

# **BOARD OF GOVERNORS** Revised

**Wednesday, May 19, 2021**

**4:00 p.m.**

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

## **OPEN SESSION**

Please email regrets to [shelley.foster@umanitoba.ca](mailto:shelley.foster@umanitoba.ca) no later than 9:00 a.m. the day of the meeting.

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**OFFICE OF THE UNIVERSITY SECRETARY**



**University  
of Manitoba**

# **BOARD OF GOVERNORS OPEN SESSION**

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## **AGENDA**

**Presenter**

**Page**

**Est. Time**

### **ANNOUNCEMENTS**

### **FOR ACTION**

- |            |  |           |     |           |
|------------|--|-----------|-----|-----------|
| 1.         | <b>APPROVAL OF THE AGENDA</b>  | Chair     | 2   | 4:00 p.m. |
| 2.         | <b>MINUTES (OPEN Session)</b>  |           |     |           |
|            | 2.1 Approval of the Minutes of the April 20, 2021<br>OPEN Session as circulated or amended | Chair     | 3   | 4:05 p.m. |
|            | 2.2 Business Arising   | Chair     | n/a |           |
| 3.         | <b>PRESENTATION</b>  | Chair     | 7   | 4:05 p.m. |
|            | Experiential Learning at UM: Next Steps in Advancing our Strategy                          |           |     |           |
|            | o Mark Torchia, Vice-Provost (Teaching and Learning) and Executive Director, The Centre    |           |     |           |
|            | o Laurie Schnarr, Vice-Provost (Student Affairs)   |           |     |           |
| 4.         | <b>NEW BUSINESS</b>  |           |     |           |
|            | 4.1 Report from the President  | President | 10  | 4:50 p.m. |
| <b>NEW</b> | 4.2 UMSU Act Consent Request   | B. Scott  | 20  | 5:00 p.m. |
| 5.         | <b>FROM FINANCE, ADMINISTRATION, AND HUMAN RESOURCES COMMITTEE</b>                         |           |     |           |
|            | 5.1 Student Giving Submission  | K. Lee    | 60  | 5:05 p.m. |
|            | 5.2 Residence Room and Meal Plan Rates   | K. Lee    | 81  | 5:10 p.m. |

### **MOTION TO MOVE TO CLOSED AND CONFIDENTIAL SESSION**



**Minutes of the OPEN Session of the  
Board of Governors  
Held by Web Conference on April 21, 2021 at 4:00 p.m.**

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**Present:** J. Lieberman, Chair  
J. Leclerc, Secretary

J. Anderson	C. Andrusiak	D. Archer	M. Benarroch	J. Dela Cruz
J. DeSouza-Huletey	L. Hyde	K. Lee	C. Loewen	L. Magnus
A. Mahon	N. Murdock	C. Onyebuchi	K. Osiowy	S. Prentice
L. Reimer	S. Sekander	K. Smith	J. Taylor	

**Regrets:** T. Matthews

**Assessors:** J. Morrill S. Woloschuk

**Officials:** N. Andrew C. Cook D. Jayas J. Kearsey  
J. Ristock S. Foster

**Presenters:** S. Baum

**1. APPROVAL OF THE AGENDA**

It was moved by Ms. Loewen and seconded by Ms. Reimer:  
**THAT the agenda for the April 21, 2021 meeting be approved as circulated.**

**CARRIED**

**FOR ACTION**

**3. MINUTES (Open) Session**

3.1 Approval of the Minutes of the March 23, 2021 Open Session as circulated or amended

It was moved by Ms. Hyde and seconded by Ms. Magnus:  
**THAT the minutes of the March 23, 2021 Open session be approved as circulated.**

**CARRIED**

3.2 Business Arising

There was no business arising from the minutes.

4. **PRESENTATION: The Faculty of Science: Status, Initiatives, and Future Directions**  
Stefi Baum, Dean

The Chair introduced Dr. Stefi Baum, Dean of the Faculty of Science, who joined the meeting to make a presentation about the Faculty of Science and welcomed her to the meeting.

Dr. Baum thanked the Board for the opportunity to speak about the Faculty of Science. She noted that the Faculty of Science is the largest faculty of science at the only U15 University in Manitoba, with approximately 25 percent of the University's students. She noted that the Faculty provides mathematical and scientific training for students in all faculties and for all professions, and produces all the science doctorates for the Province. She added that research is embedded in every aspect of the Faculty's work, from pedagogy to industry collaboration.

Dr. Baum said that she has seen a number of changes within the faculty over the last ten years, including a doubling of the number of undergraduate students from 3063 to 6180, with approximately five percent of those being Indigenous students. She added that the total number of graduate students in the Faculty of Science has grown by 20 percent; however, she said that the Faculty of Science produces far fewer masters and doctorate students compared to other universities in western Canada, relative to the size of the faculty. In addition, Dr. Baum noted that research in the Faculty of Science has grown significantly over the last ten years, as follows:

- Total research expenditures grew from \$ 8.2 million to \$ 12.2 million;
- CIHR (Health) grants increased from \$400 thousand to \$800 thousand;
- NSERC Discovery Grants rose from \$3.8 million to \$4.3 million; and
- Canada Foundation for Innovation Grants have grown from \$2.0 million to \$4.5 million.

Dr. Baum said the Faculty has improved and strengthened its connection to and presence in the community in many ways, noting a number of current and future initiatives to prepare the workforce for tomorrow, support Indigenous achievement in science through the Wawatay Program, and create University-Industry-Government partnerships. Further information can be found in Dr. Baum's presentation slides, which are appended to these minutes.

Members of the Board said they were very impressed with the presentation and expressed excitement about the future in the Faculty of Science.

In response to a question about the biggest challenges facing the Faculty, Dr. Baum highlighted the faculty-to-student ratio, which is poor because student numbers have increased more rapidly than faculty members. She added that she has begun work to improve the ratio, and expects it will continue over the next year or so.

The Chair thanked Dr. Baum for her presentation. Dr. Ristock also thanked Dr. Baum, and informed the Board that Dr. Baum's term as Dean would end June 30, 2021. She added that Dr. Baum is an innovative and creative individual who has left a significant legacy by putting bold ideas into action.

## 5. UNANIMOUS CONSENT AGENDA

It was moved by Dr. Anderson and seconded by Dr. Reimer:

**THAT the Board of Governors approve and or receive for information the following:**

**THAT the Board of Governors approve six new offers, seven amended offers, and the withdrawal of nine offers, as set out in the Report of the Senate Committee on Awards [dated February 25, 2021].**

**THAT the Board of Governors approve a proposal to change the name of the Department of Geological Sciences, in the Clayton H. Riddell Faculty of Environment, Earth, and Resources, to the “Department of Earth Sciences,” effective July 1, 2021 [as recommended by Senate, April 7, 2021].**

**The Board received for information and discussion the following items:**

- *The President’s Report*
- *Request to Extend Suspension of Admissions to Bachelor of Science (Major) and Bachelor of Science (Honours) in Biotechnology, Faculty of Science*
- *Request to Extend Suspension of Admissions to Bachelor of Science in Pharmacy (B.Sc. Pharm.), College of Pharmacy*

**CARRIED**

## **FOR INFORMATION**

### 6. NEW BUSINESS

#### 6.1 Report from the President

Dr. Benarroch expressed his appreciation to Dr. Baum, noting that when enthusiastic people decide to work together, interesting things are usually the result. He noted that the Faculty Science will be left in a good position; excited and passionate about their work and their research. He noted that he and his executive team are aware of the needs of the Faculty of Science with respect to capital projects and some major renovations have been approved by the Capital Planning Committee.

Dr. Benarroch thanked Ms. Dela Cruz and Ms. Smith for their work and commitment to the University and its students and for their excellent leadership in navigating the impact of the COVID pandemic on students.

President Benarroch stated that an amended strategic planning process has begun, with the development of an addendum to the Strategic Plan. He said this will retain the core of the University’s work on the strategic plan and will further develop its five priorities. He noted that the amended plan should guide the University over the next twelve to eighteen months. He said

important discussions have already occurred and further engagement will be done with the community over the next number of weeks.

In response to a question, President Benarroch noted that he would meet with the Deputy Minister the following week where he will share the good things the University does in the province. He said he would talk about different ways to engage with government.

### **FOR DISCUSSION**

- 7.1 Request to Extend Suspension of Admissions to Bachelor of Science (Major) and Bachelor of Science (Honours) in Biotechnology, Faculty of Science
- 7.2 Request to Extend Suspension of Admissions to Bachelor of Science in Pharmacy (B.Sc. Pharm.)

The Chair said policy dictates that the President is required to consult with Senate and the Board of Governors prior to approving the suspension of admissions to a program. President Benarroch said he had already consulted with Senate on the matter of these two requests to extend suspension of admission. Members of the Board did not raise any concerns about extending the suspension of admissions to these programs.

### **MOTION TO MOVE TO CLOSED & CONFIDENTIAL SESSION**

It was moved by Dr. Prentice and seconded by Ms. Hyde:

**THAT the meeting move into Closed and Confidential Session.**

**CARRIED**

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Chair

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University Secretary



## Experiential Learning at the University of Manitoba

### Definitions

**Experiential Learning (EL)** is a pedagogical strategy that advances learning and competency development by engaging students directly in the application of theoretical concepts in diverse contexts, and critical reflection on those experiences.

**Work-Integrated Learning (WIL)** is a model and process of experiential learning that intentionally integrates a student's academic studies within a workplace or practice setting. WIL experiences are a subset of EL that include an engaged partnership of at least an academic institution, a host organization, and a student<sup>1</sup>.

**Critical Reflection** is an integral component of experiential learning that intentionally engages students prior to and throughout their learning experience in thinking critically about new knowledge and skill development outcomes, and both the potential and ultimate impact their experience had on their worldviews, feelings, behaviour, and ways of being. Reflection offers opportunities to gain new perspectives and understandings; to increase self-efficacy; to clarify assumptions, and develop a rationale for actions and approaches; to take informed action; and to focus on continuous growth and improvement.

### Criteria

At the University of Manitoba, EL occurs within the curriculum and in co-curricular settings, however, **institutionally recognized** EL must meet the following criteria:

1. The learning experience is grounded in an **intentional learning cycle** that promotes concrete learning, reflective observation, abstract conceptualization and active experimentation;
2. The learning experience is **purposeful** with clearly defined institutional learning and/or competency development outcomes embedded in the course curriculum or co-curricular program;
3. The experience takes place in a **workplace, practice, community or land-based setting** or an **environment that emulates a workplace**, with structured supervision;
4. Students engage with **meaningful** problems, processes, projects and/or learning activities;
5. The experience is either integrated within a **credit/credential-bearing** course or academic program, or formally recognized by the Institution as an official **co-curricular** EL offering; and

<sup>1</sup>Adapted from the definition developed by Co-operative Education and Work-Integrated Learning Canada – CEWIL. See: <https://www.cewilcanada.ca/CEWIL/About%20Us/Work-Integrated-Learning/CEWIL/About-Us/Work-Integrated-Learning.aspx?hkey=ed772be2-00d0-46cd-a5b8-873000a18b41>

6. Students are required to engage, at a minimum, in critical **reflection** of their learning.

### Types of Experiential Learning

The 12 types of experiential learning identified in the table below are integrated within the curriculum, intentionally designed to address specific outcomes in co-curricular settings and/or situated within a workplace. They reflect our commitment to the education of the whole student, the diversity of learning experiences at UM, and the dynamic, seamless nature of the experiential learning landscape.

Experiential Learning Types	Curricular	Co-Curricular	Work-Integrated
Applied Research	●	●	●
Creative Works	●	●	●
Community Engaged Learning (CEL)	●	●	●
Campus Integrated Learning (CIL)		●	
Co-operative Education	●		●
Entrepreneurship	●	●	●
Industry Project	●	●	●
Internship	●		●
Laboratories	●		
Program-Based Placement	●		●
Project-Based	●	●	
Work Experience	●	●	●



## EL Types Defined

<b>Applied Research</b>	Systematic investigation and original research conducted by a student under faculty guidance and/or co-created through collaboration with a community partner and faculty researcher.
<b>Community Engaged Learning (CEL)</b>	Learning activities developed through mutually beneficial partnerships between community, a faculty or staff member, and students. The site of learning can be both the classroom and community and the spectrum of engagement can vary from knowledge exchange and consultation to involvement, collaboration, and co-creation with community partner initiatives.
<b>Campus Integrated Learning (CIL)</b>	Intentionally designed and institutionally recognized experiences on campus with clearly defined learning outcomes and assessment strategies, and regular coaching, mentorship and/or supervision. For example, elected and appointed governance and student leadership roles, orientation leaders, peer helpers.
<b>Co-operative Education</b>	A Senate-approved academic program that alternates academic study with paid, full-time, supervised work experience. It is linked to the student's area of study in appropriate fields of business, industry, government, social services, academic research and the professions in accordance with minimum criteria.
<b>Creative Works</b>	Intensive creative effort that results in the production of fine artwork, dance, writing, filmmaking, musical compositions and other forms of creative expression.
<b>Entrepreneurship</b>	Engagement in the early-stage development of business start-ups and/or the advancement of ideas that address real-world challenges, while leveraging resources, space, mentorship and/or funding to achieve the desired outcomes.
<b>Industry Project</b>	Students, individually or in teams apply discipline-specific knowledge to address an organizational challenge, explore a new idea, or start a new venture.
<b>Internship</b>	Paid, full-time, supervised work experiences where learning is assessed through a work term report. Unlike Co-op, students do not alternate work experiences with academic terms.
<b>Laboratories</b>	A distinct component of a course that includes the self-directed application of course concepts in a controlled setting.
<b>Program-Based Placement</b>	Activities that are often required for completion of an academic program, where they practice the discipline or program-specific competencies, receive academic credit, and are typically not paid. Examples include fieldwork, clinical practice, field placements, and practica.
<b>Project-Based</b>	Intentionally designed opportunities for students to engage in contextual experiences that require the application of disciplinary knowledge and critical analysis to demonstrate learning or to address a problem or unmet need. Examples include case studies, hackathons, simulations, incubators, problem-solving for industry/community, game-based learning, clients, moot court.
<b>Work Experience</b>	Paid work in an on-campus or off-campus setting that is designed to promote the development of clearly defined competencies, is supervised, is approved by the Institution, and engages students in concrete opportunities to reflect on their learning (e.g., work study, undergraduate research award, Mini U Leaders, tutors).

## PRESIDENT'S REPORT: May 19, 2021

### GENERAL

On May 4, 2021 Dr. Diane Hiebert-Murphy's appointment as the University of Manitoba's next Provost and Vice-President (Academic) [was announced](#). Dr. Hiebert-Murphy [BSW/82; MA/87; PhD/95] will assume her new portfolio on July 1, 2021 and will become the senior academic officer at the University of Manitoba, responsible for providing academic vision and leadership in all matters relating to students and academic staff, including academic programs, long-range academic planning, and enrolment management. She currently serves the University as Vice-Provost (Academic Affairs), a position she has held since 2016.

Spring Convocation 2021 will be hosted from June 15-17 on a new digital platform, offering an accessible and interactive experience for students and their classmates, faculties, friends and families from around the world. As the University community awaits the safe return of in-person celebrations, the new digital platform creates more opportunities for students to connect with one another, including faculty-specific virtual Convocation ceremonies, chat rooms, interactive exhibits, a digital photo booth and a downloadable digital yearbook.

On May 7, 2021, the UM Intranet was launched, offering a homepage accessible only to UM faculty and staff and containing a variety of resources needed for working at the University. Faculty and staff already can access human resources forms, workplace policies, supports for diversity and inclusion, copyright information, IST supports, and more.

The Province of Manitoba announced new COVID-19 restrictions on May 7, 2021 including the closure of gyms, libraries and restaurants. The University of Manitoba has restricted campus dining to take-out only and has closed its recreation facilities and libraries. Contactless pickup of library materials will continue through the pickup lockers and all electronic collections and virtual services remain available. For further information, please visit the [COVID-19 webpage](#).

### ACADEMIC MATTERS

- The Rady Faculty of Health Sciences have invited members of the Rady Faculty community to join an Equity, Diversity & Inclusion (EDI) community of practice – a group of interested faculty and staff who will meet for monthly, hour-long discussions. The group will explore EDI best practices and invite guest speakers, taking a social justice approach. The goals include providing training and experience to help members increase their skills and confidence in advocating for EDI; empowering members to be an EDI information source for their departments and communities; and having a voice in future EDI Initiatives.
- UM researchers have developed a credit card-sized device to test for chronic kidney disease. It is so compact and inexpensive that patients will be able to take the test at home. Test results would be available in just five minutes from a handheld device, called the Microfluidic Albumin Testing Lab on Chip (MATLOC). The device is much needed for people living in rural and remote locations.

- In its mandate to prepare students for interprofessional collaborative practice, the Rady Faculty of Health Sciences' Office of Interprofessional Collaboration (OIPC) is focused on the topic of racism in health care when working with first-year students. Due to moving the sessions to online learning the OIPC was able to welcome 40 nursing students from the College of Nursing's partner program at the University College of the North. Lori Davis, who represents the College of Nursing on the OIPC team, said "Engaging in this dialogue within their interprofessional teams, [students in] nursing and the other health-care disciplines have begun to break the silence around systemic racism in our health-care system."
- Opening on March 15th, the Virtual Advising Help Centre (VAHC) with Student Service Navigators provides peer-to-peer chat, email, and telephone support to students over extended hours seven days per week. Heather Nicolson, Coordinator, VACH, is leading this team of student staff who have been meeting virtually with students from around the globe answering questions and helping them navigate University services, policies, and processes. They also provide tips drawn from their own experiences on campus, and support students in using Aurora, UM Achieve, and other resources related to academic success. With an increasing number of students accessing this new service daily, the Navigators are serving an important role in supporting student success during this remote learning period.
- Lori Wilkinson, Sociology and Criminology was awarded the 2021 recipient of the National Metropolis Researcher Award, from the Association for Canadian Studies and the National Metropolis project. The Metropolis Awards of Excellence recognize and celebrate outstanding contributions to the field of immigration and settlement in Canada. This national award intends to establish a benchmark of achievement and excellence, bringing pride and peer acknowledgement to the deserving recipients.
- Professor Mel Braun, Desautels Faculty of Music, has started rehearsals for a new video project, the premiere of Andrew Balfour's new work, "Captive". "Captive" is the 3rd in a series of Camerata Nova projects in response to the truth and reconciliation hearings. Andrew is Cree and "Captive" is a lament on the fate of Chief Poundmaker, one of the many casualties of the Riel trial and execution. Instructor Tori Sparks and Metis composer and alumnus Eliot Britton are also engaged in this project.
- The Science-Asper Case team placed first at the Munich Re Cup. Asper students Yash Katyara, Hui Lin Cheong, Kevin Wong, and Faculty of Science student, Celia Dang competed against teams from University of Toronto, University of Waterloo, Georgia State University and Temple University. Originating in 2015, the Munich Re Cup began as a Canada-wide actuarial business case competition. As of 2019, the competition is now the premier actuarial case competition open to students in Canada and the United States. Participants will be provided the chance to develop and apply their analytical, presentation, and problem solving skills to a real-world business problem. The competition affords unique networking opportunities that will provide students with exposure to Munich Re leadership and industry professionals.
- The Bill Buxton Dissertation Award is given out annually to one outstanding doctoral dissertation in the Human-Computer Interaction research area of Computing Science. It is presented by the Canadian Human-Computer Communications Society. This is the first year that the award has been granted to a member of the University of Manitoba. Daniel Rea received the Award for the 2020 doctoral dissertation, "*Now You're Teleoperating with Power: learning from video games to improve teleoperation interfaces,*" completed under the supervision of Dr. Jim Young in the UM Human-Computer Interaction Lab (HCI).

