

Senate
Senate Chamber
****Remotely via Zoom****
WEDNESDAY, June 16, 2021
1:30 p.m.

AGENDA

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

II MATTERS RECOMMENDED FOR CONCURRENCE WITHOUT DEBATE

- | | | |
|----|--|--------|
| 1. | <p>Revisions to 2021 – 2022 Academic Schedule</p> <p><u>RE: Max Rady College of Medicine</u></p> | Page 5 |
| 2. | <p>Reports of the Faculty Executive Committee of the Faculty of Graduate Studies on Course and Curriculum Changes</p> | |
| a) | <p><u>RE: Department of Curriculum, Teaching and Learning</u></p> | Page 7 |
| b) | <p><u>RE: Department of History</u></p> | Page 8 |

III MATTERS FORWARDED FOR INFORMATION

- | | | |
|----|--|---------|
| 1. | <u>Report of the Senate Committee on Awards [May 6, 2021]</u> | Page 9 |
| 2. | <u>Report of the Senate Committee on Curriculum and Course
RE: Corrections to Report of April 1, 2021</u> | Page 17 |
| 3. | <u>Correspondence from President and Vice-Chancellor</u> | |
| | a) <u>RE: Request to Extend Suspension of Admissions
to Baccalaureate Program for Registered Nurses,
College of Nursing</u> <i>(for consultation)</i> | Page 18 |
| | b) <u>RE: Requests to Extend Suspensions of Admissions
to Programs, President's Approval</u> | |
| | (i) <u>Bachelor of Science in Pharmacy,
College of Pharmacy</u> | Page 30 |
| | (ii) <u>Bachelor of Science (Major) and Bachelor of
Science (Honours) in Biotechnology,
Faculty of Science</u> | Page 31 |
| 4. | Correspondence from Provost and Vice-President (Academic)
RE: Implementation of Bachelor of Arts (Honours) in
Linguistics, Faculty of Arts | Page 32 |

IV REPORT OF THE PRESIDENT Page 35

V QUESTION PERIOD

Senators are reminded that questions related to matters not on the agenda shall normally be submitted in writing to the University Secretary no later than 10:00 a.m. of the Monday preceding the meeting.

Senators are reminded that questions pertaining to items on the agenda can be asked during the Senate meeting and do not require submission in advance.

**VI CONSIDERATION OF THE MINUTES
OF THE MEETING OF MAY 19, 2021**

VII BUSINESS ARISING FROM THE MINUTES - none

**VIII REPORTS OF THE SENATE EXECUTIVE COMMITTEE
AND THE SENATE PLANNING AND PRIORITIES COMMITTEE**

1. Report of the Senate Executive Committee Page 45

2. Report of the Senate Planning and Priorities Committee

The Chair will make an oral report of the Committee's activities.

**IX REPORTS OF OTHER COMMITTEES OF SENATE,
FACULTY AND SCHOOL COUNCILS**

**1. Reports of the Faculty Council of the Faculty of Graduate
Studies on Course, Curriculum and Regulation Changes**

a) RE: Department of Community Health Sciences Page 48

- **Closure of Master of Science in Family
Social Sciences** Page 51

b) RE: Department of Architecture Page 62

c) RE: Asper School of Business Page 65

d) RE: Department of Computer Science Page 72

e) RE: Department of Curriculum, Teaching and Learning Page 74

f) RE: College of Nursing Page 78

g) RE: College of Rehabilitation Sciences Page 91

h) RE: Department of Religion Page 95

2.	Report of the Senate Committee on Academic Dress <u>RE: Master of Human Rights</u>	Page 97
3.	<u>Reports of the Senate Committee on Admissions</u>	
a)	RE: Revised Admission Requirements, Teachable Subject Requirements, Bachelor of Education, <u>Faculty of Education</u>	Page 99
(i)	<u>Music Teachable Major and Minor</u>	Page 99
(ii)	<u>Physical Education Teachable Major and Minor</u>	Page 106
b)	RE: Revised Admission Requirements, Juris Doctor, <u>Faculty of Law</u>	Page 112
c)	RE: Revised Advanced Entry Admission Requirements, Bachelor of Health Studies, Interdisciplinary Health Program, <u>Rady Faculty of Health Sciences</u>	Page 117
(i)	<u>Comments of the Senate Executive Committee</u>	Page 121
d)	RE: Revised Admission Requirements, Bachelor of <u>Midwifery, College of Nursing</u>	Page 122
e)	RE: Revised Advanced Entry Admission Requirements, <u>Faculty of Science</u>	Page 128
4.	Report of the Senate Committee on Rules and Procedures RE: Revisions to the Faculty of Agricultural and Food <u>Sciences Council Bylaw</u>	Page 132

X ADDITIONAL BUSINESS

1.	Report of the University Discipline Committee RE: Revised Student Discipline Bylaw and Related <u>Procedures</u>	Page 136
a)	<u>Student Discipline Bylaw</u>	Page 143
b)	Student Non-Academic Misconduct and <u>Concerning Behaviour Procedure</u>	Page 153
c)	<u>Student Discipline Appeal Procedure</u>	Page 169
2.	<u>Recommendations from the COVID-19 Recovery Steering Committee</u>	
a)	RE: Revisions to Academic Schedule, <u>2022 Winter Term</u>	Page 187

- b) **Revised Admission Requirements for the
Bachelor of Education, Faculty of Education**

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- (i) **Report of Senate Committee on Admissions**

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XI ADJOURNMENT

Please send regrets to shannon.coyston@umanitoba.ca.



Date: May 19, 2021

To: Mr. Jeff Leclerc, University Secretary

From: Dr. Ira Ripstein, Associate Dean (Undergraduate Medical Education)
Max Rady College of Medicine

Re: Proposed Changes to the 2021-2022 Medicine Academic Schedule

Please find attached a proposal from the Max Rady College of Medicine to amend the 2021-2022 academic schedule in response to issues identified in academic scheduling activities.

I would ask that the item be considered by Senate at its June 16, 2021 meeting.

The following table lists the current dates and proposed dates along with the rationale for making these changes:

	Current Dates	Proposed Dates	Rationale
Orientation			
Year 1	August 17-20, 2021	August 24-27, 2021	See Note 1
Year 3	August 16, 2021	August 23, 2021	See Note 2
Start and End Dates			
Year 1			
Fall Term	Aug 23 to Dec 17, 2021	Aug 30 to Dec 23, 2021	See Note 1
Winter Term	Jan 3 to May 27, 2022	Jan 10 to June 3, 2022	See Note 1
Rural Week	May 23 to 27, 2022	May 30 to June 3, 2022	See Note 3
Year 2			
Fall Term	Aug 23 to Dec 17, 2021	Aug 30 to Dec 23, 2021	See Note 4
Winter Term	Jan 3 to May 20, 2022	Jan 10 to May 27, 2022	See Note 4
Year 3			
Fall Term	Aug 16 to Dec 17, 2021	Aug 23 to Dec 17, 2021	See Note 2
Winter Term	Jan 3 to May 27, 2022	Jan 4 to May 27, 2022	See Note 6
Year 4			
Fall Term	Aug 16 to Dec 17, 2021	Aug 23 to Dec 17, 2021	See Note 7
Winter Term	Jan 3 to May 20, 2022	Jan 4 to May 19, 2022	See Note 6, Note 8
Term Breaks			
Year 1 & 2			
Fall Term Break	N/A	N/A	
Winter Term Break	Mar 14 to 18, 2022	Mar 21 to 25, 2022	See Note 5
Year 3 & 4			
Fall & Winter Term Break	N/A	N/A	
Examination and Test Dates	N/A	N/A	
Convocation Ceremony-Bannatyne Campus	May 19, 2022	May 19, 2022	



Notes

1. A later start date is requested to Year 1 not due to COVID but because it will result in fewer curricular days lost.
2. A later start is requested to Year 3 because in original course scheduling, it was identified that Period 3 that was split by the December break. In order to change the Year 3 schedule so that Period 3 could start in January 2022, the start date for Year 3 had to move to Aug 23rd.
3. Rural Week takes place during the last week of the Winter term so a one week later start for Rural Week in the Winter 2022 term is requested.
4. The Fall term for Year 2 always starts one week after Year 1 starts so a later start for each academic term (Fall 2021 and Winter 2022) is requested for Year 2.
5. Due to the one week later start date to the academic year, it is requested that Winter Term Break occurs one week later than originally scheduled.
6. The start date is proposed to start on January 4th due to the access issues to the CLSF for some of the department's orientation sessions. As the university does not open until January 4th, scheduling a January 3rd start date is not practical due to space and human resource considerations required to plan and run sessions.
7. Since the Year 3 start date for Fall 2021 is requested to change, an earlier start date to Year 4 is also needed.
8. Since the Spring 2022 Convocation Ceremony is scheduled for May 19, 2022, a change to the end date for the Winter 2022 term for Year 4 is requested so that the term ends on May 19, 2022.

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

Report of the Executive Committee of the Faculty of Graduate Studies on Course and Curriculum Changes

Preamble

1. The Faculty of Graduate Studies (FGS) has responsibility for all matters relating to the submission of graduate course, curriculum, program and regulation changes. Recommendations for such are submitted by the Faculty Council of Graduate Studies for the approval of Senate.
2. In October 2007, the Faculty of Graduate Studies approved a process of *Streamlining Course Introductions, Modifications, & Deletions* which allows the Executive Committee to approve these changes in lieu of Faculty Council when the courses are not associated with a new program proposal.
3. The Faculty of Graduate Studies Executive Committee met on the above date to consider a proposal from the Dept. of Curriculum, Teaching & Learning.

Observations

1. The **Dept. of Curriculum, Teaching & Learning** proposes (1) course introduction, EDUB 7130. The Language and Literacy area group of the department has offered a two-week, 6 credit hour Summer Writing Institute (SWI) experience three previous times (2014, 2015, and 2018) using two, 3 credit hour courses. The Faculty of Education has approved EDUB 7130 *Becoming Writers: Power, Place & Pedagogy in Teaching Writing* as a permanent, 6 credit hour course and the new Summer Writing Institute.

Course Introduction

EDUB 7130 Becoming Writers: Power, Place & Pedagogy in Teaching Writing

+6

This course invites participants to engage in becoming stronger writers and more effective teachers, advocates, and researchers of writing. The course is designed with the premise that to become better teachers of writing (at any level), teachers must become writers themselves. This is an intensive and experiential course that affords opportunities to write; participate in writing groups; delve into professional literature in writing craft, research, theory and pedagogy; interact with guest speakers; explore thematic and social justice inquiries in writing, and design and lead a teaching demonstration. The course is open to all, regardless of prior writing experience. May not be held with EDUA 7142 or EDUB 7340 when titled "Writing Workshop: Writing for/as Human Rights" or EDUB 7350 when titled "Curriculum Development: Writing for/as Human Rights".

NET CREDIT HOUR CHANGE

+6

Recommendations

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

Dept. of Curriculum, Teaching & Learning

Respectfully submitted,

Dr. Kelley Main, Chair
Faculty of Graduate Studies Executive Committee

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

/ak

Report of the Executive Committee of the Faculty of Graduate Studies on Course and Curriculum Changes

Preamble

1. The Faculty of Graduate Studies (FGS) has responsibility for all matters relating to the submission of graduate course, curriculum, program and regulation changes. Recommendations for such are submitted by the Faculty Council of Graduate Studies for the approval of Senate.
2. In October 2007, the Faculty of Graduate Studies approved a process of *Streamlining Course Introductions, Modifications, & Deletions* which allows the Executive Committee to approve these changes in lieu of Faculty Council when the courses are not associated with a new program proposal.
3. The Faculty of Graduate Studies Executive Committee met on the above date to consider a proposal from the Dept. of History.

Observations

1. The **Dept. of History** proposes (1) course modification, HIST 7910, to better align the course description with current course content.

Course Modification

HIST 7910 Studies in Modern World History

6

Advanced historical study of topics in world and global history. Course examines historiographical debates in the field and may include opportunities for original primary research. Specific thematic, methodological, and theoretical approaches may vary by instructor.

NET CREDIT HOUR CHANGE

0

Recommendations

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

Dept. of History

Respectfully submitted,

Dr. Kelley Main, Chair
Faculty of Graduate Studies Executive Committee

/ak

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

REPORT OF THE SENATE COMMITTEE ON AWARDS

Preamble

Terms of reference for the Senate Committee on Awards include the following responsibility:

On behalf of Senate, to approve and inform Senate of all new offers and revised offers of awards that comply with the Student Awards Policy.

Observations

At its meeting of May 6, 2021, the Senate Committee on Awards approved 5 new offers, 5 revised offers and 3 withdrawals as set out in the *Report of the Senate Committee on Awards (May 6, 2021)*.

Recommendations

On behalf of Senate, the Senate Committee on Awards recommends that the Board of Governors approve 5 new offers, 5 revised offers and 3 withdrawals as set out in the *Report of the Senate Committee on Awards (May 6, 2021)*. These award decisions comply with the Student Awards Policy.

Respectfully submitted,

Dr Jared Carlberg

Chair, Senate Committee on Awards

SENATE COMMITTEE ON AWARDS

May 6, 2021

1. NEW OFFERS

Dr. Yvonne Pompana Bursary

In honour of her retirement, Dr. Yvonne Pompana (B.A./'88, M.S.W./'97, Ph.D./'09) established an endowment fund at the University of Manitoba with an initial gift of \$25,000 in 2021. When funds are available, the Manitoba Scholarship and Bursary Initiative may make a contribution to the award. The purpose of the fund is to support undergraduate students pursuing studies in the Inner City Social Work program in the Faculty of Social Work at the University of Manitoba. Each year, beginning in 2021-2022, the available annual income from the fund will be used to offer two bursaries of equal value to undergraduate students who:

- (1) have self-declared as First Nations, Métis, or Inuit people from Canada;
- (2) are enrolled full-time (minimum 60% course load) in the third year of study in the Inner City Social Work program;
- (3) have achieved a minimum degree grade point average of 2.5; and
- (4) have demonstrated financial need on the standard University of Manitoba bursary application form.

Preference will be given to First Nations students.

The Dean of the Faculty of Social Work (or designate) will ask the Director of the Inner City Social Work program (or designate) to name the selection committee for this award.

This agreement may be amended by the mutual consent of the donor (or designate) and the University of Manitoba. All such amendments shall be in writing. In the absence of the donor (or designate), and providing all reasonable efforts have been made to consult, the Board of Governors of the University of Manitoba has the right to modify the terms of this award if, because of changed conditions, it becomes necessary to do so. Such modification shall conform as closely as possible to the expressed intention of the donor in establishing the award.

Indigenous Archivist Scholarship

The Winnipeg Foundation, through its Centennial Institute, established a scholarship at the University of Manitoba to encourage and support graduate students in the Joint Master's Program who are conducting research in Canadian history or Canadian Indigenous history. Each year, beginning in 2021-2022, one scholarship valued at \$17,500 will be offered to a graduate student who:

- (1) has self-declared as a First Nations, Métis or Inuit person from Canada;
- (2) is enrolled full-time in the Faculty of Graduate Studies in the first or second year of study in the Joint Master's Program (Archives Stream) offered by the Department of History;
- (3) has achieved a minimum grade point average of 3.0 based on the last 60 credit hours (or equivalent) of study; and
- (4) is conducting research in Canadian history or Canadian Indigenous history.

Applicants will be required to submit: (i) a description of their proposed major research paper, thesis, or comprehensive exam/course work as it relates to Canadian history or Canadian Indigenous history; (ii) a current *curriculum vitae*; and (iii) a copy of their most recent transcript.

The same recipient may be awarded the scholarship in both Year I and Year II of the Master's program.

The recipient cannot hold any major award valued at \$10,000 or greater in the year(s) in which the scholarship is tenable.

The Vice-Provost (Graduate Education) and Dean of the Faculty of Graduate Studies (or designate) will ask the Joint Discipline Committee in the Department of History to name the selection committee for this award.

The Board of Governors of the University of Manitoba has the right to modify the terms of this award if, because of changed conditions, it becomes necessary to do so. Any future modifications that may be necessary due to changed conditions will require complete consultation with The Winnipeg Foundation.

Jocelyn C. Ryles Scholarship

Jocelyn C. Ryles, (née Highmoor) (B.A./'46) will make an annual contribution to the University of Manitoba valued at \$2,500 for a four-year term to offer the Jocelyn C. Ryles Scholarship. The purpose of the award is to recognize the outstanding academic achievement of undergraduate students focusing on painting in the School of Art at the University of Manitoba. Each year, beginning in 2021-2022 and ending in 2024-2025, one scholarship will be offered to an undergraduate student who:

- (1) is enrolled full-time (minimum 80% course load) in the third year of study or higher in any undergraduate program offered by the School of Art;
- (2) has achieved a minimum degree grade point average of 3.0; and
- (3) has a focus on painting.

Candidates must submit a portfolio in order to demonstrate how they meet criterion (3).

The Director of the School of Art (or designate) will name the selection committee for this award.

This agreement may be amended by the mutual consent of the donor (or designate) and the University of Manitoba. All such amendments shall be in writing. In the absence of the donor (or designate), and providing all reasonable efforts have been made to consult, the Board of Governors of the University of Manitoba has the right to modify the terms of this award if, because of changed conditions, it becomes necessary to do so. Such modification shall conform as closely as possible to the expressed intention of the donor in establishing the award.

Leonard Clarke Elliott Bursary

In honour of his grandfather, Leonard Clarke Elliott, who served during the First World War at the battle of Vimy Ridge in 1917, Robert Elliott (B.A./'79) established a fund at the University of Manitoba with a gift of \$25,000 in 2021. The purpose of the bursary is to support members of the Canadian Armed Forces enrolled at the University of Manitoba. Each year, beginning in 2021-2022, one or more bursaries valued at \$5,000 each will be offered to undergraduate students who:

- (5) are current or past members of the Canadian Armed Forces;
- (6) are enrolled full-time (minimum 60% course load) in University 1 or any faculty, college, or school at the University of Manitoba;
- (7) have either:
 - (a) as entering students, achieved a minimum average of 70% on those courses considered for admission or have been admitted on mature student status; or
 - (b) as continuing students, achieved a minimum degree grade point average of 2.5; and

- (8) have demonstrated financial need on the standard University of Manitoba Bursary application form.

The selection committee will have the discretion to determine the number of awards offered each year, at a value of \$5,000 each, until the fund is depleted.

The Associate Registrar and Director of Financial Aid and Awards will name the selection committee for this award.

This agreement may be amended by the mutual consent of the donor (or designate) and the University of Manitoba. All such amendments shall be in writing. In the absence of the donor (or designate), and providing all reasonable efforts have been made to consult, the Board of Governors of the University of Manitoba has the right to modify the terms of this award if, because of changed conditions, it becomes necessary to do so. Such modification shall conform as closely as possible to the expressed intention of the donor in establishing the award.

Lou Howard Bursary in Civil Engineering

Through his estate, Lou Howard made a contribution of \$10,000 in 2021 to the University of Manitoba to offer the Lou Howard Bursary in Civil Engineering. The purpose of the bursary is to support undergraduate students pursuing studies in the Civil Engineering department of the Price Faculty of Engineering. The Manitoba Scholarship and Bursary Initiative will contribute \$10,000 to the bursary. In 2020-2021, ten bursaries of \$2,000 each will be offered to undergraduate students who:

- (1) are enrolled full-time (minimum 60% course load) in any year of study in the Civil Engineering Program in the Price Faculty of Engineering at the University of Manitoba;
- (2) have achieved a minimum degree grade point average of 2.0; and
- (3) have demonstrated financial need on the standard University of Manitoba bursary application form.

The selection committee for this award will be the Scholarships, Bursaries and Awards Committee of the Price Faculty of Engineering, and will include the donor.

This agreement may be amended by the mutual consent of the donor (or designate) and the University of Manitoba. All such amendments shall be in writing. In the absence of the donor (or designate), and providing all reasonable efforts have been made to consult, the Board of Governors of the University of Manitoba has the right to modify the terms of this award if, because of changed conditions, it becomes necessary to do so. Such modification shall conform as closely as possible to the expressed intention of the donor in establishing the award.

2. AMENDMENTS

CORS-SA Prize of Excellence

The following amendments were made to the terms of reference for the **CORS-SA Prize of Excellence**:

- Criterion 4 in each of the criterion list was revised to:
(4) has completed the CORS-SA application form which will demonstrate their commitment to the program and profession through leadership and community involvement.
- The paragraph following the numbered criteria was revised to:
The CORS-SA application form will be available from the College of Rehabilitation Sciences office each year.

Dr. Sherry Peden Indigenous Graduate Scholarship

The following amendment was made to the terms of reference for the **Dr. Sherry Peden Indigenous Graduate Scholarship**:

- criterion (2) was revised to:
(9) is enrolled part-time or full-time in any year of study in the Faculty of Graduate Studies in a Master's or Doctoral program offered by the Faculty of Education;

Mitch Gowler Memorial Award

The following amendments were made to the terms of reference for the **Mitch Gowler Memorial Award**:

- The preamble was revised to:
In memory of Mitchell Glen Gowler, his classmates, instructors, and friends established an endowment fund at the University of Manitoba in 1988. The Manitoba Scholarships and Bursaries Initiative made a contribution to this fund. The purpose of the fund is to reward the academic achievements of students in the Bachelor of Fine Arts program at the University of Manitoba with a focus on advanced drawing and advanced printmaking. Each year, the available annual income from the fund will be used to offer one or more prizes to undergraduate students who:
- The numbered criteria were revised to:
(1) were enrolled full-time (minimum 80% course load) in the second year of study or higher in the Bachelor of Fine Arts program offered through the School of Art in the year in which the award was tenable;
(2) have achieved a minimum degree grade point average of 3.5; and
(3) have achieved the highest standing in a 3000-level Drawing course and/or a 3000-level Printmaking course with a minimum grade of B+.
- The following paragraph was added:
The selection committee will have the discretion to determine the number and value of awards offered each year based on the available funds, as outlined in the criteria above.
- The selection committee paragraph was revised to:
The Director of the School of Art (or designate) will name the selection committee for this award.
- The standard Board of Governors statement was added.

Ruth Asper Scholarship in Physical Education, Kinesiology and Recreation

The following amendments were made to the terms of reference for the **Ruth Asper Scholarship in Physical Education, Kinesiology and Recreation**:

- The title was changed to the *Ruth Asper Scholarship in Kinesiology and Recreation Management*
- The preamble was revised to:
Mrs. Ruth Asper (B.P.E./'81, B.R.S./'83) established an endowment fund at the University of Manitoba with a gift of \$300,000 in 2005 to provide a renewable scholarships for graduate students pursuing studies in kinesiology and recreation management. Each year, 50% of the available annual income from the fund will be used to offer one scholarship, valued at a minimum of \$10,000, to a graduate student who:

- The numbered criteria were revised to:
 - (1) *is enrolled full-time in the Faculty of Graduate Studies, in the first year of the Master of Science or the Master of Arts degree programs in the Faculty of Kinesiology and Recreation Management;*
 - (2) *has achieved a minimum grade point average of 3.5 based on last 60 credit hours (or equivalent) of study; and*
 - (3) *will conduct thesis research focused on fitness, exercise, health, and/or physical activity-related topics.*
- The following paragraphs were added:

First preference will go to a student who has self-declared as a First Nations, Métis, or Inuit person from Canada.

Second preference will be given to thesis research that articulates an applied or knowledge translation component that will inform best practices in the fitness industry.

In order to demonstrate how they meet criterion (3), candidates must submit an application that consists of: (i) a description of their proposed or ongoing research (maximum 500 words), (ii) a copy of their current academic transcript(s), and (iii) an academic letter of reference from a professor at a post-secondary institution.
- The following paragraph was revised to:

The remaining 50% of the available annual income from the fund, valued at a minimum of \$10,000, will be used to offer a scholarship renewal in the second year of study, provided that the recipient:
- The numbered criteria were revised to:
 - (1) *continues to be enrolled full-time in the Faculty of Graduate Studies in the Master of Science or the Master of Arts degree programs in the Faculty of Kinesiology and Recreation Management;*
 - (2) *maintains a minimum degree grade point average of 3.5 based on the last 60 credit hours (or equivalent) of study; and*
 - (3) *continues to conduct thesis research focused on fitness, exercise, health and/or physical activity-related topics.*
- The following paragraph was revised to:

In the event that a recipient does not qualify for continuation of the Scholarship, the selection committee may offer that scholarship to the next qualified student, in the same year of study, as a one-time scholarship.

Recipients may hold the Ruth Asper Scholarship in Kinesiology and Recreation Management concurrently with any other awards, consistent with policies in the Faculty of Graduate Studies.
- The selection committee paragraph was revised to:

The Vice-Provost (Graduate Education) and Dean of the Faculty of Graduate Studies (or designate) will ask the Dean of the Faculty of Kinesiology and Recreation Management (or designate) to name the selection committee for this award, which will include Ruth Asper or her designate.
- The standard Board of Governors statement was added.

Willy Wiebe Graduate Fellowship in Agricultural and Food Sciences

The following amendments were made to the terms of reference for the **Willy Wiebe Graduate Fellowship for Agricultural and Food Sciences**:

- The preamble was revised to:

Through a testamentary gift from Willy Wiebe, a farmer from the rural municipality of Rhineland in Manitoba, an endowment fund of \$450,000 was established at the University of Manitoba to support graduate fellowships in breeding and research in Canadian Western Red Spring Wheat. The first award was offered in 2005. Each year, the available annual income will be used to offer one or more fellowships, with a minimum value of \$12,000 each, to graduate students who:

- The numbered criteria were revised to:

- (1) are enrolled full-time in the Faculty of Graduate Studies in a Master's or Ph.D. program offered in the Faculty of Agricultural and Food Sciences;*
- (2) have achieved either:*
 - (a) as a Master's student, a minimum grade point average of 3.5 based on the last 60 credit hours (or equivalent) of study; or*
 - (b) as a Ph.D. student, a minimum grade point average of 3.75 based on the last 60 credit hours (or equivalent) of study;*
- (3) demonstrate an interest in and potential for research;*
- (4) have identified an advisor in the Faculty of Agricultural and Food Sciences who is willing to support a project in breeding and research in Canadian Western Red Spring Wheat.*

- The following paragraphs were added:

In the event that there are no eligible students who meet the criteria above, the fellowship(s) may be offered to students who meet criteria (1)-(3), and who will be undertaking research in Canadian Western Red Spring Wheat.

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

- The following paragraph was revised to:

The fellowship can be renewed once by the same recipient in a Master's program, and twice for the same recipient in a Ph.D. program. The fellowship recipient will receive a renewal provided they are making satisfactory progress in their program. If, in the judgment of the selection committee, no applicants meet the award criteria in a given year, the award will not be made in that year.

- The following paragraph was removed:

The fellowship cannot be held with another award valued at or higher than the current level of the University of Manitoba Graduate Fellowship that is offered at the recipient's level of study (Master's or Ph.D. level).

- The selection committee paragraph was revised to:

The Vice-Provost (Graduate Education) and Dean of the Faculty of Graduate Studies (or designate) will ask the Faculty of Agricultural and Food Sciences Awards Committee to serve as the selection committee for this award.

- The standard Board of Governors statement was added.

3. WITHDRAWALS

Al Shell Legacy Scholarship
At the request of the donor

Helen Betty Osborne Memorial Foundation Awards
At the request of the donor

Audrey Soloduk Memorial Bursary
At the request of the donor

Report of the Senate Committee on Curriculum and Course Changes RE: Corrections to Report of April 1, 2021 (*for information*)

Preamble:

1. The [terms of reference](#) for the Senate Committee on Curriculum and Course Changes (SCCCC) are available on the University Governance website. The SCCCC is “to recommend to Senate on the introduction, modification or abolition of undergraduate programs, curricula or courses”.
2. The current report is provided as a record of typographical and other editorial corrections to the Report of the SCCCC Submitted to Senate for Concurrence Without Debate [dated April 1, 2021]. The corrections have been made on the page numbers indicated and are highlighted in the May 19, 2021 Senate agenda.

