



University
of Manitoba

Office of the
University Secretary

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Date: March 3, 2025
To: Members of Senate
From: Jeff M. Leclerc, University Secretary
Subject: Special Notice - Urgent Addendum to March 5, 2025 Senate Agenda

In accordance with the *Rules Governing Meetings of Senate*, the Chair has determined that a matter of sufficient urgency has arisen to be added to the Senate Agenda for the meeting scheduled for March 5, 2025.

The Chair of the Academic and Research Team of the Continuity Steering Committee has submitted a series of recommendations related to a possible UMFA labour action for consideration and approval by Senate. These recommendations are added to the Senate Agenda March 5, 2025 and are appended to this special notice.

Members of Senate with questions should feel free to reach out to me directly.



**University
of Manitoba**

Office of the Provost
and Vice-President (Academic)

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Date: March 3, 2025
To: Jeff M. Leclerc, University Secretary
From: Tracey Peter, Vice-Provost (Academic Affairs) and Team Lead, Academic and Research Team, Continuity Steering Committee
Subject: Academic Continuity in Response to a Potential UMFA Labour Action

Earlier this term, the Academic and Research Team (see Attachment 1 for membership list), a sub-committee of the Continuity Steering Committee, was convened and began meeting to identify and discuss actions to protect students' academic interests and provide clarity to students in the event of an UMFA labour action.

As part of the discussions, the Team reviewed recommendations made to Senate in previous labour actions and considered the unique circumstances of this term. Accordingly, the Academic and Research Team recommends the following motions to be considered for approval by Senate:

- That student requests for incomplete or continuing grade/course status be sympathetically considered, wherever appropriate, and that such requests not be denied, up to the point of undue hardship.
- That students be permitted to request deferred examinations and that such requests not be denied, up to the point of undue hardship.
- That section 2.6 of the Voluntary Withdrawal policy for the Winter 2025 Term be suspended, and that the Provost be authorized to amend the Voluntary Withdrawal date for the Winter 2025 Term, if required and report thereon to Senate.
- That the verification of enrolment processes for Senate-approved scholarships and bursaries for the 2024-2025 academic year be suspended in response to a possible increase in the number of voluntary withdrawals (see Attachment 2).

On behalf of the Continuity Steering Committee, the Academic and Research Team continues to work with the Office of the Registrar and Enrolment Services to model scenarios based on the potential duration of any possible labour action, to identify the necessary revisions to the academic schedule, and to work through issues as they arise and bring forward the necessary changes for approval as required.

Cc: Diane Hiebert-Murphy, Provost and Vice-President (Academic)
Laurie Schnarr, Vice-Provost (Students)
Jeff Adams, Registrar and Executive Director, Enrolment Services

Attachment 1: Academic and Research Team Committee Membership
Winter 2025

Committee Members:

1. Tracey Peter, Lead, Vice-Provost (Academic Affairs)
2. Jeff Adams, University Registrar and Executive Director, Enrolment Services
3. Jeff Leclerc, University Secretary
4. Brian Mark, Dean, Faculty of Science
5. Kelley Main, Dean, Faculty of Graduate Studies
6. Greg Smith, Vice-Provost (Academic Planning and Programs)
7. Mark Torchia, Vice-Provost (Learning, Analytics, and Academic Infrastructure)
8. Hans-Joachim Wieden, Associate Vice-President (Partnerships)
9. Rowena Krentz, Director, Provost's Office
10. Michelle du Bourg, Office of Legal Counsel
11. Todd Duhamel, Associate Vice-President (Indigenous),

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Office of the Registrar and
Enrolment Services



**University
of Manitoba**

TO: Jeff Leclerc, University Secretary

FROM: Jeff Adams, University Registrar and Executive Director, Enrolment Services

DATE: March 3, 2025

Subject: Verification of enrolment process for scholarships and bursaries

Background

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

Observations

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

Recommendation

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