## RESEARCH MATTERS

- Currently, research at the University of Manitoba (UM) is continuing within in the labs as well as remotely to the extent possible in compliance with the provincial Public Health Guidelines. Details on the current COVID-19 guiding principles, processes for requesting access and preventative measures are available in the updated Researcher FAQs section of the COVID-19 webpage.
- Civil Engineering Professors Jonathan Regehr and Babak Mehran have been awarded \$1.6 million in collaborative R&D funding from the National Research Council (NRC) of Canada’s Artificial Intelligence for Logistics Supercluster Support program to carry out the work. Their project titled: *“Applying artificial intelligence to improve the resilience, fluidity and safety of road freight transport in the Canadian Prairie and northern region,”* will catalogue truck routes and activity in the Canadian Prairies over the next five years. Data collected will capture the number, type, and weight of trucks using roadways, and how they collectively behave under various road-weather scenarios. The research will be conducted in partnership with NRC’s Digital Technologies Research Centre, including Dr. Chaouki Regoui, and will build on the first phase collaboration with experts from Manitoba Infrastructure, and International Road Dynamics, a Saskatchewan based ITS (Intelligent Transportation Systems) company.
- Forty-eight research projects led by thirty-nine investigators received a total of \$9.2 million in grant funding from a variety of sponsors. Those projects receiving more than \$25,000 are:

PI	Sponsor	Title	Awarded Amount
Akcora, Cuneyt (Computer Science)	Research Manitoba	Bonafide: Decentralized services for sharing and searching user generated data	\$150,000
Bohm, Clara (Internal Medicine)	CIHR Project Grant	Trial of intradialytic Cccling as kidney exercise rehabilitation for cardiac stunning in hemodialysis (TICKERS_HD)	\$439,874
Bolton, Shay-Lee (Psychiatry)	CIHR Project Grant	Adaptation and evaluation of virtual group-based cognitive behaviour therapy classes for mental wellness in public safety personnel	\$100,000
Cha, Young Jin (Civil Engineering)	Research Manitoba	Automated road surface damage detection and quantification using advanced deep learning	\$100,000
Chateau, Daniel (Community Health Sciences)	CIHR Project Grant	Investigating use of prescription opioids and multiple psychotropic medications during pregnancy: Impact on the mother and developing child	\$432,226
Collister, David (Internal Medicine)	CIHR Project Grant	Dialysis Symptom COnTrol-Pruritus Outcome Trial (DISCO-POT)	\$100,000

Dakshinamurti, Shyamala (Pediatrics and Child Health)	CIHR Project Grant	Effect of hypoxia and nitric oxide therapy on adenylyl cyclase activity in persistent pulmonary hypertension of the newborn	\$784,125
Dart, Allison (Pediatrics and Child Health)	CIHR Project Grant	iCARE 2.0 –biopsychosocial risk factors for kidney disease in youth onset type 2 diabetes: Longitudinal evaluation and pilot study of a novel skills-based mental health intervention	\$1,300,500
Elias, Brenda (Community Health Sciences)	Kids Brain Health Network	Implementation of a genomic assessment tool from early identification of infants and children at-risk for FASD	\$78,500
Figley, Chase (Radiology)	Research Manitoba	Application of a novel 3D centre line extraction algorithm for automated coronary artery mapping and quantification	\$100,000
Fridell, Mara (Sociology)	Mitacs Inc. Accelerate	Integrative and capacitating workforce EDI	\$45,000
Hardy, Krista (Surgery)	Research Manitoba	A decolonizing approach to the incorporation of traditional Indigenous ways of healing into Manitoba's bariatric program	\$34,691
Hatala, Andrew (Community Health Sciences)	CIHR Project Grant	Anishinaabe Mikinak Kinamakamik: An Indigenous-led strengths-based inquiry of Turtle Lodge as an innovative center for Indigenous education, wellness, and flourishing	\$1,748,025
Irani, Pourang (Computer Science)	NSERC Strategic Project Grant	Seamless interaction	\$71,710
Khoshdarregi, Matt (Mechanical Engineering)	Research Manitoba	Autonomous robotic platforms for aerospace and vehicle composite manufacturing	\$150,000
Kindrachuk, Jason (Medical Microbiology and Infectious Diseases)	CIHR Project Grant	Identification of the molecular determinants underlying asymptomatic Ebola virus testicular infections and long-term effects on reproductive health	\$726,750
Lakowski, Theodore (Pharmacy)	CIHR Project Grant	Oligonucleotide-bioconjugate mediated repression of the HOXA9 gene to treat mixed-lineage leukemia	\$699,975

Leblanc, Alexandre (Statistics)	Canadian Statistical Sciences Institute (CANSSI)	Sports analytics	\$200,000
Mackenzie, Corey (Psychology)	Research Manitoba	Opportunities to promote treatment engagement among older adults referred to specialty mental health services	\$34,539
Maghoul, Pooneh (Civil Engineering)	Research Manitoba	Systems and methods for ultrasonic characterization of permafrost, frozen soil, and saturated soil samples: Proof- of-concept	\$100,000
McKinnon, Lyle (Medical Microbiology and Infectious Diseases)	CIHR Project Grant	Regulatory T cells and the control of female genital inflammation: Relevance for HIV prevention	\$100,000
Mehran, Babak (Civil Engineering)	Mitacs Inc. Accelerate	Optimal recharging scheduling for urban electric buses	\$45,000
Mishra, Suresh (Internal Medicine)	CIHR Project Grant	Establishing essential research tools to advance the knowledge of interrelated sex differences in adipose and immune functions in health and disease (The SDAI Core Models) and exploring the mechanisms involved in the sex-dimorphic role of prohibition above and beyond sex hormones	\$100,000
Mufti, Aftab (Civil Engineering)	Research Manitoba	Enhancing bridge evaluation using data from real-time monitoring of bridges	\$100,000
Mufti, Aftab (Civil Engineering)	Research Manitoba	Sustainable infrastructure new sustainable corrosion protection techniques to extend the life of reinforced concrete structures	\$80,000
Muthukumarana, Saman (Statistics)	Research Manitoba	Assessing and identifying indoor environmental quality gaps in commercial buildings using wireless sensors and big data analysis tools	\$150,000
Ramjiawan, Bram (Pharmacology and Therapeutics)	Research Manitoba	Evaluation of OmniSan 200* anolyte liquid as a novel hard surface disinfectant against human Coronavirus	\$75,000

Rigatto, Claudio (Internal Medicine)	Seven Oaks Chronic Disease Innovation Centre	Can virtual lifestyle programming limit collateral health damage from the COVID-19 pandemic: A pilot study	\$25,000
Rodriguez Leyva, Delfin (Physiology & Pathophysiology)	Mitacs Accelerate Industrial Postdoctoral Fellowship	Discovery and characterization of a new platform of drugs to address multi-drug resistance in pathogenic bacteria	\$330,000
Romanescu, Razvan (Community Health Sciences)	Research Manitoba COVID-19 Research Fund	Mobility and COVID-19 Trends	\$100,000
Sorensen, John (Chemistry)	Research Manitoba	Commercialization of bioactive natural products derived from plant beneficial bacteria	\$150,000
Spiwak, Rae (Surgery)	CIHR Project Grant	The power of linked data: Investigating social determinants of child health and their implications in reducing pediatric traumatic injury	\$60,000
Szturm, Tony (Physical Therapy)	Research Manitoba	Rehab @ home: Bringing interactive rehabilitation devices to homes	\$99,575
Thiessen, Kellie (Nursing)	Children's Hospital Foundation of Manitoba Inc.	Pathways to care: Partnerships to address gaps in maternity care	\$32,950
Wall-Wieler, Elizabeth (Community Health Sciences)	CIHR Project Grant	The relationship between health and child protection services involvement among parents in Manitoba, Canada	\$393,976
Wang, Jun-Feng (Pharmacology and Therapeutics)	CIHR Project Grant	The role of neuronal and glial thioredoxin-interacting protein in chronic stress-induced neuronal dysfunction: indications for depression and cognitive impairment	\$623,475
Wicklow, Brandy (Pediatrics and Child Health)	CIHR Project Grant	The next generation longitudinal birth cohort: Early childhood beta cell and renal function in offspring exposed to maternal T2D	\$100,000
Wittmeier, Kristy (Pediatrics and Child Health)	CIHR Project Grant	Using social network analysis to understand knowledge translation in child development and rehabilitation	\$100,000
Woodgate, Roberta (Nursing)	CIHR Project Grant	Young immigrants and refugees co-designing mental health and well-being solutions	\$761,176

Zahradka, Peter (Physiology & Pathophysiology)	Mitacs Accelerate Industrial Postdoctoral Fellowship	Broadening the vascular diagnostic service continuum of Koven Technology Canada through the development and validation of a novel in vitro diagnostic technology to diagnose peripheral arterial disease	\$55,000
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**ADMINISTRATIVE MATTERS**

- The University of Manitoba (UM) has hired Sustainable Solutions Group (SSG) to develop a Climate Action Plan, including carbon emission targets aimed at achieving emissions neutrality by 2050. To date, UM has provided SSG with all necessary data to create a business-as-planned analysis for UM, followed by suggested options to reach carbon neutrality by 2050. Campus-wide engagement will begin in the next month.
- Sustainable Solutions Group was also hired to develop Sustainable Design Guidelines that will guide sustainability considerations across all buildings’ projects. A working group has been established to help determine guidelines for the UM that outline best practices, technologies, and methods that will contribute to enabling the UM to achieve its emissions reduction goal set out in the Climate Action Plan. The project will be completed by August 2021.
- The ReBin is a newly branded waste bin that captures batteries, pens and markers, and plastic bags all to be recycled. Two bins have been placed at the Fort Garry Campus and another two at the Bannatyne Campus. Previously, these waste streams were being collected separately at the Dafoe Library only.
- This year, the theme for Earth Day was Restore Our Earth. Earth Day was turned into Earth Week from April 19 to April 23. The Office of Sustainability developed a week filled with learning opportunities and initiatives to provide the UM community with the tools to feel empowered to expand the environmental movement by offering events and activities from home. More information can be found at <https://news.umanitoba.ca/celebrate-earth-day-all-week-long/>
- *The Freedom of Information and Protection of Privacy Act* and *The Personal Health Information Act* were submitted for second reading in the Legislative Assembly in March 2021. The text of the proposed changes was not released in Fall 2020 during their first reading. There are substantial proposed changes to both Acts. Proposed changes range from an increase of time for public bodies to respond to requests, up to 45 days from 30, to an increase in proactive release of information by a public body. The Access and Privacy Office has undertaken a review of all of the proposed changes, and will be following the bills through committee to track further revisions to prepare for consultations with other stakeholders throughout the UM that will be impacted by the changes. Additionally, *The Limitations Act* was also reviewed in the current session of the Legislature, and has passed through committee with no additional updates. Some of the changes will impact existing records retention rules, and an assessment of that impact is also underway. Finally, the Legislative Assembly has reintroduced *The Human Rights Code Amendment Act*, which seeks to amend *The Human Rights Code* on a number of fronts including, but not limited to, broader powers to dismiss complaints before an investigation, and capping damages to \$25,000.



- The consultation for Canada’s copyright term extension from 50 to 70 years after the death of the creator closed on March 31, 2021. Responses to this consultation, which have been publicly shared, were primarily from the Library, Archive and Museum and copyright scholar communities. Responses frequently criticized the short period provided for response, and suggested that the Federal Government re-assess its ability to include a registration requirement for the additional 20 years of copyright protection under international legal conventions to which Canada is signatory. A registration requirement would mitigate against some of the problematic aspects of providing an additional 20 years of copyright protection to orphaned or abandoned copyright protected works used in research and education.
- The Legal Office has worked with the COVID-19 Recovery Steering Committee in providing advice regarding risk mitigation strategies as the UM begins re-opening its campuses and resuming activities. This has included drafting revised language for the academic calendar, drafting and revising of acknowledgment forms and waivers and revisions to contract provisions. Support has also been provided to the Steering Committee and Risk Management related to issues and concerns that have arisen as a result of the changes in insurance coverage related to COVID-19.
- The National Centre for Truth and Reconciliation (NCTR) worked closely with the Legal Office in the drafting of a policy, procedure and by-law related to the operation and governance of the NCTR. The draft documents were finalized and sent to Human Resources, and it is anticipated that they will be going before the Board of Governors soon.
- The Legal Office supported the Vice-President (Research and International) in relation to the transition of TRIUMF Joint Venture to TRIUMF Inc. TRIUMF is Canada’s Particle Accelerator, which is a research facility located on the University of British Columbia campus. TRIUMF was created in 1981 and the University became a member in May 2008. The change in legal structure was recommended by a governance review and is effective as of April 1, 2021.
- The Legal Office supported and participated in a three-day arbitration hearing on Teaching Guidelines, and is awaiting a decision from Arbitrator Arne Peltz. In addition, a tenure appeal hearing concluded that awaits a decision from the three-person panel chaired by Martin Freedman.
- In April, a new series of “Ask an Expert” panels focusing on key areas of importance to our human resources practices were offered by Learning and Organizational Development. Designed to deepen the knowledge of employees taking the new UM Human Resources Essentials Program, the expert panelists provided insights and answered questions on the topics of Addressing Hiring and Implicit Bias; Job Evaluation and Classification; and Ensuring Successful Onboarding.
- This spring, Learning and Organizational Development will be offering several sessions exclusively for intact groups and teams that promote both skill development and create opportunities for team building and collaboration in an engaging and interactive format. Some of these offerings include Building High Performance Teams; Building Your Team Charter; Workload Balance and Stress; and Social Intelligence - Building Impactful Relationships.
- Office 365 roll out and mail migrations were completed as of mid-February 2021. Endpoint software roll out and account reconciliations are in progress.

- The new National Centre for Truth and Reconciliation website successfully went live on March 31.
- Migration of the remaining VPN services off the legacy Palo Alto Internet firewalls was completed, that is, all internet facing services are now running on fully supported Cisco internet firewalls.

## EXTERNAL RELATIONS

- Alumni and Donor Relations is engaged in robust planning for 2021/22 with a goal to increase total funds raised by a minimum of 8% year over year.
- The 2020/21 Faculty, Staff and Retirees campaign raised \$380,000 representing an increase of 35% over the previous year. Contributors were particularly responsive to supporting pandemic relief funds and the UM Food Bank.
- President Benarroch continues his outreach to government partners and community.

### Meetings with Provincial partners included:

- Tracy Maconachie – Deputy Minister of Economic Development and Training/Acting Deputy Minister Advanced Education, Skills and Immigration
- Honorable Audrey Gordon – Minister of Mental Health, Wellness and Recovery

### Updates to the community included:

- Earth Day – Message shared in UM Today
- Vaccine Encouragement- Email communication from President’s office to all students, faculty and staff
- 3 Minute Thesis (3MT) Event held April 21 - Video Message
- Rh Awards Event held May 13 - Video Message
- The Isbister Legacy Society, which recognizes donors who have arranged future planned gifts, held a virtual book club program on April 8. Over 50 members participated, with 24 logging in for a discussion about *Medicine Walk*, the UM Alumni Book Club’s current read. The conversation was facilitated by Warren Cariou, Director of UM’s Centre for Creative Writing and Oral Culture.
- UM hosted its annual Three Minute Thesis (3MT) virtual event on April 21 with 325 attendees viewing the 12 graduate student presentations. The entire panel of judges was comprised of UM alumni.
- Working with an external web development partner, Marketing and Communications was the principal contributor to the design, navigation and copy for the new National Centre for Truth and Reconciliation website and archive database which launched March 29. The news story created by the team for the launch resulted in 1.4 times greater than typical page views and was picked up by multiple news sites including the Winnipeg Sun and Toronto Star. In addition, videos of Residential School Survivors that were developed performed well averaging 102,000 post engagements, significantly above the 6,000 – 7,000 average.

- ER has procured a virtual event platform to allow units acting on behalf of ER and the President's office to produce interactive online events and allow UM to connect with its community in engaging and meaningful ways.
- During March 2021, there were 3,563 news stories in media mentioning UM: 1,369 of these related to COVID-19.
- Major media coverage occurred related to UM. These included reporting on UM alumna Sherri Sosa's appointment as president of Venue Nation (subsidiary of entertainment giant Live Nation). MSN carried a story featuring Centre on Aging Director Michelle Porter's comments on lesser pandemic impacts for seniors this spring. A widely circulated Leger Poll conducted for UM researchers noted that pandemic exhaustion was an influence on people gathering at Easter against public health recommendations.



Approval     Discussion/Advice     Information

**AGENDA ITEM:**

UMSU Act Consent Request

**RECOMMENDED RESOLUTION:**

THAT the UM Board of Governors provide consent for UMSU to petition the Manitoba Legislature to amend the UMSU Act.

**CONTEXT AND BACKGROUND:**

In 1975 the UMSU Act was passed in the Manitoba Legislature, spelling out the specific powers and responsibilities of the University of Manitoba Students' Union (UMSU).

Following discussion with its Board of Directors and Governance Committee, UMSU is seeking to pursue changes to the Act. However, in order to amend the legislation, pursuant to section 21 of the UMSU Act itself, "the corporation shall not petition the Legislature of the Province of Manitoba for any amendment to this Act without first receiving the consent thereto of the Board of Governors of the University."

With the consent of the UM Board of Governors, UMSU wishes to petition the government for changes to the UMSU Act that would allow the Act to be brought in line with existing UMSU bylaws, particularly as it relates to UMSU's membership in external organizations. There is also a desire to clean up language used in the Act which would see the term 'council' replaced with 'Board of Directors' (and referred to as 'the board' where appropriate), as the term 'Board of Directors' is used throughout UMSU's governing documents.

**RESOURCE REQUIREMENTS:**

No resources would be required from the University or the Board, other than their consent to allow UMSU to petition the government to consider the changes.

**CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:**

Consenting to UMSU's request will allow the organization to better represent students on campus through increasing accountability, efficiency, and consistency throughout the organization's governing documents and procedures.

**IMPLICATIONS:**

These changes would ensure that decisions regarding membership in external organizations are formally placed in the hands of either the UMSU membership through referenda conducted in accordance with UMSU's own procedures or the UMSU Board (dependent on the type of external organization as is currently outlined in UMSU's bylaws). No other implications are evident at this time, other than the outcome of an amended UMSU Act through cooperation with the Province.

**ALTERNATIVES:**

No alternatives are possible. If the Board consents, UMSU can begin working with the Province, if consent is not granted the process cannot begin.

**CONSULTATION:**

On February 11<sup>th</sup> 2021, the UMSU Board of Directors were presented with the question of whether the UMSU Executive team should pursue changes to the UMSU Act as it relates to bylaw alignment. The Board voted in favour of the Executive beginning this process, with the motion attached being passed unanimously.

The proposed amendments (attached) have been compiled through advice from Pitblado LLP on March 10, April 8, April 13, April 15, and April 26 2021.

**ROUTING TO THE BOARD OF GOVERNORS:**

<u>Reviewed</u>	<u>Recommended</u>	<u>By</u>	<u>Title</u>	<u>Date</u>
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____

**SUBMISSION PREPARED BY:**



Brendan Scott, UMSU President (2021-2022)



Kristin Smith, Outgoing UMSU VP Advocacy (2020-21)



Jelynn Dela Cruz, Outgoing UMSU President (2020-21)

**ATTACHMENTS:**

See attached a copy of the motion approved by the UMSU Board of Directors (Feb 11).  
See attached a copy of the UMSU Bylaw governing external organizations (page 33/33).  
See attached a list of proposed changes (Appendix A).



**Motion**  
0500

Date  
February 9, 2021

<b>UMSU Act</b>	<b>Category</b> Standing Resolution
-----------------	--

**Motion**

WHEREAS there are discrepancies between the UMSU Act and UMSU Bylaws,

WHEREAS the Governance Committee has been consulted on the matter and has endorsed amending the UMSU Act as opposed to amending the by-laws, as the by-laws best capture the intended direction of the organization,

WHEREAS, according to section 21 of the UMSU Act itself, "The corporation shall not petition the Legislature of the Province of Manitoba for any amendment to this Act without first receiving the consent thereto of the Board of Governors of the University"

BE IT RESOLVED THAT the UMSU Board of Directors authorize the UMSU Executive Team to obtain consent from the UM Board of Governors to petition the Province of Manitoba with regard to amending the UMSU Act in line with existing organizational by-laws, as well as the introduction of any additional amendments (conditional upon further consultation of the UMSU Board of Directors).