Corrections:

College of Nursing

(Page 18)

The Report was revised to clarify that changes to the curriculum for Year 1 of the Bachelor of Midwifery will take effect for the Fall 2022.

Faculty of Science, Microbiology

(Page 187)

MBIO 4672 Applied Molecular Biology - 3 cr 0.0

The overall objective of this course is to introduce and describe the current molecular techniques and their application to biological problems. These include, but are not limited to, basic gene cloning, mutagenesis and over-expression. May not be held with the former MBIO 4570, the former MBIO 4670, the former MBIO 4580, MBIO 4581. Prerequisites: [MBIO 3410 or MBIO 3411] and [one of MBIO 2710, MBIO 2711, the former MBIO 2370, the former MBIO 2371, CHEM 2710, [CHEM 2711](#), the former CHEM 2370 or the former CHEM 2371].

Respectfully submitted,
Professor Greg Smith, Chair
Senate Committee on Curriculum and Course Changes




**University
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president@umanitoba.ca

DATE: May 19, 2021

TO: Jeff Leclerc, University Secretary

FROM: Michael Benarroch, Ph.D.
President and Vice-Chancellor 

RE: Extension of the Suspension of Admissions to the Baccalaureate Program for
Registered Nurses (BPRN)

I attach a recommendation from Dr. Todd Mondor, Deputy Provost (Academic Planning and Programs) to extend the suspension of admissions to the Baccalaureate Program for Registered Nurses (BPRN) program.

Under the Admission Targets Policy, the President may suspend admissions to a program following consultation and discussion with the applicable unit's dean or director, with Senate and with the Board of Governors, subject to the provisions of the provincial Programs of Study Regulation.

Accordingly, please place this item on the agenda for the June 2, 2021 Senate Executive meeting and the June 16, 2021 Senate Meeting.

c: Janice Ristock, Provost and Vice-President (Academic)
Laurie Schnarr, Vice-Provost (Students)
Brian Postl, Dean, Rady Faculty of Health Sciences and Vice-Provost (Health Sciences)
Netha Dyck, Dean, College of Nursing
Todd Mondor, Deputy Provost (Academic Planning and Programs)
Jeff Adams, Registrar and Executive Director, Enrolment Services
Randy Roller, Executive Director, OIA
Cassandra Davidson, Academic Program Specialist



**University
of Manitoba**

Office of Provost and Vice-President (Academic)

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

Date: May 18, 2021

To: Dr. Michael Benarroch, President and Vice-Chancellor

From: Dr. Todd Mondor, Deputy Provost (Academic Planning and Programs)

Re: Request for Extension of Suspension of Intake, Baccalaureate Program for Registered Nurses (BPRN)

Under the Admission Targets Policy and at the request of Dr. Netha Dyck, Dean, College of Nursing, please find attached a proposal to extend the suspension of intake into the Baccalaureate Program for Registered Nurses (BPRN) program.

The April 2018 decision, and the subsequent approval by the province, to suspend admission to the program effective Fall 2019 was to allow time for the Faculty to complete a review of the long-term viability of the program. The results of the review confirm declining demand for the program with the majority of diploma-prepared RNs still in practice being either mid-career or approaching retirement age and unlikely to return to complete a bachelor's degree. As such, the Faculty is requesting an extension of the suspended status for an additional two years to allow for current students to complete the program and to put forward a formal request to close the program.

Consistent with the Admission Targets Policy and Procedure, the President may approve the suspension of admissions to a program following consultation with the Dean/Director, Senate, and the Board of Governors. If considered favourable, the proposal will be forwarded to the province for their review and approval under the provincial Program of Study Regulations.

Cc: Janice Ristock, Provost and Vice-President (Academic)
Laurie Schnarr, Vice-Provost (Students)
Brian Postl, Dean, Rady Faculty of Health Sciences and Vice-Provost (Health Sciences)
Netha Dyck, Dean, College of Nursing
Jeff Leclerc, University Secretary
Jeff Adams, Registrar and Executive Director, Enrolment Services
Randy Roller, Executive Director, OIA
Cassandra Davidson, Academic Program Specialist

MEMORANDUM

Date: May 10, 2021

To: Dr. Todd Mondor, Deputy Provost (Academic Planning and Programs)
Cassandra Davidson, Academic Programs Specialist

cc. Dr. Brian Postl, Dean and Vice-Provost (Health Sciences)

From: Dr. Netha Dyck, Dean, College of Nursing

Topic: Extension of the Temporary Cessation of the Baccalaureate Program for Registered Nurses (BPRN)

I am bringing forward a request for a two year extension of the temporary cessation of the BPRN to facilitate students currently enrolled to complete the requirements of the Program.

In 2018, Manitoba Education and Training approved the temporary suspension of admissions to the BPRN program for two academic years, with temporary suspension of admissions starting in Fall 2019. Students previously admitted continued to complete program requirements.

In accordance with the UM Admission Targets Policy, the status of the suspension of admissions to the BPRN is being reviewed. In Fall 2021, it will have been 24 months since the suspension of admissions. We are requesting an extension of that suspension until August 2023 to allow students currently enrolled to complete the requirements of the Program. At that time, we will apply for the closure of the Program.

There are six BPRN students remaining in the program. These remaining students have primarily electives to complete.

The extension was approved by Executive Council on March 10, 2021 and by College Council on March 25, 2021.

Thank you for your consideration of this request.

Sincerely,



Dean, College of Nursing

TEMPORARY CESSATION OF A PROGRAM OF STUDY

Under The Advanced Education Administration Act

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

UM INTERNAL REQUIREMENTS

1. Please refer to the Senate Policy and Procedures on Admission Targets (available online at: http://umanitoba.ca/admin/governance/governing_documents/academic/admission_targets.html).
2. Please complete the application below and submit with it the following supplemental documentation, to the Deputy Provost (Academic Planning and Programs):
 - a. A cover letter justifying and summarizing the rationale behind the request for suspension of admissions (*as outlined in section 2.3 on the Admission Targets Procedures*).
 - b. Letters of support from internal stakeholders that were consulted as part of this proposal.
 - c. Enrolment and graduation trends for the past five years and forecasted trends for the next three to five years.
3. Please direct questions to Cassandra Davidson, Academic Programs Specialist, at Cassandra.Davidson@umanitoba.ca in the Office of the Provost & Vice-President (Academic).

SECTION A – PROPOSAL DETAILSInstitution: **University of Manitoba**

Applicable faculties/department with responsibility for the program: College of Nursing, Rady Faculty of Health Sciences

If program is a joint program, list all participating institutions and the roles of each in delivering the program to be temporarily ceased:

Not applicable

Program name: Baccalaureate Program for Registered Nurses (BPRN)

Credential awarded: Bachelor of Nursing (BN)

Proposed start date for temporary cessation: September 2021 to August 2023

Office Use Only

One-time funding: _____

On-going funding: _____

SECTION B – PROGRAM DESCRIPTION AND DELIVERY

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

In 2018, Manitoba Education and Training approved the temporary suspension of admissions to the Baccalaureate Program for Registered Nurses (BPRN) for two academic years, with temporary suspension of admissions starting in Fall 2019. Students previously admitted continue to complete program requirements.

The BPRN is designed for diploma-prepared Registered Nurses, acknowledging the students' cumulative nursing knowledge, values, and skills. This 45 credit hour program builds on that knowledge to enable students to attain a Bachelor of Nursing degree. Because the BPRN recognizes the previous diploma earned by students admitted to the program, the program length is 45 credit hours. Twenty-six credit hours of the program are required core courses in nursing, 10 credit hours are nursing electives and 9 credit hours are non-nursing electives.

Program outcomes

1. Consolidate meanings of caring within the context of nursing
2. Integrate systematic inquiry and research findings into the practice of nursing
3. Value the process of self-discovery in relationship to self and others
4. Engage in systems thinking in caring for the client, family and community
5. Maximize opportunities for optimal health for the client, family and community
6. Support the meaning of health as identified by individuals, families and community
7. Provide holistic nursing care to client family and community
8. Exhibit ethical and social responsibility in service to others
9. Demonstrate leadership behaviours at organizational and social level
10. Integrate new and existing knowledge to construct meaning from new learning experiences
11. Contribute to the advancement of nursing practice
12. Provide culturally competent care within the scope of nursing practice
13. Recognize professional education in relation to lifelong learning skills
14. Demonstrate the use of informatics in nursing practice
15. Engage in evidence-based practice

Curriculum Design

The program consists of 45 credit hours. Twenty-six credit hours of the total are core courses on theory, research and practice. The remaining 19 credits hours are in the student's chosen focus of study and include electives and required courses.

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

The program consists of 45 credit hours and can be done fulltime or part-time. If done fulltime, the program could be completed in three academic terms (12 months in length). The program must be completed within 5 years.

B-3 Describe the mode of delivery for this program:

Courses are currently offered online through UM Learn.

C-1 Identify and provide a detailed description of the rationale for the temporary cessation of this program of study:

(Such as changes in applications, enrolment, employer demand.)

Interest in the BPRN declined over the past decade. Demand for this program declined as a result of the demographics of the nursing workforce. The majority of Registered Nurses (RNs) in Canada are now degree prepared (approximately 55% nationally in 2016 according to the Canadian Nurses Association). Diploma nursing education programs began closing or establishing collaborative arrangements with degree programs in the 1990s and, with the exception of Quebec, a degree in nursing is now the minimum qualification for eligibility for initial registration as an RN in Canada. The majority of diploma-prepared RNs still in practice are mid-career or approaching retirement age.

Another factor influencing the decline in admissions and enrolments in the BPRN was the closure of the Diploma Nursing Accelerated Program (DNAP) at Red River College (RRC) in 2012. The DNAP was established by the Government of Manitoba to address a shortage in the RN workforce in the early 2000s, but even at that time, the number of degree-prepared nursing students exceeded the number of diploma-prepared students. However, during its lifetime, the DNAP provided a significant applicant pool for the BPRN. In fact, graduates of the Red River Diploma Nursing Program received additional credits towards the BN degree if they were accepted to the BPRN within 5 years of their graduation from RRC. The closure of this program contributed to the downward trend in applications and enrolments in the BPRN.

Students who need a course that is offered at a time/location that does not work for their schedules or that is not offered in that academic year are directed to Athabasca University, where all courses are offered annually online. Increasingly, our students depend on Athabasca University to complete their degree in a timely fashion.

In 2018, a temporary cessation of the program was approved for September 2019. Therefore, no students were admitted to the program since that time. As the students have 5 years to complete the program, several students admitted prior to September 2019 continue to complete the coursework to complete the program. In order to allow remaining students to have sufficient time to complete the requirements of the BPRN, we are seeking an extension of the temporary cessation of this Program to August 2023, with the intent to close the Program at that time.

C-2 Describe the expected outcome of the temporary cessation of this program and the timeframe of the temporary cessation process:

In accordance with the UM Admission Targets Policy, the status of the suspension of admission to the BPRN which was initiated in Fall 2019, should be reviewed after 24 months. In Fall 2021, it will have been 24 months since the suspension of admissions and we are requesting an extension of that suspension until August 2023 to allow students currently enrolled to complete the requirements of the Program.

Students enrolled in the BPRN must complete their coursework within five years of admission. Therefore, students admitted in Fall Term 2018 should be completed by August 2023. The University of Athabasca offers an online BPRN which is open to residents of Manitoba. Manitoba nurses who wish to attend a post-diploma degree program can attain that degree through the University of Athabasca.

Unless there is a major shift in demand and sufficient resources are available to meet that demand, when the last student has graduated from the BPRN, the College of Nursing will apply for permission to close the program.

C-3 Outline the internal approval process (i.e. committees, governing bodies) for approving the temporary cessation of this program of study within your institution and indicate any dates of decision. (*Governing Council, Board of Governors, Board of Regents, Senate, other*)

UM INTERNAL REQUIREMENTS: dates will be inserted by the Provost's Office prior to submission to government.

UNIVERSITY OF MANITOBA:

<u>Approval by President</u>	<u>Date</u>	
Consultation with Senate:	_____	
Consultation with Board of Governors:	_____	
Additional Consultation (<i>as needed</i>):	_____	Details:
Final Decision: Y <input type="checkbox"/> N <input type="checkbox"/>	_____	

C-4 Responsibility to consult

C-4.1 What agencies, groups, or institutions have been consulted regarding the temporary cessation of this program?

When the request for temporary cessation was initially approved, the following groups and institutions were consulted and letters of support for the temporary cessation were received:

1. Rady Faculty of Health Sciences
2. Manitoba Nurses Union (MNU)
3. Association of Registered Nurses of Manitoba
4. Winnipeg Regional Health Authority
5. College of Registered Nurses of Manitoba
6. Interdisciplinary Health Program
7. Option in Aging

We have reached out to each of these institutions/groups to notify them of the intent to extend the temporary cessation to allow the current students time to complete the program. With the changes to the coordination of the Options in Aging, the letter was sent to the Centre on Aging. As well, a letter was sent to the Chief Nursing Officer at Shared Health.

C-4.2 How have students and faculty been informed of the intent to temporarily cease this program?

The students enrolled in the BPRN were advised of the temporary cessation of the BPRN in a letter from the Dean of the College of Nursing dated August 11, 2017. The letter assured students that the program would be maintained until all current students completed their BN degree within the 5 year time-to-completion period required by the College. The students currently enrolled in the program have been advised by the Dean of the College of Nursing of the request to extend the temporary cessation of the BPRN to August 2023 to provide sufficient time for students to complete the requirements of the program (letter attached).

Faculty members approved the proposal to extend the temporary cessation of the BPRN to August 2023 at College Council meeting on March 25, 2021.

C-5 Describe the impact that the temporary cessation of this program may have on the labour market in Manitoba:

This temporary cessation will have negligible impact on the labour market in Manitoba. BPRN students are already employed in Registered Nurse positions. Ceasing admissions will not reduce the number of registered nurses available to the Manitoba labour market.

SECTION D – SYSTEM IMPACTS

D-1 Describe how the temporary cessation of this program will affect any specific laddering, articulation and/or credit transfer options for students in Manitoba and Canada:

The extension of the temporary cessation of the BPRN will not have any effect on laddering, articulation or credit transfer options. The opportunity for DPRN students from RRC to qualify for additional credits towards the BN degree at UM ended in 2017, five years after the program closed in 2012.

The Interdisciplinary Health Program at the University of Manitoba includes BPRN courses (NURS 3330: Women and Health and NURS 3400: Men's Health: Concerns, Issues, and Myths) on its long list of possible electives. The College of Nursing has not offered these courses for two years, but the courses remain on the books.

D-2 Describe how the temporary cessation of this program may affect the academic, cultural, social and economic needs and interests of students and the province:

The extension of the temporary cessation of this program will not affect the academic, cultural, social or economic needs and interest of students and the province. Manitoban residents can register in a similar online program at Athabasca University and attain their degree in nursing.

SECTION E– STUDENT IMPACTS

E-1 Provide a program completion plan for students currently enrolled in the program that is being temporarily ceased:

We are requesting an extension to the previously approved temporary cessation in order to allow students to complete the remaining requirements of the BPRN.

There is no formal structure to the BPRN curriculum in terms of course sequencing. The College of Nursing has managed student flow through the program in several ways and will continue this process until all students have completed the program.

- We notify students of the courses available for the next academic year well ahead of the course registration period;
- We require each student to meet with a student advisor prior to May 15 of each academic year to establish, modify or confirm a program completion plan that is based on course availability;
- We monitor each student's course registrations to ensure that their program completion plan is on track;
- We provide letters of permission for students to take courses at other universities (primarily Athabasca University) if the course that they require to continue to progress in the program is not available in the academic year that they require it;

- We have created academic regulations to ensure that students pursue their coursework in a timely manner.

In total, there are six BPRN students remaining in the program. These remaining students have primarily electives to complete. There are only two core courses that a portion of the remaining students have to complete. These are STATS 1000 and NURS 4210 (NURS 4210 is the upper level course requirement for the BPRN).

Year 1

Year 2

Year 3

Year 4

E-2 Will previous graduates of this temporarily ceased program be negatively affected by the temporary cessation of this program?

No, previous graduates of this program will not be negatively affected by the temporary cessation of this program.

E-3 What was the maximum seat capacity of the program that is being temporarily ceased?

Prior to the temporary cessation, the maximum seat capacity of the program was 100 seats.

E-4 What was the enrolment and graduation rate for this program over the past 5 years?

Academic Year	Data Report Timing	2015	2016	2017	2018	2019	2020
Admission	Fall 20XX ¹	17	12	8	6	suspended	suspended
Enrolment	Fall 20XX ²	48	36	28	14	15	5
Graduates	20XX ³	26	19	14	15	5	*

¹Admission counts represent students admitted to the BPRN in the Fall of the given year (20XX).

²Enrolment counts represent students enrolled in the program effective November 1st of that year (20XX), therefore if students are not registered, they may be absent from that count.

³Graduates include students who graduated within the given academic year (20XX), from February, June, and October graduations. Graduate counts therefore include graduates from two academic years.

*Data not yet reported

SECTION F – FINANCIAL REALLOCATION

F-1 What portion of ongoing funding is allocated to this program?

Each College in the Rady Faculty of Health Sciences administers its own operating budget. The BPRN is funded out of the general operating budget of the College of Nursing. No specific funds are allocated to the program.

F-2 Please provide a detailed description of how these funds will be reallocated during the temporary cessation of this program:

Because the BPRN is supported through general funding and there are few courses remaining for current students, the current operating budget will continue to be used towards offering courses for BPRN students.

SECTION G – FINANCIAL REALLOCATION

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

SUBMITTED BY:

President:

Name:

Signature:

Date:

Vice-President/Academic:

Name:

Signature:

Date:

For use by joint programs only:

President:

Name:

Signature:

Date:

Vice-President/Academic:

Name:

Signature:

Date:

SUBMIT COMPLETED FORM

PROVOST'S OFFICE ONLY Once completed and signed, please submit this application form to Post-Secondary Education and Labour Market Outcomes at PSE-LMO@gov.mb.ca with the following attachments (double-click to engage check box):

<input type="checkbox"/>	Cover letter
<input type="checkbox"/>	Any supporting documentation <i>(reviews, letters of support, etc.)</i>

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

Post-Secondary Education and Labour Market Outcomes
Manitoba Education and Training
400-800 Portage Avenue Winnipeg MB R3C 0C4
(204) 945-1833
PSE-LMO@gov.mb.ca

March 8, 2021

Dear Students,

I am reaching out to you regarding the temporary cessation of our Baccalaureate Program for Registered Nurses (BPRN).

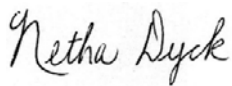
Two years ago, you received a letter from the Dean of the College of Nursing advising you of the temporary cessation of the BPRN program for 2019/20 and 2020/21 due to low enrolment. You also received the College's commitment to support you to completion of the program.

I would like to let you know of our intent to extend the temporary cessation of the BPRN until August 2023 to provide sufficient time for students currently enrolled to complete the requirements of the program. At that time, we will apply for closure of the program.

Please let me know if you have any questions regarding the extension of the temporary cessation of the BPRN.

I wish you success in completing the remaining requirements of the BPRN.

Sincerely,



Dr. Netha Dyck, RN, EdD, CHE, I-FCNEI, I-FCAN
Dean, College of Nursing
University of Manitoba



**University
of Manitoba** | Office of the President

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Room 202 Administration Bldg.
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Winnipeg, MB
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T: 204-474-9345
F: 204-261-1318
president@umanitoba.ca

DATE: May 5, 2021

TO: Jeff Leclerc, University Secretary

FROM: **Michael Benarroch, Ph.D.**
President and Vice-Chancellor

RE: Extension of the Suspension of Admissions to the B.Sc. (Pharmacy)

The recommendation to extend the suspension of intake to the B.Sc. (Pharmacy) program was brought forward for consultation with Senate on April 7, 2021 and the Board of Governors on April 20, 2021, with no significant concerns being raised.

Under the Admission Targets Policy, the President may suspend admissions to a program following consultation and discussion with the applicable Dean or Director, Senate, and the Board of Governors, subject to the provisions of the provincial Program of Study Regulation.

Accordingly, the suspension of admissions to these programs should be extended for a period of two years or until the Fall 2023 intake pending approval by the province.

Please proceed accordingly.

Cc: Janice Ristock, Provost and Vice-President (Academic)
Laurie Schnarr, Vice-Provost (Students)
Lalitha Raman-Wilms, Dean, College of Pharmacy
Jeff Adams, Registrar and Executive Director, Enrolment Services
Randy Roller, Executive Director, OIA
Cassandra Davidson, Academic Program Specialist



**University
of Manitoba**

Office of the President

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T: 204-474-9345
F: 204-261-1318
president@umanitoba.ca

DATE: May 5, 2021

TO: Jeff Leclerc, University Secretary

FROM: **Michael Benarroch, Ph.D.**
President and Vice-Chancellor

RE: Extension of the Suspension of Admissions to the B.Sc.(Maj.), B.Sc.(Hons.),
Biotechnology Programs

The recommendation to extend the suspension of intake to the B.Sc.(Maj.) and B.Sc.(Hons.), Biotechnology programs was brought forward for consultation with Senate on April 7, 2021 and the Board of Governors on April 20, 2021, with no significant concerns being raised.

Under the Admission Targets Policy, the President may suspend admissions to a program following consultation and discussion with the applicable Dean or Director, Senate, and the Board of Governors, subject to the provisions of the provincial Program of Study Regulation.

Accordingly, the suspension of admissions to these programs should be extended for a period of two years or until the Fall 2023 intake pending approval by the province.

Please proceed accordingly.

Cc: Janice Ristock, Provost and Vice-President (Academic)
Laurie Schnarr, Vice-Provost (Students)
Stefi Baum, Dean, Faculty of Science
Jeff Adams, Registrar and Executive Director, Enrolment Services
Randy Roller, Executive Director, OIA
Cassandra Davidson, Academic Program Specialist



**University
of Manitoba**

Office of Provost and Vice-President (Academic)

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

Date: May 5, 2021
To: Dr. Jeff Taylor, Dean, Faculty of Arts
From: Dr. Janice Ristock, Provost and Vice-President (Academic)
Re: Implementation of Bachelor of Arts (Honours) in Linguistics

On May 3, 2021 the University received formal notification from the Deputy Minister, Manitoba Economic Development and Jobs, that the proposal to establish a Bachelor of Arts (Honours) in Linguistics has been approved (see attached). The letter highlights the university's efforts to strengthen undergraduate programming in Linguistics.

I hereby approve the implementation of the program commencing Fall 2021, noting the following:

- The program is a 120-credit hour program in which students can choose to complete either a B.A. (Single Honours) (54 credit hours of Linguistics courses) or a B.A. (Double Honours) (42 credit hours of Linguistics courses).
- The program will be funded through the reallocation of existing resources and tuition revenue. As such, no additional financial support will be allocated in support of this implementation.
- The maximum seat capacity for the program, defined as first-year enrolment in the program, is 15 students.

Consistent with Section 9.7(1) of the Advanced Education Administration Act, should you wish to make any significant modifications to, or cease to provide the program in the future, you are required to seek and receive approval from the province. In this respect, the program is and will be subject to any regulations prescribed under Section 9.7(1) of the Act.

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

Cc.: Michael Benarroch, President and Vice-Chancellor
Todd Mondor, Deputy Provost (Academic Planning and Programs)
Jeff Leclerc, University Secretary
Jeff Adams, Registrar and Executive Director of Enrolment Services
Randy Roller, Executive Director, Institutional Analysis
Shelley Hopkins, Executive Director, Financial Planning
Cassandra Davidson, Academic Programs Specialist



Economic Development & Jobs | Advanced Education, Skills & Immigration
Office of the Deputy Minister
Room 352
Legislative Building
Winnipeg MB R3C 0V8

May 3, 2021

Dr. Todd A. Mondor
Deputy Provost (Academic Planning and Programs)
University of Manitoba
208 Administration Building
Winnipeg, MB
R3T 2N2

Dear Dr. Mondor:

I am pleased to advise that Advanced Education, Skills and Immigration has reviewed the University of Manitoba's proposal to introduce a four-year, course-based Bachelor of Arts Honours degree in Linguistics and has approved the proposal as submitted.

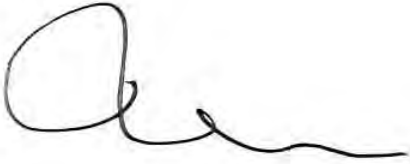
The department appreciates the University's efforts to strengthen undergraduate studies in Linguistics and provide students with Honours degree options that will prepare students for competitive opportunities in the labour market and future postgraduate studies. I wish the University of Manitoba and the Faculty of Arts the very best with the program in the years ahead.

Also, I would like to inform you that during the COVID-19 pandemic, when institutions are adjusting programs based on an ever-changing environment, the approval of a proposal does not obligate a university or college to implement the change. Approval of a proposal is valid for three years from the effective date of the approval. Institutions retain the ability to implement at their discretion during that period. If the University of Manitoba does not implement the proposed change in that time, it must resubmit the proposal for the intended change.

.../2

Should you have any questions, please contact Mr. Grant Prairie, Director of Policy and Programs at 204-945-8564 or at Grant.Prairie@gov.mb.ca.

Sincerely,

A handwritten signature in black ink, appearing to be 'Tracey Maconachie', with a large initial 'T' and a cursive-style name.

Tracey Maconachie

- c. Mr. Grant Prairie, Director of Policy and Programs, Advanced Education, Skills and Immigration
Janice Ristock, Provost and Vice-President (Academic)
Jeff Taylor, Dean, Faculty of Arts
Cassandra Davidson, Academic Programs Specialist

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.

Report of the Senate Executive Committee

Preamble

The Executive Committee of Senate held its regular monthly meeting on the above date.

Observations

1. Speaker for the Executive Committee of Senate

Dean Ed Jurkowski will be the Speaker for the Executive Committee for the June meeting of Senate.

2. Vacancies on the Senate Committee on Nominations

The report of the University Secretary on the Senate Committee on Nominations (SCN) is attached (Appendix A). Members of the SCN are nominated by the Senate Executive Committee and elected by Senate (see recommendation below). Senate Executive has made recommendations on nominations for four vacancies for academic staff, as well as one recommendation for a six-month leave replacement.

Two vacancies remain for student members (one-year terms).

4. Comments of the Executive Committee of Senate

Other comments of the Executive Committee accompany the reports on which they are made.

Recommendation

The Senate Executive Committee recommends:

THAT nominations to the Senate Committee on Nominations be approved by Senate for:

- a) three-year terms beginning June 1, 2021 and ending May 31, 2024**
 - **Professor Steven Passmore (re-appointment, Senator), representing Education, Kinesiology and Recreation Management, and Extended Education;**
 - **Professor Colette Simonot-Maiello (new appointment, Senator), representing Music and School of Art;**
 - **Mr. Hal Loewen (new appointment), representing Libraries and Student Affairs;**
 - **Professor Jennifer van Wijngaarden (new appointment), representing Science;**
- b) a six-month leave-replacement beginning August 1 and ending December 31, 2021**
 - **Professor Victoria Sparks (new appointment), representing Music and School of Art.**

Respectfully submitted,

Dr. Michael Benarroch, Chair
Senate Executive Committee

[Terms of Reference](#)

May 21, 2021

Vacancies on the Senate Committee on Nominations

At the July 1977 meeting of Senate, Senate approved, without debate, area representations for the Senate Committee on Nominations. The representation was amended in July 1991 to include the Libraries, in June 2005 to include the Clayton H. Riddell Faculty of Environment, Earth and Resources, and in October 2014 to take into account the Rady Faculty of Health Sciences.

