies, and Kaila Johnston, National Centre for Truth and Reconciliation, and brings together Indigenous filmmakers, their films, and their audiences. The series is being sponsored by the Margaret Laurence Endowment Fund, Women's & Gender Studies, and the National Centre for Truth and Reconciliation.

- On April 8th, about 100 guests – mostly adults with special needs and their care providers – shared fun, games and lunch with 100 student volunteers from the College of Dentistry and School of Dental Hygiene at the fourth annual Sharing Smiles Day. The event helps dentistry and dental hygiene students increase their confidence to work effectively with all clients and raises awareness of oral health.
- From April 17th to 19th, the Max Rady College of Medicine's Annual Art Show was held showcasing the creativity of students, faculty and staff. This year's theme was Unveiled -- addressing the often-veiled subject of mental health.

RESEARCH MATTERS

- On April 6th, the recipients of the inaugural 2016 Terry G. Falconer Memorial Rh Institute Foundation Emerging Researcher Awards and the 2016 Dr. John M. Bowman Memorial Winnipeg Rh Institute Foundation Award were celebrated at an awards ceremony, lecture and reception. The Falconer Awards are given to academic staff members who are in the early stages of their careers and who display exceptional innovation, leadership and promise in their respective fields.

The recipients are:

- Applied Sciences - Dr. Puyan Mojabi (Electrical and Computer Engineering)
- Health Sciences - Dr. Ji Hyun Ko (Human Anatomy and Cell Science) and Dr. Kathryn Sibley (Community Health Sciences)
- Humanities – Dr. Étienne-Marie Lassi (French, Spanish and Italian)
- Interdisciplinary - Dr. Neil Bruce (Computer Science)
- Natural Sciences - Juliette Mammei (Physics and Astronomy)
- Social Sciences - Dr. Chad Lawley (Agribusiness and Agricultural Economics).

The 2016 Dr. John M. Bowman Memorial Winnipeg Rh Institute Foundation Award recipient is Distinguished Professor Charles Bernstein (Medicine, Gastroenterology); and Director of the Inflammatory Bowel Disease (IBD) Clinical and Research Centre and the Bingham Chair in Gastroenterology Research. A public lecture was held following the awards presentation entitled: Made in Manitoba Research: Advancing our understanding of inflammatory bowel disease. Bernstein's research has enhanced our understanding of IBD to improve the approach to disease management and the health and quality of life of persons affected by it.

- Twenty-three researchers were awarded funding from various external sponsors totaling \$1,184,485. Those receiving more than \$25,000 per project are:

PI	Sponsor	Title	Awarded
Aluko, Rotimi (Human Nutritional Sciences)	NSERC	Development of a production method to isolate acid-soluble collagen from eggshell membranes	\$25,000
Chelikani, V.G.B. Prashen (Oral Biology)	Cystic Fibrosis Canada	Role of chemosensory bitter taste receptors (T2Rs) in cystic fibrosis	\$196,000
Chen, Ying (Biosystems Engineering)	Mitacs Inc.	Optimizing natural fibre quality for industrial applications	\$26,666
Desmarais, Annette (Sociology)	University of Guelph	Becoming a younger farmer	\$26,332
El-Salakawy, Ehab (Civil Engineering)	NSERC	Bio-based fiber composites for seismic rehabilitation of circular bridge columns	\$25,000
Fransoo, Randall (Community Health Sciences/Manitoba Centre for Health Policy (MCHP))	Research Manitoba	Supporting decision making for the prevention of chronic diseases and reduction of high health care utilization	\$30,000
Ho, Ngai Man (Carl) (Electrical and Computer Engineering)	NSERC	Research on an active power filter for single-phase LED lighting networks	\$25,000
Hossain, Ekram (Electrical and Computer Engineering)	Carleton University	Enabling technologies for future software-defined and virtualized wireless networks	\$50,000
Irani, Pourang (Computer Science)	Mitacs Inc.	Novel acoustic-based interaction techniques for smartwatches	\$98,000
Morrison, Jason (Biosystems Engineering)	Mitacs Inc.	Optimizing natural fibre quality for industrial applications	\$26,666
Porter, Michelle (Kinesiology & Recreation Management/Centre on Aging)	Mitacs Inc.	The impact of renovations in long-term care living spaces on residents with dementia, their families and the staff that care for them	\$180,000
Porth, Lysa (Warren Centre for Actuarial Studies and Research)	NSERC	Sustainable agricultural risk modeling and developing satellite-derived index insurance	\$294,702
Stewart, Tara (Community Health Sciences)	Research Manitoba	Policies and program innovations that connect primary health care, social services, public health and community support, in Canada: A comparative policy analysis	\$34,000
't Jong, Geert (Pediatrics and Child Health)	Children's Hospital Foundation of Manitoba Inc.	Research outline for an experimental program in clinical pharmacology research in paediatrics with focus on diabetes and obesity	\$25,000