<b>Status</b> <b>Passed</b>	Moved By: <b>Executive</b>	<b>Committee</b>
	First Name	Last Name
	Seconded By:	
	First Name	Last Name

# Bylaws of the University of Manitoba Students' Union

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**Adopted** 08 October, 2015

**Amended** 08 October, 2015  
28 April, 2016  
19 January, 2017  
01 February, 2018  
26 April, 2018  
01 February, 2019  
14 May, 2019



## **APPENDIX A**

### **List of Proposed Changes**

#### **8.2(1) amended to read:**

##### **Membership in an external organization**

8.2(1) The corporation shall only become a member of an external organization in accordance with the following procedures:

- a) Where the corporation's membership in an external organization requires individual members of the corporation to be members of that external organization, the corporation (and by extension its members) shall not become a member of such an external organization unless such membership is approved by a majority vote of the Board, such vote having taken place in accordance with the corporation's voting procedures, and the Board has conducted a referendum of the members of the corporation on the question of the membership. The referendum shall have been conducted in accordance with the corporation's by-laws and procedures concerning referenda.
- b) Where the corporation's membership in an external organization does not require individual members of the corporation to be members of that external organization, the corporation may join such external organization provided that such membership is approved by a majority vote of the Board, such vote having taken place in accordance with the corporation's voting procedures.
- c) Notwithstanding the provisions of subsections 8.2(1)(a) and 8.2(1)(b) herein, the corporation shall not be a member of any external organization from which it would be unable to withdraw its membership by way of a majority vote of the Board or by way of the majority of votes cast in a referendum initiated and administered by the corporation in accordance with the corporation's by-laws and procedures concerning referenda.

#### **8.2(4) amended to read:**

##### **Termination of membership where membership not affirmed**

8.2(4) The corporation's membership in an external organization shall be terminated where such membership is considered by the Board and is not affirmed by a majority vote of the Board. The corporation's membership shall be terminated in accordance with the following procedures:

- a) Subject to subsection 8.2(4)(b), the Board shall vote to terminate that membership, which termination shall be effective by virtue of a majority vote of the Board, such vote having taken place in accordance with the corporation's voting procedures.
- b) Where membership in the external organization includes the membership of individual members of the corporation, then the Board, following a majority vote of the Board to terminate such membership, shall conduct a referendum on the question of whether to terminate the membership. The referendum shall have been conducted in accordance with the corporation's by-laws and procedures concerning referenda.

**Amend sections 6(1), 7, 8, 8.1(1), the various provisions of 8.2 not already being amended, 9, 12, 13, 15 and 16 so as to replace 'council' with 'Board of Directors' (and referred to as 'the board' where appropriate). Specifically:**

## 6(1) Membership

All persons enrolled as students at the University (other than such class or classes of students, if any, as may in the discretion of the Board of Governors of the University, after consultation with the **council board** of the corporation, and at the request of such class or classes of students, or at the request of the **council board** of the corporation, be exempted from this requirement by the Board of Governors of the University) shall be required to be members of the corporation during the term of their enrollment, and the members of the corporation shall be all such students during the term for which their memberships in the corporation are fully paid or have been collected by the University; provided that any class or classes of students who are not now members of the corporation shall not be made members of the corporation except at their request and with the approval of the Board of Governors of the University; and provided that any person enrolled as a student at the University may, at the person's option, become a member of the corporation notwithstanding that the person is a member of a class of students exempted from membership pursuant thereto.

## 7 Council

The business and affairs of the corporation shall be managed by a **Students' Council Board of Directors**, herein referred to as "**the council**" "**the board**" consisting of such number of members as may be determined by by-law enacted by the **council board**

## 8 Powers of Council **the board**

The **council board** may, at all times, exercise in the name of, and on behalf of, the corporation, and as the act and deed of the corporation, any or all of the powers, authorities and privileges, by this Act, or any other Act conferred on the corporation as a body corporate; and, without in any manner limiting its full power and authority, the **council board** may by by-law, but subject to this Act,

- (a) provide for the qualifications of a member to be elected or appointed to any office in the corporation;
- (b) provide for the number of persons comprising the **council board**;
- (c) provide for and regulate the payment of salary, remuneration or honorarium to any member for services rendered to or for the corporation;
- (d) provide for the calling and holding of meetings of **council the board** and of members;
- (e) provide for the manner of election or appointment, or removal of any officer of the corporation;
- (f) provide (subject to section 8.1 and the approval of the Board of Governors of the University) for the amount of annual membership fees to be paid by members of the corporation and the amount of any assessment to be paid by any class or classes of students which have been exempted from membership in the corporation pursuant to subsection 6(1);
  - (f.1) provide for all matters respecting the conduct of a referendum;
- (g) provide for the acquisition, management and disposition of property of the corporation;
- (h) provide for the entering into by the corporation of contracts or arrangements with any person of any nature or kind whatsoever;
- (i) provide for any other matter or thing pertaining to the management and affairs or activities of the corporation.

### 8.1 (1) Increase in annual membership fees must be approved by referendum

Before submitting to the Board of Governors a request to approve an increase in the amount of annual membership fees payable by members of the corporation, the **council board** must have conducted a referendum of the members of the corporation on the question of the increase, in which the increase was approved by a majority of the votes cast. The referendum must have been conducted in accordance with the by-laws under clause 8(f.1).

### 8.2(3) Membership to be affirmed every two years

The corporation's membership in an external organization must be affirmed by a majority vote of the **council board** every second calendar year.

### 9 Election of **council board** members

The members of the **council board** shall be elected by and from among the members or such groups or classes of the members of the corporation as may be stipulated by, and in accordance with, the by-laws enacted by the **council board**.

### 12 Limitation of liability of **council board** members

No member of the **council board** is personally liable for any loss or damage suffered by any person by reason of anything in good faith done or omitted to be done by that member of the **council board** in the execution of their office or pursuant to, or in the supposed exercise of the powers given to the **council board** or any member thereof.

### 13 Limitation on action against corporation

No action or proceeding shall be brought against the corporation in respect of any act or omission of any member of the **council board** unless the act or omission would, except for section 11, have given rise to a cause of action against that member of the **council board**.

### 15 Minors as members and officers

Any member may be elected or appointed a member of the **council board** or an officer of the corporation notwithstanding that they are not of the full age of 18 years.

### 16 No pecuniary gain to members

The corporation and all of its activities shall be carried on without pecuniary gain to its members, and any profits or other accretions to the corporation shall be used for its objects, but nothing in this section prohibits a member of the **council board** or an officer, employee or servant of the corporation from receiving reasonable remuneration for the person's services to the corporation or from being reimbursed for reasonable expenses incurred by the person in connection with those services.

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## Section I: Definitions

1. Unless otherwise specified, the following definitions apply to these Bylaws:
  - a. "UMSU" and "Union" refers to The University of Manitoba Students' Union, a non-share capital corporation duly constituted by act of the Manitoba Legislative Assembly;
  - b. "Act" refers to The University of Manitoba Students' Union Act R.S.M. 1990, c. 203, and any amendments thereto;
  - c. "Member" means any person designated as a member of UMSU as set out in the Act;
  - d. "University" refers to the University of Manitoba;
  - e. "Robert's Rules of Order" or "RRO" refers to the latest edition of Robert's Rules of Order;
  - f. "Student Association" means a student group representing a University faculty or a University residence and recognized by UMSU by being listed in the Governance and Operations Manual;
  - g. "Recognized Organization" means a student group deemed to represent a unique set of Members and recognized by UMSU by being listed in the Governance and Operations Manual;
  - h. "Community" a self-identified group of Members recognized by UMSU by being listed in the Governance and Operations Manual;
  - i. "Executive" means the President or a Vice President as outlined in these bylaws;
  - j. "UMSU General Election" means the annual election of Executive and Community Representatives, as outlined in the Governance and Operations Manual;
  - k. "External Entities" means any entity that is not wholly governed and operated by UMSU.
  - l. "Appointee" means a single individual appointed to occupy either a single position of title, or a single seat within a single governing body.
  - m. "Regular Session" means the months of September, October, November, December, January, February, March and April;
  - n. "Summer Session" means the months of May, June, July and August.
  - o. "Publicly Available" means accessible to a Member without having to request the document or obtain any authorization for the documents access aside from demonstrating being a Member.
  - p. "University Community" means grouping of students and employees of the University, the entities that carry out a majority of their operations and activities at the University and in service to the University's students and employees, and the individuals that carry out the operations and activities of those entities.

## Section II: Objectives

1. The objectives of UMSU are
  - a. to promote and enhance collegial relations amongst Members;
  - b. to offer opportunities for open discussions of issues of concern to Members,
  - c. to provide representation and advocacy for Members,
  - d. to promote the democratically determined interests of Members, and
  - e. to provide services to Members that enhance their experience at the University.



## Section III: Governing Documents

### Documents and Their Precedence

1. The documents governing UMSU are:
  - a. Act.
  - b. Bylaws.
  - c. Governance and Operations Manual.
  - d. Election and Referendum Manual.
  - e. Standing Orders of the UMSU Board of Directors.
  - f. Positions Statements Book.
  - g. Supplementary Rules of Order.
  - h. Robert's Rules of Order.
  - i. Campaigns Guide.
2. In the case of conflict between the contents of UMSU's governing documents the document listed higher shall prevail.
3. To safeguard UMSU and UMSU's members' right to self-determination and to safeguard against interference in the foregoing by third-parties, UMSU shall take any and all measures necessary to ensure the primacy of its governing documents in governing its relationship with any and all external entities.

### Purview and Content Overview of Documents Under UMSU Control

4. The governing documents under UMSU's control include:
  - a. Bylaws.
  - b. Governance and Operations Manual.
  - c. Election and Referendum Manual.
  - d. Standing Orders of the UMSU Board of Directors.
  - e. Positions Statements Book.
  - f. Supplementary Rules of Order.
  - g. Campaigns Guide.
5. The purview of each of the documents under UMSU's control shall be as follows:
  - a. Bylaws - sets out in the most general terms the fundamental structure and function of UMSU, as well as the fundamental rights, responsibilities and duties of the UMSU, Members, governing bodies, appointed positions, and Appointees to those positions.
  - b. Governance and Operations Manual - sets out the details of UMSU's day-to-day operations and functions, and the mechanics thereof.
  - c. Election and Referendum Manual - sets out the details of election and referenda protocols and procedures.
  - d. Standing Orders of the UMSU Board of Directors - sets out any motions issued by the UMSU Board of Directors for a given year to expire at the end of April 30th of the same academic year.
  - e. Positions Statements Book - sets out UMSU's opinion and stance on relevant political matters. These statements are not intended to serve as rules or regulations, but rather to guide UMSU's relations with other actors as well as UMSU's initiatives related to those matters covered by the statements.
  - f. Supplementary Rules of Order - for a governing body, sets out additional rules of order not already addressed by any other governing document or setting out selections amongst applicable rules set out in another governing document, for application to a given governing body.
  - g. Campaigns Guide - describes the rationale and implementation details of the campaigns that UMSU intends to engage in for the purpose of implementing its political agenda as set out in the Position Statements Book.
6. In addition to the purview of governing documents, the following shall further define the contents of those documents.
  - a. Position statements shall include:

- i. a title clearly indicating the subject matter of the statement;
- ii. a brief, factual explanation of issues related to the subject that motivate the statement;
- iii. a listing of statements that UMSU supports;
- iv. a listing of statements that UMSU opposes; and
- v. reference to research supporting UMSU's positions as set out in the position statement. This research shall be Publicly Available.

## Amendment Procedures

7. Amendments to governing documents under UMSU Control shall proceed as follows:
  - a. The Bylaws may be amended by resolution of the UMSU Board of Directors approved with a two-thirds ( $\frac{2}{3}$ ) majority. The resolution must be moved by the Governance Committee (as defined in the Governance and Operations Manual).
  - b. The Governance and Operations Manual may be amended by resolution of the UMSU Board of Directors approved with a two-thirds ( $\frac{2}{3}$ ) majority vote. The resolution must be moved by the Governance Committee.
  - c. The Election and Referendum Manual may be amended by resolution of the UMSU Board of Directors approved with a two-thirds ( $\frac{2}{3}$ ) majority vote. The resolution must be moved by the Governance Committee (as defined in the Governance and Operations Manual).
  - d. The Position Statements Book may be amended by resolution of the UMSU Board of Directors approved with a majority vote. The resolution must be moved by the Governance Committee (as defined in the Governance and Operations Manual).
    - i. UMSU shall maintain a position statement template which shall be Publicly Available and which shall be employed for all position statements contained in the Position Statements Book.
8. All amendments to UMSU's governing documents require two weeks notice prior to being voted on in the UMSU Board of Directors.
9. All amendments to UMSU's governing documents may only be adopted by the UMSU Board of Directors during Regular Session.

## Section IV: Positions of Title

### Positions

1. UMSU shall have positions with specific titles each of which may be occupied by a single person at any given time.
  - a. There shall be five (5) positions with the title of Executive. Each Executive position shall have one of the following alternate titles:
    - i. President.
    - ii. Vice President Advocacy.
    - iii. Vice President Community Engagement
    - iv. Vice President Finance and Operations
    - v. Vice President Student Life
  - b. There shall be positions with the title of Director. Director positions shall have one of the following alternate titles and the number of Directors with the given alternate title shall be determined as follows:
    - i. One (1) Student Association Director per thousand (1000) Members represented by a Student Association to a maximum of four (4).
    - ii. One (1) Recognized Organization Director per Recognized Organization.
    - iii. One (1) Community Director per Community.
    - iv. Committee Chairs, the UMGSA, and Board of Governors members are considered 'ex-officio' Directors
  - c. There shall be a position with the title of the UMSU Board of Directors Chair ("Board Chair").
  - d. There shall be a position with the title of Chief Returning Officer.
  - e. There shall be a positions with the title of Deputy Returning Officer.
  - f. Upon the announcement of an election results for a position of title, an individual appointed to assume a given position of title as a result of that election shall automatically be an Appointee to that position of title with a title composed of the title of the position to which the individual has been elected concatenated with "- Elect" (e.g. Vice President Advocacy - Elect). Once the individual has assumed the position to which they have been elected, that individual shall cease to have this intermediary title and shall assume the title of the position to which the individual was elected.

### Duties of Positions

2. Each position shall be assigned duties to be carried out by the Appointee to that position. These duties shall be set out in the Governance and Operations Manual.
3. Appointees to a position of title shall be bound to all edicts of UMSU's governing documents until such time as they have vacated their position via procedures for the removal of an appointee or resignation of an appointee as set out in these Bylaws.

### Reporting and Responsibility

4. Unless explicitly exempted in these Bylaws, each position must report on its decisions and activities to, and may have its decisions or actions overturned by, a specific governing body and procedures as set out herein.
  - a. Executive positions shall report to the Executive Committee and to the UMSU Board of Directors. Decisions and actions taken by Appointees to Executive positions may be overturned by the Board.
  - b. Student Association Director positions must report to the Student Association responsible for appointments to those positions.
  - c. Recognized Organization Director positions must report to the Recognized Organization responsible for appointments to those positions.
  - d. Community Representative Directors must report to the UMSU Board of Directors.

- e. The Board Chair position must report to the UMSU Board of Directors. Decisions and actions of the Appointee to the position of the UMSU Board of Directors Chair may be overturned by the Board.
- f. The Chief Returning Officer position must report to the UMSU Board of Directors. Decisions and actions of the Appointee to the position of Chief Returning Officer may be overturned by resolution of the Board approved with a two-thirds ( $\frac{2}{3}$ ) majority vote.
- g. The Deputy Returning Officer positions must report to Chief Returning Officer. The Decisions and actions of the Appointees to the positions of Deputy Returning Officer may be overturned by the Chief Returning Officer.

### Appointment to a Position

5. Each position of title shall have procedures for determining its Appointees.
  - a. Executives shall be appointed by General Election.
  - b. Student Association Directors shall be appointed by election of the students their association represents.
    - i. Student Association Directors may not be appointed by vote of their association.
  - c. Recognized Organization Directors shall be appointed by election of the students their organization represents.
    - i. Recognized Organization Directors may not be appointed by vote of their organization.
  - d. Community Directors shall be appointed by General Election.
  - e. The Board Chair shall be recommended by the Selections Committee and appointed by the UMSU Board of Directors.
  - f. The Chief Returning Officer shall be recommended by the Chief Returning Officer Selections Committee as set out in the Governance and Operations Manual.
  - g. The Deputy Returning Officers shall be appointed by the Chief Returning Officer.

### Appointment Restrictions

6. At any given time, a position of title may only be occupied by a single Appointee and a single Appointee may only occupy a single position of title.
7. With exception of the Business Management and Governance Committees, an Appointee to a position of title may not be an employee of UMSU during the position's term.
8. In any given term, a position of title may not be occupied by an Appointee that has vacated that same position for whatever reason in the given term.

### Removal of Appointee

9. Each position of title shall have procedures for removing its Appointee. Upon satisfaction of these procedures, the removal shall have immediate effect.
  - a. An Appointee to an Executive position may be removed by referendum. The referendum shall be initiated upon receipt by the Board Chair of a petition signed by no less than ten (10) percent of the Members. The wording of the referendum question shall be, "Should (insert name of Appointee to Executive position) continue to serve as (insert title of Executive position) of the University of Manitoba Students' Union?" and responses to the question may only take the form of "yes", "no", or "abstain".
  - b. Following a submission from an ad-hoc governing body regarding the investigation of misconduct of an Appointee to an Executive position, the Appointee may be removed by two-thirds ( $\frac{2}{3}$ ) majority vote of the Board during a meeting with two-thirds ( $\frac{2}{3}$ ) quorum.
  - c. Following a submission from an ad-hoc governing body regarding the investigation of misconduct of a Student Association Director, the Appointee may be removed by two-thirds ( $\frac{2}{3}$ ) majority vote of the UMSU Board of Directors, or by written notice from the Student Association that appointed the Director submitted to the Board Chair.
  - d. Following a submission from an ad-hoc governing body regarding the investigation of misconduct of a Recognized Organization Director, the Appointee may be removed by

- two-thirds ( $\frac{2}{3}$ ) majority vote of the UMSU Board of Directors, or by written notice from the Recognized Organization that appointed the Director submitted to the Board Chair.
- e. Following a submission from an ad-hoc governing body regarding the investigation of misconduct a Community Director, the Appointee may be removed by a two-thirds ( $\frac{2}{3}$ ) majority vote of the UMSU Board of Directors.
  - f. Following a submission from an ad-hoc governing body regarding the investigation of misconduct of the Board Chair, the Appointee may be removed by a two-thirds ( $\frac{2}{3}$ ) majority vote of the UMSU Board of Directors.
  - g. Following a submission from an ad-hoc governing body regarding the investigation of misconduct of the Chief Returning Officer, the Appointee may be removed by a two-thirds ( $\frac{2}{3}$ ) majority vote of the Board on motion from the Executive Committee passed at two consecutive meetings.
  - h. An Appointee to a position of Deputy Returning Officer may be removed by decision of the Chief Returning Officer.
10. All ad-hoc governing bodies charged with the investigation into misconduct of an Appointee must be composed of 5 randomly selected directors.
- a. The accuser nor the accused may sit on this body.
  - b. The body shall be struck during the meeting where the charge against an Appointee is made and have until the next meeting of the board to investigate the charge.
  - c. The body shall make a recommendation to the board regarding the charge.
  - d. If the charge is against an Executive Appointee, the General Manager shall be an ex officio non-voting member of the ad-hoc governing body
11. The removal of any Appointee to a seat may take no less than 2 weeks from the time a charge is made.
12. Amendments to this bylaw shall not take effect until the following May 1<sup>st</sup> after being adopted by the UMSU Board of Directors.

### Resignation of Appointee

13. A position of title shall be deemed vacated 30 days after delivery from the Appointee by written notice setting out the Appointee's resignation if no specific date is given for the resignation to take effect.
- a. The Appointee to an Executive position must deliver notice of resignation to the Board Chair and to the General Manager.
  - b. The Appointee to a Student Association Director position must deliver notice of resignation to the Board Chair and to the Student Association responsible for appointment to that position.
  - c. The Appointee to a Recognized Organization Director position must deliver notice of resignation to the Board Chair and to the Recognized Organization responsible for appointment to that position.
  - d. The Appointee to a Community Director position must deliver notice of resignation to the Board Chair and to the Chief Returning Officer.
  - e. The Appointee to the position of Chief Returning Officer must deliver notice of resignation to the Board Chair.
  - f. The Appointee to a position of Deputy Chief Returning Officer must deliver notice of resignation to the Chief Returning Officer.