Members of the Senate Committee on Nominations are nominated by the Senate Executive Committee, and elected by Senate.

The current membership is as follows:

Agricultural and Food Sciences & Environment, Earth and Resources	Jitendra Paliwal*	2024
Architecture & Engineering	Witold Kinsner*	2022
Arts	Pam Perkins	2020
Education, Kinesiology and Recreation Management & Extended Education	Steven Passmore*	2021
Health Sciences (2)	Reg Urbanowski*	2023
	Marie Edwards	2022
Libraries & Student Affairs	Lori Giles-Smith	2022
Management, Law & Social Work	Robert Biscontri*	2023
Music & School of Art	Oliver Botar*	2021
Science	Helen Cameron	2021
Students (2)	Md Tanvir Hasnine	2021
	Vacant	2021

* denotes member of Senate presently or at time of appointment

The terms for Helen Cameron, Steven Passmore, and Oliver Botar will end on May 31, 2021. Consequently, replacements are required for the following areas for the term of June 1, 2021 to May 31, 2024:

Science

Education, Kinesiology and Recreation Management & Extended Education

Music and School of Art

Steven Passmore has indicated his willingness to stand for re-appointment.

Additionally, Lori Giles-Smith will be on Research Study Leave from July 1, 2021 to December 31, 2021 and as such, a representative from Libraries & Student Affairs should be appointed as a six-month leave replacement.

The composition of the Senate Committee on Nominations calls for ten members of the academic staff, the majority of whom are to be members of Senate. Since four of the remaining academic members currently on the Committee are Senators, or were Senators at the time of appointment, at least two of the replacements must be a member of Senate at the time of election to the Senate Committee on Nominations.

The term of Md Tanvir Hasnine as student member will end on May 31, 2021. Additionally, a second position for a student is currently vacant. Consequently, two student replacements are required for the term of June 1, 2021 to May 31, 2022.

Report of the Faculty Council of Graduate Studies on Course, Curriculum and Regulation Changes

Preamble

1. The Faculty of Graduate Studies (FGS) has responsibility for all matters relating to the submission of graduate course, curriculum, program and regulation changes. Recommendations for such are submitted by the Faculty Council of Graduate Studies for the approval of Senate.
2. The Faculty Council of Graduate Studies met on the above date to consider a proposal from the Dept. of Community Health Sciences.

Observations

1. The **Dept. of Community Health Science** proposes supplementary regulation changes to the Ph.D. (section 5.4), specifically to provide greater flexibility for Ph.D. students to meet their unique needs and help them acquire the knowledge needed to successfully complete their thesis. On the recommendation of the student's advisor and with the approval of the Director of the CHS Graduate Program, the 12 credit hour elective courses in the Ph.D. may now be fulfilled by courses in departments other than Community Health Sciences.

The Dept. of Community Health Sciences also proposes the permanent cessation of the M.Sc. in Family Social Sciences degree. As a result of the closure of the Faculty of Human Ecology, the Dept. of Family Social Sciences (FSS) merged with the Dept. of Community Health Sciences (CHS) in 2014. With the merger, all FSS faculty became members of CHS, and FSS courses (graduate and undergraduate) continued to be taught. As both departments offered Master of Science programs, amalgamation created redundancy. Therefore, admission to the M.Sc. in FSS was officially suspended on December 17, 2014. The program has been kept open since then in order for the remaining Master's students in FSS to complete their M.Sc. in FSS. The last students completed the M.Sc. in FSS in 2018.

The closure of the M.Sc. in FSS precipitates the deletion of (17) courses: FMLY 7002, 7004, 7010, 7220, 7230, 7500, 7510, 7520, 7600, 7610, 7620, 7700, 7710, 7800, 7810, 7920, 7930. Of these (17) deletions, the Dept. of Community Health Sciences would like to retain (8) of the courses and proposes them as course introductions under CHSC numbers: CHSC 7630, 7632, 7634, 7636, 7638, 7640, 7642, 7644. The transfer of the FMLY courses to CHSC course codes ensures that students can benefit from the expertise of the former FSS faculty now based in CHS.

One of the course deletions, FMLY 7500, has been a required course in the Master of Public Health (M.P.H.) program, and as such, the department proposes that this requirement be replaced by the equivalent CHSC 7632 in section 4.4.1 of the supplementary regulations.

Course Deletions

FMLY 7002 Family Social Sciences Seminar I	-3
FMLY 7004 Family Social Sciences Seminar II	-3
FMLY 7010 Seminar in Family Finance	-3
FMLY 7220 Management of Family Stress	-3

FMLY 7230 Work and Family Interrelationships	-3
FMLY 7500 Evaluation of Family, Health and Social Development Programs	-3
FMLY 7510 Research Data Centre Research Methods Part A	-1.5
FMLY 7520 Research Data Centre Research Methods Part B	-1.5
FMLY 7600 Parent-Child Relationships	-3
FMLY 7610 Aging and Families	-3
FMLY 7620 Children and Violence	-3
FMLY 7700 Independent Study	-3
FMLY 7710 Special Topics in Family Social Sciences	-3
FMLY 7800 Family Violence	-3
FMLY 7810 Conflict and Mediation in Families	-3
FMLY 7920 Globalization, Families and Communities	-3
FMLY 7930 Social Development in Theory and Practice	-3

Course Introductions

CHSC 7630 Work and Family Interrelationships	+3
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In this course students will engage in advanced study of the intersection of earning and caring activities of families over the life course and how these activities interrelate at the community, provincial, national, and global levels. The influence of gender and demographic trends will be explored and family, private sector, and public sector responses to the issue will be examined. There will also be an emphasis on relating current research to relevant theoretical perspectives and professional practice. May not be held with the former FMLY 7230.

CHSC 7632 Evaluation of Family, Health and Social Development Programs	+3
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This course teaches the theory and practice of program evaluation with a focus on health and social development programs. It emphasizes a utilization-focused evaluation approach. It studies program evaluation from a "real world" perspective, including the political and ethical issues related to evaluation. The course provides strong theoretical foundations. Students put this into practice by working with a particular agency/program to fully develop an evaluation plan to be actually used by the agency/program. May not be held with the former FMLY 7500.

CHSC 7634 Research Data Centre Research Methods Part I	+1.5
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This course will introduce the processes and methods involved in using Statistics Canada's confidential master data files at the Research Data Centre (RDC). Students will gain skills in conducting secondary analyses in order to address important health and social policy research questions. Pre or Co-requisite: Graduate level biostatistics course or equivalent. May not be held with the former FMLY 7510.

CHSC 7636 Research Data Centre Research Methods Part II	+1.5
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A continuation of the introduction to the processes and methods involved in using Statistics Canada's confidential master data files at the Research Data Centre (RDC). Students will gain skills in conducting secondary analyses in order to address important health and social policy research questions. Pre-requisite: Successful completion of Part I (CHSC 7634). May not be held with the former FMLY 7520.

CHSC 7638 Children and Violence	+3
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An examination of children's experiences of violence at the levels of families, communities and societies. Relevant theoretical and measurement issues are addressed, as well as the developmental outcomes of various forms of violence. The incidence and prevalence of violence in children's lives is examined. Models of prevention, intervention and policy are explored. May not be held with the former FMLY 7620.

CHSC 7640 Family Violence **+3**

Advanced study of current topics in family violence. Topics may include child abuse, sibling abuse, parent abuse, dating violence, intimate partner violence, and elder abuse. Emphasis is on understanding and critiquing current theory and research. May not be held with the former FMLY 7800.

CHSC 7642 Family Conflict & Health & Well-being **+3**

The origins and manifestation of conflict in family relationship across the life course will be reviewed with an emphasis on its relation to individual, dyadic, and family health and well-being. May not be held with the former FMLY 7810.

CHSC 7644 Social Development in Theory and Practice **+3**

This advanced seminar examines the concepts and practices of social development within specific contexts. It examines the interplay between theory and practice and the epistemological underpinnings of social development research, programs, and policies as applied to families, communities, and populations. Case studies are assessed and critiqued. May not be held with the former FMLY 7930.

NET CREDIT HOUR CHANGE **-27**

Recommendations

Faculty Council of Graduate Studies recommends THAT the course and program changes from the unit listed below be approved by Senate:

Dept. of Community Health Sciences

Respectfully submitted,

Dr. Kelley J. Main, Chair
Faculty Council of Graduate Studies

/ak

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

PERMANENT CESSATION OF A PROGRAM OF STUDY

Under The Advanced Education Administration Act

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

UM INTERNAL REQUIREMENTS

1. Please complete the application below and submit one (1) electronic copy (.pdf format) each to the Deputy Provost (Academic Planning and Programs) and the Office of the University Secretary, along with the following supplemental documentation:
 - a. A cover letter justifying and summarizing the rationale behind the request for permanent cessation.
 - b. Letters of support from external stakeholders that were consulted as part of this proposal, if applicable.
 - c. Course Deletion forms, where applicable. To access the course deletion forms, please visit:
 - Undergraduate Courses: <http://umanitoba.ca/admin/governance/forms/index.html>
 - Graduate courses: http://umanitoba.ca/faculties/graduate_studies/admin/course_delete.htm
2. Please refer to the policy, Submission of Course, Curriculum and Program changes for further information. http://umanitoba.ca/admin/governance/governing_documents/academic/356.html
3. Please direct questions to Cassandra Davidson, Academic Programs Specialist, Office of the Provost and Vice-President (Academic) at Cassandra.Davidson@umanitoba.ca or 204.474.7847.

SECTION A – PROPOSAL DETAILSInstitution: **University of Manitoba**

Applicable faculties/department with responsibility for the program:

Rady Faculty of Health Sciences/Department of Community Health Sciences

If program is a joint program, list all participating institutions and the roles of each in delivering the program to be ceased:

NA

Program name: Family Social Sciences

Credential awarded: Master of Science in Family Social Sciences

Proposed start date for permanent cessation: September 2021

Institutional Program Code(s) (PSIS reporting number):

Office Use Only

One-time funding:

On-going funding:

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

Focusing on issues that influence health, well-being and family relations, the Master of Science (M.Sc.) in Family Social Sciences provides a strong research foundation in family psychosocial health. We study family issues from a multidisciplinary perspective that integrates psychological, sociological and economic theory and research. The graduate program is organized around four major areas of study. Each student selects one area in which to focus both course work and a research thesis.

Developmental Health is concerned with the determinants of healthy development throughout life and the implications for prevention and health promotion. Health is broadly defined as social, psychological and physical. The determinants of health are considered in the context of families as they interact with communities and societies.

Family Resource Management is focused on the interface between families and their resources - time, energy and money. The interaction of families with societal systems in the economy is emphasized, as are issues that affect family well-being, such as managing stress, making decisions and resolving problems.

Family Violence and Conflict Resolution surveys the prevalence, incidence, etiology, and consequences of conflict and violence in family relationships across the life span. Risk and protective factors at the individual, family, community, and societal levels are studied, with an emphasis on violence prevention and conflict mediation.

Inner City Families and Communities is designed to increase student knowledge of issues, perspectives and dynamics of individuals and their interactions in families and communities within the inner city.

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

The program consists of 21 credit hours and a thesis. The number of courses/credit hours that a student takes per term or year depends on the individual student. The maximum length of time to complete the program is four years.

B-3 Provide a description of the intended outcomes of the program being permanently ceased:

To prepare students to understand, analyze and evaluate family issues from a multidisciplinary perspective that integrates psychological, sociological and economic theory and research.

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

A Master's degree in Family Social Sciences prepares graduates for positions in fields such as health promotion, policy analysis, community development, health research, human services administration, program development, and victim services. Graduates obtain employment in a variety of government agencies and not-for-profit organizations where their research skills and multidisciplinary training in family health and well-being contribute to improved social and economic life in the Province of Manitoba. Other graduates build on their strong training in family social sciences by obtaining their doctoral degrees and further contributing to the research and educational capacity of the province.

B-3.1 - Describe the existing and anticipated post-secondary learning needs of students in Manitoba that this program addresses and responds to.

This program responds to the needs of students for rigorous, local training in family social sciences research. The program provides students with a strong foundation that integrates psychological, sociological and economic theory and research. Graduates understand family diversity, the complexity of family issues, and the importance of employing a multidisciplinary perspective.

B-4 Describe the mode of delivery for this program:

Courses are delivered in classroom settings.

SECTION C – INFORMATION REGARDING PERMANENT CESSATION DEVELOPMENT PHASE

C-1 Identify and provide a detailed description of the rationale for the permanent cessation of this program of study:

(Such as changes in applications, enrolment, employer demand.)

As a result of the closure of the Faculty of Human Ecology, the Department of Family Social Sciences (FSS) merged with the Department of Community Health Sciences (CHS) in 2014. The merger was approved by Senate on June 25, 2014 and by the Board of Governors on June 24, 2014. With the merger, all FSS faculty became members of CHS, with full rights and responsibilities, and FSS courses (graduate and undergraduate) continued to be taught. As both departments offered Master of Science programs, amalgamation created redundancy. Therefore, admission to the M.Sc. in FSS was officially suspended on December 17, 2014. The program has been kept open since then, in order for the remaining Master's students in FSS to complete their M.Sc. in FSS. The last students completed the M.Sc. in FSS in 2018. As such, there are no students in the program anymore and the program can now be closed.

C-2 If applicable, describe any program reviews, evaluations, or other program review processes that occurred during the temporary cessation of this program:

N/A

C-3 Describe how the permanent cessation of this program aligns with the strategic plans of your institution:

The cessation of the M.Sc. in FSS does not impact CHS' alignment with the University's strategic plan. Since the suspension of admission to the M.Sc. in FSS, students interested in areas such as family violence, aging, or indigenous health are being directed to the M.Sc. in CHS. A number of FSS (FMLY) graduate courses are still being taught as part of the CHS graduate program. The areas of expertise of FSS faculty who merged into CHS align well with the mission of CHS, and have strengthened the CHS pillars, which are: Indigenous health research, global health, health services and health policy, family maltreatment and violence, health over the life course, applied public health and epidemiology, critical social sciences, and methodologies (biostatistics and qualitative research).

C-4 Outline the internal approval process (i.e. committees, governing bodies) for approving the permanent cessation of this program of study within your institution and indicate any dates of decision: *(Governing Council, Board of Governors, Board of Regents, Senate, other)*

Approval of the cessation of the M.Sc. in FSS will involve: CHS Departmental Council (motion to close the M.Sc. in FSS approved at the March 4, 2021 Departmental Council meeting); Faculty of Graduate Studies (FGS) Programs and Guidelines Committee; FGS Executive Committee; FGS Faculty Council; and University Senate.

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

<u>Decision-Making Body</u>	<u>Date of Approval</u>
Faculty/College/School	_____
SCCCC (<i>undergrad only</i>)	_____
SPPC (<i>if applicable</i>)	_____
Senate Executive	_____

Senate _____

Board of Governors _____

C-5 Responsibility to consult

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

N/A

C-3.2 What agencies, groups, or institutions have been consulted regarding the permanent cessation of this program?

The merger of FSS with CHS and its impact on the programs delivered in each department was discussed extensively in 2012 and 2013 within each Departments and at a Forum with the Dean, Faculty of Medicine. On December 5, 2013, FSS Departmental Council passed the motion to merge the M.Sc. in FSS with the M.Sc. in CHS. On December 10, 2013, CHS Departmental Council passed a motion to welcome FSS faculty as full members into CHS, and that its graduate programs would continue unchanged, with FSS graduate courses offered as electives. The proposal for the merger of FSS with CHS was approved by Senate and the Board of Governors on June 25, 2014 and June 24, 2014, respectively. Following the merger, a working group met from July 2014 to April 2015 to ensure smooth transition of both undergraduate and graduate FSS programs into CHS. The working group included: Department Heads of CHS and FSS; Graduate Program Directors from CHS and FSS; a member at large from CHS and FSS; administrative staff from CHS and FSS; the Acting Dean of Human Ecology; the Director of Administration of the Rady Faculty of Health Sciences; and the Director, Office of the VP (Academic) and Provost. The working group's recommendation to suspend admission to the M.Sc. in FSS was approved by the President and Vice Chancellor of the University on December 17, 2014, after consultation with the: University Senate; Vice-Provost (Graduate Education) & Dean (Faculty of Graduate Studies); and Vice-Provost (Integrated Planning and Academic Programs).

C-3.3 How have students and faculty been informed of the intent to permanently cease this program?

FSS faculty were part of the discussion regarding the suspension of admission to the M.Sc. in FSS, and its ultimate closure, as soon as the two departments merged in 2014. Discussions took place in CHS Departmental Council meetings, Graduate Program Committee meetings, and FSS-CHS merger working group meetings. Students were informed of the suspension of admission to the Master's in FSS on both FSS and CHS websites and in the University calendar, as well as on an individual basis in discussions between FSS and CHS faculty and FSS Master's students.

C-6 Describe the impact that the permanent cessation of this program may have on developing a skilled workforce and on labour market need in Manitoba:

The goals of the M.Sc. in FSS align well with those of the M.Sc. in CHS and, given that FSS faculty expertise and graduate courses have been incorporated into CHS, the cessation of the M.Sc. in FSS does not impact workforce or labor market needs.

D-1 Describe how the permanent cessation of this program will affect any specific laddering, articulation and/or credit transfer options for students in Manitoba and Canada:

N/A

D-2 Describe how the permanent cessation of this program may affect the academic, cultural, social and economic needs and interests of students and the province:

The cessation of the program is not expected to affect the academic, cultural, social and economic needs and interests of students and the province, given that students who formerly may have taken a M.Sc. in FSS can gain training in the same areas by taking the M.Sc. in CHS.

D-3 UM INTERNAL REQUIREMENTS: Describe how the permanent cessation of this program will impact course offerings in the unit. Provide a list of courses that are to be deleted (indicate subject code, course number, course title, number of credit hours) as a result of the permanent cessation and append the appropriate deletion forms.**Course deletions:**

FMLY 7002 – Family Social Sciences Seminar I – 3 crh
FMLY 7004 – Family Social Sciences Seminar II – 3 crh
FMLY 7010 - Seminar in Family Finance – 3 crh
FMLY 7220 - Management of Family Stress – 3 crh
FMLY 7600 - Parent-Child Relationships – 3 crh
FMLY 7610 – Aging and Families – 3 crh
FMLY 7700 – Independent Study – 3 crh
FMLY 7710 – Special Topics in Family Social Sciences – 3 crh
FMLY 7920 - Globalization, Families and Communities – 3 crh

Courses changes:

Eight courses are being transferred into CHS and, therefore, will need have their course code changed from FMLY to CHSC.

FMLY 7230 – Work and Family Interrelationships – 3 crh
FMLY 7500 – Evaluation of Family, Health and Social Development Programs – 3 crh
FMLY 7510 - Research Data Centre Research Methods Part A – 3 crh
FMLY 7520 - Research Data Centre Research Methods Part B – 3 crh
FMLY 7620 – Children and Violence – 3 crh
FMLY 7800 – Family Violence – 3 crh
FMLY 7810 – Conflict and Mediation in Families
FMLY 7930 – Social Development in Theory and Practice – 3 crh

D-4 UM INTERNAL REQUIREMENTS: Describe how the permanent cessation of this program and the deletion of any related courses may affect other academic programs at the institution. For undergraduate programs, include Request for Statement of Support forms, or for graduate programs, append letters of acknowledgement from those units/programs that may be impacted.

Cessation of the program is not expected to affect other academic programs as many of the courses that were formerly taught as part of the M.Sc. in FSS continue to be taught in CHS. Courses that are being deleted have not been taught in years or were open only to FSS students.

SECTION E– STUDENT IMPACTS

E-1 Provide a program completion plan for students currently enrolled in the program that is being permanently ceased:

NA – there are currently no students in this program.

Year 1

Year 2

Year 3

Year 4

UM Internal Requirements: Is there a potential for students who are currently not registered and who may not have been registered for one or more years to return to the program? If so, outline any plans on how these students will be accommodated.

N/A – the last students in the program graduated in 2018.

E-2 Will previous graduates of this program be negatively affected by its cessation?

It is not anticipated that students who graduated with a M.Sc. in FSS are negatively affected by the cessation of the program. However, it should be acknowledged that the University's decision to close the Faculty of Human Ecology, and the resulting merging of FSS into CHS was not universally welcomed by FSS students. As such, previous graduates may re-experience a sense of loss once the program is officially closed.

E-3 What was the maximum seat capacity of the program that is being permanently ceased?

Intake of students in the program ranged from about 5 to 8 each year. Depending on how long students were in the program, there would have been about 30 students registered in the program in a given year.

E-4 What was the enrolment and graduation rate for this program over the past 5 years?

Number of graduates in the last 5 years:

2015: 2

2016: 6

2017: 5

2018: 4

2019: 0

2020: 0

SECTION F – FINANCIAL REALLOCATION

F-1 What portion of ongoing funding is allocated to this program?

There is no funding specifically allocated to this program.

F-2 Please provide a detailed description of how these funds will be reallocated:

N/A

SECTION G – SIGNATURES

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

SUBMITTED BY:

President:

Name:

Signature:

Date:

Vice-President/Academic:

Name:

Signature:

Date:

For use by joint programs only:

President:

Name:

Signature:

Date:

Vice-President/Academic:

Name:

Signature:

Date:

SUBMIT COMPLETED FORM

PROVOST'S OFFICE ONLY Once completed and signed, please submit this application form to Post-Secondary Education and Labour Market Outcomes at PSE-LMO@gov.mb.ca with the following attachments (*double-click to engage check box*):

☐

Cover letter

☐

Any supporting documentation (*reviews, letters of support, etc.*)

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

Post-Secondary Education and Labour Market Outcomes
Manitoba Education and Training
400-800 Portage Avenue Winnipeg MB R3C 0C4
(204) 945-1833
PSE-LMO@gov.mb.ca

FGS Academic Guide Regulation 2020/21	Supplementary Regulation
provide the student with any necessary prerequisites for courses to be taken in the Master's program.	
4.4 Program Requirements In general, students must complete one of the programs of study described below for the Master's degree. However, the program of study is determined by the department/unit and may follow the department/unit's supplementary regulations. Any single course cannot be used for credit toward more than one program.	
4.4.1 Thesis/Practicum Route A minimum of twelve (12) credit hours of coursework, unless otherwise stated in the department/unit's supplementary regulations, plus a thesis or practicum is required. The minimum must include at least six (6) credit hours at the 7000-level or above, with the balance of the coursework at the 3000-level or above. A maximum of twenty-four (24) credit hours of coursework is allowed unless the department/unit's supplementary regulations indicate otherwise. The student must complete the thesis/practicum at The University of Manitoba.	<p><u>M.P.H. course requirements</u> The M.P.H. program consists of completion of core courses, elective courses and a supervised practicum (12 - 16 weeks in duration), either as a field placement opportunity or through the completion of a capstone research project. Thirty (30) credit-hours from 7000-level courses will be required for completion of the degree: eighteen (18) credit hours from core courses, and twelve (12) credit hours from elective courses. For the supervised practicum, students will choose from either the field placement or the capstone research component, and these are both considered (0) credit hour components of the program.</p> <p>The following six (6) 3-credit hour courses are required:</p> <ul style="list-style-type: none"> • CHSC 7500 Core Concepts in Public Health 1 • CHSC 7502 Core Concepts in Public Health 2 • CHSC 7520 Principles of Epidemiology • CHSC 7530 Applied Public Health Epidemiology; • FMLY 7500CHSC 7632 Evaluation of Family, Health & Social Development Programs; and either • CHSC 7820 Biostatistics for Community Health Sciences; or • CHSC 7810 Biostatistics for the Health and Human Sciences. • <p>An additional twelve (12) credit hours of CHS courses must be taken at the 7000* level as electives.</p> <p>*On the recommendation of the student's advisor and with the approval of the Director of the CHS Graduate Program elective courses for the M.P.H. program may be taken in other departments.</p> <p>Supervised practicum: The majority of M.P.H. students will complete CHSC 7580 Public Health Field Placement. M.P.H. students with extensive applied public health experience may apply to replace CHSC 7580 with CHSC 7590 Capstone Research Project in Public Health, pending</p>

FGS Academic Guide Regulation 2020/21	Supplementary Regulation
	<ul style="list-style-type: none"> • CHSC 7820 Biostatistics for Community Health Sciences; or • CHSC 7810 Biostatics for the Health and Human Sciences; or • CHSC 7738 Qualitative Research Methods in Community Health Sciences <p><u>Required Courses for Ph.D. program</u> Eighteen (18) credit-hours from 7000-level courses will be required for completion of the degree: six (6) credit hours of core courses and twelve (12) credit hours of elective courses.</p> <p>Core courses include:</p> <ul style="list-style-type: none"> • CHSC 8600 Senior Seminar in Community Health (3) <p>Plus one 3-credit hour methods course from:</p> <ul style="list-style-type: none"> • CHSC 7830 Advanced Biostatistics for Community Health Sciences • CHSC 7740 Advanced Qualitative Methods in Community Health Sciences • CHSC 7540 Advanced Epidemiology <p>Plus twelve (12) credit hours of 7000-level CHSC elective courses. <u>Plus twelve (12) credit hours of 7000* level CHSC elective courses.</u></p> <p><u>*On the recommendation of the student's advisor and with the approval of the Director of the CHS Graduate Program elective courses for the Ph.D. program may be taken in other departments.</u></p> <p>If any courses required for the Ph.D. program were taken to meet the requirements for another degree program (including the M.Sc. degree in CHS) these courses are not to be repeated but replaced with other 7000 level courses, to bring the total credit hours to the 18 required in the Ph.D. program.</p>
<p>5.4.1 Language Requirements</p> <p>Some department/units specify a language requirement for the Ph.D. degree. Students are advised to check department/unit supplementary regulations regarding this requirement.</p>	<p>There is no language requirement for the Ph.D. program.</p>
<p>5.4.2 Advance Credit</p> <p>Advance credit for courses completed prior to admission to a Ph.D. program will be considered on a case-by-case basis. The student's department/unit makes the request to the Faculty of Graduate Studies by completing the "Advance Credit - Transfer of Courses" form (http://umanitoba.ca/faculties/graduate_studies/forms/index.html).</p>	

Report of the Faculty Council of Graduate Studies on Course, Curriculum and Regulation Changes

Preamble

1. The Faculty of Graduate Studies (FGS) has responsibility for all matters relating to the submission of graduate course, curriculum, program and regulation changes. Recommendations for such are submitted by the Faculty Council of Graduate Studies for the approval of Senate.
2. The Faculty Council of Graduate Studies met on the above date to consider a proposal from the Dept. of Architecture.

Observations

1. The **Dept. of Architecture** proposes changes to its M.Arch. supplementary regulations. These program changes reflect a clarification of the wording in section 4.4.2 describing the “required core courses” to reflect the full range of possible course combinations students may elect to take to fulfill their requirements. In particular, students may take any combination of ARCH 7000 (1.5 credit hours) and ARCH 7010 (1.5 credit hours) to achieve a total of 3 credit hours. Similarly, students may take any combination of ARCH 7020 (1.5 credit hours) and ARCH 7030 (1.5 credit hours) to achieve a total of 3 credit hours. Whereas the current language suggests that students must only take one of each of those choices, when in fact they may also take two of the same course numbers to achieve the required 3 credit hours.