ADMINISTRATIVE MATTERS

- The University entered a guilty plea for 1 of 5 charges (failure to put up guard rail) under the Workplace Safety and Health Act related to an August 19th, 2014 incident in Physical Plant. The University was ordered to pay a penalty of \$10,000 plus 30% costs and surcharges relating to the guilty plea, with payment of the penalty to the court within the next six months. The remaining four charges were stayed.
- The University signed the Recognition and Educational Services Agreement (the “Agreement”) between the University and the International College of Manitoba Limited (“ICM”), thereby renewing the arrangement to deliver the ICM Program under the current agreement, set to expire December 31st, 2017. Pursuant to the Agreement, ICM recruits and offers a range of academic and other supports to international students who, because of English language proficiency and/or academic standing, would not ordinarily be eligible for direct admission to the University. The University provides services and facilities in support of ICM’s teaching and learning role, for which ICM pays a royalty fee. The University also provides academic oversight of the university-level courses offered by ICM.
- Effective April 4th, 2017 access to the Accessible Customer Service Training Webinars were provided to the University community. A memo to the Deans, Directors and Department Heads was sent from President Barnard on April 4th, 2017 advising of this new mandatory training. Completion of the training will be tracked and monitored in compliance with the Customer Service standard. Deadline for training is November 1st, 2017.
- The Copyright Compliance Strategy that began in April 2015 is now complete. Copyright Office staff met with all University of Manitoba teaching units and several administrative units to implement a multi-part compliance and due diligence plan. Over the course of two years, a large number of communications tactics were deployed as part of the Strategy, with successful results and large spikes in users of the Copyright Office services.
- Implementation of the new budget model has begun with the launch of an internal project sponsored by the Vice-President (Administration) and the Provost. This will build on the foundational work performed by Huron Consulting. The Huron-led project is winding down with a Steering Committee meeting in May and the software build-out concluding in June.
- The University’s REACH-UM vendor, Monster, served notice that they will not support the University’s customized environment beyond December 31st, 2017. The recruitment function will be moved to the University’s main human resource system (VIP) with implementation taking place in early November, 2017 in order to provide an opportunity for training and testing.
- The University and UNIFOR held their first full bargaining session on April 18th, 2017. The parties are developing a list of topics for discussion and a schedule of meetings which will continue into September 2017.

- In 2016, the University in partnership with Fort Whyte Alive installed five wood duck boxes at the Fort Garry Campus. A field investigation carried out this spring found one destroyed box, successful nesting in three boxes, and a dozen abandoned eggs in the fourth box. The destroyed box will be replaced with consideration being given to additional boxes. Wood ducks are cavity nesters that rely on existing tree cavities, limiting available nesting habitat. In urban areas, suitable nesting habitat is further limited by tree maintenance programs which remove older trees that are more likely to contain cavities.
- The Office of Sustainability held Earth Day celebrations on April 21st, 2017 at the Bannatyne (am) and Fort Garry (pm) campuses with over 170 students, faculty and staff participating. Interactive trivia games to raise awareness of sustainability issues were set-up with prizes of native seeds that support pollinators, herbs and vegetable seedlings, and reusable coffee mugs being awarded.
- The University in consultation with Environment Canada was granted a permit to allow for the implementation of a goose management strategy to encourage geese on campus to relocate to alternate parts of campus. The University's long time pest control contractor was hired and following Environment Canada's recommendations, proceeded with culling of the goose eggs. The methodology used by the contractor drew major concern from University faculty and students, resulting in negative press coverage by CBC and the Winnipeg Free Press. A meeting of key stakeholders was held on April 24th and no further egg culling has been conducted. A Goose Awareness and Education Plan is in development and will be in place for Spring 2018.

EXTERNAL MATTERS

- For the period of April 1st, 2017 to April 21st, 2017, the University has raised \$532,662.84 towards the 2017/2018 fiscal year. The total amount raised in the 2016/2017 fiscal year was \$45,378,088.79.
- As of April 21st, 2017 we have raised \$281,337,039 in philanthropic gifts towards our cumulative campaign goal for 2017/2018 of \$350 million. We are continuing discussions with the provincial government regarding a \$150 million commitment towards our \$500 million goal for the Front and Centre campaign.
- Significant gifts in the last reporting period include:
 - Mrs. May Tadman Tallman established a bursary for accounting students at the I. H. Asper School of Business, with a gift of \$100,000, in memory of her late husband, Mr. Alex Tadman.
 - The Tallman Foundation continued its support of the Tallman Foundation Award with a further gift of more than \$113,000.
- On March 23rd, the University hosted a reception to reconnect with alumni and friends living in Edmonton. The event took place at the Art Gallery of Alberta and featured student speaker Ms. Rebecca Kunzman, first-year student in the Faculty of Law.
- On March 29th, the Seniors' Alumni Learning for Life Program began its spring session with 66 registrants.

- On April 20th, Alumni Relations hosted an alumni mentorship roundtable in partnership with the Graduate Students' Association and Career Services. The event aimed to engage alumni from various industry sectors with current graduate students to provide advice and guidance on how to be successful before and after graduation. The event hosted 13 alumni mentors and over 60 graduate students.
- On April 27th, David Barnard, President and Vice-Chancellor, met with Dylan Jones, Deputy Minister, Western Economic Diversification, to discuss the University's possible partnership with the SHAD program, a summer enrichment program for high-achieving high school students.
- On May 24th, the results of the election for the position of Alumni Representative to the Board of Governors will be determined.

The candidates are:

- Samuel Davidson [BComm(Hons)/15]
- Marcelo Dubiel [BSc(ME)/11]
- Jerome Knysh [BSc(IE)/84, ExtEd/87, MBA/90]
- James Mansfield [MSC/90]
- Derek Neufeld [BSc(ME)/11]