### Term of Appointee

14. An Appointee to a position of title may only continue to occupy that position for a finite term delimited by a beginning and ending date. The term shall be inclusive of those dates. Regardless of the date of the Appointee's appointment, the Appointee shall cease to hold the appointed position at the ending date of the position's term.
- a. Executives positions shall have a term beginning May 1st and ending on April 30th that follows.
  - b. Director positions shall have a term beginning May 1st and ending on April 30th that follows.

- c. The Board Chair position shall have a term beginning May 1st and ending on April 30th that follows.
- d. The Selections Committee shall nominate and present a candidate for the Chief Returning Officer to the UMSU Board of Directors no later than August 30th. The position's term of office shall commence upon appointment by the UMSU Board of Directors and shall expire on April 30th of the following calendar year.
- e. Deputy Returning Officer positions shall have terms commensurate with the election or referendum process for which the Appointees to those position were determined.

### **Remuneration of Appointee**

15. Appointees to positions of title may receive remuneration for their service in a position of title.
- a. Appointees to Executive positions shall be paid a salary in an amount to be determined by the UMSU Board of Directors on a motion from the Finance Committee (as defined in the Governance and Operations Manual).
  - b. Appointees to Director positions shall receive no remuneration.
  - c. The Appointee to the position of the Board Chair shall be awarded an honorarium at the end of the position's term in an amount determined by resolution of the Finance Committee (as defined in the Governance and Operations Manual) and approved by resolution of the UMSU Board of Directors.
  - d. The Appointee to the position of Chief Returning Officer shall be awarded an honorarium in an amount determined by resolution of the Finance Committee (as defined in the Governance and Operations Manual) and approved by resolution of the Executive Committee.
  - e. Appointees to Deputy Returning Officer positions shall be paid salaries in amounts set out by the CRO subject to budgetary constraints.

## Section V: Governing Bodies

### Definition of Governing Bodies

1. UMSU's affairs shall be governed by a set of governing bodies.
  - a. There shall be a governing body entitled the "UMSU Board of Directors", referred to as the "Council" as set out in the Act in reference to a "Student Council".
  - b. There shall be a governing body entitled Executive Committee.
  - c. There shall be a governing body entitled Selections Committee.
  - d. There shall be a governing body entitled the Judicial Board.
  - e. There shall be a governing body entitled Business Management Committee.
  - f. There shall be any number of governing bodies referred to as Sub-Committees with titles set out in the Governance and Operations Manual.
  - g. There shall be a governing body entitled General Assembly as set out in the Act in reference to a "Meeting of Members".

### Duties of Bodies

2. Without limiting a governing body's purview and authority set out in these Bylaws, each governing body shall have specific duties set out in the Governance and Operations Manual.

### Purview of Bodies

3. Each governing body shall have a purview.
  - a. The UMSU Board of Directors ("the Council" as per the UMSU Act) shall have a purview and authority as set out in the Act.
  - b. The Executive Committee shall have purview over: UMSU's day-to-day operations and management; UMSU's financial, contractual and legal affairs; and UMSU's representation to External Entities.
  - c. The Selections Committee shall have purview over the selection of Appointees except where a seat of a governing body is assigned to the Appointee of a position of title.
  - d. The Judicial Board shall have purview over the consideration and adjudication of disputes that arise during UMSU Elections and Referenda.
  - e. Each Sub-Committee shall have a purview as set out in the Governance and Operations Manual. This purview shall be strictly limited to submitting analyses, recommendations and motions to the UMSU Board of Directors exclusively regarding matters related to specific UMSU affairs.

### Reporting and responsibility of bodies

4. Unless explicitly exempted in these Bylaws, each governing body must report on its decisions and activities to, and may have its decisions or actions overturned by, a specific governing body and procedures as set out herein.
  - a. The UMSU Board of Directors must report to the General Assembly, but may not have its decisions or actions overturned by the general assembly.
    - i. Motions of the board may be overturned by the Judicial Board as stated in the Governance and Operations Manual.
  - b. The Executive Committee must report to, and may have its decisions or actions overturned by resolution of the UMSU Board of Directors adopted with a two-thirds ( $\frac{2}{3}$ ) majority vote.
  - c. The Selections Committee must report to the UMSU Board of Directors, and may have its decisions or actions overturned by resolution of the UMSU Board of Directors adopted with a two-thirds ( $\frac{2}{3}$ ) majority vote.
  - d. The Judicial Board must report to the UMSU Board of Directors, but its decisions and actions may not be overturned by any governing body.
  - e. The Business Management Committee shall report to the UMSU Board of Directors, and may have its decisions or actions overturned by resolution of the UMSU Board of Directors adopted with a two-thirds ( $\frac{2}{3}$ ) majority vote.

- f. Each Sub-Committee must report to, and may have its decisions or actions overturned by the UMSU Board of Directors.
- g. The General Assembly may, by two-thirds ( $\frac{2}{3}$ ) majority vote of Members who are present, rescind any motion of the UMSU Board of Directors then in office. Any motion passed by the General Assembly may be rescinded or amended by two-thirds ( $\frac{2}{3}$ ) majority vote of the UMSU Board of Directors.

### Seats comprising bodies

- 5. Each governing body shall be comprised of a number of voting seats and a number of non-voting seats.
  - a. The UMSU Board of Directors shall have a single voting seat for each Director and for each Executive, and a single non-voting seat for the chair of any Sub-Committee, the President of the University of Manitoba Graduate Students' Association (UMGSA), Student Members of the Board of Governors who are not Members of the Board and for the UMSU Board of Directors Chair.
  - b. The Executive Committee shall have a single voting seat for each Executive and no non-voting seats.
  - c. The Selections Committee shall have a single voting seat for each of the President, as chair; one (1) other Executive, as vice-chair; three (3) Directors, and no non-voting seats.
  - d. The Judicial Board shall have a single voting seat for one (1) Member at large to act as chairperson, three (3) Directors, an additional four (4) Members at large and no non-voting seats.
  - e. The Business Management Committee shall have voting seats for the General Manager, the President, Vice President Finance and Operations, one (1) Director, and all UMSU management employees responsible for the operation of an UMSU business, and one non-voting seat for UMSU's accountant.
  - f. Each Sub-Committee shall have a number of voting seats and a number of non-voting seats as set out in the Governance and Operations Manual.
  - g. The General Assembly shall have one voting seat for each Member and no non-voting seats.

### Appointment to seats

- 6. Each governing body shall have procedures for determining Appointees to its seats, but these procedures shall not apply to those seats of a governing body assigned to the Appointee to a position of title or to Members.
  - a. The Appointee to the seat on the Selections Committee assigned to one (1) Executive that is not the President shall be determined by resolution of the Executive Committee. The Appointees to seats on the Selections Committee assigned to Directors shall be determined by resolution of the UMSU Board of Directors following each Appointee's random selection from amongst Directors that have applied for that seat following procedures set out in the Governance and Operations Manual.
  - b. The Appointees to seats on the Judicial Board shall be determined by the Selections Committee.
  - c. The Appointees to seats on the Business Management Committee reserved for the one (1) Director shall be determined by the Selections Committee.
  - d. The Appointees to seats on Sub-Committees shall be determined by the Selections Committee.

### Restrictions to appointments to seats

- 7. At any given time, a seat of a governing body may only be occupied by a single Appointee and a single Appointee may only occupy a single seat of a governing body.



8. An Appointee to a seat on a governing body may not be an employee of UMSU during the seat's term.

### Removal of an Appointee from a seat

9. Each governing body shall have procedures for removing an Appointee from one of its seats, but these procedures shall not apply to those seats of a governing body assigned to the Appointee to a position of title or to Members.
  - a. An Appointee to a seat of the Selections Committee may be removed by a resolution of the UMSU Board of Directors approved by a two-thirds ( $\frac{2}{3}$ ) majority vote.
  - b. An Appointee to a seat of the Judicial Board may be removed by a resolution of the UMSU Board of Directors approved by a two-thirds ( $\frac{2}{3}$ ) majority vote.
  - c. An Appointee to a Director seat on the Business Management Committee may be removed by a resolution of the UMSU Board of Directors approved by a two-thirds ( $\frac{2}{3}$ ) majority vote.
  - d. An Appointee to a seat of a Sub-Committee may be removed by a resolution of the UMSU Board of Directors approved by a two-thirds ( $\frac{2}{3}$ ) majority vote.

### Resignation of Appointee from a seat

10. An Appointee's seat shall become vacant following either the receipt by the applicable governing body's chairperson of written notice setting out the Appointee's resignation issued by the Appointee or upon the Appointee having failed to be present on three (3) occasions of the recording of attendance occurring at separate, duly convened meetings of that governing body. If no specific date is given for the resignation to take effect, it shall take effect 30 days after the notice is given to the Chair. These procedures shall not apply to those seats of a governing body assigned to the Appointee to a position of title or to Members.

### Term of Appointee to a seat

11. Except for seats of a governing body assigned to the Appointee to a position of title or the seats of the General Assembly, seats of a governing body shall become vacant at the end of the financial year.
12. A seat of a governing body assigned to the Appointee to a position of title shall become vacant upon the Appointee to the position of title vacates that position.

### Remuneration of Appointee to a seat

13. Except for seats of a governing body assigned to the Appointee to a position of title or to an UMSU employee where explicitly allowed in these bylaws, Appointees to a governing body shall not be entitled to any remuneration.

### Voting rights of Appointee to a seat

14. An Appointee to a voting seat of a governing body shall have the right to cast votes assigned to that Appointee's seat.
  - a. Each voting seat of the UMSU Board of Directors shall be assigned one (1) vote.
  - b. Each voting seat of the Executive Committee shall be assigned one (1) vote.
  - c. Each voting seat of the Selections Committee shall be assigned one (1) vote.
  - d. Each voting seat of the Judicial Board shall be assigned one (1) vote.
  - e. Each voting seat of the Business Management Committee shall be assigned one (1) vote.
  - f. Each voting seat of each Sub-Committee shall be assigned one (1) vote.
  - g. Each voting seat of the General Assembly shall be assigned one (1) vote.

### Proxying and transferring of rights assigned to seats

15. From time-to-time, the Appointee to a seat on the UMSU Board of Directors assigned to a Director position may appoint a proxy member for any part of the Director's term of office. Proxies must be Members. A voting Director may not act as a proxy.

## Continuance of body's business

16. Unless stated otherwise exclusively in these Bylaws, any matters considered by a governing body that have not been enacted, and any matters received for consideration by a governing body not already considered, shall expire at the end of the financial year in which the matter was considered or received, and shall require re-submission to that governing body for consideration in the following financial year.

## Chairperson of bodies

17. Each governing body shall have a chairperson who manages the affairs of the governing body and who is responsible for all matters related to the preparation, convening, conducting, and administration of its meetings.
- a. The chairperson of the UMSU Board of Directors shall be the Board Chair. In the case of a vacancy in the chairperson position, or in the case that the chairperson cannot perform the requisite duties, the President may temporarily act as chairperson.
  - b. The chairperson of the Executive Committee shall be the President. In the case of a vacancy in the chairperson position, or in the case that the chairperson cannot perform the requisite duties, the Vice President Finance and Operations may temporarily act as chairperson. In the absence of the President and the Vice President Finance and Operations, the remaining voting members of the Executive Committee shall elect a temporary Chair for the meeting.
  - c. The chairperson of the Selections Committee shall be the President. In the case of a vacancy in the chairperson position, or in the case that the chairperson cannot perform the requisite duties, the Vice-President may temporarily act as chairperson.
  - d. The chairperson of the Judicial Board shall be the Appointee to the seat reserved for a chairperson. In the case of a vacancy in the chairperson position, or in the case that the chairperson cannot perform the requisite duties, the Vice-Chair, appointed by the Chair, may temporarily act as chairperson.
  - e. The chairperson of the Business Management Committee shall be the General Manager.
  - f. Unless otherwise set out in the Governance and Operations Manual, the chairperson of a Sub-Committee shall be selected from amongst, and by, Appointees to that Sub-Committee. In the case of a vacancy in the chairperson position, or in the case that the chairperson cannot perform the requisite duties, a member voted from amongst the committee to temporarily act as chairperson.
  - g. The chairperson of the General Assembly shall be the Board Chair. In the case of a vacancy in the chairperson position, or in the case that the chairperson cannot perform the requisite duties, the President may temporarily act as chairperson.

## Quorum for meetings of bodies

18. Each governing body shall have a defined quorum. Notwithstanding the Act, no action of a governing body shall have any force or effect in the absence of quorum.
- a. Quorum for the UMSU Board of Directors shall be majority of Appointees to its voting seats
  - b. Quorum for the Executive Committee shall be a majority of Appointees to its voting seats.
  - c. Quorum for the Selections Committee shall be four (4) Appointees to its voting seats.

- d. Quorum for the Judicial Board shall (6) Appointees to its voting seats.
- e. Quorum for the Business Management Committee shall be one-third (1/3) of Appointees to its voting seats.
- f. Quorum for each Sub-Committee shall be a majority of Appointees to its voting seats.
- g. Quorum for the General Assembly shall be 200 Members.

## Section VI: Meetings of Governing Bodies

### Meeting types

1. Governing Bodies shall be allowed to hold only three (3) different types of meetings: regular meetings, special meetings, and consultation meetings.
2. In a given term, a governing body's regular meetings shall be held at regular intervals with specific dates and times of meetings at each interval set out in a schedule. Unless otherwise specified in these Bylaws, the schedule of a governing body's regular meetings shall be approved by vote of the governing body at its first meeting of the term. The date and time of this first meeting shall be set by the chairperson of the governing body.
3. A special meeting of a governing body may be convened at any date and time. The purpose of a special meeting shall be for the governing body to vote on a single, specific resolution identified in the notice for the special meeting.
4. A consultation meeting of a governing body may be convened at any date and time. The purpose of a consultation meeting shall be to consider any number of matters set out in the notice for the consultation meeting. Any and all results of a consultation meeting shall be taken as recommendations and shall not be binding in any way.

### Regular meeting schedule

5. The UMSU Board of Directors shall hold regular meetings. In each financial year, prior to October 1st of that financial year, the Board shall adopt a schedule setting out the dates of these meetings for that financial year.
  - a. During the Summer Session, there shall be at least one Board Meeting per month, at dates, times and locations set by the President in consultation with the Chair of the Board unless varied by the Board.
  - b. The Executive Committee shall make a motion to the Board in consultation with the Chair of the Board to adopt a schedule of proposed Board Meetings in the Regular Session no later than the second Board Meeting in September. This schedule shall contain the dates, times and locations of each proposed Board Meeting.
  - c. Unless varied by the Board, during the Regular Session, there shall be at least two Board Meetings per month except in December where there shall be one.
6. The Executive Committee shall hold regular meetings at least once per month during Regular Session.
7. The Selections Committee shall hold regular meetings following a schedule determined by the chair.
  - a. The Selections Committee shall meet within four weeks of the first meeting of the new Board.
8. Board Sub-Committees shall hold regular meetings at least once per Academic Session following a schedule determined by the committee's chair.
9. The General Assembly shall be convened to a regular meeting on two (2) occasions per financial year: one (1) of these meetings shall be scheduled to occur at the Fort Garry campus, and one (1) shall be scheduled to occur at the Bannatyne Campus.
  - a. Additional General Meetings may be scheduled by the Board on a motion by the Executive Committee.

### Calling of special meetings

10. A special meeting of a governing body may only be called by resolution of the governing body or by the chairperson of the governing body.
11. A Special Board Meeting may be requested in writing by any of the following:
  - a. The President
  - b. One-fifth (1/5) of Directors
  - c. Fifty Members
12. Exceptionally, the General Assembly may also be convened to a special meeting by submission of a petition bearing the signatures of no less than two hundred (200) Members

and setting out the resolution to be voted on at that meeting. A meeting so called shall be scheduled at the earliest possible convenience as determined by the chairperson of the General Assembly.

## Notice

13. The chairperson of a governing body must issue written notice that a meeting is to be convened.
14. Notice must be sent to each Appointee to a seat on a governing body at least three working days' notice prior to the scheduled beginning for a Special Board Meeting
15. Notice must be sent to each Appointee to a seat on a governing body at least two working days' notice prior to the scheduled beginning for a sub-committee meeting.
16. Notice must be sent to each Appointee to a seat on a governing body at least thirty-six (36) hours' notice prior to the scheduled beginning for a Selections Committee meeting.
17. Notice must be sent to each Appointee to a seat of the General Assembly at least thirty-six (36) hours prior to the scheduled beginning of a meeting.
18. Notice of a meeting to be convened shall include at least:
  - a. The date and time at which the meeting is to be brought to order.
  - b. The detailed location at which the meeting is scheduled to take place.
  - c. The meeting's agenda.

## Agenda

19. The agenda for a governing body meeting must include at least the following items:
  - a. Call to order.
  - b. Recording of meeting attendance including voting, non-voting, and guest participants.
  - c. Recognition of the meeting's chairperson.
  - d. Recognition of the meeting's recording secretary.
  - e. Resolutions to approve previous meeting's minutes, and the meetings' minutes to be approved.
  - f. All motions carried forward from previous meetings' agendas.
  - g. All motions submitted to the chairperson for consideration at the present meeting.
  - h. Documents submitted in support of motions included in the agenda.
  - i. Adjournment.

## Cancellation

20. A meeting may only be cancelled by the chairperson of a governing body.
21. A meeting may only be cancelled if the chairperson has received written notice from a sufficient number of voting members of the governing body to ascertain that quorum would not have been met should the meeting have been convened.
22. The chairperson must catalogue all evidence used to determine that a meeting should have been cancelled, and present that catalogue to the members of the governing body at its next meeting.

## Records

23. A governing body must record the proceedings of its meetings. The proceedings for a meeting must include at least:
  - a. The notice of the meeting.
  - b. A record of all decisions taken at the meeting.
  - c. Any and all materials presented or considered at the meeting.
24. Complete and accurate minutes shall be taken of all meetings and shall be available to Members upon request.

25. The Board shall take complete and accurate minutes of the proceedings of all Board Meetings. These minutes shall be:
  - a. Kept in the Minute Record, which shall also include a separate list of all motions passed and defeated by the Board in Open Session;
  - b. Signed by the President and Chair of the Board;
  - c. Copied and provided to every Director and to any other Member who requests copies thereof; and,
  - d. Made available for Members to access.
26. All meetings of the Executive shall be in closed session unless otherwise decided upon by the Committee

### Guest Attendance

27. Guests (i.e. those persons not appointed to a seat on a governing body) may attend any meeting of a governing body. However, guests shall be required to vacate the meeting location during periods in which the governing body has entered into an *in camera* (or closed, or confidential) session as set out by the applicable rules of order. Guests shall be invited by the chairperson to rejoin the meeting following the governing body's exit from such a session.

### Additional Rules of Order

28. A governing body may, at its sole discretion, adopt a document entitled Supplementary Rules of Order governing its operations.
29. Supplementary Rules of Order shall be subservient to all governing documents set out in these Bylaws.
30. The adoption or modification of Supplementary Rules of Order requires a resolution of the affected governing body adopted with a two-thirds ( $\frac{2}{3}$ ) majority vote.
31. Supplementary Rules of Order shall remain in effect for all meetings of the governing body that approved those rules and occurring during the Financial Year and following the meeting of the governing body at which the rules were approved or until otherwise amended during that Financial Year. Any Supplementary Rules of Order in effect during a given Financial Year shall cease to be in effect at the close of the Financial Year in which they were enacted.
32. Upon adoption of Supplementary Rules of Order, UMSU shall make these rules Publicly Available.

## Section VII: Financial, Contractual and Legal Matters

### Financial Year

1. UMSU's financial year shall be May 1<sup>st</sup> to April 30<sup>th</sup> of the following year.

### Accounting method

2. UMSU shall employ fund based accounting and Canadian Generally Accepted Accounting Principles in effect in a given financial year as set out by the Accounting Standards Board.