Recommendations

Faculty Council of Graduate Studies recommends THAT the program changes from the unit listed below be approved by Senate:

Dept. of Architecture

Respectfully submitted,
Dr. Kelley J. Main, Chair
Faculty Council of Graduate Studies

/ak

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

FGS Academic Guide Regulation 2020/21	Supplementary Regulation
<p>In general, students must complete one of the programs of study described below for the Master's degree. However, the program of study is determined by the department/unit and may follow the department/unit's supplementary regulations. Any single course cannot be used for credit toward more than one program.</p>	
<p>4.4.1 Thesis/Practicum Route</p> <p>A minimum of twelve (12) credit hours of coursework, unless otherwise stated in the department/unit's supplementary regulations, plus a thesis or practicum is required. The minimum must include at least six (6) credit hours at the 7000-level or above, with the balance of the coursework at the 3000-level or above. A maximum of twenty-four (24) credit hours of coursework is allowed unless the department/unit's supplementary regulations indicate otherwise. The student must complete the thesis/practicum at The University of Manitoba.</p>	
<p>4.4.2 Course-based or Comprehensive Examination Route</p> <p>A minimum of twenty-four (24) credit hours of coursework and comprehensive examination(s) is required. The minimum must include at least eighteen (18) credit hours at the 7000-level or above with the balance of the coursework at the 3000-level or above. A maximum of forty-eight (48) credit hours of coursework is allowed unless a department/unit's supplementary regulations indicate otherwise. A comprehensive examination is required for some course-based programs.</p>	<p>The Department of Architecture students complete their Master's degree with a Design Thesis.</p> <p>Students taking the first professional Master's degree in Architecture are required to take 48 credit hours of coursework and the Design Thesis.</p> <p>The course work (including studios) must be taken in the order offered in any year. Students may not defer any first year Master's (M1) studio or course until the second year (M2) except in exceptional circumstances, and with the permission of the department head.</p> <p><u>Required Core Courses: 42 Credit hours</u></p> <ul style="list-style-type: none"> • *ARCH 7000 Advanced Technology Topics 1 (M1 or M2 year) (1.5 credit hours) and/or ARCH 7010 Advanced Technology Topics 2 (M1 or M2 year) (1.5 credit hours) <u>(any combination to equal 3 credit hours)</u>; OR • *ARCH 7100 Advanced Technology Topics (M1 or M2 year) (3 credit hours) • *ARCH 7020 Research Topics: History and Theory 1 (M1 or M2 year) (1.5 credit hours) and/or ARCH 7030 Research Topics: History and Theory 2 (M1 or M2 year) (1.5 credit hours each) <u>(any combination to equal 3 credit hours)</u>; OR • *ARCH 7120 Research Topics: History and Theory (M1 or M2 year) (3 credit hours) • ARCH 7350 (M1) Legal Aspects (3 credit hours) • ARCH 7040 (M1) Professional Practice (3

FGS Academic Guide Regulation 2020/21	Supplementary Regulation
	<p>credit hours)</p> <ul style="list-style-type: none"> • ARCH 7050 (M1) Arch Studio 5 and Comprehensive Program Report (9 credit hours) • ARCH 7060 (M1) Arch Studio 6 (9 credit hours) • ARCH 7070 (M2) Design Research Studio (9 credit hours) • ARCH 7080 (M2) Technology Thesis Report (3 credit hours) • GRAD 7090 (M2) Design Thesis (0 credit hours) <p>Elective Options: 6 credit hours</p> <p><i>*Students must complete 3 credit hours of Advanced Technology Topics and 3 credit hours of Research Topics: History and Theory, each satisfied by <u>either</u> two 1.5 credit Topics courses <u>or</u> one 3 credit course. The remaining 6 credit hours may be made up of any ARCH Topics course or approved electives.</i></p> <p>Approved electives consist of any 3000 level (or higher) course within the Faculty of Architecture or another University course, as approved by the Department Head.</p> <p>Students may apply to the Faculty of Architecture's Cooperative Education/Integrated Work program (Co-op/1) graduate option. Students must complete a minimum of two and maximum of three four-month work terms to have the Co-op/I option acknowledged on their graduation parchment. For each work term, students must enroll in the appropriate course: ARCG 7150 Work Term 1 and, subsequently, ARCG 7250 and/or ARCG 7350. Each course requires submission of a written report and portfolio covering the work completed for the professional assignment. Work term courses are valued at zero credit hours and evaluated as pass/fail. These are above and beyond graduate course requirements.</p>
<p>4.4.3 Accredited Professional Route</p> <p>The credit hours and course requirements shall reflect the requirements of the department/unit's external accrediting body. Students should check department/unit supplementary regulations regarding this requirement.</p>	
<p>4.4.4 Language Requirements</p>	<p>There is no language requirement.</p>

Report of the Faculty Council of Graduate Studies on Course, Curriculum and Regulation Changes

Preamble

1. The Faculty of Graduate Studies (FGS) has responsibility for all matters relating to the submission of graduate course, curriculum, program and regulation changes. Recommendations for such are submitted by the Faculty Council of Graduate Studies for the approval of Senate.
2. The Faculty Council of Graduate Studies met on the above date to consider a proposal from the Asper School of Business.

Observations

1. The **Asper School of Business** proposes Master of Supply Chain Management supplementary regulation changes. The changes include the updated name of the Faculty Council sub-committee which oversees the program. The terms of reference/composition of the committee have been removed from the supplementary regulations as it has been determined that they do not belong in the supplementary regulations. In addition, the Asper School proposes changes to the timing of when the Co-op term will be completed in the MSCM.

Recommendations

Faculty Council of Graduate Studies recommends THAT the program changes from the unit listed below be approved by Senate:

Asper School of Business

Respectfully submitted,

Dr. Kelley J. Main, Chair
Faculty Council of Graduate Studies

/ak

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

Faculty of Graduate Studies Regulation	Supplemental Regulation
<p>As the pre-Master's program of study is intended to bring a student's background up to the equivalent of the required four (4) year degree, departments/units should assign to students, as part of their pre-Master's program of study, an appropriate number of applicable upper level (3000 or 4000) undergraduate courses. Pre-Master's students are not normally allowed to register in 7000-level courses above, with the exception of GRAD 7500, unless prior permission is granted by the Dean of the Faculty of Graduate Studies or designate.</p>	
<p>3.2 Academic Performance</p> <p>3.2.1. The department/unit Head is responsible for assigning the courses and monitoring the progress of each student.</p> <p>3.2.2. A minimum degree grade point average of 3.0 with no grade below C+ must be maintained to continue in a pre-Master's program. Students who fail to maintain this standing will be required to withdraw unless remedial action recommended by the department/unit (as described below) is approved by the Dean of the Faculty of Graduate Studies.</p> <p>3.2.3. Students deficient in six (6) hours of credit or less may be permitted to write a supplemental examination (when offered in the department/unit's supplemental regulations) in courses in which a grade of C or less was obtained.</p> <p>3.2.4. Students deficient in six (6) hours of credit or less with a grade of C, D, or F in a course or courses may be permitted, if the overall average is C or better, to write one (1) supplemental examination in each course (when permitted by the department/unit's supplemental regulations), to repeat the courses, or to take equivalent substitute courses.</p> <p>Note: In exceptional circumstances, when a student is deficient in more than six (6) credit hours, the student may be permitted to repeat the pre-Master's year, or to write supplemental examinations (when offered), or to substitute equivalent coursework in order to make up the deficiencies.</p> <p>A student may be permitted to repeat the pre-Master's year only once, and to remove deficiencies in grades by writing a supplemental examination or repeating courses only a maximum of once for each course to a maximum of nine (9) credit hours of coursework.</p> <p>If a course is repeated or a supplemental examination is written, the highest grade obtained in that course will be used in the determination of the degree GPA.</p> <p>The degree GPA is cumulative in a pre-Master's program if more than one (1) year is required to complete the course requirements.</p> <p>A summary of all action taken administratively is to be reported to the Faculty of Graduate Studies Executive Committee.</p>	
<p>SECTION 4: General Regulations: Master's</p> <p>4.1 General</p> <p>Although general regulations apply to all students, individual departments/units may have additional regulations that supplement these general regulations. All such</p>	<p>Program oversight is provided by the Asper School of Business Professional Graduate Programs Committee which is a standing committee of the Faculty Council of the I.H. Asper School of Business.</p>

Note:

Blue-shaded boxes must be filled in. Yellow-shaded boxes must be filled in if a unit offers that specific program route (i.e. Comprehensive Examination route)

Faculty of Graduate Studies Regulation	Supplemental Regulation
<p>supplemental regulations must be approved (as specified by the By-Laws of the Faculty of Graduate Studies), published, available to students (http://umanitoba.ca/faculties/graduate_studies/admin/supplemental_regulations.html), and be kept on record in the Faculty of Graduate Studies. All students should consult department/unit supplemental regulations for specific details regarding admission, program requirements, progression, and completion. Individual departments/units may offer Master's programs by one or more of the following programs:</p> <ul style="list-style-type: none"> • Thesis/practicum-based; • Course-based; • Comprehensive Exam; • Project; • Accredited Professional. 	<p>Program oversight is provided by the Master in Supply Chain Management and Logistics Program Committee, which is a standing committee of the Faculty Council of the I.H. Asper School of Business. It is the policy making body for the program and meets regularly to decide curriculum related issues, to review the administration processes of the program, to select award or bursary recipients, to advise on admission decisions (when needed), to consider special student requests and appeals, and to review lists of graduands.</p> <p>The Committee is comprised of the following:</p> <ul style="list-style-type: none"> -Associate Dean Professional Programs responsible for the MSCM program -Department Head of Supply Chain Management -Five (5) faculty members: <ul style="list-style-type: none"> -Four (4) from the Department of Supply Chain Management * -One (1) from outside the Dep. of Supply Chain Management -One (1) MSCM student representative -One (1) administrative staff member of the Asper School of Business' Graduate Program Office (non-voting recording secretary) <p>* To be elected by the Department of Supply Chain Management</p> <p>The Chair of the Committee will be elected by the committee members every two years for a two-year term.</p> <p>Curriculum changes that impact courses utilized by both the Master in Supply Chain Management and Logistics program and the Asper School of Business MBA program will be approved separately by the Master in Supply Chain Management and Logistics Program Committee and the MBA Program Committee, and consensus will have to be reached by the two committees.</p>
<p>4.2 Diploma Programs</p> <p>The regulations for the Master's program shall also prevail for diploma programs. All students should consult the department/unit supplemental regulations regarding diploma programs.</p>	
<p>4.3 Admission</p> <p>4.3.1 General Criteria</p> <p>Students who are eligible to be considered for direct admission to a program of study leading to the Master's degree include:</p>	<p>The Master in Supply Chain Management and Logistics is 48 credit hour course-based Master's degree, which includes a four-month Co-op component or an Applied Project that is equivalent to three (3) credit hours. Admission to the Master in Supply Chain Management and Logistics program will be based on the following criteria:</p>

Note:

Blue-shaded boxes must be filled in. Yellow-shaded boxes must be filled in if a unit offers that specific program route (i.e. Comprehensive Examination route)

Faculty of Graduate Studies Regulation	Supplemental Regulation
<ul style="list-style-type: none"> • Graduates of four (4) year undergraduate degree programs (or equivalent as deemed by the Faculty of Graduate Studies) from: <ul style="list-style-type: none"> ○ Canadian institutions empowered by law to grant degrees; or ○ Colleges and universities outside Canada which are officially recognized by the Faculty of Graduate Studies; • Graduates from first-cycle Bologna compliant degrees; • Students who have completed a pre-Master's program from: <ul style="list-style-type: none"> ○ The University of Manitoba; ○ Canadian institutions empowered by law to grant degrees; or ○ Colleges and universities outside Canada which are officially recognized by The Faculty of Graduate Studies. <p>All students applying for a Master's degree program must have attained a minimum GPA of 3.0 in the last two (2) full years (60 credit hours) of study. This includes those applying for direct admission and those entering from a pre-Master's program. Students who meet the minimum requirements for admission to the Faculty of Graduate Studies are not guaranteed admission.</p> <p>Note: This is the minimum requirement of the Faculty of Graduate Studies and departments/units may have higher standards and additional criteria.</p>	<ul style="list-style-type: none"> • At minimum, a three-year Bachelor degree from a recognized postsecondary educational institution (in any discipline); • Admission test, as stated in 1.1.10 • Language Proficiency test, as stated in 1.1.7. <p>Admission oversight and applicant review is the responsibility of the Master in Supply Chain Management and Logistics Admissions Committee, which is a sub-committee of the Master in Supply Chain Management and Logistics Program Professional Graduate Programs Committee. This committee reviews complete applications and recommends admission or rejection of candidates to the Faculty of Graduate Studies.</p> <p>The Master in Supply Chain Management and Logistics Admissions Committee consists of at least two of the following three members: Master in Supply Chain Management and Logistics Program Chair (Associate Dean Professional Programs), the Graduate Program Manager, or a faculty member from the Master in Supply Chain Management and Logistics Program Committee.</p> <p>The decisions of the Master in Supply Chain Management and Logistics Admissions Committee will be made by majority vote (or unanimous vote if only two members are present).</p> <p>The Associate Dean Professional Programs, or designate, may require an applicant to participate in an interview if deemed necessary.</p> <p>Applicants who exceed all admission criteria may be recommended for admission to the program by the Associate Dean Professional Programs without further committee consideration.</p> <p>Admission is competitive and the Asper School of Business reserves the right to refuse admission to some qualified students.</p>
<p>4.3.2 Pre-Master's Programs</p> <p>In specific cases where the academic background of the student is judged to be insufficient for the given program in a department/unit, the department/unit may recommend that the student be admitted to a pre-Master's program of study (Section 3).</p> <p>The pre-Master's program of study is intended to bring a student's background up to the equivalent of the required four (4) year degree in the major department/unit, and to</p>	

Note:

Blue-shaded boxes must be filled in. Yellow-shaded boxes must be filled in if a unit offers that specific program route (i.e. Comprehensive Examination route)

Faculty of Graduate Studies Regulation	Supplemental Regulation
provide the student with any necessary prerequisites for courses to be taken in the Master's program.	
4.4 Program Requirements In general, students must complete one of the programs of study described below for the Master's degree. However, the program of study is determined by the department/unit and may follow the department/unit's supplemental regulations. Any single course cannot be used for credit toward more than one program.	
4.4.1 Thesis/Practicum Route A minimum of 12 credit hours of coursework, unless otherwise stated in the department/unit's supplemental regulations, plus a thesis or practicum is required. The minimum must include at least 6 credit hours at the 7000 level or above, with the balance of the coursework at the 3000 level or above. A maximum of 24 credit hours of coursework is allowed unless the department/unit's supplemental regulations indicate otherwise. The student must complete the thesis/practicum at The University of Manitoba.	
4.4.2 Course-based/Comprehensive Examination Route A minimum of 24 credit hours of coursework and comprehensive examination(s) is required. The minimum must include at least 18 credit hours at the 7000 level or above with the balance of the coursework at the 3000 level or above. A maximum of 48 credit hours of coursework is allowed unless a department/unit's supplemental regulations indicate otherwise.	The Master in Supply Chain Management and Logistics is a 48-credit hour program that includes the following mandatory courses: 1 - GMGT7220 - Managing People in Organizations (3 credit hours) 2 - IDM7120 - Executive Leadership and Responsibilities (3 credit hours) 3 - GMGT7350 - Negotiations (3 credit hours) 4 - MSCI 7140 - Quantitative Analysis (3 credit hours) 5 - OPM 7300 - Business Processes Management (3 credit hours) 6 - OPM 7170 - Project Management (3 credit hours) 7 - OPM 7120 - Operations and Supply Chain Management (3 credit hours) 8 - SCM 7012 - Global Transportation Principles (3 credit hours) 9 - OPM 7180 - Sustainable Lean Management (3 credit hours) 10 - SCM 7040 - Logistics Management (3 credit hours) 11 - SCM 7042 - Purchasing and Procurement in Supply Chains (3 credit hours) 12 - SCM 7044 - Supply Relationship Management (3 credit hours) 13 - OPM 7300 - Recent Development in Supply Chain Management (3 credit hours) 14 - SCM 7046 - Sustainable Supply Chain Management (3 credit hours)

Note:

Blue-shaded boxes must be filled in. Yellow-shaded boxes must be filled in if a unit offers that specific program route (i.e. Comprehensive Examination route)

Faculty of Graduate Studies Regulation	Supplemental Regulation
	<p>15 - SCM 7048 - Advanced Supply Chain Management (3 credit hours) 16A - SCM 7050 - Co-op in Supply Chain Management and Logistics (3 credit hours) OR 16B - SCM 7052 - Applied Project in Supply Chain Management and Logistics (3 credit hours)</p> <p>Master in Supply Chain Management and Logistics students will take either SCM7050 (Co-op Option) or SCM7052 (Applied Project Option). Students will receive individualized mentoring from expert Faculty members within the subject matter (i.e., Department of Supply Chain Management) during their entire Co-op and Applied Project courses.</p> <p>The Co-op work term (SCM 7050) will normally<u>usually</u> take place <u>following completion of all courses (after 45 credit hours). In exceptional cases and when feasible and approved by the Associate Dean (Professional Programs) and agreed upon by the student (with full understanding of the timing and graduation implications for the student), this requirement may be completed</u> after the student has completed 24 credit hours of courses. However, students who wish to take the course sooner may apply to do so after successfully completing 12 credit hours of courses. Students can apply to the Co-op work term (SCM 7050) at the Asper School of Business Co-operative Education Program's online portal.</p> <p>Entrance into the Co-op stream is competitive and not all applicants are guaranteed to participate. Criteria for admission to the Co-op stream include GPA (minimum 3.25), and evaluation of a written application and interview to ensure applicants possess motivation, communication skills, commitment, and the potential to represent the Asper School of Business in a mature and professional manner. If a Co-op student is unsuccessful in securing a job, the student's contribution to and continuance in the Co-op Program will be discussed on an individual basis between the student and the Co-op Program Director.</p> <p>All courses are required, unless the student is eligible for an exemption as per the exemption policy below. This determination is made by the Associate Dean Professional Programs after consultation with relevant faculty.</p> <p>Exemptions are available only to students who have graduated from the Asper B.Comm. (Hons.) program and/or the Asper MBA program.</p>

Note:

Blue-shaded boxes must be filled in. Yellow-shaded boxes must be filled in if a unit offers that specific program route (i.e. Comprehensive Examination route)

Faculty of Graduate Studies Regulation	Supplemental Regulation
	<p>A maximum of six (6) credit hours of exemptions are possible for the following courses if the equivalent course(s) were completed with a grade of B+ or higher in the Asper B.Comm. (Hons.) program within five years of starting the Master in Supply Chain Management and Logistics program:</p> <ul style="list-style-type: none"> -SCM 4250 (Advanced Issues in SCM – 3 credit hours) equivalent to MSCI 7140 (Quantitative Analysis – 3 credit hours) -SCM 3360 (Supply Chain Logistics – 3 credit hours) equivalent to SCM 7040 (Logistics Management – 3 credit hours) <p>Asper School of Business MBA program graduates with a non-Supply Chain major are eligible for a maximum of nine (9) credit hours of exemptions for the following courses if completed with a grade of B or higher within five years of starting the Master in Supply Chain Management and Logistics program:</p> <ul style="list-style-type: none"> -GMGT7220 (Managing People in Organizations – 3 credit hours) -IDM7120 (Exec. Leadership and Responsibilities – 3 credit hours) -GMGT7350 (Negotiations – 3 credit hours) <p>Master in Supply Chain Management and Logistics students who choose to take additional courses outside of their program must register for them as an occasional student (OS) and pay the assessed fees. These OS courses will not be counted for credit towards the completion of the Master in Supply Chain Management and Logistics.</p>
<p>4.4.3 Accredited Professional Route</p> <p>The credit hours and course requirements shall reflect the requirements of the department/unit's external accrediting body.</p>	
<p>4.4.4 Language Reading Requirements</p> <p>Some departments/units specify a language requirement for the Master's degree. Students should check department/unit supplemental regulations regarding this requirement.</p>	<p>Not required.</p>
<p>4.4.5 Advanced Credit</p> <p>Advance credit for courses completed prior to admission to a Master's program will be considered on an individual basis. The student's department/unit must make a request</p>	<p>See Section 4.4.2 on exemption regulations.</p>

Note:

Blue-shaded boxes must be filled in. Yellow-shaded boxes must be filled in if a unit offers that specific program route (i.e. Comprehensive Examination route)

Report of the Faculty Council of Graduate Studies on Course, Curriculum and Regulation Changes

Preamble

1. The Faculty of Graduate Studies (FGS) has responsibility for all matters relating to the submission of graduate course, curriculum, program and regulation changes. Recommendations for such are submitted by the Faculty Council of Graduate Studies for the approval of Senate.
2. The Faculty Council of Graduate Studies met on the above date to consider a proposal from the Dept. of Computer Science.

Observations

1. The **Dept. of Computer Science** proposes supplementary regulation changes to the Master's admission (section 4.3.1), specifically, the addition of a second admission stream. The former contents of this box are now explained first, covering what previously was the only set of criteria for evaluating applicants (essentially, a recent four-year Computer Science degree with a minimum GPA standard). Following that, the department outlines an alternative admission stream that allows four-year undergraduate degrees that include at least a minor in Computer Science, along with more stringent criteria in other ways (stronger overall grades, a statement of previous experience, stronger advocacy from the proposed advisor).

Recommendations

Faculty Council of Graduate Studies recommends THAT the program changes from the unit listed below be approved by Senate:

Dept. of Computer Science

Respectfully submitted,

Dr. Kelley J. Main, Chair
Faculty Council of Graduate Studies

/ak

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

FGS Academic Guide Regulation 2020/21	Supplementary Regulation
<p>4.2 Diploma Programs</p> <p>The regulations for the Master's program shall also prevail for diploma programs. All students should consult the department/unit supplementary regulations regarding diploma programs.</p>	
<p>4.3 Admission</p> <p>4.3.1 General Criteria</p> <p>Students who are eligible to be considered for direct admission to a program of study leading to the Master's degree include:</p> <ul style="list-style-type: none"> • Graduates of four (4)-year undergraduate degree programs (or equivalent as deemed by the Faculty of Graduate Studies) from: <ul style="list-style-type: none"> ○ Canadian institutions empowered by law to grant degrees; or ○ Colleges and universities outside Canada which are officially recognized by the Faculty of Graduate Studies. • Graduates from first-cycle Bologna compliant degrees. • Students who have completed a Pre-Master's program from: <ul style="list-style-type: none"> ○ The University of Manitoba; or ○ Canadian institutions empowered by law to grant degrees; or ○ Colleges and universities outside Canada which are officially recognized by The Faculty of Graduate Studies. <p>All students applying for a Master's degree program must have attained a minimum GPA of 3.0 in the last two (2) full years (60 credit hours) of study. This includes those applying for direct admission and those entering from a Pre-Master's program. Students who meet the minimum requirements for admission to the Faculty of Graduate Studies are not guaranteed admission.</p> <p>Note: This is the minimum requirement of the Faculty of Graduate Studies and departments/units may have higher standards and additional criteria.</p>	<p><u>Candidates can apply through two streams: standard and non-standard admission.</u></p> <p><u>The standard admission stream normally requires a 4-year degree in Computer Science with a GPA of at least 3.0 (B) or the completion of the Pre-Master's program with a GPA of at least 3.0 (B). Students are expected to have adequate breadth of knowledge in Computer Science to be admitted to the M.Sc. program. If, on admission, students are assessed to have a background that is deficient in any way, they may be required to take additional courses prescribed by the GSC. Students require the support of an advisor.</u></p> <p><u>The nonstandard admission stream is reserved for superior students with a background outside of computer science. The nonstandard admission stream requires a 4-year degree with a GPA of at least 3.5 (B+) and the equivalent of a minor in Computer Science. Applicants require a strong, detailed support letter from an advisor, as well as a statement of previous academic and non-academic experience as well as a planned research program. Students should consult the computer science website for more details.</u></p> <p><u>In both cases, the undergraduate degree will have normally been completed in the last five years. For both streams, the advertised minimum GPA does not guarantee admission.</u></p> <p>A recently completed (i.e.: normally no more than 5 years old) 4 year honours degree in Computer Science with a GPA of at least 3.0 (B) or the completion of the Pre-Master's program with a GPA of at least 3.0 (B) is the normal minimum requirement for admission into the M.Sc. program. Note, however, that while 3.0 is the minimum acceptable GPA to FGS, the department may require a higher GPA for admission. (The current minimum average for admission is advertised on the departmental web page.) Students are expected to have adequate breadth of knowledge in Computer Science to be admitted to the M.Sc. program. If, on admission, a student's background is assessed as being deficient in any way, he or she may be required to take additional courses prescribed by the GSC.</p>

Report of the Faculty Council of Graduate Studies on Course, Curriculum and Regulation Changes

Preamble

1. The Faculty of Graduate Studies (FGS) has responsibility for all matters relating to the submission of graduate course, curriculum, program and regulation changes. Recommendations for such are submitted by the Faculty Council of Graduate Studies for the approval of Senate.
2. The Faculty Council of Graduate Studies met on the above date to consider a proposal from the Dept. of Curriculum, Teaching & Learning.

Observations

1. The **Dept. of Curriculum, Teaching & Learning** proposes changes to its M.Ed. supplementary regulations. The changes concern EDUB 5580, a regular course offering in the Second Language Education specialization. This course services SLE students who do not have familiarity with prevalent models of EAL programming, who are returning to university studies after a long absence, who are making a switch to Teaching English as an Additional Language from another discipline or curriculum specialization, and/or who have limited language teaching experience. The change in sections 4.4.1 and 4.4.2 (thesis and comprehensive examination routes) is intended to address tensions and inequities in how EDUB 5580 is added to students' programs. Some have been taking EDUB 5580 for credit in their programs, while others have been taking it as an auxiliary course. To rectify this situation, provide transparency to students with regard to the expectations of the program, and to ensure that all students are treated equally, EDUB 5580 is to be added to a program only as an auxiliary course.

Recommendations

Faculty Council of Graduate Studies recommends THAT the program changes from the unit listed below be approved by Senate:

Dept. of Curriculum, Teaching & Learning

Respectfully submitted,

Dr. Kelley J. Main, Chair
Faculty Council of Graduate Studies

/ak

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

Core Courses:

From the list below, students select 6 credit hours of core courses in consultation with their advisor.

- EDUB 7530 Curriculum Development and Implementation in Language and Literacy (3 credit hours)
- EDUB 7070 Classical Research in Reading (3 credit hours)
- EDUB 7100 Language and Literacy Curriculum in Inquiry in the Early Years (3 credit hours)
- EDUB 7180 Research in Written Composition (3 Credit Hours)
- Or any other EDUB 7000-level courses in language and literacy in consultation with their advisor and department head.

Concentration:

Students select 6 credit hours of coursework in consultation with their advisor. These courses are normally selected from EDUB 7060, EDUB 7070, EDUB 7090, EDUB 7100, EDUB 7110, EDUB 7150, EDUB 7180, EDUB 7190, EDUB 7290, EDUB 7420, EDUB 7550, EDUB 7560, or other courses approved by the Program Advisor and Department Head.

In addition, students may select up to 6 more credit hours of coursework from any Faculty of Education 5000 or 7000 level courses.

Second Language Education*Core Courses:*

- EDUB 7210 Seminar in ESL Theory and Practice (3 credit hours)
- EDUB 7220 Research Issues and Application in TESL (3 credit hours)
- EDUB 7580 Theory and Research in Second Language Acquisition (3 credit hours)

Concentration:

In addition, students select 3 credit hours of coursework in consultation with their advisor. These courses are normally selected from EDUA 7270, EDUA 7280, EDUA 7420, EDUB 7212, EDUB 7270, EDUB 7420, EDUB 7550, or other courses approved by the Program Advisor and Department Head.