### Funds

3. UMSU shall maintain the following funds:
  - a. Union Operation.
  - b. Business Operation.
  - c. Dedicated Fees.
  - d. Contingency.

### Bank Accounts

4. Separate bank accounts shall be maintained for each of the funds maintained by UMSU. At the discretion of UMSU's General Manager, one additional general operations bank account may be maintained for the sole purpose of acting as an intermediary in streamlining the reception and disbursement of funds. All fund accounting shall be reconciled with those bank accounts, and at the close of each Financial Year, the general operations account, should it exist, shall be liquidated and its funds transferred to the appropriate accounts.
5. No debits from any UMSU bank account may be made without written authorization from two signing authorities.

### Signing authorities

6. The signing authorities are the:
  - a. President.
  - b. Vice President Finance and Operations.
  - c. General Manager.
  - d. One management staff person appointed by the Executive Committee.
7. The Board may appoint on motion by the Executive Committee or the Finance Committee any person to sign particular contracts, documents, or instruments in writing, which, once endorsed, shall be binding on the Union.
8. All contracts and agreements entered into by UMSU shall be signed by both the UMSU President and the UMSU General Manager.

### Currency

9. All monetary values expressed in these Bylaws are in Canadian Dollars (CAD).

### Fees

10. All fees levied upon Members as approved by the University's Board of Governors as requested by the Board shall be directed into one of UMSU's funds and so indicated in the annual budget.
11. UMSU shall maintain a Publicly Available listing of all fees under its purview that are levied upon Members as requested of the University's Board of Governors by UMSU. This listing shall indicate to which of UMSU's funds these fees are attributed, how these fees are mandated to evolve over their lifetime, the formulae by which they are applied to individual Members, and to which of UMSU's funds they are attributed. Any changes to this listing shall require a resolution of the Board approved by (2/3) majority vote and this motion shall be submitted by the Finance Committee (as defined in the Governance and Operations Manual).
12. New membership fees shall only be implemented after first being approved by referenda of the members.

13. Membership fees shall only be increased or decreased after first being approved by referenda of the members, or with a 2/3 majority vote of the board at a regularly scheduled meeting with 2/3 quorum.
  - a. Section VII (11) shall not apply to increases as a result of indexation.

## Annual budget

14. A maximum of one calendar month before the beginning of a financial year, the Board shall approve an annual budget which shall be applied in the following financial year. This annual budget shall be produced by the Finance Committee with input from other stakeholders as required in these Bylaws.
15. All revenue and expense lines in the annual budget shall be attributed to a fund.
16. All and only UMSU businesses related revenues and expenses shall be attributed to the Business Operation fund.
17. All revenues and expenses related to UMSU fees levied from Members for Funding Recipient Groups or for University of Manitoba Students' Union Endowment Fund shall be attributed to the Dedicated Fees fund.
18. All revenue and expense items not attributed to the Business Operation fund or the Dedicated Fees fund shall be attributed to the Union Operation fund.
19. The Contingency Fund shall be used only for mitigating the impact of financial demands not foreseen in the annual budget. Expenses to the Contingency fund including any transfers between from the Contingency fund to another fund shall require either a two-thirds ( $\frac{2}{3}$ ) majority approval of a resolution so ordering from the Board, or approval of both the Executive Committee and Finance Committee reported in writing at the next Board meeting.
20. UMSU's retained earnings shall be implemented via end-of-year target fund balances established via the annual budgeting procedure.
21. At the close of each Financial Year, both the Union Operation and Business Operation Fund shall transfer all funds in surplus of established end-of-year target fund balances to the Contingency fund as long as the Contingency fund maintains a projected end-of-year balance less than fifteen percent (15%) of the sum of total projected end-of-year expenses recorded in the Union Operations and Business Operations funds. All other surpluses in the Union Operation and Business Operation funds shall be transferred to the University of Manitoba Students' Union Endowment Fund Inc. before the close of the second quarter of the following Financial Year.
22. Transfers between funds shall be reported in the annual budget. No transfer between funds not authorized in the annual budget may occur unless so authorized by resolution of the Board.
23. All Annual Budget line items attributed to the Union Operation fund shall require the approval of the Executive Committee and the Finance Committee (as defined in the Governance and Operations Manual) before the Annual Budget is submitted to the Board for approval.
24. All Annual Budget line items attributed to the Business Operation fund shall require the approval of the Business Management Committee (as defined in the Governance and Operations Manual) and Finance Committee (as defined in the Governance and Operations Manual) before the Annual Budget is submitted to the Board for approval.
25. Aggregated business financial information shall be provided by the Business Management Committee to the Finance Committee for its approval and inclusion in the union's overall annual budget before presentation to the Board for final approval.
26. In the case of disagreement between the Finance Committee and either the Executive Committee or the Business Management Committee with regards to the respective Annual Budget line items requiring mutual approval, both the chairpersons of the committees in conflict shall be required to present their positions to the Board for a final decision.
27. Discretionary spending shall be restricted to a single line item in the annual budget drawn from the Union Operation fund. Any expenditures attributed to that budget line shall require the approval of the Executive Committee by resolution adopted with a majority vote. This approval must occur before an expense is incurred. If for some reason the order of those events (i.e. approval and then expenditure) is reversed, only the Board may authorize the expense.



28. An annual budget shall be produced following procedures set out in the Governance and Operations Manual, but shall include explicit indication of the amount expected to be spent in clearly articulated expense line items.

### **Credit instruments**

29. Only permanent, full-time employees of UMSU may have access to any of UMSU's credit instruments including credit cards. Access to such instruments is at the sole discretion and the responsibility of UMSU's General Manager.

### **Spending restrictions**

30. No expense may be incurred in a financial year in the absence of an approved annual budget other than those expenses required to satisfy payroll or contractual obligations that existed in the previous Financial Year.
31. Unless authorized by the Board in the same financial year in which an expenditure is to be incurred and in advance of the expenditure, an expenditure may not be made that exceeds or would cause to be exceeded by more than ten percent (10%) of the annual budget line items to which the expense is applied, or by more than five percent (5%) of the total of all expenditures set out in the annual budget.

### **Disbursements**

32. No disbursement of UMSU funds may be effected in the absence of a completed and duly approved expense requisition form.
33. An expense requisition form must include:
- a. The amount of each item contributing to the total of the disbursement;
  - b. An invoice or receipt for each of those items;
  - c. If applicable, reference to a duly approved motion of an appropriate governing body with the ability to authorize the expense; and
  - d. Indication of the annual budget line item to which each expense item is to be attributed.
34. It shall be the responsibility of the party requesting the disbursement to complete the requisition form.
35. At least one signing authority must both verify and sign the requisition form before a disbursement of UMSU funds may be effected.
36. No materials related to effecting a disbursement of UMSU funds including requisition forms or cheques, may be signed by a disbursement's recipient.

### **Financial reporting**

37. The Board shall be presented with quarterly financial reports including: financial statements, year-to-date budget expenditures, and year-end budget expenditure projections.

### **Contracts**

38. All contracts must be approved by resolution of either the Executive Committee, the Finance Committee, or the Board. The Executive Committee may only approve contracts with a maximum annual value of \$5,000; the Finance Committee may only approve only approve contracts with a maximum annual value of \$15,000; the Board may approve contracts of any value. Contracts may not be artificially divided into a series of contracts so as to evade these limits.
39. Any contract into which UMSU wishes to enter that entails an expenditure of more than \$15,000 in any financial year for which the contract is intended to be in effect shall require the approval of the Board by resolution adopted by majority vote.

40. Multi-year contracts or agreements with a term of three or more years requires additional approval:
  - a. Contracts or agreements related to UMSU Businesses must be reviewed and approved by the Business Management Committee and reported to the Finance Committee
  - b. Contracts or agreements unrelated to UMSU Businesses must be approved by the Executive Committee and Finance Committee followed by the approval of the Board
41. Any employment contract into which UMSU wishes to enter must be subject to review by UMSU's legal counsel and be accompanied by a note from said counsel indicating that the contract does not run counter to UMSU's best interests. A contract so approved may be used in separate instances for different employees engaged by UMSU.
42. Any contract requiring an expenditure of more than \$50,000 in any given Financial Year shall be put out to tender. The Board shall be presented with and shall be required to approve by resolution adopted by majority vote the entire tendering process including:
  - a. the parameters for the product or service to be supplied that will be included in the request for tenders;
  - b. how and where the request for tenders will be publicised;
  - c. how bids should be received (e.g. sealed and not opened until a specific date by specific people);
  - d. the criteria for evaluating the bids;
  - e. what governing body shall be responsible for those evaluations;
  - f. the timeline for each step in the tendering and bid evaluation process; and
  - g. how the results will be presented to the Board for a final decision.
43. Any contract requiring a tendering procedure shall only be entered into by UMSU upon resolution of the Board approved with a majority vote.
44. Contracts, documents, or instruments in writing requiring the signature of UMSU must be signed by two signing authorities.
45. When negotiating contracts UMSU must inform the other parties to the contract that final approval of any agreement is subject to approval from the appropriate governing body and signing authorities, unless otherwise delegated by procedure evidenced in writing and in compliance with the UMSU's governing documents.

### Conflict of Interest

46. Any Appointee to a seat on a governing body, any signing authority or any employee with a direct or indirect material interest in a contract or agreement must recuse themselves from participation in anything to do with the negotiation or engagement of that contract or agreement. If such an individual is involved in any way with the negotiation or engagement of that contract or agreement, the conflict of interest must be fully disclosed in writing to the Board.
47. Any individual with signing authority for a contract or agreement is not allowed to sign that contract or agreement on behalf of UMSU if that person has a direct or indirect material interest in the contract or agreement.

### Legal Actions, Proceedings or Matters

48. UMSU may only initiate or terminate a legal action upon resolution of the Board approved with a two-thirds ( $\frac{2}{3}$ ) majority vote.
49. Before UMSU initiates a legal action, a budget setting out the total projected costs of the action shall be presented to the Board and shall require Board approval by resolution adopted with a two-thirds ( $\frac{2}{3}$ ) majority vote. The legal action may not be initiated without this approval.
50. A summary and the status of any ongoing legal action in which UMSU is engaged must be reported on in writing to the Board upon its initiation and at a minimum of every three months following its initiation and until a final settlement or judgement is reached. Before submitting such a report, the report must be reviewed by legal counsel in order to verify that its contents, while providing useful status information, does not jeopardize UMSU's position in the matter.

51. Before UMSU terminates an ongoing legal action, the costs associated with termination (e.g. failure to recover an amount claimed in an action, the costs of a settlement, or the continued financial burden of a contract that remains in place) shall be presented to the Board and shall require Board approval by resolution adopted with a two-thirds ( $\frac{2}{3}$ ) majority vote. The legal action may not be terminated without this approval.

### **Legal Representation**

52. If the appointee to a position of title or a seat on a governing body other than the General Assembly, or any volunteer of UMSU in carrying out a duty prescribed or assigned by UMSU, is named or may be named as a defendant or respondent in a lawsuit or any other proceeding, UMSU may provide legal counsel following procedures set out in the Governance and Operations Manual.

## Section VIII: Human Resource Management and Organizational Structure

### Human resource management documentation

1. UMSU shall document, implement and maintain a comprehensive human resource management strategy including at least:
  - a. An organizational chart;
  - b. Job descriptions;
  - c. A salary, benefits and promotions chart;
  - d. Procedures for beginning and terminating employment;
  - e. Disciplinary procedures; and
  - f. Performance review procedures.
2. Such documentation shall be under the purview of the Board, reviewed by an external consultant, and reviewed by legal counsel to ensure compliance with applicable laws.

### Implementation

3. UMSU's General Manager shall be responsible for all engagement or termination of UMSU employees.
4. Decisions related to the employment of UMSU's General Manager shall be under the purview of the Board and shall require the approval of an ad hoc Sub-Committee of the Board with at least the following terms of reference:
  - a. Involves an impartial human resource specialist engaged for the purpose of serving the committee's mandate; and
  - b. Any recommendations of that committee require the endorsement of legal counsel before being finalized by the Board.

## Section IX: Elections and Referenda

### Scheduling

1. No election or referendum may take place outside of the Regular Session.

### General Elections

2. The determination of an Appointee to a generally elected position shall be achieved by secret, ballot of the Members.
3. In each financial year, there shall be a general election occurring in the month of March. This general election shall determine Appointees to Executive and Community Director positions in the following terms associated with those positions.
4. During a generally elected position's term, if there is no Appointee to the position, a general election may be held to determine the Appointee to that position for the remainder of the position's term.

### Referenda

5. The answer to a specific question may be sought by UMSU by way of referendum enacted by secret, ballot cast of the Members.
6. A referendum may only be held regarding matters which are not under the purview of UMSU's governing bodies.
7. A referendum may be called by a Majority vote of the UMSU Board of Directors in the form of a motion by the Executive Committee or by petition signed by one thousand (1,000) Members and following procedures set out in the Election and Referendum Manual.
  - a. A petition must contain the first and last names, signature and student ID number of each Member signing the petition.

### Endorsement and campaigning

8. Any individual occupying an UMSU position of title shall not endorse in any way or engage in any form of campaigning for or against any candidate or team running in an UMSU election, or seeking any position within a Student Association, Recognized Organization or Student Group.

## Section X: Petitions

### Effect

1. A petition may only cause UMSU to take an action which may be invoked by petition as set out in these bylaws.

### Receipt and validity

2. The Board shall receive petitions and shall have authority over determination of whether or not a petition is in order and valid.

## Section XI: Representation

### Opinions and positions

1. The opinion, position, or stance of UMSU regarding any issue whatsoever shall be expressed as that specified in the Positions Statement Book. In the event that the Positions Statement Book does not express an opinion, position, or stance of UMSU regarding a specific issue, the Board may direct the designated representative or representatives to express an opinion, position, or stance regarding that issue.

### Right to represent

2. Only Appointees to Executive positions or members designated by the Executive Committee shall be empowered to represent the opinion, position, or stance of UMSU.
3. The chairperson of a governing body, in the capacity as chairperson, may only express duly recorded decisions of that governing body. The chairperson must explicitly indicate the governing body on behalf of which the chairperson is expressing the decision.

### Right to dissent

4. An Appointee to a position of title or seat on a governing body is not precluded from stating a personal opinion, position, or stance that conflicts with that of UMSU or the decision of a governing body, so long as the Appointee makes it explicitly clear that the statement is not the official statement, position, or stance of UMSU or the governing body, but that of the individual Appointee.

## Section XII: Transparency and Confidentiality

1. UMSU shall make public all meeting proceedings including supporting documents of a governing body that are not related to *in camera* (or closed, or confidential) session as set out by the applicable rules of order.
2. UMSU shall make public the current version of all of its governing documents.
3. UMSU shall not share any personal information in its position with any third-party without explicit, written consent of the individual, subject to legal requirements. At UMSU's sole discretion, records may be shared with third-parties that, under contract with UMSU, provide services to Members. The information shared must be governed by a confidentiality contract, and only such information as is required to provide the service may be shared with the third-party. At all times, UMSU shall respect *The Personal Information Protection and Identity Theft Prevention Act*.



## Section XIII: Funding Recipients Groups

### Granting of status

1. Any entity that receives funding or resources from UMSU that is not primarily in return for the provision by the entity of products or services, employment related work, and that does not require UMSU's membership in the entity in order to receive those funds, must have status as a type of Funding Recipient Group. No such entity may receive funding or resources from UMSU without such status.
2. Status as a type of Funding Recipient Group is granted upon application by an entity to the Board followed by resolution granting the requested status by the Board adopted with a (2/3) majority vote.

### Types of Funding Recipient

3. The types of Funding Recipients shall include and be titled:
  - a. Internal Dependent Funding Recipients, which shall include:
    - i. Student Clubs;
    - ii. Student Organizations.
  - b. Internal Independent Funding Recipients, which shall include:
    - i. UMFM;
    - ii. The Manitoban.
4. Funding Recipient status may be granted in the following ways:
  - a. For Student Clubs, by becoming a recognized UMSU Student Club;
  - b. For Internal Independent Funding Recipient Groups, approval by the Board with a two-thirds (2/3) majority vote.

### Criteria for types of Funding Recipient

5. UMSU shall set out criteria that must be continually satisfied by an entity in order for it to be granted and maintain status as a type of Funding Recipient.
  - a. To be granted and maintain status as an Internal Dependent Funding Recipient Group, an entity must continue to:
    - i. Be a part of the University Community;
    - ii. Exist and operate as a part of UMSU without independent legal status;
    - iii. Operate in accordance with a constitution containing:
      1. The definition of a president or an equivalent primary representative of the group;
      2. The definition of for treasurer or an equivalent financial representative of the group;
      3. Procedures for electing or appointing, when applicable, officers and defining eligible voters;
      4. Procedures for removing officers from their position;
      5. The definition of at least one governing body including at least the following:
        - a. Members and their meeting attendance, speaking, and voting rights within the governing body;
      6. Representatives to the Board if required by UMSU; and
      7. Senators if the group has been granted Senate representation by the University.
    - iv. Have procedures for production and approval of a budget;
      1. Said budget may need approval by the UMSU Board of Directors as set out in the Internal Policies in the Governance and Operations Manual;
    - v. Recognition that UMSU's governing documents take precedence over those of the entity;

- vi. Recognize that any modification of funding and/or resources by UMSU regarding Student Clubs may be approved by majority vote of the Member Services Committee.
- b. To be granted and maintain status as an Internal Independent Funding Recipient Group, an entity must continue to:
  - i. Be part of the University Community;
  - ii. Operate as its own independent legal entity;
  - iii. Assume full responsibility and liability for its operations and activities, and UMSU shall be saved harmless therefore;
  - iv. Agree to settle any disputes arising from the relationship between the entity and UMSU via mediation and upon failure of mediation, by binding arbitration;
  - v. Have a valid contractual relationship with UMSU stipulating the foregoing as well as setting out procedures for modifying the funding or resources received from UMSU including a requirement for approval by resolution of the Board adopted by a (2/3) majority vote.

### Status termination

6. If at any time an entity fails to satisfy the criteria required for its type of Funding Recipient Group or if the entity ceases to exist, it shall immediately and automatically cease to have status as a Funding Recipient Group.
7. An entity wishing to terminate its status as a Funding Recipient Group shall provide notice of this wish in writing to the Board. The termination of the entity's status as a Funding Recipient Group shall be effective as of the first quorate meeting of the Board following delivery of said notice.
8. An entity for which status as a Funding Recipient Group has been terminated shall immediately cease to receive any funding from UMSU. UMSU shall take all necessary action to terminate the collection of any fee levied from Members and dedicated to funding the entity. UMSU shall enact all necessary budgetary and financial procedures to terminate any funding of the entity.
9. An entity which ceases to have status as a type of Funding Recipient Group shall be required to re-apply to the Board for status as a type of Funding Recipient Group in order to re-establish its status as a type of Funding Recipient Group.

### Change of type of Funding Recipient Group

10. An entity wishing to change its type of Funding Recipient Group must apply for that different status in the same manner as it applied for existing status. Failure to modify its status shall not entail termination of its original status.
11. UMSU shall maintain a Publicly Available list of all entities with status as a type of Funding Recipient Group and the entities' types.
12. At the outset of each Financial Year, UMSU shall review the list of all entities with status as a type of Funding Recipient Group and verify that those entities continue to satisfy the criteria for maintaining that status.

### Status review

13. At the outset of each Financial Year, UMSU shall review its finances to ensure that no entity receives any funding from UMSU without having been granted status as a type of Funding Recipient Group.

### Implementation

14. At any point during a period of one year following the adoption of this section of the Bylaws, the Board may choose to temporarily suspend any part of this section of the Bylaws while UMSU makes efforts to arrange compliance of existing recipients of UMSU funding with this section of Bylaws. Any such suspensions shall be terminated at the close of the one-year period following adoption of this section of Bylaws.

## Section XIV: External Organizations

1. UMSU may, from time to time, become or cease to be a member of an External Organization.
2. If UMSU's membership in an External Organization entails individual membership of the Members of the Union in that External Organization, then UMSU's membership in the External Organization shall be determined by referendum of the Members of the Union. Otherwise, UMSU's membership status in the External Organization shall be determined by majority resolution of the Board.
3. If a referendum is required under these Bylaws to determine UMSU's membership status in an External Organization, that referendum shall be conducted in accordance with these Bylaws.
4. If any Bylaw conflicts with a bylaw of an External Organization, the Board in its sole discretion may amend or suspend the conflicting Bylaw by a two-thirds ( $\frac{2}{3}$ ) majority vote.



**AGENDA ITEM:**

Student Giving Agreements for: Faculty of Agricultural and Food Sciences; Faculty of Arts; School of Dental Hygiene; College of Dentistry; Clayton H. Riddell Faculty of Environment, Earth, and Resources; Max Rady College of Medicine; Desautels Faculty of Music; College of Nursing; and College of Pharmacy.

**RECOMMENDED RESOLUTION:**

That the Board of Governors approves the following contributions be assessed against students beginning in the fall of 2021:

Unit	Contribution	Length	Requested by:
Agriculture	\$3.67/credit hour (Degree) \$2.39/credit hour (Diploma)	3 years	Martin Scalon, Dean
Arts	\$0.33/credit hour	3 years	Jeffery Taylor, Dean
Dental Hygiene	\$40.00/term	3 years	Mary Bertone, Director
Dentistry	\$87.50/term	3 years	Anastasia Kelekis-Cholakakis, Dean
Environment, Earth, and Resources	\$3.00/credit hour	2 years	Stephan Pflugmacher Lima, Dean
Medicine	\$50.00/term	3 years	Brian Postl, Dean
Music	\$2.00/credit hour	3 years	Edward Jurkowski, Dean
Nursing	\$3.50/credit hour	3 years	Netha Dyck, Dean
Pharmacy	\$80.00/term	2 years	Lalitha Raman-Wilms, Dean

**CONTEXT AND BACKGROUND:**

**Student Giving 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 vote was held where students were asked to make an annual contribution. That vote passed and since then nearly every faculty and college at the University of Manitoba continues to participate in the student giving program.

**Agriculture:** On March 18 and 19, students held a vote to support the Student Initiative Fund (60%), Endowment Fund (25%), Bursary Fund (8%) and Community Involvement Fund (7%). They voted in favour of contributing \$3.67 (Degree) and \$2.69 (Diploma) per credit hour for a 3 year term, beginning in fall 2021. This amounts to an approximate donation of \$110 per student per year, and a total contribution of \$238,920 (pending student enrolment). There was a 25% participation rate with 181 of the 724 eligible student voters casting a ballot. Results are as follows: Yes votes: 86, No votes: 62, Abstentions: 33.

**Arts:** On March 25 and 26, students held a vote to support the Student Initiative Fund (100%). They voted in favour of contributing \$0.33 per credit hour for a 3 year term, beginning in fall 2021. This amounts to an approximate donation of \$10 per student per year, and a total contribution of \$114,990 (pending student enrolment). There was a 9.2% participation rate with 354 of the 3,833 eligible student voters casting a ballot. Results are as follows: Yes votes: 317, No votes: 37, Abstentions: 0.

**Dental Hygiene:** On April 1 and 2, students held a vote to support Smiles for Miles (50%) and Dental Hygiene 4 U (50%). They voted in favour of contributing \$40 per term for a 3 year term, beginning in fall 2021. This amounts to an approximate donation of \$80 per student per year, and a total contribution of \$12,240 (pending student enrolment). There was a 33.3% participation rate with 17 of the 51 eligible student voters casting a ballot. Results are as follows: Yes votes: 13, No votes: 4, Abstentions: 0.

**Dentistry:** On March 17 and 18, students held a vote to support the Dentistry Student Initiative Fund. Students voted in favour of contributing \$87.50 per term for a 3 year term, beginning in fall 2021. This amounts to a donation of \$175 per student per year and a total contribution of \$76,650 (pending student enrolment). There was a 48.6% participation rate with 71 of the 146 eligible student voters casting a ballot. Results are as follows: Yes votes: 58, No votes: 13, Abstentions: 0.

**Environment, Earth, and Resources:** On March 24, 25, and 26, students held a vote to support the Environment, Earth, & Resources Student Fund (93%) and the Environment, Earth, & Resources Award (7%). Students voted in favour of contributing \$3.00 per credit hour for a 2 year term, beginning in fall 2021. This amounts to a donation of \$90 per student per year and a total contribution of \$84,420 (pending student enrolment). There was a 7.2% participation rate with 34 of the 469 eligible student voters casting a ballot. Results are as follows: Yes votes: 30, No votes: 4, Abstentions: 0.

**Medicine:** On March 25, 26 and 27, students held a vote to support the Medicine Student Scholarship (50%) and the Medicine Student Initiative Fund (50%). Students voted in favour of contributing \$50 per term for a 3 year term, beginning in fall 2021. This amounts to a donation of \$100 per student per year and a total contribution of \$133,500 (pending student enrolment). There was a 42.2% participation rate with 188 of the 445 eligible student voters casting a ballot. Results are as follows: Yes votes: 147, No votes: 41, Abstentions: 0.

**Music:** On March 1 and 2, students held a vote to support the Music Endowment Fund (70%) and the Music Student Initiative (30%). Students voted in favour of contributing \$2.00 per credit hour for a 3 year term, beginning in fall 2021. This amounts to an approximate donation of \$60 per student per year, and a total contribution of \$38,700 (pending student enrolment). There was a 41.4% participation rate with 89 of the 215 eligible student voters casting a ballot. Results are as follows: Yes votes: 63, No votes: 24, Abstentions: 0.

**Nursing:** From March 9 to 12, students held a vote to support the Endowment Fund (85%), Student Initiative Fund (8%), NSA Lounge Improvements (5%), and Humanitarian Fund (2%). Students voted in favour of contributing \$3.50 per credit hour for a 3 year term, beginning in fall 2021. This amounts to a donation of \$105 per student per year; and a total contribution of \$235,620 (pending student enrolment). There was a 23.8% participation rate with 178 of the 748 eligible student voters casting a ballot. Results are as follows: Yes votes: 87, No votes: 69, Abstentions: 11.

**Pharmacy:** On March 26, 27 and 28, students held a vote to support the Pharmacy Student Initiative Fund (68.75%), CAPSI Membership (25%), and Pharmacy Endowment Fund (6.25%). Students voted in favour of contributing \$80 per term for a 3 year term, beginning in fall 2021. This amounts to a donation of \$160 per student per year; and a total contribution of \$45,440 (pending student enrolment). There was a 25.4% participation rate with 36 of the 142 eligible student voters casting a ballot. Results are as follows: Yes votes: 36, No votes: 0, Abstentions: 0.

**ROUTING TO THE BOARD OF GOVERNORS:**

<u>Reviewed</u>	<u>Recommended</u>	<u>By</u>	<u>Title</u>	<u>Date</u>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<u><i>John E. Kearney</i></u>	<u>VP External</u>	<u>April 16, 2021</u>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<u><i>M. Benavise</i></u>	<u>President &amp; Vice-Chancellor</u>	<u>April 16, 2021</u>
<input type="checkbox"/>	<input type="checkbox"/>	<u></u>	<u></u>	<u></u>
<input type="checkbox"/>	<input type="checkbox"/>	<u></u>	<u></u>	<u></u>
<input type="checkbox"/>	<input type="checkbox"/>	<u></u>	<u></u>	<u></u>

**SUBMISSION PREPARED BY:** Office of the Vice-President (External)

**ATTACHMENTS (letters from):**

- Martin Scalon, Dean, Dean, Faculty of Agriculture and Food Sciences
- Shawn Williment, Senior Stick, Faculty of Agriculture and Food Sciences
- Jeffery Taylor, Dean, Faculty of Arts
- Ewurafua Opoku-Agyeman, President, Faculty of Arts
- Mary Bertone, Director, School of Dental Hygiene
- Emili Trpkoska, DH2 Class President, School of Dental Hygiene
- Anastasia Kelekis-Cholakis, Dean, College of Dentistry
- Derek Oryniak, Senior Stick, College of Dentistry
- Stephan Pflugmacher Lima, Dean, Clayton H. Riddell Faculty of Environment, Earth, and Resources
- Cortney Jaworski, Senior Stick, Clayton H. Riddell Faculty of Environment, Earth, and Resources
- Brian Postl, Dean, Max Rady College of Medicine
- George Cai, Senior Stick, Max Rady College of Medicine
- Edward Jurkowski, Dean, Marcel A. Desautels Faculty of Music
- Isaac Tate, Senior Stick, Marcel A. Desautels Faculty of Music
- Netha Dyck, Dean, College of Nursing
- Miranda Stead, Vice Stick, College of Nursing
- Lalitha Raman-Wilms, Dean, College of Pharmacy
- Marianna Pozdirca, President-Elect, College of Pharmacy



April 5, 2021

Dr. Michael Benarroch  
President and Vice-Chancellor  
University of Manitoba

Dear Dr. Benarroch,

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 giving program.

Attached you will find the letter I received from Shawn Williment, Senior Stick of the Faculty of Agriculture Students Organization (FASO). The letter details how proper notice was provided to the students about the student giving initiative, including the intended disbursement and the vote date.

As Mr. Williment explains, degree students wish to contribute \$3.67 per credit hour and diploma students wish to contribute \$2.39 per credit hour, for a three-year term to the Agricultural and Food Sciences Endowment, Student Initiative, and Bursary funds. This will result in a contribution of \$238,920 (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 2021/2022 fiscal year.

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

Yours sincerely,

Martin Scanlon, C&G, Ph.D.  
Dean  
Faculty of Agricultural and Food Sciences

cc: Andrew Colvin, External Relations

March 30, 2021

Dr. Martin Scanlon  
Dean, Faculty of Agricultural and Food Sciences  
256 Agriculture Building  
University of Manitoba

Dear Dr. Scanlon,

On March 18<sup>th</sup> and 19<sup>th</sup>, the Faculty of Agricultural and Food Science Student's Organization held a vote to support the Endowment, Student Initiative, Community Involvement, and Bursary funds. We proposed a contribution of \$3.67 per credit hour from each Degree student and \$2.39 per credit hour from each Diploma student, for a three year term beginning in the fall of 2021. This amounts to an approximate donation of \$110 per student per year. We are pleased to inform you that the vote was successful and as such, the students will be contributing \$238,920 (pending student enrolment) to the Faculty of Agricultural and Food Science over the next three years. The ballot read as follows:

**FACULTY OF AGRICULTURAL & FOOD SCIENCES  
2020-21 STUDENT GIVING BALLOT**

**Degree:** I agree to make a contribution of \$3.67 per credit hour  
(\$110 per year for 30 credit hours)  
**Diploma:** I agree to make a contribution of \$2.39 per credit hour  
(\$110 per year for 46 credit hours)

to be paid at the time of registration.

This contribution will be directed to Agricultural & Food Sciences as follows:

60% Student Initiative Fund  
25% Endowment Fund  
8% Bursary Fund  
7% Community Involvement Prize Fund

The term for this agreement is to be 3 years

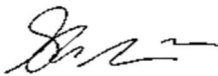
**Yes**                       **No**

There was a 25% participation rate with 181 of the 724 eligible student voters casting a ballot. There were 86 "yes" votes, 62 "no" votes, and 33 abstentions.

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

FASO supports the results of this vote and asks that the university take the necessary steps to implement the contributions. We are requesting that you forward this information to Dr. Michael Benarroch, 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,



Shawn Williment  
Senior Stick, FASO

cc: Andrew Colvin, External Relations



April 6, 2021

Dr. Michael Benarroch  
President and Vice-Chancellor  
University of Manitoba

Dear Dr. Benarroch,

I am pleased to inform you that the students in the Faculty of Arts have voted to make contributions to the Faculty through their student giving program.

Attached you will find the letter I received from Ewurafua Opoku-Agyeman, President of the Arts Student Body Council (ASBC). The letter details how proper notice was provided to the students about the student giving initiative, including the disbursement and the vote date through emails sent, and an online open forum held by the members of the student council.

As Ewurafua explains, the students wish to contribute \$0.33 per credit hour for three years, to the Faculty of Arts Student Initiative Fund. This will result in a contribution of \$114,990 (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 2021/2022 fiscal year.

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

Sincerely,



Dr. Jeffery Taylor  
Dean, Faculty of Arts

enclosure

cc: Andrew Colvin, External Relations

March 31, 2021

Dr. Jeffery Taylor  
Dean, Faculty of Arts  
310 Fletcher Argue Bldg  
University of Manitoba,  
Winnipeg, MB R3T 2N2

Dear Dr. Taylor,

On March 25 and 26, the Arts Student Body Council (ASBC) held a vote to support the Faculty of Arts Student Initiative Fund. Each student was proposed with making a donation of \$0.33 per credit hour for a three year term, beginning in the fall of 2021. This amounts to an approximate donation of \$10 per student per year. I am pleased to inform you that the vote was successful and as such, the students will be contributing \$114,990 (pending student enrolment) to the Faculty of Arts over the next year. The ballot read as follows:

<p style="text-align: center;"><b>FACULTY OF ARTS</b> <b>2020/21 STUDENT GIVING BALLOT</b></p> <p style="text-align: center;">I agree to make a contribution of \$0.33 per credit hour (\$10 per year for 30 credit hours) to be paid at the time of registration.</p> <p style="text-align: center;">100% of this contribution will be directed towards the Student Initiative Fund.</p> <p style="text-align: center;">The term for this agreement is to be 3 years.</p> <p style="text-align: center;"><input type="checkbox"/> Yes                      <input type="checkbox"/> No</p>
---

There was a 9.2% participation rate with 354 of the 3,833 eligible student voters casting a ballot. Of those, 317 were “yes” votes and 37 were “no” votes.

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

ASBC supports the results of this vote and asks that the university take the necessary steps to implement the contributions. We are requesting that you forward this information to Dr. Michael Benarroch, 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,



Ewurafua Opoku-Agyeman,  
President of the Arts Student Body Council

cc: Andrew Colvin, External Relations



**University  
of Manitoba**

**Rady Faculty of  
Health Sciences**

**Dr. Gerald Niznick College of Dentistry**  
School of Dental Hygiene  
D212-780 Bannatyne Ave  
Winnipeg, Manitoba R3E 0W2  
Tel: 204- 789-3574  
Fax: 204-789-3948  
mary.bertone@umanitoba.ca

April 8, 2021

Dr. Michael Benarroch  
President and Vice-Chancellor  
University of Manitoba

Dear Dr. Benarroch,

I am pleased to inform you that the students in the School of Dental Hygiene have once again voted to continue making contributions to the school through their student giving program.

Attached you will find the letter I received from Emili Trpkoska, DH2 Class President with the Manitoba Dental Hygiene Student Association. The letter details how proper notice was provided to the students about the student giving initiative, including the disbursement and the vote date through emails sent, and an online open forum held by the members of the student council.

As Emili explains, the students wish to contribute \$40 per term for a three years, to Smiles for Miles and Dental Hygiene 4 U. This will result in a contribution of \$12,240 (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 2021/2022 fiscal year.

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

Sincerely,

Prof. Mary Bertone  
Director, School of Dental Hygiene

cc: Andrew Colvin, External Relations

April 6, 2021

Prof. Mary Bertone  
Director, School of Dental Hygiene  
D212B Dentistry Bldg  
University of Manitoba,  
Winnipeg, MB R3E 0T6

Dear Professor Bertone,

On April 1<sup>st</sup> and 2<sup>nd</sup>, the Manitoba Dental Hygiene Student Association held a vote to support Smiles for Miles and Dental Hygiene 4 U. Each student was proposed with making a donation of \$40 per semester for a three year term, beginning in the fall of 2021. This amounts to an approximate donation of \$80 per student per year. I am pleased to inform you that the vote was successful and as such, the students will be contributing \$12,240 (pending student enrolment) to the School of Dental Hygiene over the next three years. The ballot reads as follows:

<p style="text-align: center;"><b>DENTAL HYGIENE 2020/21 STUDENT GIVING BALLOT</b></p> <p style="text-align: center;">I agree to make a contribution of \$40.00 per term (\$80.00 per year) to be paid at the time of registration.</p> <p style="text-align: center;">This contribution will be directed to Dental Hygiene as follows: 50% Smiles for Miles 50% Dental Hygiene 4 U</p> <p style="text-align: center;">The term for this agreement is to be 3 years</p> <p style="text-align: center;"><input type="checkbox"/> Yes                      <input type="checkbox"/> No</p>
--

There was a 33.3% participation rate with 17 of the 51 eligible student voters casting a ballot. Of those, 13 were “yes” votes and 4 were “no” votes.

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

The Manitoba Dental Hygiene Student Association supports the results of this vote and asks that the university take the necessary steps to implement the contributions. We are requesting that you forward this information to Dr. Michael Benarroch, 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,



Emili Trpkoska, DH2 Class President  
(she/her)

cc: Andrew Colvin, External Relations

April 8, 2021

Dr. Michael Benarroch  
President and Vice-Chancellor  
University of Manitoba

Dear Dr. Benarroch,

I am pleased to inform you that the dental students at the Dr. Gerald Niznick College of Dentistry have once again voted to continue making contributions to the college through their student giving program.

Attached you will find the letter I received from Derek Oryniak, Senior Stick of the Manitoba Dental Students Association. The letter details how proper notice was provided to the dental students about the student giving initiative, including the disbursement and the vote date through emails sent, and an online open forum held by the members of the student council.

As Derek explains, the students wish to contribute \$87.50 per term for three years, to the College of Dentistry Student Initiative Fund. This will result in a contribution of \$76,650 (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 2021/2022 fiscal year.

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

Sincerely,

A handwritten signature in blue ink, appearing to read 'AKC', with a long horizontal flourish extending to the right.

Dr. Anastasia Kelekis-Cholakis  
Dean, College of Dentistry

cc: Andrew Colvin, External Relations

March 30, 2021

Dr. Anastasia Kelekis-Cholakis  
Dean, College of Dentistry  
D113 Dental Building  
University of Manitoba  
Winnipeg, MB R3E 0W2

Dear Dr. Kelekis-Cholakis,

On March 17<sup>th</sup> and 18<sup>th</sup>, the Manitoba Dental Student Association held a referendum to support the College of Dentistry Student Initiative Fund. Each student was proposed with making a donation of \$87.50 per term for three years, beginning in the fall of 2021. This amounts to an approximate donation of \$175 per student per year. I am pleased to inform you that the vote was successful and as such, the students will be contributing \$76,650 (pending student enrolment) to the College of Dentistry over the next three years. The ballot reads as follows:

<p><b>COLLEGE OF DENTISTRY</b> <b>2020/21 STUDENT GIVING BALLOT</b></p> <p>I agree to make a contribution of \$175 per year (\$87.50 per term) to be paid at the time of registration.</p> <p>100% of this contribution will be directed to the Dentistry Student Initiative Fund</p> <p>The term for this agreement is to be 3 years</p> <p><input type="checkbox"/> <b>Yes</b>                      <input type="checkbox"/> <b>No</b></p>
--

There was a 48.6 % participation rate with 71 of the 146 eligible student voters casting a ballot. Of those votes, 58 were "yes" votes, 13 were "no" votes and there were no spoiled ballots.

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

The Manitoba Dental Student Association 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. Michael Benarroch, 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,



Derek Oryniak  
Senior Stick, MDSA

cc: Andrew Colvin, External Relations



**University  
of Manitoba**

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

440 Wallace Building  
Winnipeg, Manitoba  
Canada R3T 2N2  
General Office (204) 474-7252  
Fax: 275-3147

April 1, 2021

Dr. Michael Benarroch  
President and Vice-Chancellor  
University of Manitoba

Dear Dr. Benarroch,

I am pleased to inform you that the students in the Clayton H. Riddell Faculty of Environment, Earth, and Resources have once again voted to continue making contributions to the faculty through their student giving program.

Attached you will find the letter I received from Cortney Jaworski, Senior Stick of the Society of Earth Sciences and Environmental Students. The letter details how proper notice was provided to the students about the student giving initiative, including the disbursement and the vote date through emails sent, and an online open forum held by the members of the student council.