In addition, students may select up to 6 more credit hours of coursework from any Faculty of Education 5000 or 7000 level courses **(except EDUB 5580*)**

***Advisors may decide that EDUB 5580 is a necessary component for the programs of students who have minimal second/foreign language teaching experience or for other reasons. This course will be added to a student's program as an**

FGS Academic Guide Regulation 2020/21	Supplementary Regulation
<p>4.4.2 Course-based or Comprehensive Examination Route</p> <p>A minimum of twenty-four (24) credit hours of coursework and comprehensive examination(s) is required. The minimum must include at least eighteen (18) credit hours at the 7000-level or above with the balance of the coursework at the 3000-level or above. A maximum of forty-eight (48) credit hours of coursework is allowed unless a department/unit's supplementary regulations indicate otherwise. A comprehensive examination is required for some course-based programs.</p>	<p>auxiliary course above and beyond the minimum 18 credit hours.</p> <p>Note: The number of credit hours required in the M.Ed. Program (Course-Based/Comprehensive Route) differs from that required by Faculty of Graduate Studies.</p> <p>Coursework and Comprehensive Examination Route (Course-Based) Typically students complete a set of <i>core</i> courses, a <i>research</i> course, and a set of <i>concentration</i> courses in this program route. The culminating activity is a comprehensive exam which can take a variety of forms.</p> <p>In the event that one or more core courses are not available by way of course cancellation, enrolment capacity, or timetabling before a student is expected to finish their program, the student may complete one or more comparable 3 credit hour courses with the permission of their advisor and the Department Head. Permission must be obtained before beginning the course(s). The Department will notify the Faculty of Graduate Studies when core course substitutions are made in a student's program.</p> <p><i>Coursework</i> The course-based route to the M.Ed. in the Department of Curriculum, Teaching and Learning involves a minimum of 30 credit hours of approved courses. At least 18 credit hours must be at the 7000 level; the remaining 12 credits may be at the 5000 level or above in the Faculty of Education and/or at the 3000 level or above in other Faculties.</p> <p><i>Required Research Course</i> EDUA 5800 <i>Introduction to Educational Research</i> (3 credit hours) or its equivalent, is a requirement of all M.Ed. programs in the Department.</p> <p>In addition, all students must complete 9 credit hours of core courses and 18 credit hours of concentration.</p> <p><i>The Capstone Course Option</i> Course-based route students have the option of including a capstone course [EDUB 7540 Final Seminar in Curriculum, Teaching and Learning (3 credit hours)] as part of their 30 credit hours of required coursework. Normally, the capstone course is taken by students as preparation for the culminating activity. Students taking this course can expect to complete significant work towards fulfilling the comprehensive examination requirement.</p> <p><i>Specific Course Requirements</i></p>

FGS Academic Guide Regulation 2020/21	Supplementary Regulation
	<p>EDUB 7110, EDUB 7150, EDUB 7180, EDUB 7190, EDUB 7290, EDUB 7330, EDUB 7420, EDUB 7540, EDUB 7550, EDUB 7560, or other courses approved by the Program Advisor and Department Head.</p> <p><u>Second Language Education</u></p> <p><i>Core Courses:</i></p> <ul style="list-style-type: none"> • EDUB 7210 Seminar in ESL Theory and Practice (3 credit hours) • EDUB 7220 Research Issues and Application in TESL (3 credit hours) • EDUB 7580 Theory and Research in Second Language Acquisition (3 credit hours) <p><i>Concentration:</i> In consultation with their advisors, students select 18 credit hours of coursework, with a minimum of 9 credit hours at the 7000 level, from EDUA 7270, EDUA 7280, EDUA 7420, EDUB 5510, EDUB 5520, EDUB 5530, EDUB 5540, EDUB 5580, EDUB 7070, EDUB 7180, EDUB 7212, EDUB 7330, EDUB 7420, EDUB 7540, EDUB 7550, EDUB 7560, or other courses approved by the Program Advisor and Department Head <u>(except EDUB 5580*)</u>.</p> <p><u>*Advisors may decide that EDUB 5580 is a necessary component for the programs of students who have minimal second/foreign language teaching experience or for other reasons. This course will be added to a student's program as an auxiliary course above and beyond the minimum 30 credit hours.</u></p> <p>[Please note that not all of the courses listed in the concentration are regularly offered by the Department. Check the “Future Graduate Course Offerings” for Current Students posted on the Faculty of Education’s website at umanitoba.ca/education.]</p>
<p>4.4.3 Accredited Professional Route</p> <p>The credit hours and course requirements shall reflect the requirements of the department/unit's external accrediting body. Students should check department/unit supplementary regulations regarding this requirement.</p>	
<p>4.4.4 Language Requirements</p> <p>Some department/units specify a language requirement for the Master's degree. Students should check department/unit supplementary regulations regarding this requirement.</p>	None required.
<p>4.4.5 Advanced Credit</p>	

Report of the Faculty Council of Graduate Studies on Course, Curriculum and Regulation Changes

Preamble

1. The Faculty of Graduate Studies (FGS) has responsibility for all matters relating to the submission of graduate course, curriculum, program and regulation changes. Recommendations for such are submitted by the Faculty Council of Graduate Studies for the approval of Senate.
2. The Faculty Council of Graduate Studies met on the above date to consider a proposal from the College of Nursing.

Observations

1. The **College of Nursing** proposes supplementary regulation changes to the M.N, Nurse Practitioner (NP) and Ph.D. sections. These consist of a variety of changes, including the addition of language addressing reserved seats for applicants with Canadian Indigenous ancestry, updated non-academic requirements (e.g. CPR certification, mask-fit testing) for newly admitted and current graduate students, revised M.N. admission criteria to capture applicants from other Canadian provinces, to permit international students to enroll in *NURS 7360 Integrative Focus*, stipulating clearer criteria for NP advisors, and to align dates and requirements of Masters-to-Ph.D. transfer students with those of direct entry Ph.D. students.

Recommendations

Faculty Council of Graduate Studies recommends THAT the program changes from the unit listed below be approved by Senate:

College of Nursing

Respectfully submitted,

Dr. Kelley J. Main, Chair

Faculty Council of Graduate Studies

/ak

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



January 19, 2021

Dr. Michael Czubryt
Associate Dean
Faculty of Graduate Studies
University of Manitoba

Dear Dr. Czubryt,

Re: Request to Approve Revisions to Nursing Supplemental Regulations

In the Fall Term of 2020, the Graduate Program Curriculum Governance & Quality Assurance Committee, Executive Council, and College Council approved the following revisions to Nursing Supplemental Regulations. The proposed revisions are described below with an attached document that used track changes in red. We are seeking approval of the following proposed revisions in the Nursing Supplemental Regulations:

1. Supplemental Regulations 1.1 (page 2), 4.3 (page 28), and 5.1 (page 38) - Reserved Seats for Applicants with Canadian Indigenous Ancestry

To recruit more graduate students with Canadian Indigenous ancestry, the Master in Nursing (Administration, Education, Clinical Practice, and Nurse Practitioner streams), and PhD in Nursing Program will establish reserved seats for applicants with Canadian Indigenous ancestry. This admission policy is aligned with the priorities of the University of Manitoba and the strategic plan for the College of Nursing. Twenty percent of available seats will be reserved for applicants with Canadian Indigenous ancestry. With 20 seats in the MN program (Administration, Education, Clinical Practice streams), 4 seats will be reserved. With 25 seats in the MN program (Nurse Practitioner stream), 5 seats will be reserved. With 5 seats in the PhD in Nursing Program, 1 seat will be reserved. If the number of applicants with Canadian Indigenous ancestry is lower than the allocation, the reserved seats will be open to applicants that do not have Canadian Indigenous ancestry. For example, if there are no applicants with Canadian Indigenous ancestry to the PhD in Nursing Program, the one reserved seat will be available to another applicant who does not have Canadian Indigenous ancestry.

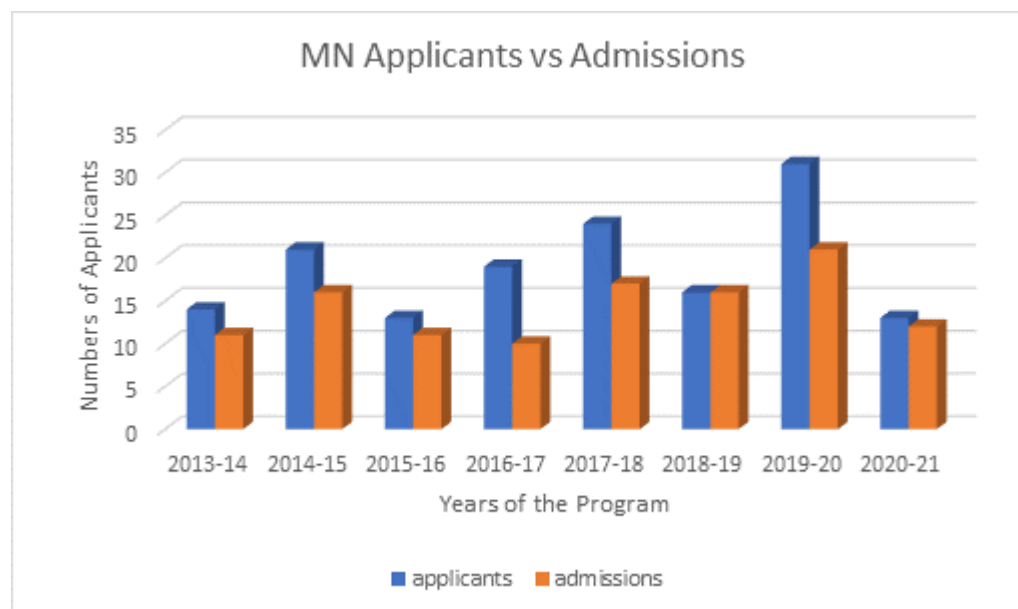
2. Supplemental Regulation 1.2 – Non-Academic Requirements (page 5)

Non-academic requirements for newly admitted and current graduate students require revisions in regards to CPR certification, due dates of particular documentation, and mask-fit testing. Due to the COVID-19 pandemic, issues about CPR certification have occurred along with the need to revise document submission due dates, and the process for mask-fit testing. The revised wording is similar to the 2020 non-academic requirements for the undergraduate nursing programs.

3. Supplemental Regulation 4.3 – Admission Criteria for the MN Program, International Students' Eligibility to Enroll in the Integrative Focus Course, and Reserved Seats for Applicants with Canadian Indigenous Ancestry (NP Program) (pages 18 – 21)

Since 2007, graduate courses have used a blended delivery format with positive student feedback. With this 13-year experience and synchronous/asynchronous online delivery due to the pandemic, we could

offer the MN Program (Administration, Education, and Clinical Practice Streams) to registered nurses and registered psychiatric nurses across Canada. In the past several years, the number of applicants to the MN Program (Administration, Education, and Clinical Practice Streams) has been low. In almost all of the past seven years, we have been unable to fill the allocated 20 seats. Please see the graph below, illustrating the numbers of MN applicants and admissions from 2013 to present (Administration, Education, and Clinical Practice Streams).



Given that there are 12,000 registered nurses and 1,050 registered psychiatric nurses in Manitoba, 12 – 30 applicants per year is problematic. The low number of applicants may be associated with the availability of online MN Programs (University of Victoria or Athabasca University) or recent structural changes in the health region and province. In northern Manitoba, anecdotal reports indicate that approximately 24 nurses are enrolled in online graduate programs at other Canadian universities. Several faculty members have shared that they would welcome the opportunity to advise students from other provinces. In 2020, several seminar rooms in the Helen Glass Centre for Nursing were renovated with equipment to facilitate distance delivery during in-class seminars in the future (post-pandemic). We need to “cast a wider net” and provide accessible learning opportunities to recruit registered nurses and registered psychiatric nurses. We are proposing that Canadian applicants to the MN Program (Administration, Education, Clinical Practice Streams) must hold an active practicing registered nurse (RN) or registered psychiatric nurse (RPN) license with the regulatory bodies in their province/territory throughout their program and provide appropriate documentation. Preference will be given to applicants from Manitoba.

International students with no registration with the College of Registered Nurses of Manitoba (CRNM) or the College of Registered Psychiatric Nurses of Manitoba (CRPNM) are not eligible to engage in clinical practice. Therefore, international students enroll in the Education or Administration stream in the MN Program. In the past, international students were not eligible to take NURS 7360 (Integrative Focus – a 6-credit hour course with practice hours). With these proposed revisions, international students may now opt to take NURS 7360 and shadow a mentor in an administrative or educational setting or take 6 credit hours of electives.

4. Supplemental Regulation 4.5 – NP Student Advisement (page 25)

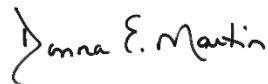
Positive feedback from 2019 and 2020 external reviews of the NP Program included that the majority of courses are taught by NPs and that all faculty advisors assigned to NP students are licensed NPs. NP students are assigned a faculty advisor upon admission. Current supplemental regulations do not stipulate the criteria for NP students' advisors. To be clear to applicants and students in the NP Program, we are proposing these clarifications in the revised supplemental regulations 4.5.

5. Supplemental Regulation 5.1 – Admission Criteria for the PhD in Nursing Program, Reserved Seats for Applicants with Canadian Indigenous Ancestry (pages 37 – 39)

In 2019 (pre-pandemic), a cohort of doctoral students in Red Deer, Alberta were admitted to the PhD in Nursing Program with positive student and faculty feedback. With the proposed revisions, doctoral students conducting research projects in other Canadian provinces/territories (that entail specific RN or RPN competencies – i.e. clinical studies) must be licensed by the regulatory body in their province or territory.

Please contact me if you have any questions about these proposed revisions.

Yours truly,

A handwritten signature in black ink that reads "Donna E. Martin". The signature is written in a cursive, flowing style.

DR. DONNA MARTIN
Associate Dean Graduate Programs
Professor

Encl.



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March 11, 2021

Dr. Michael Czubryt
Associate Dean
Faculty of Graduate Studies
University of Manitoba

Dear Dr. Czubryt,

Re: Request to Approve Revisions to Nursing Supplemental Regulations

Thank you for our meeting with Dr. Kelley Main and Dr. Netha Dyck, Dean, College of Nursing on February 23, 2021 to discuss the proposed revisions of the Nursing Supplemental Regulations. Further to our discussion, we have proposed clearer guidelines about the application process for transfer applicants to the PhD in Nursing Program (application deadline date and requirements). These revisions to the Nursing Supplemental Regulations were approved by the Graduate Program Curriculum Governance and Quality Assurance Committee on February 28, 2021 and by the Executive Council on March 10, 2021. Please see the explanations below and the attached document with track changes.

Supplemental Regulation 5.1.3

In the past, we used FGS regulations for admission criteria for transfer applications. This process has created some issues with irregular start dates for transfer students and the absence of reference letters. These proposed revisions will facilitate similar application requirements and the same application due date for all applicants to the PhD in Nursing Program. By starting the PhD Program in the Fall Term, transfer students would begin their doctoral studies with a particular “doctoral student cohort” and experience appropriate course sequencing.

Please contact me if you have any questions about these two additional proposed revisions.

Yours truly,

DR. DONNA MARTIN
Associate Dean Graduate Programs
Professor

Encl.

found at http://umanitoba.ca/faculties/graduate_studies/admissions/programs/index.html.

1.1.1 Process:

1.1.1 (a) A completed official application for admission form must be submitted, together with the application fee and supporting documentation, to the Faculty of Graduate Studies, via the online application system.

NOTE: International students must pay special attention to the appropriate requirements with respect to transcripts (see application form for details).

1.1.1 (b) Applications are subsequently reviewed by the unit offering the program which will decide whether the applicant meets the unit's criteria including, but not limited to, availability of advisors, space, and facilities.

1.1.1 (c) Notification of recommended/rejected applications is sent by the Head of the unit to the Faculty of Graduate Studies. Applications recommended for admission are checked to determine if they meet the Faculty of Graduate Studies' eligibility requirements. The Faculty of Graduate Studies then notifies applicants of their acceptance or rejection.

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Students are selected on a competitive basis using the minimum entry requirements and ranking criteria. In addition, Canadian Indigenous people who meet all entry requirements will be given priority for up to 20% of the enrolment quota; proof of Indigenous ancestry is required. Proof of Indigenous ancestry may include certificate of First Nation status, letter from the Band Council, Manitoba Métis Federation identification card, or document indicating Inuit ancestry. In the event that the number of Indigenous applicants do not meet the 20% of enrolment quota, those seats will be made available to non-Indigenous applicants.

1.1.2 Deadlines for Recommended Applications (from Departments/Units to the Faculty of Graduate Studies)

The following are the deadlines for receipt by the Faculty of Graduate Studies of recommendations from departments/units.

Term	Start Date	Canadian/US	International
FALL	September	July 1	April 1
WINTER	January	November 1	August 1
SUMMER	May	March 1	December 1

IMPORTANT: These are not application deadlines. Applicants are **required** to submit the application and documentation to the Faculty of Graduate Studies to meet the application deadline in place for a particular department/unit. Applicants are advised to confirm the deadline of the department/unit to which the application is being made; deadlines can be found on the application program page at http://umanitoba.ca/faculties/graduate_studies/admissions/programs/index.html.

Master of Nursing Program

Session	Start Date	Canadian/US	International
Fall	September	March 1	November 1

All application materials, except letters of reference and transcripts, must be received in the Faculty of Graduate Studies by the application deadline. Transcripts and letters of reference must be received in the Faculty of Graduate Studies no later than March 15th. Late or incomplete applications will not be considered.

PhD Program

Session	Start Date	Canadian/US	International
Fall	September	February 1	November 1

All application materials must be received in the Faculty of Graduate Studies by the application deadline. Late or incomplete applications will not be considered.

1.1.3 Application Fee

FGS Academic Guide Regulation 2020/21	Supplementary Regulation
<p>Note: This is the minimum requirement of the Faculty of Graduate Studies and departments/units may have higher standards and additional criteria.</p>	
<p>1.1.12 Eligibility of University of Manitoba Staff Members</p> <p>A staff member at The University of Manitoba at the rank of Assistant Professor or above is not eligible to apply for admission to a graduate program in the department/unit in which the appointment is held.</p>	
<p>1.2 Registration Procedures</p> <p>1.2.1 Registration</p> <p>Pre-Master's students are not normally allowed to register in 7000-level courses or above, with the exception of GRAD 7500, unless prior permission is granted by the Dean of the Faculty of Graduate Studies or designate.</p> <p>Undergraduate students may be permitted to register in 7000-level courses or above on recommendation of the department/unit offering the graduate course, subject to the conditions listed below.</p> <ul style="list-style-type: none"> Undergraduate students must obtain permission from the department/unit head and course instructor before registering for a graduate course. Only undergraduate students completing an undergraduate degree at the University of Manitoba are eligible to enroll in a graduate course. Undergraduate students are not eligible for admission to any graduate course that is cross-listed with an undergraduate course, or that is scheduled to be taught at the same time and location as an undergraduate class. Undergraduate students will only be eligible to receive graduate-level credit for a course designated as 7000-level or above if at least 75% of the students registered in the course are graduate students. Undergraduate students who complete a graduate course are not guaranteed admission to a graduate program. <p>On admission to a graduate program at the University of Manitoba, application may be made to the Faculty of Graduate Studies to apply any previously completed graduate courses toward meeting program requirements, subject to the restrictions listed below.</p> <ul style="list-style-type: none"> No more than 50% of the coursework required in a graduate program may be imported. Only courses in which a C+ grade or higher, or the minimum grade required by the program to which the course would be applied, are eligible to be considered towards meeting the requirements of any graduate program. Any graduate course completed by an undergraduate student may subsequently be applied to a graduate program only if it has not been used toward completion of any other degree program. Any graduate course completed by an undergraduate student for which a passing grade has been obtained (i.e., C+ or higher) may not be repeated should the student later gain admission to a graduate program. Courses completed more than seven (7) years prior to the date of awarding a degree may not normally be used for credit towards the degree (see section 4.7.2 Lapse of Credit of Courses). 	<p>All students admitted to the Graduate Nursing Programs will be required to submit the the following non-academic admission requirements by <u>a date established by the College of Nursing: July 15th</u></p> <ul style="list-style-type: none"> Criminal Record Search Certificate including Vulnerable Sector Search; Adult and Child Abuse Registry Checks; Immunizations; CPR certification <u>at the Health Care Provider Level (Basic Life Support or BLS); Respiratory Mask-Fit Training;</u> and WRHA Personal Health Information Act (PHIA) Training. <p>Students who do not meet the requirements and submit documentation by <u>the date established by the College of Nursing July 15</u> will be placed on hold and not permitted to register for courses until the requirements are met.</p> <p>CPR certification at the Health Care Provider Level must be current to the end of the following academic year (i.e.: April). Returning students <u>must recertify each year to ensure that their certification is valid for the entire academic year whose CPR expires prior to April of the next academic year will be required to recertify and submit proof of certification by June 1st of the current year. Proof of recertification must be submitted annually to the Student Services Assistant or designate by a date established by the College of Nursing. All students taking a clinical practice course in the summer term will be required to submit their CPR by April 15.</u> Students who fail to submit their CPR <u>certification</u> as required will be placed on hold, thus prohibiting registration for courses or starting classes.</p> <p><u>Students may be required to complete mask-fit testing as part of a clinical component. Mask fit testing will occur on an as needed basis, should the student be placed in a setting where N95 masks are required, as determined by the course leader.</u></p> <p>Proof of an annual influenza vaccination is required of all students in the Fall by the deadline published on the College of Nursing website. Students who do not obtain the influenza vaccination and submit</p>

FGS Academic Guide Regulation 2020/21	Supplementary Regulation
<p>Faculty of Graduate Studies), be published and available to students (http://umanitoba.ca/faculties/graduate_studies/admin/supplemental_regulations.html), and be kept on record in the Faculty of Graduate Studies. All students should consult department/unit supplementary regulations for specific details regarding admission, program requirements, progression, and completion. Individual departments/units may offer Master's programs by one or more of the following:</p> <ul style="list-style-type: none"> • Thesis/practicum-based; • Course-based; • Comprehensive Exam; • Project; • Accredited Professional. 	
<p>4.2 Diploma Programs</p> <p>The regulations for the Master's program shall also prevail for diploma programs. All students should consult the department/unit supplementary regulations regarding diploma programs.</p>	
<p>4.3 Admission</p> <p>4.3.1 General Criteria</p> <p>Students who are eligible to be considered for direct admission to a program of study leading to the Master's degree include:</p> <ul style="list-style-type: none"> • Graduates of four (4)-year undergraduate degree programs (or equivalent as deemed by the Faculty of Graduate Studies) from: <ul style="list-style-type: none"> ○ Canadian institutions empowered by law to grant degrees; or ○ Colleges and universities outside Canada which are officially recognized by the Faculty of Graduate Studies. • Graduates from first-cycle Bologna compliant degrees. • Students who have completed a Pre-Master's program from: <ul style="list-style-type: none"> ○ The University of Manitoba; or ○ Canadian institutions empowered by law to grant degrees; or ○ Colleges and universities outside Canada which are officially recognized by The Faculty of Graduate Studies. <p>All students applying for a Master's degree program must have attained a minimum GPA of 3.0 in the last two (2) full years (60 credit hours) of study. This includes those applying for direct admission and those entering from a Pre-Master's program. Students who meet the minimum requirements for admission to the Faculty of Graduate Studies are not guaranteed admission.</p> <p>Note: This is the minimum requirement of the Faculty of Graduate Studies and departments/units may have higher standards and additional criteria.</p>	<ul style="list-style-type: none"> • A 4-year baccalaureate degree in nursing, mental health nursing or psychiatric nursing or its equivalent from an approved or accredited university. In exceptional circumstances, applicants with a degree in another discipline may be considered on a case by case basis, providing the applicant is a Registered Nurse (RN) or Registered Psychiatric Nurse (RPN). For these individuals, up to an additional year of course work at the 3000 or 4000 level may be required prior to consideration for admission to the graduate program as a regular student. RPN applicants are not eligible for the Nurse Practitioner (NP) stream. • The College of Registered Nurses of Manitoba (CRNM) and the College of Registered Psychiatric Nurses of Manitoba (CRPNM) require that graduate nursing students who will have client contact and/or are engaged in clinical practice or clinical research related to their program of study have active practicing registration with the CRNM or CRPNM. <u>Applicants from other Canadian provinces/territories must have active practicing registration with their provincial or territorial regulatory body.</u> Accordingly, proof of active practicing nurse registration or active practicing psychiatric nursing registration is required by the March 1st Master of Nursing (MN) Program application deadline. <i>Note: Only Registered Nurses are eligible for the Nurse Practitioner stream.</i>

FGS Academic Guide Regulation 2020/21	Supplementary Regulation
	<ul style="list-style-type: none"> • <u>The Admissions Subcommittee will review all applicants with preference to RNs and RPNs with active practicing registration in Manitoba.</u> <p><u>All students from Manitoba and other Canadian provinces/territories must maintain active practicing Registered Nurse (RN) or Registered Psychiatric Nurse (RPN) licensure with their provincial/territorial regulatory body for the duration of the MN Program.</u></p> <p>Applicants from outside of Canada<u>Manitoba</u> who <u>are interested in pursuing a license to practice in Manitoba may consider contacting these regulatory bodies will require:</u></p> <ul style="list-style-type: none"> • <u>For</u> RN registration in Manitoba, should contact the CRNM at www.crnmb.ca prior to application to the Master of Nursing program; or • <u>For</u> RPN registration in Manitoba, should contact the CRPNM at www.crpnm.mb.ca prior to application to the Master of Nursing program. • Applicants from outside of Canada<u>Manitoba</u> who are not registered with either the CRNM or the CRPNM will not be eligible to <u>engage in clinical practice when taking</u> the course, NURS 7360 Integrative Focus, as it has a practice focus. These students <u>may elect to focus on an educational or administrative practice component in NURS 7360 or will be required to</u> take two electives in lieu of this course. Thesis research projects for nurses who are not registered in Manitoba will be considered on an individual basis to ensure that students are not practicing as a RN or RPN without registration with either the CRNM or CRPNM <u>or their provincial/territorial regulatory body</u>. This includes conducting research, including data collection that could be done only by an RN or an RPN. • Applicants from outside of Manitoba applying to the Nurse Practitioner stream must provide proof of active practicing RN registration in Canada no later than the application deadline of November 1st for international applicants, and March 1st for Canadian applicants. Successful applicants must provide proof of active practicing registration with the CRNM <u>by September 1 in the year of admission</u>, and maintain this registration for the duration of the program. • Completion of a Research Methods or Evidence-informed Practice in the Health Sciences course (e.g. NURS 3550) and an

FGS Academic Guide Regulation 2020/21	Supplementary Regulation
	<p>documentation re current WRHA requirements for clinical practice.</p> <ul style="list-style-type: none"> • An interview may be required. <p>Note: All applications are reviewed by the Graduate Programs Curriculum Governance and Quality Assurance Committee in the College of Nursing, but final approval rests with the Faculty of Graduate Studies. Admission to the program is on a competitive basis and submission of the above requirements in no way guarantees acceptance into the program.</p> <p><u>Students are selected on a competitive basis using the minimum entry requirements and ranking criteria. In addition, Canadian Indigenous people who meet all entry requirements will be given priority for up to 20% of the enrolment quota; proof of Indigenous ancestry is required. Proof of Indigenous ancestry may include certificate of First Nation status, letter from the Band Council, Manitoba Métis Federation identification card, or document indicating Inuit ancestry. In the event that the number of Indigenous applicants do not meet the 20% of enrolment quota, those seats will be made available to non-Indigenous applicants.</u></p>
<p>4.3.2 Pre-Master's Programs</p> <p>In specific cases where the academic background of the student is judged to be insufficient for the given program in a department/unit, the department/unit may recommend that the student be admitted to a Pre-Master's program of study (Section 3).</p> <p>The Pre-Master's program of study is intended to bring a student's background up to the equivalent of the required 4-year degree in the major department/unit, and to provide the student with any necessary prerequisites for courses to be taken in the Master's program.</p>	
<p>4.4 Program Requirements</p> <p>In general, students must complete one of the programs of study described below for the Master's degree. However, the program of study is determined by the department/unit and may follow the department/unit's supplementary regulations. Any single course cannot be used for credit toward more than one program.</p>	
<p>4.4.1 Thesis/Practicum Route</p> <p>A minimum of twelve (12) credit hours of coursework, unless otherwise stated in the department/unit's supplementary regulations, plus a thesis or practicum is required. The minimum must include at least six (6) credit hours at the 7000-level or above, with the balance of the coursework at the 3000-level or above. A maximum of twenty-four</p>	<p><u>Thesis Route:</u> All MN students in the College of Nursing who choose the thesis route will complete a minimum of 21 credit hours of coursework.</p> <p><u>Required Courses:</u></p>

FGS Academic Guide Regulation 2020/21	Supplementary Regulation
<p>A student who has not completed the degree requirements within the time limit or within the time limit of the extension will be required to withdraw from the Faculty of Graduate Studies and the notation on the student record will be "Required to withdraw".</p>	
<p>4.5 Student's Advisor and Co-Advisor</p> <p>4.5.1 Student's Advisor</p> <p>Each student should have an advisor upon entry into the program, and must have one assigned no later than one (1) term following registration. The advisor must:</p> <ul style="list-style-type: none"> • hold an appointment in the student's department/unit; • be a member of the Faculty of Graduate Studies*; • hold at least a Master's degree or equivalent**; • be active in research; • have expertise in a discipline related to the student's program. <p>*(http://umanitoba.ca/faculties/graduate_studies/governance/academic_membership.html)</p> <p>**Equivalency will be approved by the Dean of the Faculty of Graduate Studies and determined on a case by case basis and assessed by the potential advisor's demonstrated research record and current research activities. Note that M.D., D.M.D., Pharm.D. and J.D. are undergraduate degrees and are not equivalent to a Master's or Ph.D.</p> <p>It is the responsibility of the department/unit Head to determine whether faculty members meet these criteria, and also to report to the Dean of the Faculty of Graduate Studies on equivalency as necessary. Any exceptions or special circumstances must be recommended by the department/unit Head and approved by the Dean of the Faculty of Graduate Studies who considers each case on an individual basis.</p> <p>In department/units where the choice of thesis/practicum topic and thesis/practicum advisor are postponed after a student's entry into the program, the department/unit Head, within one (1) term, shall appoint a faculty member to advise the student in the interim period before the regular advisor is assigned or chosen. Students must have an advisor through to the end of their program in programs requiring an advisor.</p>	<p>Prior to applying to the <u>Master of Nursing, Administration, Clinical, or Education</u> streams of the College of Nursing Graduate Program, students are expected to contact prospective faculty members to obtain an advisor for their program. In collaboration, the student and faculty advisor will discuss the student's learning needs to determine the fit between advisor's and student's area of interest. The advisor will discuss with the student a plan for his/her course of studies. Generally, the advisor will be the student's thesis committee chair or capstone project advisor. The student/advisor relationship is important in assisting the student to navigate the university system. Students are responsible for initiating and maintaining regular communication with their advisor.</p> <p><u>Students in the Master of Nursing, Nurse Practitioner stream will be assigned a faculty advisor upon entry to the Master of Nursing, Nurse Practitioner Program. The faculty advisor must be licensed as a Nurse Practitioner with CRNM and hold an appointment in the College of Nursing as an instructor, tenure track, or tenured faculty.</u></p>
<p>4.5.2 Student's Co-advisor</p> <p>In special circumstances, upon approval of the Head of the department/unit, an advisor and a maximum of one (1) co-advisor may advise a student. The co-advisor must:</p> <ul style="list-style-type: none"> • be a member of the Faculty of Graduate Studies*; • hold a Master's or equivalent**; • be active in research; • have expertise in a discipline related to the student's program; 	

competencies as outlined by the CRNM require active practicing registration with the CRNM prior to commencing the project. Students engaging in research projects in other Canadian provinces/territories which entail specific nursing practice competencies as outlined by their provincial/territorial regulatory bodies require proof of active practicing registration in their province/territory.

Applicants or students with RN or RPN registration outside of Manitoba and who will require RN or RPN registration in Manitoba for the purpose of their thesis research are advised to contact the CRNM at www.crnmb.ca or CRPNM at www.crpnm.mb.ca prior to application to the PhD in Nursing program.

2. Statement of Interest (no more than 500 words):
 - a. short biographical sketch;
 - b. reason for pursuing the doctoral program at the University of Manitoba, College of Nursing;
 - c. area of substantive interest;
 - d. prior work in that area of interest;
 - e. rationale for selection of the faculty advisor; and
 - f. readiness for doctoral study at this time.
3. Current Curriculum Vitae.
4. Written confirmation from the faculty member who has agreed to function as the Advisor for the potential doctoral student.
5. Two pieces of writing (i.e.: scholarly work or publication where the applicant is the principal author, summary of Master's work, documents written for professional work [briefs, advisories, guidelines, protocols, policies]).
6. Three letters of recommendation; preferably at least one of which is an academic reference.
7. The completion of a minimum of 12 credit hours for exceptional MN students from the University of Manitoba who wish to transfer to the PhD program, to include: NURS 7210; NURS 7220; NURS 7320; and NURS 7340.

See Section 5.1.3

Students are selected on a competitive basis using the minimum entry requirements and ranking criteria. In addition, Canadian Indigenous people who meet all entry requirements will be given priority for up to 20% of the enrolment quota; proof

FGS Academic Guide Regulation 2020/21	Supplementary Regulation
	<p><u>of Indigenous ancestry is required. Proof of Indigenous ancestry may include certificate of First Nation status, letter from the Band Council, Manitoba Métis Federation identification card, or document indicating Inuit ancestry.</u></p> <p><u>In the event that the number of Indigenous applicants do not meet the 20% of enrolment quota, those seats will be made available to non-Indigenous applicants.</u></p>
<p>5.1.2 Direct Admission from the Bachelor's Honours or equivalent</p> <p>With special recommendation of the department/unit concerned, applicants with an honours Bachelor's degree or equivalent may be considered for entry to Ph.D. study. These students must be outstanding in their academic background (GPA well above 3.0 in the last two full years of undergraduate study).</p> <p>Note: This is the minimum requirement of the Faculty of Graduate Studies and department/units may have higher standards and additional criteria. Once admitted, these students must complete at least 24 credit hours of coursework, unless the individual department/unit's approved supplementary regulations specify otherwise, and will be assessed Ph.D. fees for three (3) years. A minimum of 18 credit hours at the 7000-level or higher is required. Any further coursework beyond the minimum 18 credit hours at the 7000-level must be at the 3000-level or above. A maximum of 48 credit hours of coursework is allowed toward the Ph.D. program.</p>	<p>Students will not be considered for direct admission from a Bachelor's Honours or equivalent degree.</p>
<p>5.1.3 Transfer from the Master's to the Ph.D. program</p> <p>Students who have not completed a Master's program may transfer to the Ph.D. program within the same department/unit upon the recommendation by the Head of the department/unit to the Faculty of Graduate Studies. The recommendation should be made within four (4) terms (including Summer term) from the start of the Master's program. Fees paid, coursework completed and time spent in the Master's program will normally be credited towards the Ph.D. program. Students must complete at least 24 credit hours of coursework, unless the individual department/unit's approved supplementary regulations specify otherwise. A minimum of 18 credit hours at the 7000-level or higher is required. Any further coursework beyond the minimum 18 credit hours at the 7000-level must be at the 3000-level or above. A maximum of 48 credit hours of coursework is allowed toward the Ph.D. program.</p> <p>The request to transfer from a Master's to the Ph.D. program must be submitted to the Faculty of Graduate Studies at least one (1) month prior to the term for which the student intends to commence the Ph.D. program. The applicant must indicate a request for transfer on the online Application for Admission.</p> <p>The student will be admitted to a 3-year Ph.D. program and will pay a total of three years of program fees, including program fees paid in the Master's at the time of transfer. Students are cautioned that such transfers may impact on the duration of The University of Manitoba Graduate Fellowship.</p> <p>Students who have previously completed a recognized Master's degree and are initially admitted and registered in a Master's program may transfer to the Ph.D. program within the same department/unit on the recommendation of the student's advisor/co-advisor and Head of the department/unit. Where a student holds a Master's degree that would be sufficient for admission to the Ph.D. program, students</p>	<p>The completion of the following pre-requisite courses (12 credit hours) are required for exceptional students from the Master of Nursing Program at the University of Manitoba who wish to transition to the PhD in Nursing Program:</p> <ul style="list-style-type: none"> • NURS 7210 Qualitative Research Methods in Nursing (3 credit hour); • NURS 7220 Quantitative Research Methods in Nursing (3 credit hours); • NURS 7320 Philosophy of Nursing Science (3 credit hour); • NURS 7340 Evidence Informed Practice (3 credit hours). <p>Two of the courses must be completed by the application deadline, with the remaining two being completed prior to the start date of the PhD Program. Admission will normally be revoked for any student who has not met the requirement by the stated deadline.</p> <p><u>Application deadline is February 1. Transfer applicants will be required to submit a complete application as outlined in Section 5.1.</u></p>

Report of the Faculty Council of Graduate Studies on Course, Curriculum and Regulation Changes

Preamble

1. The Faculty of Graduate Studies (FGS) has responsibility for all matters relating to the submission of graduate course, curriculum, program and regulation changes. Recommendations for such are submitted by the Faculty Council of Graduate Studies for the approval of Senate.
2. The Faculty Council of Graduate Studies met on the above date to consider a proposal from the College of Rehabilitation Sciences.

Observations

1. The **College of Rehabilitation Sciences** M.Sc. in Rehabilitation Sciences proposes (12) course deletions: REHB 7050, 7060, 7070, 7130, 7160, 7190, 7200, 7210, 7220, 7240, 7250, 7270; (4) course modifications: REHB 7170, 7180, 7230, 7280; and M.Sc. Supplementary Regulation Changes. The course deletions stem from a recommendation in the 2014 program review that the program offer fewer courses and attempt to attract a greater number of students to the remaining courses. None of the courses proposed for deletion have not been taught in the past five years, and the instructors who used to teach these courses are either no longer working at the University or are no longer interested in teaching the courses. No other faculty are interested/able to adopt the courses as part of their teaching.

The four course modifications entail changes to the course descriptions to more accurately reflect the current content and/or delivery of content in the courses.

The M.Sc. Supplementary Regulation changes consist of amending section 4.5.1 Student's Advisor so that faculty from other units can serve as co-advisors (if they hold an adjunct or a cross-appointment in the College of Rehabilitation Sciences) but that they not normally be the named primary advisor. In section 4.6 Advisory Committee, the program proposes removing the requirement that advisory committee members must hold appointments within the College of Rehabilitation Sciences. As the cross-appointment process can be onerous, the program permits advisory committee members to participate on M.Sc. student committees without the need for cross-appointment status.

Course Deletions

REHB 7050 Ergonomics	-3
REHB 7060 Gerontology	-3
REHB 7070 Exercise Rehabilitation for Persons with Disabilities	-3
REHB 7130 Advanced Ergonomics	-3
REHB 7160 Rehabilitation Research Techniques	-3
REHB 7190 Structure and Function of the Musculoskeletal System	-3
REHB 7200 Dynamometry	-3

REHB 7210 Dynamics I	-3
REHB 7220 Dynamics II	-3
REHB 7240 Theoretical Foundations of Occupational Therapy	-3
REHB 7250 Facilitating Client-Centred Processes	-3
REHB 7270 Pain and Rehabilitation	-3

Course Modifications

REHB 7170 Topics in Rehabilitation	3
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A readings, tutorial, and/or practical course designed to provide an in-depth study of one or more rehabilitation topics to extend or acquire specialized knowledge in a particular area of interest. A subtitle will be added to the current title to reflect specialized interests.

REHB 7180 Readings in Rehabilitation	3
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A readings course in theory or research relevant to rehabilitation. A subtitle will be added to the current title to reflect specialized interests.

REHB 7230 Independent Study	6
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Over two university terms, students complete an in-depth study of evidence for practice in an area of interest which will include a review of relevant literature and the development and completion of a small scale project.

REHB 7280 Rehabilitation Theory and Research Design	3
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This is a required course in the MSc Rehabilitation Sciences degree. It focuses on quantitative and qualitative research methodologies and research designs used in rehabilitation research. Theories and frameworks central to rehabilitation research are incorporated throughout.

<u>NET CREDIT HOUR CHANGE</u>	<u>-36</u>
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Recommendations

Faculty Council of Graduate Studies recommends THAT the course and program changes from the unit listed below be approved by Senate:

College of Rehabilitation Sciences

Respectfully submitted,

Dr. Kelley J. Main, Chair
Faculty Council of Graduate Studies

/ak

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

FGS Academic Guide Regulation 2020/21	Supplementary Regulation
<p>A student who has not completed the degree requirements within the time limit or within the time limit of the extension will be required to withdraw from the Faculty of Graduate Studies and the notation on the student record will be "Required to withdraw".</p>	
<p>4.5 Student's Advisor and Co-Advisor</p> <p>4.5.1 Student's Advisor</p> <p>Each student should have an advisor upon entry into the program, and must have one assigned no later than one (1) term following registration. The advisor must:</p> <ul style="list-style-type: none"> • hold an appointment in the student's department/unit; • be a member of the Faculty of Graduate Studies*; • hold at least a Master's degree or equivalent**; • be active in research; • have expertise in a discipline related to the student's program. <p>*(http://umanitoba.ca/faculties/graduate_studies/governance/academic_membership.html)</p> <p>**Equivalency will be approved by the Dean of the Faculty of Graduate Studies and determined on a case by case basis and assessed by the potential advisor's demonstrated research record and current research activities. Note that M.D., D.M.D., Pharm.D. and J.D. are undergraduate degrees and are not equivalent to a Master's or Ph.D.</p> <p>It is the responsibility of the department/unit Head to determine whether faculty members meet these criteria, and also to report to the Dean of the Faculty of Graduate Studies on equivalency as necessary. Any exceptions or special circumstances must be recommended by the department/unit Head and approved by the Dean of the Faculty of Graduate Studies who considers each case on an individual basis.</p> <p>In department/units where the choice of thesis/practicum topic and thesis/practicum advisor are postponed after a student's entry into the program, the department/unit Head, within one (1) term, shall appoint a faculty member to advise the student in the interim period before the regular advisor is assigned or chosen. Students must have an advisor through to the end of their program in programs requiring an advisor.</p>	<p>Prospective students must obtain permission from a primary advisor prior to submitting an application for admission to the program.</p> <p>The advisor's primary appointment will normally be in the College of Rehabilitation Sciences. Individuals who do not hold a primary appointment in the College of Rehabilitation Sciences may serve as co-advisors in the College of Rehabilitation Sciences' MSc Program, however they must hold an adjunct or a cross appointment in the College of Rehabilitation Sciences.</p>
<p>4.5.2 Student's Co-advisor</p> <p>In special circumstances, upon approval of the Head of the department/unit, an advisor and a maximum of one (1) co-advisor may advise a student. The co-advisor must:</p> <ul style="list-style-type: none"> • be a member of the Faculty of Graduate Studies*; • hold a Master's or equivalent**; • be active in research; • have expertise in a discipline related to the student's program; 	

FGS Academic Guide Regulation 2020/21	Supplementary Regulation
<p>*(http://umanitoba.ca/faculties/graduate_studies/governance/academic_membership.html)</p> <p>**Equivalency will be approved by the Dean of the Faculty of Graduate Studies and determined on a case by case basis and assessed by the potential co-advisor's demonstrated research record and current research activities. Note that M.D., D.M.D., Pharm.D. and J.D. are undergraduate degrees and are not equivalent to a Master's or Ph.D.</p> <p>The co-advisor may be identified either at the beginning of, or mid-way through, a student's program. In all instances, the Faculty of Graduate Studies must be informed of, and approve, the co-advisor arrangement. If a co-advisor is added midway through the student's program, a new Advisor Student Guidelines must be completed.</p> <p>When an advisor and co-advisor are assigned, together they shall fulfill the role of the advisor (that is, neither shall fulfill any other advisory or examining committee membership requirements for that student). One (1) advisor must be identified as the primary advisor; however, both the advisor and co-advisor's signatures are required on all documents where the advisor's signature is required.</p>	
<p>4.5.3 Student's Advisor/Co-advisor</p> <p>A student who also holds an appointment at The University of Manitoba at the rank of Assistant Professor or above cannot have an advisor or co-advisor with an appointment in the same department/unit.</p> <p>The advisor, co-advisor (if applicable) and student must discuss, and complete, the Faculty of Graduate Studies Advisor Student Guidelines prior to the commencement of any research and no later than the submission of the first Progress Report for the student. If a student does not have an advisor/co-advisor, then the interim advisor will be required to complete the Advisor Student Guidelines. The advisor/co-advisor and the student are required to approve the agreement. If the parties cannot agree on any component(s) of the Advisor Student Guidelines, the matter should be referred to the department/unit Head, Graduate Chair, or the Dean of the Faculty of Graduate Studies. The Advisor Student Guidelines is to be completed again if there is a change in advisor/co-advisor or when a co-advisor is added mid-way through the student's program.</p> <p>Should, during the student's program, the relationship between the student and advisor/co-advisor significantly deteriorate, the matter should be referred to the department/unit Head, Graduate Chair, or the Dean of the Faculty of Graduate Studies. It is the responsibility of the unit offering the program in which the student is studying to arrange an alternate advisor if this is appropriate and necessary.</p> <p>All students should consult department/unit supplementary regulations for specific details regarding advisor/co-advisor requirements.</p>	
<p>4.6 Advisory Committee</p> <p>4.6.1 Thesis/Practicum Route</p> <p>Advisory committees are selected by the advisor/co-advisor in consultation with the student and should consist of individuals whose expertise is consistent with that necessary to provide additional advice and guidance to the student during their</p>	<p>Two members of the advisory committee, including the primary advisor, must hold appointments within the College of Rehabilitation Sciences</p>

Report of the Faculty Council of Graduate Studies on Course, Curriculum and Regulation Changes

Preamble

1. The Faculty of Graduate Studies (FGS) has responsibility for all matters relating to the submission of graduate course, curriculum, program and regulation changes. Recommendations for such are submitted by the Faculty Council of Graduate Studies for the approval of Senate.
2. The Faculty Council of Graduate Studies met on the above date to consider a proposal from the Dept. of Religion.

Observations

1. The **Dept. of Religion** proposes the deletion of (3) courses, RLGN 8260, RLGN 8280, and RLGN 8290, as the contents remain actively taught in an equivalent 7000 level course for each. The department also proposes changes to its Ph.D. supplementary regulations, specifically in section 5.4: students accepted into the Ph.D. program are required to complete a minimum of 18 credit hours of coursework at the 7000 level. A minimum of 12 credit hours at the 7000 level in Religion is required. Previously, all 18 credit hours were required to be selected from the department's RLGN course offerings. This change adds flexibility to a Ph.D. student's program of study, as some students benefit from taking courses in other fields which are relevant to the study of Religion.

Course Deletions

RLGN 8260 Seminar in Hinduism	-3
RLGN 8280 Seminar in Islam	-3
RLGN 8290 Seminar in Buddhism	-3
<u>NET CREDIT HOUR CHANGE</u>	<u>-9</u>

Recommendations

Faculty Council of Graduate Studies recommends THAT the course and program changes from the unit listed below be approved by Senate:

Dept. of Religion

Respectfully submitted,

Dr. Kelley J. Main, Chair
Faculty Council of Graduate Studies

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

/ak

FGS Academic Guide Regulation 2020/21	Supplementary Regulation
<p>If two or more advisory committee members are in a personal relationship, the "Conflict of Interest Disclosure Form" (https://umanitoba.ca/admin/governance/governing_documents/community/962.html) must be completed and submitted to the Faculty of Graduate Studies. See The University of Manitoba's Conflict of Interest policy: https://umanitoba.ca/admin/governance/governing_documents/community/248.html.</p> <p>The advisor/co-advisor is the Chair of the advisory committee.</p> <p>Advisory committee meetings must be held at least annually, and are not intended to take the place of meetings between the student and advisor/co-advisor which should occur with much greater frequency than the advisory committee meetings.</p>	
<p>5.3 Program of Study</p> <p>As soon as possible, but no later than 24 months after a student has commenced their program, the student's program of study should be registered with the Faculty of Graduate Studies on the "Program of Study and Appointment of Advisory Committee" form (http://umanitoba.ca/faculties/graduate_studies/forms/index.html) and should include:</p> <ul style="list-style-type: none"> • information about the minimum or expected time for completion of the degree; • coursework to be taken along with course classification ("S", "X", "A" or "O"); • any foreign language requirement; • the research area in which the thesis will be written. <p>The approval of the student's advisor/co-advisor and the Head of the department/unit are sufficient for registration. The program of study, including withdrawal from individual courses and any subsequent changes, must be approved by the student's advisor/co-advisor, the advisory committee, and the Head of the department/unit. Withdrawal from courses or changes of course category without such approval may result in the student being required to withdraw from the Faculty of Graduate Studies.</p>	<p>Normally one week prior to the start of classes in the Fall academic term, the Graduate Chair and the Program Advisory Committee will meet to establish each student's Program of Study.</p>
<p>5.4 Program Requirements</p> <p>All students must complete one of the following programs of study for the Ph.D. degree, unless otherwise specified in the approved department/unit supplementary regulations:</p> <ul style="list-style-type: none"> • Where admission to the Ph.D. is directly from a Master's degree, a minimum of 12 credit hours at the 7000- level or higher plus a thesis is required. Any further coursework beyond the minimum 12 credit hours at the 7000-level must be at the 3000-level or above. A maximum of 24 credit hours of coursework is allowed toward the Ph.D. program.* • Where admission to the Ph.D. is directly from an Honours Bachelor degree or equivalent, a minimum of 24 credit hours plus a thesis is required. The coursework must include a minimum of 18 credit hours at the 7000-level or higher with the balance of the coursework at the 3000-level or higher. A maximum of 48 credit hours of coursework is allowed toward the Ph.D. program.* 	<p>Students accepted into the Ph.D. program are required to complete a minimum of 18 credit hours of coursework in Religion at the 7000-level. <u>Students accepted into the Ph.D. program are required to complete a minimum of 18 credit hours of coursework at the 7000 level. A minimum of 12 credit hours at the 7000 level in Religion is required.</u></p> <p>Those students lacking sufficient background in methodology in the study of Religion, as determined at the initial meeting between the student and their Advisory Committee, may be required to complete an additional 6 credit hours in method and theory in the study of Religion as auxiliary courses, in addition to the mandatory 18 credit hours.</p>

Report of the Senate Committee on Academic Dress

Preamble

The terms of reference for the Senate Committee on Academic Dress can be found on the University Governance website at:

http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/486.html

wherein the Committee is charged with the responsibility to recommend to Senate on the colours of the linings of hoods for new degrees, and to approve each type of dress supplied to graduands with respect to quality of materials and colours.

The Committee met on May 3, 2021 and considered a hood design for the Masters in Human Rights

Observations

1. In January 2018, Senate recommended and the Board of Governors approved the Masters in Human Rights, which was implemented to commence in the Fall of 2019 and would be housed in the Faculty of Law.
2. The Program Director indicated that the first graduands of the Master of Human Rights would complete their programs in Spring 2021 and as such, hoods should be approved and procured as soon as reasonably possible.
3. The hood was approved by the Faculty of Law Faculty Council on January 26, 2021.

Recommendations

The Senate Committee on Academic Dress recommends:

THAT Senate approve a hood for the Master of Human Rights, which is lined with white on the right half and classic blue on the left half.

Respectfully submitted,

Dean Edward Jurkowski, Chair
Senate Committee on Academic Dress

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

Gaspard
since 1909

HOOD

Shell

1/2 ROYAL SATIN
(DULL SIDE)
WEARE'S LEFT
COMING OVER 3/4"

1/2 WHITE SATIN
(DULL SIDE)
WEARE'S RIGHT
COMING OVER 3/4"

BLACK PILGRIM SHELL

*WITH NECK CORD

Facing
Wearer's
Back

1"

Facing
Wearer's
Front

1 1/4" BLACK PILGRIM BIAS

REQUESTING SITE:

WPG

SCHOOL NAME:

UNIVERSITY OF MANITOBA

ITEM #:

-

COLORS (pantone colors or stock fabric ref to match):

PILGRIM SHELL: BLACK SATIN LINING: WHITE & ROYAL BIAS: PILGRIM BLACK

NOTES: BASED ON 7768089909

Report of the Senate Committee on Admissions concerning a proposal from the Faculty of Education to modify the admission requirements for the Bachelor of Education degree program (2021.04.20)

Preamble:

1. The terms of reference for this committee can be found at: http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/490.htm.
2. The Faculty of Education is proposing some revisions to the admission requirements for the Bachelor of Education degree program:
 - Applicants can present a B. Mus (Music Education) to meet teachable subject requirements; grades of C or better in music education course work are required.
 - Applicants not presenting a B. Mus (Music Education) must present music coursework, as specified in the proposal, with grades of C or better.
3. The proposal was approved by the Faculty of Education Council March 16th, 2021 and the proposal was endorsed by SCADM on April 20th, 2021.

Observations:

1. The previous admission requirements were based on the integrated Music/Education program. Given that the integrated program is no longer offered the admission requirements require updating.
2. The proposed requirements ensure that students, whether they have a B. Mus (Music Education) or another degree, who want to present music courses to meet the requirements for the music teachable majors/minors can do so.

Recommendation:

The Senate Committee on Admissions recommends that the proposal to modify the admission requirements for the Bachelor of Education degree program be approved for the Fall 2022 intake.

Respectfully submitted

Laurie Schnarr, Chair, Senate Committee on Admissions

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



UNIVERSITY
OF MANITOBA

Faculty of Education
Office of the Dean

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University of Manitoba
Winnipeg, Manitoba
Canada R3T 2N2
Telephone (204) 474-9001
Fax (204) 474-7551
dean_education@umanitoba.ca
www.umanitoba.ca/education

DATE: April 1, 2021

TO: Ms. Laurie Schnarr, Committee Chair, SCADM
Mr. Jeff Adams, Executive Director, Enrolment Services

FROM: Dr. Thomas Falkenberg, Chair, Faculty of Education Council

RE: Motions for Senate

CC: Ms Olga Kuznetsova, Assistant to the Executive Director, Enrolment Services
Dr Melanie Janzen, Acting Chair, Undergraduate Programs Committee (UPC)
Dr Merli Tamtik, Senator
Dr. Amy Farrell-Morneau, Senator
Ms Desiree Kennedy, Coordinator of Undergraduate Programs
Ms Tara Baxter, Committee Secretary, UPC

The following motion was passed by the Faculty of Education Undergraduate Programs Committee (UPC) [on June 8, 2020] and subsequently by Faculty of Education Council [on June 15, 2020], with amendments approved by UPC [on December 7, 2020 and March 1, 2021] and by the Faculty of Education Council [on January 11 and March 16, 2021]. Please forward this motion for consideration at the next SCADM meeting, and if approved forward to the appropriate Senate for consideration.