As Cortney explains, the students wish to contribute \$3.00 per credit hour for a two year term, to the Faculty of Environment, Earth, and Resources Student Fund, and the Environment, Earth and Resources Student Award. This will result in a contribution of \$84,420 (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 2021/2022 fiscal year.

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

Sincerely,

Dr. Stephan Pflugmacher Lima  
Dean, Clayton H. Riddell Faculty of Environment, Earth, and Resources  
The University of Manitoba

Cc: Andrew Colvin, External Relations

March 30, 2021

Dr. Stephan Pflugmacher Lima  
Dean, Clayton H. Riddell Faculty of Environment, Earth, and Resources  
University of Manitoba  
Winnipeg, MB R3T 2N2

Dear Dr. Pflugmacher Lima,

On March 24<sup>th</sup>, 25<sup>th</sup>, and 26<sup>th</sup>, the Society of Earth Sciences and Environmental Students held a vote to support the Environment, Earth and Resources Student Fund, and the Environment, Earth and Resources Student Award. Each student was proposed with making a donation of \$3.00 per credit hour for a two year term, beginning in the fall of 2021. This amounts to an approximate donation of \$90 per student per year. I am pleased to inform you that the vote was successful and as such, the students will be contributing \$84,420 (pending student enrolment) to the Faculty of Environment, Earth, and Resources over the next two years. The ballot read as follows:

**CLAYTON H. RIDDELL FACULTY OF ENVIRONMENT, EARTH,  
AND RESOURCES 2020-21 STUDENT GIVING BALLOT**

I agree to make a contribution of \$3.00 per credit hour (\$90 per year)  
to be paid at the time of registration.

This contribution will be directed to Environment, Earth, & Resources as follows:

93% (\$84) Environment, Earth, & Resources Student Fund  
7% (\$6)

The term for this agreement is to be 2 years

**Yes**                       **No**

There was a 7.2% participation rate with 34 of the 469 eligible student voters casting a ballot. Of those, 30 were “yes” votes and 4 were “no” votes.

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

The Society of Earth Sciences and Environmental Students supports the results of this vote and asks that the university take the necessary steps to implement the contributions. We are requesting that you forward this information to Dr. Michael Benarroch, 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,



Cortney Jaworski  
Senior Stick, SESES

cc: Andrew Colvin, External Relations





April 5, 2021

Dr. Michael Benarroch  
President and Vice-Chancellor  
University of Manitoba

Dear Dr. Benarroch,

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 giving program.

Attached you will find the letter I received from George Cai, Senior Stick of the Manitoba Medical Students' Association. The letter details how proper notice was provided to the students about the student giving initiative, including the disbursement and the vote date through emails sent, and an online open forum held by the members of the student council.

As George explains, the students wish to contribute \$100 per student for a three year term, to the College of Medicine Student Scholarship and the Student Initiative Fund. This will result in a contribution of \$133,500 (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 2021/2022 fiscal year.

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

Sincerely,

Brian Postl, CM, OM, MD, FRCPC  
Dean, Max Rady College of Medicine  
Dean and Vice-Provost, Rady Faculty of Health Sciences  
University of Manitoba

cc: Andrew Colvin, External Relations

April 1st, 2021

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

Dear Dr. Postl,

From March 25<sup>th</sup> – 27<sup>th</sup>, the Manitoba Medical Students' Association (MMSA) held a vote to support the College of Medicine Student Scholarship and the Medicine Student Initiative Fund. Each student was proposed with making a donation of \$100 per student for a three-year term, beginning in the Fall of 2021. I am pleased to inform you that the vote was successful and as such, the students will be contributing \$133,500 (pending student enrolment) to the College of Medicine over the next three years. The ballot read as follows:

<p style="text-align: center;"><b>COLLEGE OF MEDICINE</b> <b>2020/21 STUDENT GIVING BALLOT</b></p> <p style="text-align: center;">I agree to make a contribution of \$50 per term (\$100 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 Medicine as follows:</p> <p style="text-align: center;">50% Medicine Student Scholarship 50% Medicine Student Initiative Fund</p> <p style="text-align: center;">The term for this agreement is to be 3 years</p> <p style="text-align: center;"><input type="checkbox"/> <b>Yes</b>                      <input type="checkbox"/> <b>No</b></p>
---

There was a 42.4% participation rate with 188 of the 443 eligible student voters casting a ballot. Of those, 147 were “yes” votes and 41 were “no” votes.

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

The MMSA supports the results of this vote and asks that the university take the necessary steps to implement the contributions. We are requesting that you forward this information to Dr. Michael Benarroch, 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,



George Cai  
Senior Stick, Manitoba Medical Students' Association  
Class of 2021, Max Rady College of Medicine  
University of Manitoba

cc: Andrew Colvin, External Relations

April 5, 2021

Dr. Michael Benarroch  
President and Vice-Chancellor  
University of Manitoba

Dear Dr. Benarroch,

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 giving program.

Attached, you will find the letter I received from Mr. Isaac Tate, Senior Stick of the Desautels Faculty of Music Students Association. The letter details how proper notice was provided to the students about the student giving initiative, including the disbursement and the vote date.

As Isaac explains, the students wish to contribute \$2.00 per credit hour for a three-year term, to the Music Endowment, and the Music Student Initiative funds. This will result in a contribution of \$38,700 (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 2021/2022 fiscal year.

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

Sincerely,

A handwritten signature in black ink that reads "Edward Jurkowski". The signature is written in a cursive style with a prominent initial "E".

Edward Jurkowski, Ph.D.  
Dean, Marcel A. Desautels Faculty of Music

cc: Andrew Colvin, External Relations

March 30, 2021

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

Dear Dr. Jurkowski,

On March 1<sup>st</sup> and 2<sup>nd</sup>, the Faculty of Music Students Association held a vote 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 three year term, beginning in the fall of 2021. 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 \$38,700 (pending student enrolment) to the Faculty of Music over the next three years. The ballot read as follows:

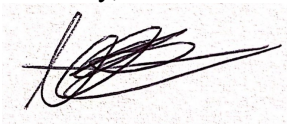
<p style="text-align: center;"><b>MARCEL A. DESAUTELS FACULTY OF MUSIC 2020-21 STUDENT GIVING BALLOT</b></p> <p style="text-align: center;">I agree to make a contribution of \$2.00 per credit hour (\$60 per year for 30 credit hours) to be paid at the time of registration.</p> <p style="text-align: center;">This 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 3 years</p> <p style="text-align: center;"><input type="checkbox"/> Yes                      <input type="checkbox"/> No</p>
--

There was a 41.4% participation rate with 89 of the 215 eligible student voters casting a ballot. Of those, 63 were “yes” votes and 24 were “no” votes.

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

The Faculty of Music Students Association supports the results of this vote and asks that the university take the necessary steps to implement the contributions. We are requesting that you forward this information to Dr. Michael Benarroch, 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,



Isaac Tate,  
Senior Stick, Faculty of Music Students Association

cc: Andrew Colvin, External Relations

April 5, 2021

Dr. Michael Benarroch  
President and Vice-Chancellor  
University of Manitoba  
Winnipeg, Manitoba R3T 2N2

Dear Dr. Benarroch,

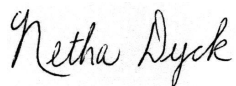
I am pleased to inform you that the students in the College of Nursing have once again voted to continue making contributions to the College through their student giving program.

Attached you will find the letter I received from Miranda Stead, Vice Stick of the Nursing Students' Association. The letter details how proper notice was provided to the students about the student giving initiative, including the disbursement and the vote date through emails sent, and an online open forum held by the members of the student council.

As Miranda explains, the students wish to contribute \$3.50 per credit hour for a three year term, to the Nursing Endowment, Student Initiative, NSA Lounge Improvements, and Humanitarian funds. This will result in a contribution of \$235,620 (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 2021/2022 fiscal year.

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

Sincerely,



Dr. Netha Dyck  
Dean, College of Nursing, Rady Faculty of Health Sciences

cc: Andrew Colvin, External Relations

March 30, 2021

Dr. Netha Dyck,  
Dean, College of Nursing, Rady Faculty of Health Sciences  
Helen Glass Centre for Nursing  
89 Curry Place  
Winnipeg, Manitoba R3T 2N2

Dear Dr. Dyck,

From March 8<sup>th</sup> to 12<sup>th</sup>, the Nursing Student's Association held a vote to support the College of Nursing Endowment, Student Initiative, Student Lounge and NSA Office Improvements, and Humanitarian funds. Each student was proposed with making a donation of \$3.50 per credit hour for a three year term, beginning in the fall of 2021. This amounts to an approximate donation of \$105 per student per year. I am pleased to inform you that the vote was successful and as such, the students will be contributing \$235,620 (pending student enrolment) to the College of Nursing over the next three years. The ballot read as follows:

<p style="text-align: center;"><b>COLLEGE OF NURSING 2020/21 STUDENT GIVING BALLOT</b></p> <p style="text-align: center;">I agree to make a contribution of \$3.50 per credit hour (\$105 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 as follows:</p> <p style="text-align: center;">85% Endowment Fund 8% Student Initiative Fund 5% NSA Lounge Improvements 2% Humanitarian Fund</p> <p style="text-align: center;">The term for this agreement is to be 3 years</p> <p style="text-align: center;"><input type="checkbox"/> <b>Yes</b>                      <input type="checkbox"/> <b>No</b></p>
---

There was a 23.8% participation rate with 178 of the 748 eligible student voters casting a ballot. Of those, 87 were "yes" votes, 69 were "no" votes and 11 were spoiled ballots.

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

The Nursing Student's Association supports the results of this vote and asks that the university take the necessary steps to implement the contributions. We are requesting that you forward this information to Dr. Michael Benarroch, 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,



Miranda Stead  
Vice Stick, Nursing Students' Association

cc: Andrew Colvin, External Relations



**Office of the Dean  
College of Pharmacy**  
Apotex Centre  
750 McDermot Avenue  
Winnipeg, Manitoba  
Canada R3E 0T5  
T: 204 474 9306  
pharmacy@umanitoba.ca

April 1, 2021

Dr. Michael Benarroch  
President and Vice-Chancellor  
University of Manitoba

Dear Dr. Benarroch,

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 giving program.

Attached you will find the letter I received from Marianna Pozdirca, President-Elect of the University of Manitoba Pharmacy Students' Association. The letter details how proper notice was provided to the students about the student giving initiative, including the disbursement and the vote date.

As Marianna 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 \$45,440 (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 2021/2022 fiscal year.

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

Sincerely,

Dr. Lalitha Raman-Wilms  
Dean, College of Pharmacy

cc: Andrew Colvin, External Relations

March 30, 2021

Dr. Lalitha Raman-Wilms  
Dean, College of Pharmacy  
Apotex Centre, 750 McDermot Ave. W.  
University of Manitoba  
Winnipeg, MB R3E 0T5

Dear Dr. Raman-Wilms,

On March 26<sup>th</sup>, 27<sup>th</sup>, and 28<sup>th</sup>, the University of Manitoba Pharmacy Students Association held a vote 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 2021. 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 \$45,440 (pending student enrolment) to the College of Pharmacy over the next two years. The ballot read as follows:

**COLLEGE OF PHARMACY  
2020/21 STUDENT GIVING BALLOT**

I agree to make a 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:

68.75% Pharmacy Student Initiative  
25% CAPSI Membership  
6.25% Pharmacy Endowment

The term for this agreement is to be 2 years

Yes

No

There was a 25.4% participation rate with 36 of the 142 eligible student voters casting a ballot. Of those, 36 were “yes” votes and 0 were “no” votes.

Prior to the vote, we conducted an online open forum and sent emails to ensure all students were made aware of information detailing the voting 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 vote and asks that the university take the necessary steps to implement the contributions. We are requesting that you forward this information to Dr. Michael Benarroch, 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,



Marianna Pozdirca  
President-Elect, University of Manitoba Pharmacy Students' Association (UMPhSA)

cc: Andrew Colvin, External Relations



### AGENDA ITEM:

2021–2022 Residence Room and Meal Plan Rates

### RECOMMENDED RESOLUTION:

**That the Board of Governors approves:**

**A) Residence room rates (per term) for 2021-22 of:**

Pembina Hall Residence- \$4,099

Arthur Mauro Residence- \$4,384

Mary Speechly Hall Residence- \$2,000 (double); \$3,130 (single); \$3,913 (super single)<sup>1</sup>

University College Residence- \$2,037 (double); \$3,189 (single); \$3,986 (super single)<sup>1</sup>

**B) Meal plan rates (per term) for 2021-22 of:**

10 Meals per Week plus \$250 FoodBucks - \$2,772

15 Meals per Week plus \$250 FoodBucks - \$2,981

7-Day Unlimited plus \$100 FoodBucks - \$3,073

UC FoodBucks Plan - \$1,800

UC Flex Plan (\$750 FoodBucks plus 100 meals at Fresh Food Company) - \$2,260

**C) Extended stay fee (holiday break) for 2021-22 of: \$300**

<sup>1</sup> Super singles would be introduced in a reduced capacity scenario converting doubles to single occupancy

### CONTEXT AND BACKGROUND:

There are four University-operated student residence facilities on campus offering a variety of room and meal plan options with a total of 1177 beds.

**Pembina Hall Residence**

- Semi-suite style residence with private washroom
- Choice of three **mandatory** meal plan options<sup>1</sup>
- 357 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
- 316 beds
- Year built: 2003

### **Mary Speechly Hall**

- Dormitory-style residence with double or single rooms; communal washrooms
- Choice of three **mandatory** meal plan options <sup>1</sup>
- 246 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 <sup>2</sup>
- 258 beds
- Year built: 1964

#### **<sup>1</sup> Mandatory Meal Plan Options:**

- 10 meals per week
- 15 meals per week
- 7-day unlimited plan

#### **<sup>2</sup> Mandatory Declining Balance Meal Plans:**

- UC FoodBucks Plan – FoodBucks only
- UC Flex Plan - \$750 in FoodBucks plus 100 meals per term at Fresh Food Company

Student Residences occupancy rates are historically around 97% but this past year we saw occupancy rates drop to around 30% due to the effects of the pandemic. In recent years, the student demographic in residences has been 65% international / 35% domestic, and approximately 65% of all resident students are first year students. This year, 77% of residence students were international and 39% were first year 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 \$1855 to \$2130 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 300-bed, gender-split student residence using a P3 model. Negotiations with a selected developer/operator and the University of Manitoba are ongoing.

This year's accommodation and meal plan proposals are based on our experience with pandemic operations since March 2020. Student Residences and the Pembina Hall Dining Hall have remained open and operational at all times with the approval of the University's COVID Recovery Steering Committee. Pembina Hall Residence and Arthur V. Mauro Residence were the only buildings open since the Summer of 2020 as they offer single occupancy accommodations with a private washroom. This structure facilitates self-isolation accommodation and meal delivery as necessary. The maximum capacity is 514 students in this modified state and we have housed between 300 and 350 students since Summer 2020.

## **Proposed 2021-22 Room Rates**

### **Recommendation:**

- The **Pembina Hall Residence** room rate would increase from \$4,019 to \$4,099 per term.
- The **Arthur V. Mauro Residence** room rate would increase from \$4,298 to \$4,384 per term.
- The **Mary Speechly Hall** single room rate would increase from \$3,069 to \$3,130; the double room rate would increase from \$1,961 to \$2,000 per term; and super single rate introduced at \$3,913 (if needed).
- The **University College** single room rate would increase \$3,126 to \$3,189 ; the double room rate would increase from \$1,997 to \$2,037 per term; and super single rate introduced at \$3,189 (if needed).
- **Extended stay fee** (holiday break) would increase from \$120 to \$300 and would now include a meal plan.

### **Rationale:**

Unlike the past several years, we have reduced our capital expenditures and residence facility improvements as a direct result of the financial impact of the pandemic on Student Residences and Ancillary Services this year. With the possible exception of replacing end-of-life windows in Mary Speechly, we anticipate a similar spending trend next year, focusing instead on general room maintenance (taking advantage of unoccupied rooms/spaces), enhanced cleaning practices, self-isolation services and general building upkeep. Given this, we are proposing a more modest room rate increase (compared to previous years) of 2% to cover general operating and maintenance costs.

The residence buildings, room types and occupancy configurations offered in 2021-22 will ultimately depend upon the state of the pandemic, prevailing health recommendations, public health order restrictions and demand. However, with an anticipated phased reopening plan for the University in 2021-22 – with potentially a full return to campus in Winter Term – occupancy will likely be limited to AVM and PHR for the Fall Term and given demand, we would add a reduced number of single occupancy rooms in MSH and/or UCR for the Winter Term. Tables 4, 5 and 6 provide our business plan and financial projection based on three occupancy scenarios:

- 1) **Phased Reopening**- based on the University's proposed reopening plan;
- 2) **Normal Campus Presence with Limited Restrictions**- reflecting a best case scenario;
- 3) **Minimal Campus Presence with Full Restrictions**- similar to pandemic operations in 2020-21.

We are also seeking Board approval for a \$300 extended stay fee for students staying over the 2021-2022, twelve-day holiday break. This year, in order to better serve our students and realize administrative efficiencies, we are proposing a required meal plan be added and all students automatically be enrolled for the extended stay. This change is largely driven by the anticipated need to continue to provide self-isolation meals and the uncertainty surrounding access to community kitchen spaces. Students who do not intend to stay over the break may opt out and receive a full refund.

As illustrated in Table 1 the 2% proposed increase is less than the 2020 average rate increases for off-campus properties within close proximity to the University for all room type categories. The 2% is also below the CHMC published rate increases for all of Winnipeg as shown in Table 2.

Table 3 compares the U of M's current room rates with other prairie province university residence rates as well as the Arc - a new, purpose-built student housing development operated by Campus Living Centres – and other off-campus housing options within an 8 km radius. When compared to other universities, our rates remain consistent and in line with previous years' comparisons with our suite style accommodations remaining a little higher than average but our traditional housing remaining competitively priced.

For the purposes of simplicity and comparison, Table 3 has amalgamated the ten different room types at the Arc into four room types by averaging their monthly rates. For some of their room types – particularly the shared double rooms – their rates appear competitive. They accomplish this by offering housing to students in the same way we do, by contracting individual beds to students as opposed to leasing the entire suite. However, after adding transportation costs and the 12 month lease requirement, the rate may not be so competitive after all.

More importantly, there are significant value-adds to on-campus living that simply does not exist in housing developments like the Arc. What sets UM residence living apart is our developmental and programming infrastructure that is integrated into our housing model; Student Residences provides notable advantages to student success in addition to providing a sense of community and genuine connection to the University of Manitoba. Given these advantages, we remain confident that the proposed rate increase should not detract UM students from continuing to make Student Residences their first choice when it comes to housing options.

### **Proposed 2021-22 Meal Plan Rates:**

#### **Recommendation:**

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

- 10 Meals per Week plus \$250 FoodBucks increase from \$2,665 to \$2,772 per term
- 15 Meals per Week plus \$250 FoodBucks increase from \$2,866 to 2,981 per term
- 7-Day Unlimited plus \$100 FoodBucks increase from \$2,955 to \$3,073 per term

##### **2. University College Residence Declining Balance Meal Plan Options**

- UC Foodbucks Plan - \$1,800 FoodBucks per term. The cost of the plan would increase from \$1,730 per term to \$1,800 per term
- UC Flex Plan – \$750 in FoodBucks plus 100 meals at the Fresh Food Company. The plan would increase from \$2,170 per term to \$2,260 per term.

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

#### **Rationale:**

Consistent with our occupancy plans for 2021-22, the residence options for meals will be dependent on pandemic related health and safety restrictions at the time. Ultimately, the re-opening of retail dining locations on campus and full dining hall capacities will dictate whether all of the meal plans proposed above will be offered. If we are not able to offer all options, similar to this year, we will remove the FoodBucks plans and FoodBucks add-ons from these plans and change the 7-day unlimited plan to a 21 meal per week plan.