MOTION: *THAT* effective September 2022, the admission requirements for Music Teachable Majors/Minors be revised from the current to the proposed requirements as described in the chart provided in Section I of this proposal.

PROPOSAL

Section I- Description of the change

Change Being Proposed and Current Regulation:

The Faculty of Education is proposing revising the admission requirements for Music Teachable Majors/Minors effective September 2022. In addition to a path for B.Mus. (Music Education) graduates, a pathway has been provided for graduates of other degrees by stipulating specific courses as admission requirements.

The following chart illustrates the Current and Proposed requirements for Music Teachable Majors/Minors in the 3 streams of the Bachelor of Education Degree (Senior Years, Middle Years and Early Years):

Proposed admission requirements for a Music teachable major and minor: Senior, Early and Middle Years
 Effective: September 2022 Intake
 (June 8, 2020)

	CURRENT ADMISSION REQUIREMENTS	PROPOSED MAJOR (30 CREDIT HOURS)	GROUPS ²																												
Senior Years	<p>Major: 30 credit hours in Music Education Minor: 18 credit hours in Music Education (must declare E/M, Choral, Instrumental and present specific courses for each specialization)</p> <p>INSTRUMENTAL:</p> <table><tr><td>MUSC 3690 Percussion Techniques</td><td>3</td></tr><tr><td>MUSC 3780 Woodwind Techniques</td><td>3</td></tr><tr><td>MUSC 3790 Brass Techniques</td><td>3</td></tr><tr><td>MUSC 3884 Introduction to Jazz for Music Educators</td><td>3</td></tr><tr><td>MUSC 4770 Band and Orchestral Techniques 1</td><td>3</td></tr><tr><td>MUSC 4780 Band and Orchestral Techniques 2</td><td>3</td></tr><tr><td>Additional MUSC (any) coursework, if major</td><td>12</td></tr></table> <p>CHORAL:</p> <table><tr><td>MUSC 3770 Vocal Techniques</td><td>3</td></tr><tr><td>MUSC 3884 Introduction to Jazz for Music Educators</td><td>3</td></tr><tr><td>MUSC 4154 Choral Repertoire</td><td>3</td></tr><tr><td>MUSC 4750 Choral Techniques 1</td><td>3</td></tr><tr><td>MUSC 4760 Choral Techniques 2</td><td>3</td></tr><tr><td>Additional Music Education Coursework</td><td>3</td></tr><tr><td>Additional MUSC (any) coursework, if major</td><td>12</td></tr></table> <p>(List of Music Education coursework also included in Bulletin)</p>	MUSC 3690 Percussion Techniques	3	MUSC 3780 Woodwind Techniques	3	MUSC 3790 Brass Techniques	3	MUSC 3884 Introduction to Jazz for Music Educators	3	MUSC 4770 Band and Orchestral Techniques 1	3	MUSC 4780 Band and Orchestral Techniques 2	3	Additional MUSC (any) coursework, if major	12	MUSC 3770 Vocal Techniques	3	MUSC 3884 Introduction to Jazz for Music Educators	3	MUSC 4154 Choral Repertoire	3	MUSC 4750 Choral Techniques 1	3	MUSC 4760 Choral Techniques 2	3	Additional Music Education Coursework	3	Additional MUSC (any) coursework, if major	12	<p>BMus (Music Education) or Equivalent*</p> <p>*Applicants presenting a BMus (Music Education) to meet teachable subject requirements must present grades of C or better in music education course work. In cases where a BMus (Music Education) applicant presents one or more D grades in music education coursework, this course must be repeated to obtain the minimum grade of C for admissions.</p> <p>Applicants not presenting a BMus (Music Ed) degree or equivalent (Performance, Jazz Studies, BA with minor in Music, etc) must present MUSC coursework comprised of the following (or equivalents) with a grade of C or better (with a minimum grade of C):</p>	<p>Group A</p> <p>MUSC 3102 <i>Composition, Technology and Improvisation for Music Educators</i> MUSC 3106 <i>Orff-Schulwerk 1</i> (or MUSC 3130 <i>Music for Children 1</i>) or MUSC 3108 <i>Kodaly Music Education 1</i> MUSC 3442 <i>Jazz Pedagogy</i> MUSC 3730 <i>Early Music Development</i> MUSC 3772 <i>Vocal Pedagogy for Choirs</i> ** (or MUSC 3770 <i>Vocal Techniques</i>) MUSC 3884 <i>Introduction to Jazz for Music Educators</i> MUSC 4156 <i>Choral Music Literature and Programming</i> ** (or MUSC 4154 <i>Choral Repertoire</i>)</p> <p>** Recommended for Choral majors and minors</p> <p>Group B</p> <p>MUSC 3102 <i>Composition, Technology and Improvisation for Music Educators</i> MUSC 3442 <i>Jazz Pedagogy</i> MUSC 3690 <i>Percussion Techniques</i> ** MUSC 3780 <i>Woodwind Techniques</i> ** MUSC 3790 <i>Brass Techniques</i> ** MUSC 3884 <i>Introduction to Jazz for Music Educators</i></p> <p>** recommended for Instrumental majors and minors</p> <p>Group C</p> <p>MUSC 3894 <i>Guitar Techniques</i> or MUSC 3800 <i>String Techniques</i> MUSC 4894 <i>Advanced Guitar Techniques</i></p> <p>Group D</p> <p>MUSC 4752 <i>Methods in Elementary and Middle Years Choral Music</i> (or MUSC 4750 <i>Choral Techniques 1</i>) MUSC 4762 <i>Methods in Senior Years and Community Choral Music</i> (or MUSC 4760 <i>Choral Techniques 2</i>)</p> <p>Group E</p> <p>MUSC 4772 <i>Instrumental Music Methods 1</i> (or MUSC 4770 <i>Band and Orchestral Techniques 1</i>) MUSC 4782 <i>Instrumental Music Methods 2</i> (or MUSC 4780 <i>Band and Orchestral Techniques 2</i>)</p> <p>Group F</p> <p>MUSC 4896 <i>Cultural Perspectives for Music Educators</i> or any World Music Pedagogy or equivalent</p>
		MUSC 3690 Percussion Techniques	3																												
MUSC 3780 Woodwind Techniques	3																														
MUSC 3790 Brass Techniques	3																														
MUSC 3884 Introduction to Jazz for Music Educators	3																														
MUSC 4770 Band and Orchestral Techniques 1	3																														
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MUSC 4760 Choral Techniques 2	3																														
Additional Music Education Coursework	3																														
Additional MUSC (any) coursework, if major	12																														
	<p>MAJOR Instrumental (30 credit hours):</p> <ul style="list-style-type: none">MUSC 2460 <i>Conducting</i> (3)MUSC 1930 <i>Rudiments of Music</i> or MUSC 1110 <i>Theory 1</i> or MUSC 1384 <i>Musicianship 1</i> (3)GROUP B (choose 9 cr) (9)GROUP E and F (9)GROUP B and/or C¹ (6) <p>MINOR Instrumental (18 credit hours):</p> <ul style="list-style-type: none">MUSC 2460 <i>Conducting</i> (3)GROUP F (3)GROUP B, C and/or E¹ (12) <p>MAJOR Choral (30 credit hours):</p> <ul style="list-style-type: none">MUSC 2460 <i>Conducting</i> (3)MUSC 1930 <i>Rudiments of Music</i> or MUSC 1110 <i>Theory 1</i> or MUSC 1384 <i>Musicianship 1</i> (3)GROUP D and F (9)GROUP A (choose 9 cr) (9)																														



No Current Specialization

<ul style="list-style-type: none">GROUP A and/or C¹	(6)
MINOR Choral (18 credit hours):	
<ul style="list-style-type: none">MUSC 2460 <i>Conducting</i>	(3)
<ul style="list-style-type: none">GROUP F	(3)
<ul style="list-style-type: none">GROUP A and/or D¹	(12)
NEW SPECIALIZATION	
MAJOR Guitar/Strings (30 credit hours):	
<ul style="list-style-type: none">MUSC 2460 <i>Conducting</i>	(3)
<ul style="list-style-type: none">MUSC 1930 <i>Rudiments of Music</i> <u>or</u> MUSC 1110 <i>Theory 1</i> <u>or</u> MUSC 1384 <i>Musicianship 1</i>	(3)
<ul style="list-style-type: none">GROUP F	(3)
<ul style="list-style-type: none">GROUP C (choose 3 cr)	(3)
<ul style="list-style-type: none">GROUP A, B, C , D and/or E¹	(18)
MINOR Guitar/Strings (18 credit hours):	
<ul style="list-style-type: none">MUSC 2460 <i>Conducting</i>	(3)
<ul style="list-style-type: none">MUSC 3894 <i>Guitar Techniques 1</i> <u>or</u> MUSC 3800 <i>String Techniques</i>	(3)
<ul style="list-style-type: none">GROUP F	(3)
<ul style="list-style-type: none">GROUP A, B, C , D and/or E¹	(9)

Equivalencies for admission purposes determined by the Faculty of Education

¹ Any combination of courses from Groups stipulated.
² Other Music Education (Pedagogy)/Music courses may be approved upon assessment by Faculty of Education. Course outlines provided by institution will be required.

	CURRENT ADMISSION REQUIREMENTS	PROPOSED MAJOR (18 CREDIT HOURS)
Middle Years and Early Years	Major: 18 credit hours in Music Education Minor: 12 credit hours in Music Education (must declare E/M, Choral, Instrumental and present specific courses for each specialization)	BMus (Music Education) or Equivalent*. *Applicants presenting a BMus (Music Education) to meet teachable subject requirements must present grades of C or better in music education course work. In cases where a BMus (Music Education) applicant presents one or more D grades in music education coursework, this course must be repeated to obtain the minimum grade of C for admissions. Applicants not presenting a BMus (Music Ed) degree or equivalent (Performance, Jazz Studies, BA with minor in Music, etc) must present MUSC coursework comprised of the following (or equivalents) with a grade of C or better (with a minimum grade of C):
	CHORAL: MUSC 3770 Vocal Techniques 3 MUSC 3884 Introduction to Jazz for Music Educators 3 MUSC 4154 Choral Repertoire 3 MUSC 4750 Choral Techniques 1 3 MUSC 4760 Choral Techniques 2 3 Additional Music Education Coursework 3 EARLY/MIDDLE: MUSC 3130 Music for Children 6 MUSC 3730 Early Musical Development 3 MUSC 3770 Vocal Techniques 3 Additional Music Education Coursework 6 INSTRUMENTAL: MUSC 3690 Percussion Techniques 3 MUSC 3780 Woodwind Techniques 3 MUSC 3790 Brass Techniques 3 MUSC 3884 Introduction to Jazz for Music Educators 3 MUSC 4770 Band and Orchestral Techniques 1 3 MUSC 4780 Band and Orchestral Techniques 2 3	(No specializations for Early or Middle Years) MAJOR Music (18 credit hours): <ul style="list-style-type: none"> MUSC 2460 <i>Conducting</i> (3) GROUP F (3) any course combination from GROUP A, B, C, D, and/or E¹ (12) MINOR Music (12 credit hours): <ul style="list-style-type: none"> GROUP F (3) any course combination from GROUP A, B, C, D, and/or E¹ (9)

Equivalencies for admission purposes determined by the Faculty of Education

¹Any combination of courses from Groups stipulated.

²Other Music Education (Pedagogy)/Music courses may be approved upon assessment by Faculty of Education. Course outlines provided by institution will be required.

GROUPS ²
Group A MUSC 3102 <i>Composition, Technology and Improvisation for Music Educators</i> MUSC 3106 <i>Orff-Schulwerk 1</i> (or MUSC 3130 <i>Music for Children 1</i>) or MUSC 3108 <i>Kodaly Music Education 1</i> MUSC 3442 <i>Jazz Pedagogy</i> MUSC 3730 <i>Early Music Development</i> MUSC 3772 <i>Vocal Pedagogy for Choirs</i> ** (or MUSC 3770 <i>Vocal Techniques</i>) MUSC 3884 <i>Introduction to Jazz for Music Educators</i> MUSC 4156 <i>Choral Music Literature and Programming</i> ** (or MUSC 4154 <i>Choral Repertoire</i>) ** Recommended for Choral majors and minors Group B MUSC 3102 <i>Composition, Technology and Improvisation for Music Educators</i> MUSC 3442 <i>Jazz Pedagogy</i> MUSC 3690 <i>Percussion Techniques</i> ** MUSC 3780 <i>Woodwind Techniques</i> ** MUSC 3790 <i>Brass Techniques</i> ** MUSC 3884 <i>Introduction to Jazz for Music Educators</i> ** recommended for Instrumental majors and minors Group C MUSC 3894 <i>Guitar Techniques</i> <u>or</u> MUSC 3800 <i>String Techniques</i> MUSC 4894 <i>Advanced Guitar Techniques</i> Group D MUSC 4752 <i>Methods in Elementary and Middle Years Choral Music</i> (or MUSC 4750 <i>Choral Techniques 1</i>) MUSC 4762 <i>Methods in Senior Years and Community Choral Music</i> (or MUSC 4760 <i>Choral Techniques 2</i>) Group E MUSC 4772 <i>Instrumental Music Methods 1</i> (or MUSC 4770 <i>Band and Orchestral Techniques 1</i>) MUSC 4782 <i>Instrumental Music Methods 2</i> (or MUSC 4780 <i>Band and Orchestral Techniques 2</i>) Group F MUSC 4896 <i>Cultural Perspectives for Music Educators</i> <u>or</u> any World Music Pedagogy <u>or</u> equivalent

Background information and Rationale:

The Desautels Faculty of Music and the Faculty of Education have ceased their joint offering of the Integrated Bachelor of Music/Bachelor of Education Program. The current admission requirements for music teachable majors/minors align with the now ceased integrated program. A new Bachelor of Music degree with a specialization in Music Education was developed, Senate-approved, and is now being implemented by the Desautels Faculty of Music. Students graduating from this new degree program specialization will now apply and compete for admission into the Faculty of Education's After Degree Bachelor of Education Program. Given that students are now moving through that new program with updated coursework, there is an urgent need to revise our admission requirements for all students pursuing music teachable major/minors that mirrors the relevant updated coursework or equivalent courses, yet also affords a pathway for B.Mus. students with non-Music Education specializations (e.g., Performance, Composition).

Listing the required UM coursework and/or the equivalent is the most direct way to communicate the necessary admission requirements to the vast majority of potential applicants. It is the most feasible approach for staff assessment of requirements, and it still offers students flexibility. Students coming from other Manitoba universities can readily go to AURORA to locate an online list of course equivalents that have been assessed for transfer credit. The same holds true for some but not all potentially equivalent courses for students coming from other Canadian universities, or from outside of Canada.

Finally, there will be grandfathering of the new admission requirements that will be dependent upon the date that SCADM approves the changes. The grandfathering process will be in keeping with Senate approved guidelines.

Section II - Consultation with other Faculties

Members of the Faculty of Education engaged in a consultation process with members of the Desautels Faculty Music who also consulted with music teachers in the field to arrive the proposed revised requirements for the Music Teachable Majors/Minors. Appendix A is a letter of support from the Desautels Faculty of Music.

Section III - Recommendation

The Faculty of Education recommends that the SCADM approve the changes to the admission requirements for Music Teachable Majors/Minors as articulated in the charts provided in Section I of this proposal, and that these changes be effective September 2022.

Report of the Senate Committee on Admissions concerning a proposal from the Faculty of Education to modify the admission requirements for the Bachelor of Education degree program (2021.04.20)

Preamble:

1. The terms of reference for this committee can be found at: http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/490.htm.
2. The Faculty of Education is proposing the addition of the following statement to the Bachelor of Education degree program admission requirements:
 - Applicants presenting a BPE (or equivalent) degree to meet teachable subject requirements must present grades of C in physical/health education coursework. In cases where an applicant presents a D grade in a physical/health education course, it would need to be repeated to present the minimum grade of C for admission.
3. The proposal was approved by the Faculty of Education Council March 15th, 2021 and the proposal was endorsed by SCADM on April 20th, 2021.

Observations:

1. This proposal provides further clarification to a proposal that was approved by Senate on October 7, 2020.
2. The statement being added to the requirements clarifies that applicants must present a grade of C or better for all courses used towards a teachable subject and/or breadth requirement.

Recommendation:

The Senate Committee on Admissions recommends that the proposal to modify the admission requirements for the Bachelor of Education degree program be approved for the Fall 2022 intake.

Respectfully submitted

Laurie Schnarr, Chair, Senate Committee on Admissions

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



UNIVERSITY
OF MANITOBA

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DATE: April 1, 2021

TO: Ms. Laurie Schnarr, Committee Chair, SCADM
Mr. Jeff Adams, Executive Director, Enrolment Services

FROM: Dr. Thomas Falkenberg, Chair, Faculty of Education Council

RE: Motions for Senate

CC: Ms Olga Kuznetsova, Assistant to the Executive Director, Enrolment Services
Dr Francine Morin, Chair, Undergraduate Programs Committee (UPC)
Dr Merli Tamtik, Senator
Dr. Amy Farrell-Morneau, Senator
Ms Desiree Kennedy, Coordinator of Undergraduate Programs
Ms Tara Baxter, Committee Secretary, UPC

The following motion was passed by the Faculty of Education Undergraduate Programs Committee (UPC) [on December 7, 2020] and subsequently by Faculty of Education Council [on January 11, 2021], with amendments passed by the Faculty of Education Undergraduate Programs Committee (UPC) [on March 1, 2021] and subsequently by Faculty of Education Council [on March 15, 2021]. Please forward this motion for consideration at the next SCADM meeting, and if approved forward to the appropriate Senate for consideration.

MOTION: THAT effective September 2022, the admission requirements for Physical Education Teachable Majors/Minors be revised from the recently approved to the proposed requirements as described in the accompanying document.

PROPOSAL

Section I- Description of the change

Change Being Proposed and Current Regulation:

The Faculty of Education is proposing amending the admission requirements for Physical Education Teachable Majors/Minors that were approved by Senate on October 7, 2020. The approved admission requirements are effective September 2022. We are proposing an additional statement be added to what was already approved. The additional statement is:

Applicants presenting a BPE (or equivalent) degree to meet teachable subject requirements must present grades of C in physical/health education coursework. In cases where an applicant presents a D grade in a physical/health education course, it would need to be repeated to present the minimum grade of C for admission.

Please see the change illustrated in following charts:

Current Senate Approved Requirements (Effective September 2022)

Applicants presenting a non-Bachelor of Physical Education degree (B.Kin, BA, BRec, etc) must present specific coursework as defined in chart below with credit hours as defined by requirements outlined in Section 2. Non UM course outlines will be required to determine acceptable alternatives/equivalencies for admission purposes only.

Senior Years major 30 credit hours	Group A (9) Group B (6) PHED 3722 (3) <i>Coaching Theory and Practice</i> 12 credits from any other PHED, KPER or KIN course ¹
Senior Years minor 18 credit hours	PHED 3722 (3) Group A (9) Group B (6)

¹ focusing on human movement, health, dance, fitness, indigenous pedagogies, inclusive Physical/Health Education, outdoor education and/or sport skill acquisition.

Middle Years major 18 credit hours	Group A (9) Group C (9)
Middle Years minor 12 credit hours	Group A (9) one of Group C (3)

Early Years major 18 credit hours	Group A (9) Group C (9)
Early Years minor 12 credit hours	Group A (9) one of Group C (3)

Group A	Group B	Group C
PHED 2710 (3) <i>Human Movement Principles</i> PHED 3122 (3) <i>Developmental Games and Activities</i> PHED 3362 (3) <i>Culturally Relevant Pedagogies</i> or other inclusion/diversity course	PHED 2442 (3) <i>Health Education</i> PHED XXXX (3) <i>any PHED course</i>	PHED 2442 (3) <i>Health Education</i> PHED 3732 (3) <i>Dance and Rhythmic Activities</i> PHED 3722 (3) <i>Coaching Theory and Practice</i>

Proposed Requirements

BPE or Equivalent (BHPE, etc) meet the subject requirements*

* Applicants presenting a BPE (or equivalent) degree to meet teachable subject requirements must present grades of C in physical/health education coursework. In cases where an applicant presents a D grade in a physical/health education course, it would need to be repeated to present the minimum grade of C for admission.

Applicants presenting a non-Bachelor of Physical Education degree (B.Kin, BA, BRec, etc) must present specific coursework as defined in chart below with credit hours as defined by requirements outlined in Section 2. Non UM course outlines will be required to determine acceptable alternatives/equivalencies for admission purposes only.

Senior Years major 30 credit hours	Group A (9) Group B (6) PHED 3722 (3) <i>Coaching Theory and Practice</i> 12 credits from any other PHED, KPER or KIN course ¹
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¹ focusing on human movement, health, dance, fitness, indigenous pedagogies, inclusive Physical/Health Education, outdoor education and/or sport skill acquisition.

Middle Years major 18 credit hours	Group A (9) Group C (9)
Middle Years minor 12 credit hours	Group A (9) one of Group C (3)

Early Years major 18 credit hours	Group A (9) Group C (9)
Early Years minor 12 credit hours	Group A (9) one of Group C (3)

Group A	Group B	Group C
PHED 2710 (3) <i>Human Movement Principles</i> PHED 3122 (3) <i>Developmental Games and Activities</i> PHED 3362 (3) <i>Culturally Relevant Pedagogies</i> or other inclusion/diversity course	PHED 2442 (3) <i>Health Education</i> PHED XXXX (3) <i>any PHED course</i>	PHED 2442 (3) <i>Health Education</i> PHED 3732 (3) <i>Dance and Rhythmic Activities</i> PHED 3722 (3) <i>Coaching Theory and Practice</i>

Background Information and Rationale:

On October 7, 2020 Senate approved a motion put forward by the Faculty of Education to revise the admission requirements for Physical Education Teachable Majors/Minors applying into the After-Degree Bachelor of Education Program, effective for the Fall 2022 intake. We have since discovered that the revised admissions proposal did not address the core requirement of "C" grades or higher for applied courses related to the teachable subject only. Therefore, there is a need propose an amendment to the approved changes.

All applicants must present specific requirements for admission to the After-Degree Bachelor of Education Program, as outlined in the Applicant Bulletin. In preparing the material to define the coursework required for the teachable subject area of Physical Education, the Faculty aimed to move away from identifying specific course requirements for applicants presenting with a specialized degree in Physical Education (BPE or equivalent). There is a need however to also adhere to the Senate approved core admission requirements for all teachable subject areas. These requirements include a minimum grade of C, a second teachable area, an AGPA of 2.50, and participation in the Writing Skills essay assessment. Our proposal indicated that a BPE (or equivalent) meets the requirements including all academic requirements as outlined in Section 2 which inadvertently requires grades of C in all courses required for a BPE rather than just the Physical/Health Education coursework, but this is not intended.

Therefore, the amended proposal and accompanying charts reflect that applicants are expected to meet the Senate approved minimum grade of C for all courses used towards a teachable subject and/or breadth requirement, in addition to other stated requirements.

Section II - Consultation with other Faculties

Members of the Faculty of Education engaged in a consultation process with members of the Faculty of Kinesiology and Recreation Management to arrive the revised requirements for the Physical Education Teachable Majors/Minors that were approved by Senate on October 7. At the times, a letter of support from the Faculty of Kinesiology and Recreation Management was provided.

There has been no further consultation, as this proposal is being made only for the purpose of clarification.

Section III - Recommendation

The Faculty of Education recommends that the SCADM approve the revision of the admission requirements for Physical Education Teachable Majors/Minors from the recently approved to the proposed requirements as described in Section I of this proposal, and that these changes be effective September 2022.

Report of the Senate Committee on Admissions concerning a proposal from the Faculty of Law to modify the admission requirements for the Juris Doctor degree program (2021.05.11)

Preamble:

1. The terms of reference for this committee can be found at: http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/490.htm.
2. The Faculty of Law is proposing a modification to the admission requirements for the Juris Doctor degree program that would require all applicants who are applying via the *Index Score Category* to complete 60 credit hours of university level coursework, regardless of age, in order to be eligible to apply.
3. The proposal was approved by the Law Faculty Council on April 1st, 2021, and the proposal was endorsed by SCADM on May 11th, 2021.

Observations:

1. Students can be admitted to the Juris Doctor program via three different categories: *Index Score*, *Individual Consideration*, *Indigenous Category*.
2. Currently mature students, defined in the Faculty of Law as those age 26 and above, are only required to complete 30 credit hours of university level coursework to be eligible to apply via the *Index Score* category.
3. Based on language from The National Federation of Law Societies of Canada it has been determined that in order to be eligible to apply via the *Index Score* category all applicants, regardless of age, must present 60 hours of university level coursework to be eligible.
4. This modification is required in order to satisfy national accreditation standards.
5. The requirements for the *Individual Consideration Category* and the *Indigenous Category* remain unchanged and will continue to allow applicants in these categories to be considered upon completion of 30 credit hours of university level coursework.

Recommendation:

The Senate Committee on Admissions recommends that the proposal to modify the admission requirements for the Juris Doctor degree program be approved for the Fall 2022 intake.

Respectfully submitted

Laurie Schnarr, Chair, Senate Committee on Admissions

Comments of the Senate Executive Committee:

The Senate Executive Committee endorses the Report to Senate.

Robson Hall
224 Dysart Road
Winnipeg, Manitoba
Canada R3T 2N2



TO: Senate Committee on Admissions

FROM: David Asper, O.C., Acting Dean, Faculty of Law

Dr. Mary Shariff, Associate Dean, J.D. Program

SUBJECT: Proposing changes to the Juris Doctor Program Index Score admission category.

DATE: April 27, 2021

Attached hereto please find materials from the Law Faculty relating to the rectification of an error in our admissions policy: Proposal to the SCADM; and Law Faculty Council (LFC) Resolution (Passed: April 1, 2021) in support of the proposal.

Please note that the LFC Resolution describes a mature student age category (26+), this reference was for internal purposes only so as to ensure clarity regarding the specific change required. The main point that requires clarification and updating, for our national accreditation purposes, is that no applicant, regardless of age or other criteria, can be admitted through our Index Score Category unless the applicant has completed a minimum of 60 credits prior to entering law school.

Thank you for your consideration.

Proposed Change to Admission Requirements for Index Score Category

The Faculty of Law is proposing changes to the admission requirements for the Index Score Admission category.

Description of Change:

The Faculty of Law has three defined admission categories: Index Score, Individual Consideration, and Indigenous Peoples of Canada: First Nations, Métis and Inuit. All applicants must meet the minimum academic requirement of 60 credit hours or 30 credit hours (if over the age of 26 or those who are under 26 and who have faced barriers to education) in order to be considered for admission.

The National Requirements for Federation of Law Societies of Canada state for an approved Canadian Law degree that the academic standard must meet the following admission criteria:

Subject to special circumstances, the admission requirements for the law school include, at a minimum, successful completion of two years of post-secondary education at a recognized university or CEGEP.

It has been determined that the interpretation to allow mature (26+) applicants to complete only 30 credit hours of coursework should be limited to the Indigenous or Individual Consideration applicant categories, not those applying under the Index Score category. The intent for this concession (allowing less than 60 credit hours) as noted in the standards above, was for applicants who may have special circumstances.

As a result, in order to meet accreditation standards, we must ensure that applicants applying for admission under the Index Score category complete a minimum of 60 credit hours for admission, regardless of age. Only applicants who are applying under the Indigenous or Individual Consideration categories with special circumstances can be considered with less than 60 credit hours prior to admission into the JD program.