For 2021-22, we are proposing a 4% increase to all meal plans. The 4% increase reflects a forecasted 3-5% overall increase in food costs, according to the Canada Food Price Report<sup>1</sup> and

absorbs a scheduled 1% wage increase for all Dining Services staff. According to the report, “the effect of COVID-19 on the Canadian agri-food chain and global food systems from farmgate to consumer will carry over in 2021”. The report forecasts the largest cost increases to be in the range of 4.5% – 6.5% for both meat and vegetables. The proposed increase is also intended to account for incremental expenses related to the need for sustainable carryout containers/cutlery options, meal delivery, and added health and safety measures/modifications, practices, and PPE.

By comparison, the University of Winnipeg (U of W) mandatory declining balance plans start at a higher cost than comparable plans at the University of Manitoba. For reference purposes, the three non-taxable declining balance meal plans in 2020-21 that are available at the U of W carry per-term prices ranging from \$1,900 per term to \$2,875. It should be noted that meal plan costs are also higher at both St. John’s and St. Andrew’s College Residences. Their board plans are \$3,340 and \$3,200 per term respectively.

<sup>1</sup> Canada’s Food Price Report 11<sup>th</sup> Edition, published by Dalhousie University, the University of Guelph, University of Saskatchewan and University of British Columbia, December 2021

### Rate Summary

	Current Rate	Proposed Rate	Change
<b>Room Rates</b>			
PHR	\$4,019	\$4,099	2%
AVM	\$4,298	\$4,384	2%
MSH – Single	\$3,069	\$3,130	2%
MSH – Double	\$1,961	\$2,000	2%
MSH – Super Single	N/A	\$3,913	N/A
UCR – Single	\$3,126	\$3,189	2%
UCR – Double	\$1,997	\$2,037	2%
UCR – Super Single	N/A	\$3,986	N/A
Extended Stay Fee (holiday break)	\$120	\$300	4% plus \$175 meal plan
<b>Meal Plan Rates</b>			
MSH/PHR			
10 meals per week plus \$250 FB	\$2,665	\$2,772	4%
15 meals per week plus \$250 FB	\$2,866	\$2,981	4%
7-day unlimited plus \$100 FB	\$2,955	\$3,073	4%
UCR			
UC FoodBucks Plan - \$1,575 Foodbucks only	\$1,730	\$1,800	4%
UC Flex Plan - \$750 Foodbucks plus 100 meals at the Fresh Food Company	\$2,170	\$2,260	4%

**RESOURCE REQUIREMENTS:**

N/A

**CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:**

Student Residences continues to work towards building Community and providing our students with a variety of accommodation facilities, dining services and developmental 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.

**ALTERNATIVES:**

Alternatives range from closing residences altogether, to a full re-opening of normal operations. In this COVID-19 recovery process, constant consideration must be given to the mix of accommodation styles, dining options, and residence life programming based on public health directives and University oversight.

**CONSULTATION:**

The following have been consulted on the contents of this submission: Director of Student Residences; Director of Ancillary Services; General Manager of Dining Services and Accounting Manager of Ancillary Services. Additional information was received from various privately operated apartment complexes near Fort Garry Campus, as well as local and comparable Canadian higher education institutions. The COVID Recovery Steering Committee in collaboration with the Health & Safety Committee and Operations Committee approved the operation of Student Residences and were consulted on recommended changes.

**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"/>	<u><i>Andrea Edmunds</i></u>	March 30, 2021
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<u><i>M. Stone</i></u>	April 12, 2021
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<u><i>M. Bevan</i></u>	April 13, 2021
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<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- 2019-20 Local Off-Campus Living Rate Increases*
- Table 2 - 2020 Winnipeg Rental Market Information*
- Table 3 - 2020-21 Cost of Living Comparison (monthly cost per person)*
- Table 4 - Ancillary Services Business Plan for Student Residences Phased Reopening*
- Table 5 - Ancillary Services Business Plan for Student Residences Normal Campus Presence with Limited Restrictions*
- Table 6 - Ancillary Services Business Plan for Student Residences Full Restrictions*

Table 1

## 2019/20 Local Off-Campus Living Rate Increases

Unit type	December 2019			December 2020			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	
<b>Bachelor</b>	\$766	\$1,077	<b>\$922</b>	\$771	\$1,133	<b>\$952</b>	<b>3.23%</b>
<b>1 bedroom</b>	\$872	\$1,703	<b>\$1,275</b>	\$877	\$1,708	<b>\$1,308</b>	<b>2.61%</b>
<b>2 bedroom</b>	\$532	\$1,060	<b>\$799</b>	\$534	\$1,124	<b>\$824</b>	<b>3.17%</b>
<b>3 bedroom</b>	\$395	\$697	<b>\$539</b>	\$395	\$750	<b>\$555</b>	<b>2.94%</b>
<b>4+ bedroom</b>	\$349	\$378	<b>\$364</b>	\$365	\$947	<b>\$567</b>	<b>*55.91%</b>

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 from campus.

*\*The Arc student housing complex introduced a new four-bedroom suite concept on a per bed lease rate.*



Table 2

## 2020 Winnipeg Rental Market Information

December 2019

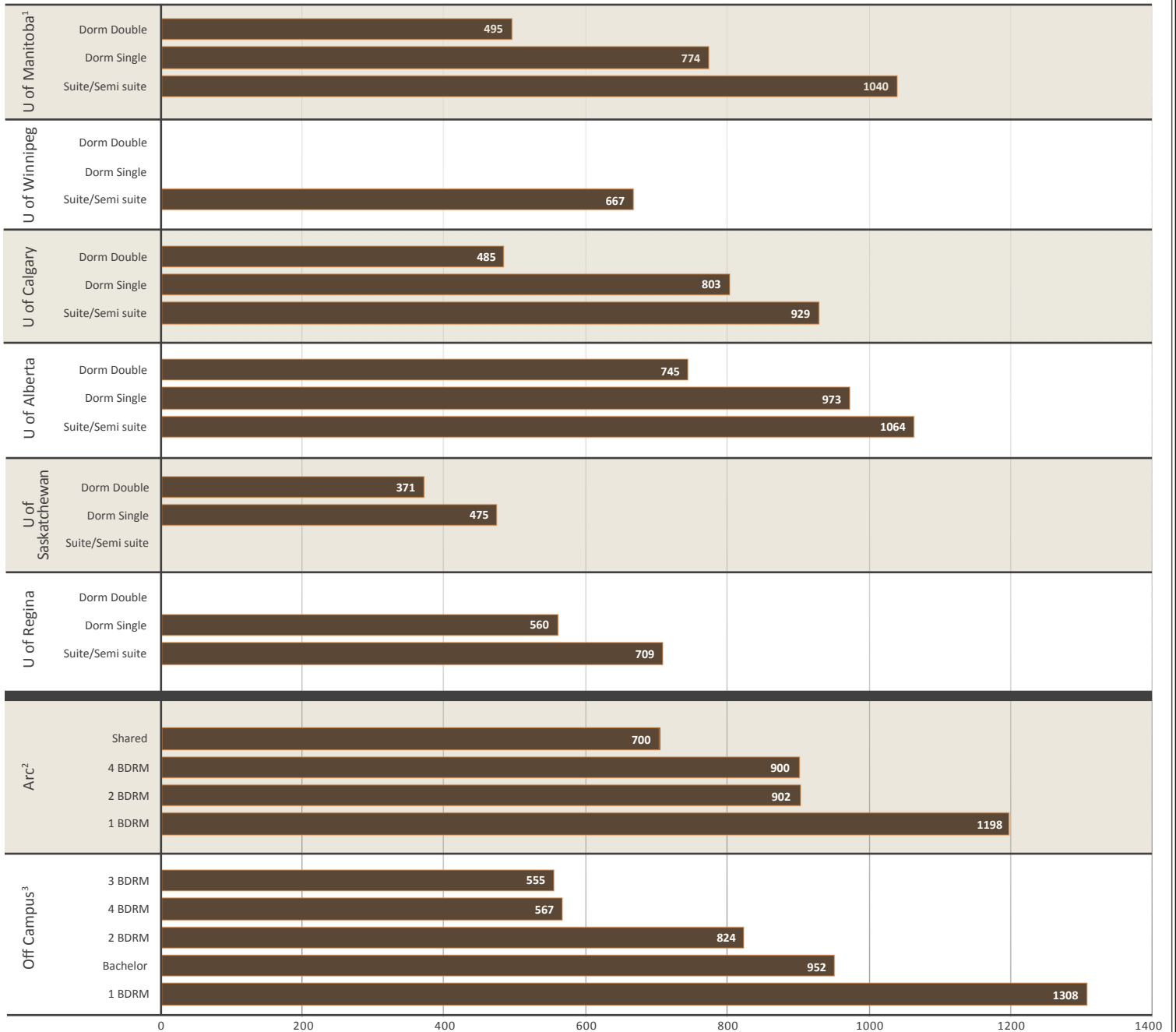
December 2020

Unit type	Vacancy rate Winnipeg (%)	Room rent rate for Winnipeg (\$)	Vacancy rate Winnipeg (%)	Room rent rate for Winnipeg (\$)	% Change
<b>Bachelor</b>	3.2%	\$733	3.9%	\$757	<b>3.27%</b>
<b>1 bedroom</b>	3.4%	\$957	4.3%	\$991	<b>3.55%</b>
<b>2 bedroom</b>	2.6%	\$1,223	3.4%	\$1,262	<b>3.18%</b>
<b>3+ bedroom</b>	5.9%	\$1,543	2.5%	\$1,577	<b>2.20%</b>

Note: This data was collected from the CMHC Rental Market Report released in January 2021.

Table 3

## 2020-21 Cost of Living Comparison (monthly cost per person)



<sup>1</sup> Student Residences rates are for a September to April contract only. Rates include furniture, all utilities, residence life support, programming and orientations, and tenant insurance.

<sup>2</sup> Arc student housing rates (2021) are based on a 12-month lease, are furnished and include all utilities.

<sup>3</sup> Rates for off-campus housing are based on a 12-month lease, unfurnished apartments and surveyed properties within an 8 km radius from campus. Rates include all utilities (Internet, cable, hydro) and a furniture allowance.

Table 4

## Ancillary Services Business Plan for Student Residences Phased Reopening

	Actual 2019	Actual 2020	Projected 2021	Projected 2022	Planned 2023	Planned 2024	Planned 2025	Planned 2026
Regular room session revenues	7,741,081	7,739,789	2,646,000	5,775,720	8,622,176	8,880,841	9,147,266	9,421,684
Summer & conference revenues	1,206,998	1,194,366	627,000	668,750	1,230,556	1,242,862	1,255,291	1,267,844
Other income	473,211	453,680	191,000	272,208	467,427	472,101	476,822	481,590
	<u>9,421,290</u>	<u>9,387,835</u>	<u>3,464,000</u>	<u>6,716,678</u>	<u>10,320,159</u>	<u>10,595,805</u>	<u>10,879,379</u>	<u>11,171,119</u>
Salaries, benefits and CDI	1,493,748	1,485,696	1,368,548	1,467,157	1,612,686	1,644,939	1,677,838	1,711,395
Taxable benefits	269,721	311,317	172,200	327,070	336,882	346,988	357,398	368,120
Repairs and maintenance	303,537	455,432	397,500	473,831	483,308	492,974	502,834	512,890
Utilities	1,132,912	1,150,017	1,039,000	1,196,478	1,220,407	1,244,815	1,269,712	1,295,106
Other operating	1,580,054	1,539,298	884,600	1,163,424	1,582,257	1,613,902	1,646,180	1,679,104
Debt servicing	3,385,298	3,381,482	3,368,699	3,377,490	3,377,753	3,379,738	3,381,098	3,385,900
	<u>8,165,270</u>	<u>8,323,242</u>	<u>7,230,547</u>	<u>8,005,450</u>	<u>8,613,293</u>	<u>8,723,357</u>	<u>8,835,060</u>	<u>8,952,515</u>
Contribution (loss)	<u>1,256,021</u>	<u>1,064,593</u>	<u>(3,766,547)</u>	<u>(1,288,772)</u>	<u>1,706,867</u>	<u>1,872,447</u>	<u>2,044,320</u>	<u>2,218,604</u>
Capital requirements	<u>2,904,053</u>	<u>2,347,065</u>	<u>1,203,691</u>	<u>3,160,000</u>	<u>2,000,000</u>	<u>16,000,000</u>	<u>1,500,000</u>	<u>2,000,000</u>
<b>Total</b>	<u>(1,648,033)</u>	<u>(1,282,472)</u>	<u>(4,970,238)</u>	<u>(4,448,772)</u>	<u>(293,133)</u>	<u>(14,127,553)</u>	<u>544,320</u>	<u>218,604</u>
Annual room rate increase	4.0%	5.0%	3.0%	2.0%	3.0%	3.0%	3.0%	3.0%

### Assumptions

Fall term has 25% vacancy in PHR and AVM and MSH and UCR are closed.

Winter term has 3% vacancy in PHR and AVM and 50% vacancy in MSH and UCR.

Other income decrease 40% from pre-pandemic levels and return to pre-pandemic levels plus 1% annually thereafter.

Full time salaries increase 0% from FY2021 and part time salaries are 75% of pre-pandemic levels. Thereafter, salaries increase 2% annually from full staffing (see Table #5).

Benefits estimated at 18.5% and CDI at 1.5%.

Taxable benefits are based on student stipends and increase with room rates.

Repairs and maintenance increase 2% annually from pre-pandemic levels.

Utilities increase 2% annually from pre-pandemic levels.

Other operating expenses are 75% of pre-pandemic levels after adjusting for an emergency repair and thereafter increase 2% annually from full operations (see Table #5).

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

Capital requirements based on planned projects from FY2022 budget submission.

Capital requirements in 2024 are unusually high because of Mary Speechly renovation.

Capital requirements based on building condition assessments and planned projects.

Table 5

## Ancillary Services Business Plan for Student Residences Normal Campus Presence with Limited Restrictions

	Actual 2019	Actual 2020	Projected 2021	Projected 2022	Planned 2023	Planned 2024	Planned 2025	Planned 2026
Regular room session revenues	7,741,081	7,739,789	2,646,000	7,272,991	8,622,176	8,880,841	9,147,266	9,421,684
Summer & conference revenues	1,206,998	1,194,366	627,000	668,750	1,230,556	1,242,862	1,255,291	1,267,844
Other income	473,211	453,680	191,000	340,260	467,427	472,101	476,822	481,590
	<u>9,421,290</u>	<u>9,387,835</u>	<u>3,464,000</u>	<u>8,282,001</u>	<u>10,320,159</u>	<u>10,595,805</u>	<u>10,879,379</u>	<u>11,171,119</u>
Salaries, benefits and CDI	1,493,748	1,485,696	1,368,548	1,581,064	1,612,686	1,644,939	1,677,838	1,711,395
Taxable benefits	269,721	311,317	172,200	327,070	336,882	346,988	357,398	368,120
Repairs and maintenance	303,537	455,432	397,500	473,831	483,308	492,974	502,834	512,890
Utilities	1,132,912	1,150,017	1,039,000	1,196,478	1,220,407	1,244,815	1,269,712	1,295,106
Other operating	1,580,054	1,539,298	884,600	1,551,232	1,582,257	1,613,902	1,646,180	1,679,104
Debt servicing	3,385,298	3,381,482	3,368,699	3,377,490	3,377,753	3,379,738	3,381,098	3,385,900
	<u>8,165,270</u>	<u>8,323,242</u>	<u>7,230,547</u>	<u>8,507,165</u>	<u>8,613,293</u>	<u>8,723,357</u>	<u>8,835,060</u>	<u>8,952,515</u>
Contribution (loss)	<u>1,256,021</u>	<u>1,064,593</u>	<u>(3,766,547)</u>	<u>(225,164)</u>	<u>1,706,867</u>	<u>1,872,447</u>	<u>2,044,320</u>	<u>2,218,604</u>
Capital requirements	2,904,053	2,347,065	1,203,691	3,160,000	2,000,000	16,000,000	1,500,000	2,000,000
<b>Total</b>	<u>(1,648,033)</u>	<u>(1,282,472)</u>	<u>(4,970,238)</u>	<u>(3,385,164)</u>	<u>(293,133)</u>	<u>(14,127,553)</u>	<u>544,320</u>	<u>218,604</u>
Annual room rate increase	4.0%	5.0%	3.0%	2.0%	3.0%	3.0%	3.0%	3.0%

### Assumptions

3% vacancy in PHR and AVM and 50% in MSH and UCR for both terms.

Other income decrease 25% from pre-pandemic levels and return to pre-pandemic levels plus 1% annually thereafter.

Part-time staff return to pre-pandemic levels in FY2022 and increase 2% annually thereafter.

Benefits estimated at 18.5% and CDI at 1.5%.

Taxable benefits are based on student stipends and increase with room rates.

Repairs and maintenance increase 2% annually from pre-pandemic levels.

Utilities increase 2% annually from pre-pandemic levels.

Other operating expenses increase 2% annually from pre-pandemic levels after adjusting for an emergency repair.

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

Capital requirements based on planned projects from FY2022 budget submission.

Capital requirements in 2024 are unusually high because of Mary Speechly renovation.

Capital requirements based on building condition assessments and planned projects.

Table 6

## Ancillary Services Business Plan for Student Residences Full Restrictions

	Actual 2019	Actual 2020	Projected 2021	Projected 2022	Planned 2023	Planned 2024	Planned 2025	Planned 2026
Regular room session revenues	7,741,081	7,739,789	2,646,000	3,020,641	8,622,176	8,880,841	9,147,266	9,421,684
Summer & conference revenues	1,206,998	1,194,366	627,000	668,750	1,230,556	1,242,862	1,255,291	1,267,844
Other income	473,211	453,680	191,000	136,104	467,427	472,101	476,822	481,590
	9,421,290	9,387,835	3,464,000	3,825,495	10,320,159	10,595,805	10,879,379	11,171,119
Salaries, benefits and CDI	1,493,748	1,485,696	1,368,548	1,368,548	1,612,686	1,644,939	1,677,838	1,711,395
Taxable benefits	269,721	311,317	172,200	175,644	336,882	346,988	357,398	368,120
Repairs and maintenance	303,537	455,432	397,500	473,831	483,308	492,974	502,834	512,890
Utilities	1,132,912	1,150,017	1,039,000	1,196,478	1,220,407	1,244,815	1,269,712	1,295,106
Other operating	1,580,054	1,539,298	884,600	902,292	1,582,257	1,613,902	1,646,180	1,679,104
Debt servicing	3,385,298	3,381,482	3,368,699	3,377,490	3,377,753	3,379,738	3,381,098	3,385,900
	8,165,270	8,323,242	7,230,547	7,494,283	8,613,293	8,723,357	8,835,060	8,952,515
Contribution (loss)	1,256,021	1,064,593	(3,766,547)	(3,668,788)	1,706,867	1,872,447	2,044,320	2,218,604
Capital requirements	2,904,053	2,347,065	1,203,691	3,160,000	2,000,000	16,000,000	1,500,000	2,000,000
<b>Total</b>	<b>(1,648,033)</b>	<b>(1,282,472)</b>	<b>(4,970,238)</b>	<b>(6,828,788)</b>	<b>(293,133)</b>	<b>(14,127,553)</b>	<b>544,320</b>	<b>218,604</b>
Annual room rate increase	4.0%	5.0%	3.0%	2.0%	3.0%	3.0%	3.0%	3.0%

### Assumptions

40% vacancy rate in PHR and 10% in AVM and MSH and UCR are closed.

Other income decrease 70% from pre-pandemic levels and return to pre-pandemic levels plus 1% annually thereafter.

Salaries decrease to FY2021 level and return to full staffing plus 2% annually thereafter.

Benefits estimated at 18.5% and CDI at 1.5%.

Taxable benefits decrease to FY2021 level and increase with room rates thereafter.

Repairs and maintenance increase 2% annually from pre-pandemic levels.

Utilities increase 2% annually from pre-pandemic levels.

Other operating expenses decrease to FY2021 level plus 2% and return to pre-pandemic levels plus 2% annually thereafter.

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

Capital requirements based on planned projects from FY2022 budget submission.

Capital requirements in 2024 are unusually high because of Mary Speechly renovation.

Capital requirements based on building condition assessments and planned projects.