Current Admission Requirement:

A. Academic Requirements

All applicants must meet the following requirements:

1. Completed Coursework

(i) Minimum of 20 one term or 10 two term, or combination thereof, university degree level courses (60 credit hours). Course completion deadlines vary depending on applicant category – See NOTES below.

OR

(ii) If applicant is 26 years of age by September 1 in year admission is sought, a minimum of 10 one term or 5 two term, or combination thereof, university degree level courses (30 credit hours). If more than 30 credit hours are complete, the AGPA will be calculated using all completed courses. Deadlines vary depending on applicant category – See NOTES below.

Proposed Admission Requirement:

- (i) Applicants applying to the Index Score Admission Category must complete a minimum of 20 one term or 10 two term, or combination thereof, university degree level courses (60 credit hours).

The admission requirements for the Indigenous and Individual Consideration categories will remain unchanged and will continue to allow for applicants in these categories to be considered with having completed a minimum of 30 credit hours based on special circumstances. However, it should be noted that in the event they are unsuccessful, applicants to these categories who have completed less than 60 credit hours will not be eligible to be moved for consideration under the Index Score category based on the newly proposed requirements.

Recommendation:

That the Senate Committee on Admissions approves the proposal to change the admission requirements for the Index Score Admission category to require applicants to complete a minimum of 60 credit hours of university degree level courses.

The proposed changes would be effective for Fall 2022 intake.

Law Faculty Council Resolution (April 1, 2021)

Whereas:

1. Accreditation for Canadian Law Schools by the Federation of Law Societies of Canada ("Federation") provides that main admissions categories require students to have completed a minimum of 60 credits prior to entering law school;
2. The University of Manitoba Faculty of Law wishes to be recognized as an accredited Canadian law school by law societies in all provincial and territorial jurisdictions;
3. The University of Manitoba Faculty of Law, J.D. Program maintains three categories of admission-Index Score, Individual Consideration and Indigenous Students;
4. Of these three, the Index Category is the main pathway to admission for the J.D. Program, reflecting the majority of seats available in the first year class. Individual Consideration and Indigenous students are assessed on a holistic basis;
5. In the past, the Faculty of Law also maintained a Mature Student Category of Admissions; and
6. The Faculty of Law wishes to rectify any confusion that may have arisen with respect to its three categories of admission for the J.D. Program and the standards to be applied to each.

Be it Resolved that:

For the Index Score Category of admissions for the J.D. Program, applicants accepted into the J.D. program must have completed the minimum 60 credit hours of university degree level study prior to commencing their J.D. studies, and must show evidence of same; and

For the Individual Consideration category of admissions for the J.D. Program, applicants who are "Mature students", being those aged 26 years of age or older by September 1 of the year in which admission is sought, must have completed a minimum of 30 credit hours of university degree level study for the purposes of their application for entry into the J.D. Program.

Report of the Senate Committee on Admissions concerning a proposal from the Rady Faculty of Health Sciences to modify the admission requirements for the Bachelor of Health Studies degree program (2021.02.23)

Preamble:

1. The terms of reference for this committee can be found at: http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/490.htm.
2. The Rady Faculty of Health Sciences is proposing some modifications to the admission requirements for the Bachelor of Health Studies degree program. The changes involve the removal of required specific Arts coursework and Science coursework; students will now be required to present 24 CH of course work with no specific course requirements.
3. The proposal was approved by the Interdisciplinary Health Program Council on November 10, 2020 and by the Rady Faculty Executive on February 2, 2021; the proposal was endorsed by SCADM on February 23rd, 2021.

Observations:

1. The program is undergoing a number of curriculum changes and the admission requirements are being updated to better align with these changes.
2. Effective September 2021 students in the program will be required to complete HEAL 1500 and HEAL 1502 as part of the curriculum; given these courses are deemed acceptable to fulfill the science requirement there is no need for students to present science electives prior to being admitted.

Recommendation:

The Senate Committee on Admissions recommends that the proposal to modify the admission requirements for the Bachelor of Health Studies degree program be approved effective for the Fall 2022 intake.

Respectfully submitted
Laurie Schnarr, Chair, Senate Committee on Admissions



Interdisciplinary Health Program
Rady Faculty of Health Sciences

202 Human Ecology
Winnipeg, Manitoba
Canada R3T 2N2

February 9th, 2021

MEMORANDUM

To: Senate Committee on Admissions (SCADM)

From: Marie Edwards, Interim Vice-Dean Education, Rady Faculty of Health Sciences

Re: Revision of Admission Requirements for the Health Studies degree (IHP)

Attached is the proposal to have the admission requirements revised for the Health Studies degree in the Interdisciplinary Health Program.

This proposal was approved by the IHP Council on November 10, 2020 and was approved by Rady Faculty Executive on February 2, 2021.

It is proposed that the new admission requirements be in effect for September 2022 admission intake.

February 9th, 2021

Section I – Description of the Change

The change being proposed is to revise the advanced entry admission requirements for the Bachelor of Health Studies (BHSt) degree in the Interdisciplinary Health Program.

The BHSt degree is undergoing a number of changes. The proposed admission requirements reflect the changes to the degree.

The current admission requirements for BHSt are:

Current Advanced Entry (applicants with university/college background)

Academic Requirements: All applicants must have completed a minimum of twenty-four (24) credit hours of university level course work, with a minimum Adjusted Grade Point Average of 2.50. Course work must consist of 6 credit hours of Arts course work, 6 credit hours of Science course work, and 12 credit hours of electives. All course work must be completed by the end of the April exam period for the Fall term and the end of the August exam period for the Winter term.

Proposed New Admission Requirements:

All applicants must have completed a minimum of twenty-four (24) credit hours of university level course work, with a minimum Adjusted Grade Point Average of 2.50. All course work must be completed by the end of the April exam period for the Fall term and the end of the August exam period for the Winter term.

Background and rationale:

As part of the current IHP admission requirements, students are required to have six credit hours of Science course work. As of September 2021, two science courses HEAL 1500 and HEAL 1502 will be introduced as required courses for the BHSt degree (pending Senate approval).

HEAL 1500 and HEAL 1502 are both three credit hour courses, and will therefore fulfill the science course work requirement for the degree. As students will be required to complete these courses as part of the curriculum, they do not need to have the science requirement in the admission requirements. Students will take these courses once admitted to the program.

The revision in the admission requirements also gives an opportunity for Red River College students to apply to the BHSt Program. Previously there was an articulation agreement with RRC and the Family Social Sciences degree. RRC graduates from the (1) Child and Youth, (2) Disability and Community Support, or (3) Early Childhood Diploma programs were eligible to apply to the Family Social Sciences degree and receive 60 credit hours of transfer credit.

As admission to the Family Social Sciences degree program ceased in January 2019, the articulation agreement was no longer applicable. Interested RRC students were now being encouraged to apply for the BHSt degree.

The IHP had been approached by RRC to consider developing an articulation agreement for students from the (1) Child and Youth Care, (2) Disability and Community Support, and (3) Early Childhood Diploma programs for admission to the BHSt and enrolment in the Family Health concentration. The IHP engaged internal content experts to review the programs and individual courses for these three RRC programs. A list of potential course equivalencies was generated. Our internal review indicated that up to 30 credit hours of transfer credits may be possible for each program, mainly with respect to meeting the free and program elective requirements.

After subsequent meetings with Jeff Adams, Erin Stone and Cassandra Davidson and other committee stakeholders, it was determined that developing an articulation agreement was not the best course of action. It was agreed that at this point in time, RRC students would be best served by allowing up to 30 credit hours of transfer credit towards the BHSt degree.

Our progress regarding this matter was presented and discussed with the IHP - BHSt Curriculum Sub Committee and sent to the Community Health Sciences (CHS) Undergraduate Program Committee for feedback. All of the respondents agreed that maintaining a strong relationship with RRC was important.

Generally, RRC students do not have the science course work requirements making them eligible to apply to the BHSt. The proposed admission change simplifies the process and will provide additional opportunities for other students to apply.

The BHSt currently has space for 30 Advanced Entry students and RRC students would be included in this general pool of applicants. If they are accepted into the program they would receive up to 30 hours of transfer credit. We propose for these admission revisions to take effect for the Fall 2022 intake.

Section II: Consultation with other Faculties

This proposed change does not affect other Faculties or Departments.

Section III: Recommendation

It is recommended that SCADM endorse the revision of the admission requirements for the Health Studies degree. It is proposed that this change take effect for the Fall 2022 intake.

June 2, 2021

Comments of the Senate Executive Committee RE: Report of the Senate Committee on Admissions RE: Revised Advanced Entry Admission Requirements, Bachelor of Health Studies, Interdisciplinary Health Program, Rady Faculty of Health Sciences

At its meetings on May 5 and June 2, 2021, the Senate Executive Committee considered the Report of the Senate Committee on Admissions concerning revised Advanced Entry admission requirements for the Bachelor of Health Studies, Interdisciplinary Health Program (IHP), Rady Faculty of Health Sciences. At the meeting on May 5th, the Committee had raised a concern that, rather than establishing Articulation Agreements with Red River College (RRC) that would identify particular courses acceptable for transfer credit, for graduates of the Diplomas in Child and Youth Care, Disability and Community Support, and Early Childhood Education who were admitted to the Bachelor of Health Studies degree, students might be granted up to 30 credit hours of unspecified transfer credit. At the June 2nd meeting, Faculty representatives clarified that the IHP had identified specific RRC courses for which graduates of each of the three Diploma programs could receive either specific or unallocated transfer credit, including, in some cases, for FMLY courses offered by the Department of Community Health Sciences. In the case of the Diploma in Child and Youth Care, 30 credit hours of course equivalencies had been identified. Applicants admitted with either a Diploma in Disability and Community Support or Early Childhood Education would be eligible for 15 and 3 credit hours of unallocated transfer credit, respectively.

The Senate Executive Committee endorses the Report of the Senate Committee on Admissions to Senate.

Respectfully submitted,

Dr. M. Bennaroch, Chair
Senate Executive Committee

Report of the Senate Committee on Admissions concerning a proposal from the College of Nursing to modify the admission requirements for the Bachelor of Midwifery program (2021.02.23)

Preamble:

1. The terms of reference for this committee can be found at: http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/490.htm.
2. The College of Nursing is proposing some modifications to the admission requirements for the Bachelor of Midwifery program. The changes involve the following:
 - The addition of the Casper Situational Judgement test as a requirement
 - Changes to the required Natives Studies course
 - Changes to the courses used in the core AGPA calculation
 - Modifications to the Chemistry course requirements
 - The addition of STAT1150 as an eligible course to fulfill the statistics requirement
3. The proposal was approved by the College of Nursing Executive Committee on December 11th, 2020, by the College of Nursing Council on December 22, 2020, and was endorsed by SCADM on February 23rd, 2021.

Observations:

1. These policies are reflective of current best practices of health professions.
2. The situational judgement test is seen to be an effective way to evaluate non-cognitive skills and interpersonal characteristics.
3. Since the initial requirements were approved Indigenous competencies have been embedded throughout the curriculum; for this reason, students will now be required to complete NATV courses at the 1000 level as opposed to at the 3000 level.
4. The Chemistry changes are being made in response to the modifications made to the course offerings in the Department of Chemistry.

Recommendation:

The Senate Committee on Admissions recommends that the proposal to modify the admission requirements for the Bachelor of Midwifery program be approved effective for the Fall 2022 intake.

Respectfully submitted

Laurie Schnarr, Chair, Senate Committee on Admissions

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



**University
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MEMORANDUM

Date: February 5, 2021

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

To: Senate Committee on Admissions

RE: Changes to Admission Requirements for the Bachelor of Midwifery Program for the February 23, 2021 SCADM Meeting

Please find attached the proposal and accompanying Letters of Support for resubmission to SCADM for changes to Admissions to the Bachelor of Midwifery Program.

Bachelor of Midwifery Program proposed changes

Attached documents:

1. SCADM_Submission_Template_CASPer_Feb 5-21
2. STATS LOS_Faculty of Science_Feb 5-21
3. NATV STUD LOS_Faculty of Arts_Feb 5-21
4. CHEM LOS_Faculty of Science_signed_Feb 5-21

Sincerely,

Dr. Netha Dyck, RN, EdD, CHE, I-FCNEI, I-FCAN
Dean, College of Nursing

Section I – Description of the change

At this time the Bachelor of Midwifery Program, College of Nursing is proposing amendments to the existing admissions policies in the following areas:

- A. The addition of CASPer™ situational judgement testing to the eligibility requirements.
- B. Recommendations to required courses for admission:
 - i. Changes to the required NATV course requirement
 - ii. Changes to the courses used in the core AGPA calculation
 - iii. Changes to the required CHEM course requirement
- C. The addition of STAT 1150 as an alternative course to the STAT 1000 requirement

Include any relevant contextual and background information

The recommendations for revised admissions policies reflect the Bachelor of Midwifery's Program commitment to best practices in the selection of registrants who will contribute to the health human workforce necessary for the Program to fulfill its social contract. The proposed recommendations are consistent with current best practices of health professions involved in the selection of candidates who have the academic capacity and personal attributes to proceed through the curriculum to successful registration for the practice of midwifery.

A. The Addition of CASPer™ Situational Judgement Testing to the Eligibility Requirements

Rationale

There is an evolving literature to support the use of situational judgment testing (SJT) in the selection of health professional students. SJT has been demonstrated to effectively evaluate non-cognitive skills and interpersonal characteristics. Currently our admissions processes solely use academic attributes for selection of applicants. Implementation of SJT would add an additional dimension in the selection of applicants. Further, it would align with Midwifery Education Programs admissions processes across Canada.

McMaster University developed the Computer-Based Assessment for Sampling Personal Characteristics (CASPer™) to evaluate applicants' personal and professional attributes. CASPer™ is a video format SJT that presents a series of hypothetical scenarios and asks candidates how they would respond to that situation. Each scenario is based on one or more competencies, and the test taker's responses provide insight into his/her ability within each relevant competency. Outcome studies have identified the reliability and predictive validity of CASPer™ in the domains of interpersonal skills, integrity and ethics for medical and other health professionals. There are current evaluations of the impact of utilizing SJT and specifically CASPer™ on the diversity of registrants: initial studies have identified positive diversity results on gender (females score slightly better than males), lower socio-economic status, and under-represented minorities. The following Canadian Midwifery Education Programs are currently utilizing CASPer™ in their undergraduate admissions processes: Laurentian University (Ontario), Mount Royal University (Alberta) and Université du Québec à Trois-Rivières.

CASPer Test Calculation

CASPer is a 12 section test, with eight video-based sections and four word-based sections. Each section applicants answer three questions. Raters assign a score to each section, based on all three sections on a Likert-type 1-9 scale. There are a total of 12 scores, one from each section. These 12 scores are averaged and converted to a Z-score and a percentile to standardize the scores across applicants. Both the Z-score and the percentile reflect how an individual scored relative to other test takers. We will use the Z-score from Casper.

The College is not implementing a minimum Casper score. All scores will be considered for admission.

Based on consultations with Canadian Midwifery Education Programs, UM Max Rady Faculty of Medicine and the representatives from CASPer™, The Bachelor of Midwifery program is specifically aware that there is limited information to date on the potential impact of CASPer™ on the selection of Indigenous Canadian applicants; accordingly, CASPer™ shall not be used for selection in the Canadian Indigenous Applicant Pool. However, all Indigenous students will be required to take the CASPer test, but only those who want to be considered in the general applicant pool will the test score be used as part of the admissions calculation. The Bachelor of Midwifery Program is committed to evaluating the impact of implementing CASPer™ on the diversity of all eligible applicants, applicants and registrants; there will be collaborative participation with other institutions in this regard.

Requirement weighting for selection of Applicants:

The following reflect the current score and proposed criteria for the composite scores used for admission:

Current Requirement

AGPA (100%)

*Proposed Requirement -General Applicant Category only**

AGPA (70%)	CASPer™ (30%)
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*The Canadian Indigenous Category will not use the CASPer™ in the assessment for selection of applicants,

The Bachelor of Midwifery Program desires to align their admissions process more closely with UM Max Rady Faculty of Medicine to ensure the program's admissions policies reflect equity, diversity and inclusion. The introduction of the CASPer™ test as part of the selection criteria for entrance to the midwifery program would move towards that goal.

B. Recommendations to required courses for admission

i. Changes to the required NATV course:

When original program was constructed and sent through Senate for approval, the NATV 3240(3) Native Medicine & Health course was selected based on its content related to traditional concepts of health and healing practices. The Program sought approval for U1 students to take a 3000 level course and the caveat was that there was no guarantee this course would be offered every Fall term. However, since the approval of the program, Midwifery Indigenous competencies have been embedded throughout the entire curriculum.

Proposed Requirement:

We propose requiring six credit hours of fundamental courses NATV 1220 (3) & NATV 1240 (3), or NATV 1200 (6). The required six credit hours would replace the current requirement NATV 3240 (3) and 3 credit hours of the humanities and social science elective courses (reducing from six credits to three credit hours).

ii. Changes to courses used in core AGPA calculation as a result of the changes to the NATV course requirement:

Current Requirement:

The core course average will be calculated on the most recent attempts of the following courses:

BIOL 1410

BIOL 1412 OR BIOL 2410 & BIOL 2420

MBIO 1220 OR MBIO 3010

NATV Studies elective (3)

Proposed Requirement:

The core course average will be calculated on the most recent attempts of the following courses:

BIOL 1410
BIOL 1412 OR BIOL 2410 & BIOL 2420
MBIO 1220 OR MBIO 3010
NATV 1220 (3) & NATV 1240(3) or NATV 1200 (6)

There is no change in the formula used for calculation of the AGPA just a change in the courses being counted in the calculation of core average.

iii. Changes to the required CHEM course requirement

Effective Fall 2021, the Department of Chemistry has replaced the sequential course pair (CHEM 1300 (3)/CHEM 1310 (3)) with CHEM 1100 (3) and CHEM 1110 (3).

Current Requirement:

CHEM 1300: University 1 Chemistry: Structure and Modeling in Chemistry (3) & CHEM 1310: University 1 Chemistry: An Introduction to Physical Chemistry (3).

Proposed Requirement:

Replaced by two courses of course trio (both lecture-based) which is as follows:

CHEM 1100: Atomic and Molecular Structure and Energetics (3) & CHEM 1110: Interaction, Reactivity and Chemical Properties (3).

C. The Addition of STAT 1150

Rationale

If students have already successfully taken STATS 1150 (3), then they would not have to take STAT 1000 (3). While they are not equivalent courses, STAT 1150 covers the content in STAT 1000 (3) and beyond. It would be redundant for students who have successfully completed STAT 1150 (3) to have to take STAT 1000 (3). Student cannot hold credit for both STAT 1000 and STAT 1150. Therefore we would like to recommend that we add STAT 1150 as an approved alternate course to STAT 1000 for admission.

Current requirement

STATS 1000 Basic Statistical Analysis 1 (3)

Proposed requirement

We would like to add that students could take STAT 1150 Introduction to Statistics and Computing The requirement would be STAT 1000 OR STAT 1150.

Section II - Consultation with other faculties

Faculty of Arts

Faculty of Science

Section III - Recommendation

The Bachelor of Midwifery Program recommends the following policy changes for consideration by the Senate Committee on Admissions:

- Situational judgment testing shall become an eligibility requirement for all applicants to the Bachelor of Midwifery Program. The Bachelor of Midwifery Program shall implement situational judgment as

assessed by the Computer-Based Assessment for Sampling Personal Characteristics (CASPer™). Based on on-going evaluation and desire to align with the Max Rady College of Medicine, the Bachelor of Midwifery Program specifically recommends the following:

- CASPer™ will become an eligibility requirement for applicants to Bachelor of Midwifery Program commencing with the application cycle for academic year 2022/2023.
- The CASPer™ score shall contribute 30% of the composite score used in the selection of applicants for the Program.
- The composite score used to select applicants shall be calculated from both the AGPA (70%) and CASPer™ score (30%) for the general applicant category.
- CASPer™ shall not be used in the selection of registrants from the Canadian Indigenous Applicant Pool.
- The Advanced Standing & Admissions Committee in the College of Nursing will monitor the effect of CASPer™ on the diversity of applicants selected for interview and admission, and mitigate the reduction of diversity, if any, as influenced by the introduction of CASPer™ as a screening and selection tool.
- Require six credit hours of fundamental courses NATV 1220 (3) & NATV 1240 (3), or NATV 1200 (6).
- There is no change in the formula used for calculation of the AGPA just a change in the courses being counted in the calculation of core average: NATV 1220 (3) & NATV 1240(3) or NATV 1200 (6)
- Per changes in Department of Chemistry. Current CHEM course requirements replaced by two courses of course trio (both lecture-based) which is as follows: CHEM 1100: Atomic and Molecular Structure and Energetics (3) & CHEM 1110: Interaction, Reactivity and Chemical Properties (3).
- Addition of STAT 1150 Introduction to Statistics and Computing (3) as an alternative course to STAT 1000 making the requirement STAT 1000 or STAT 1150.

Original recommendations were passed by the College of Nursing Executive Committee on December 11th, 2020 and College of Nursing Council on December 22nd, 2020. Proposal withdrawn from SCADM meeting on January 19th, 2021. Revised proposal submitted for February 23rd, 2021 SCADM meeting. Resubmission to SCADM April 6th, 2021. Recommendations effective Fall 2022.

Report of the Senate Committee on Admissions concerning a proposal from the Faculty of Science to modify their advanced entry admission requirements (2021.05.11)

Preamble:

1. The terms of reference for this committee can be found at: http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/490.htm.
2. The Faculty of Science is proposing some modifications to the advanced entry admission requirements. The proposed changes are:
 - The elimination of the admission based on recommendation of the Dean option.
 - The addition of a forgiveness scale to be used when calculation the GPA used for admission.
3. The proposal was approved by the Faculty of Science Council April 30th, 2021, and the proposal was endorsed by SCADM on May 11th, 2021.

Observations:

1. These changes will ensure alignment with the Faculty's updated transit and progression requirements.
2. The new progression requirements are GPA-based, and the concern is that students admitted via the recommendation of the Dean option would have difficulty progressing under the new model.
3. In many instances advanced entry students have accumulated more than the minimum number of credit hours and the Faculty is proposing the introduction of a graduated forgiveness scale. This scale would allow for the exclusion of a pre-determined number of grades from the admission GPA calculation.
4. This model will still be stringent enough to ensure that students are being set up to be successful upon admission into the Faculty.

Recommendation:

The Senate Committee on Admissions recommends that the proposal to modify the advanced entry admission requirements for the Faculty of Science be approved for the Fall 2022 intake.

Respectfully submitted

Laurie Schnarr, Chair, Senate Committee on Admissions

Comments of the Senate Executive Committee:

The Senate Executive Committee endorses the Report to Senate.



April 30, 2021

Ms. Laurie Schnarr
Chair of SCADM
Attention: Olga Kuznetsova, Secretary SCADM

Re: Faculty of Science SCADM submission, Spring 2021

Dear Ms. Schnarr;

Please find attached the Faculty of Science's proposal to modify the Advanced Entry requirements to the Faculty of Science. The Faculty of Science is proposing to remove the "Recommendation of the Dean" option from the advanced entry route. Further, the faculty is proposing to modify the AGPA calculation by including a scale where the worst credit hours are removed from the calculation based on the number of credit hours the student has completed.

This proposal was approved by the Faculty of Science Faculty Council on April 30, 2021 with an effective date of Fall 2022.

Please contact me if you have any questions or concerns.

Sincerely,

Sean McKenna

Digitally signed by Sean McKenna
Date: 2021.04.30 14:33:22 -05'00'

Dr. Sean McKenna
Acting Associate Dean, Undergraduate Programs, Faculty of Science

Changes to Admission Requirements for Advanced Entry to Faculty of Science

The following changes to the advanced entry requirements (formerly known as *Transfer Students*) are being proposed to better align them with the recently approved transit (from University 1) requirements and Faculty of Science progression regulations.

Rationale

The Faculty of Science has recently updated the transit and progression requirements. To align with these changes, we are proposing changes to our advanced entry requirements.

Taking into account the new GPA-based progression model, we are proposing that the admission based on *the recommendation of the Dean* be removed. Our main concern with students using this method of entry into the Faculty of Science is that they may not be able to progress under the new progression model.

We are also proposing an allowance for the dropping a certain number of credit hours from the AGPA calculation for admissions purposes. The main reason is that advanced entry students will typically have accumulated more credit hours than a student who is transiting from University 1. By allowing students to drop a certain number of credit hours from the AGPA calculation, this would make the advanced entry requirements more in line with transit requirements but at the same time be stringent enough for students to progress and succeed in the Faculty of Science.

Current Regulations (Calendar Entries)

2.3 Transfer Students

Students who wish to transfer to the Faculty of Science must have completed a minimum of 24 credit hours of post-secondary courses and have achieved a minimum cumulative grade point average of at least 2.00 to be eligible for consideration. Students who do not meet this minimum may appeal to be considered for admission on the recommendation of the Dean. Please see a Science Academic Advisor for information. External transfer students with 24 credit hours or more of transfer credit are assessed upon admission to the Faculty of Science.

Students on academic suspension as a result of work completed at another post-secondary institution will not normally be considered for admission to the University of Manitoba until the suspension has been served.

Proposed Regulations

2.3 Advanced Entry

Students who wish to transfer to the Faculty of Science from another faculty at the University of Manitoba, or another recognized post-secondary institution, must have completed a minimum of 24 credit hours of post-secondary courses and have achieved a minimum adjusted grade point average (AGPA) of at least 2.00 to be eligible.

If a student has completed 24 - 29 credit hours, the AGPA is calculated using all post-secondary course work including original grades of repeated courses.

If a student has completed 30 - 71 credit hours the AGPA is calculated by excluding the lowest credit hours of university level course work in accordance with the following table.

Credit Hours Completed	Credits Hours dropped
0-29	0
30-35	6
36 to 53	9
54 to 71	12

If a student has completed 72 credit hours or more the AGPA is calculated on the most recent 60 credit hours of university level course work, and the worst 12 credit hours will be dropped from the calculation from within those 60 credit hours.

Students on academic suspension as a result of work completed at another post-secondary institution, or in another unit at the University of Manitoba, will not normally be considered for admission to the Faculty of Science until the suspension has been served.

May 27, 2021

Report of the Senate Committee on Rules and Procedures Regarding Revisions to the Faculty of Agricultural and Food Sciences Council Bylaw

Preamble

1. The terms of reference of the Senate Committee on Rules and Procedures are found on the University Governance website wherein the Committee is charged with the responsibility to consider and to make recommendations to Senate on any matter concerning rules and procedures.
2. The Committee met on May 27, 2021 to consider proposed revisions to the Faculty of Agricultural and Food Sciences Council Bylaw, as recommended by its Faculty Council.
3. The Senate Committee on Rules and Procedures considers the readability of the bylaw, any potential challenges in its application, and consistency with other faculty, college, and school council bylaws.

Observations

1. Revisions to the Faculty of Agricultural and Food Sciences Council Bylaw were received from the Dean's Office on May 16, 2021 after endorsement by Faculty Council.
2. The proposed changes were reviewed by the Senate Committee on Rules and Procedures at its meeting on May 27, 2021. Amendments included changes to the Faculty Council membership, meeting rules and to Committee membership.
3. The Committee discussed the proposed revisions and recommends to Senate the approval and incorporation of these changes as they are written.

Recommendation

The Senate Committee on Rules and Procedures recommends:

THAT the revised Faculty of Agricultural and Food Sciences Council Bylaw be approved by Senate.

Respectfully submitted,

Dr. Jeffery Taylor, Chair
Senate Committee on Rules and Procedures

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

The Faculty of Agricultural and Food Sciences Council By-Law

This by-law is supplementary to the Faculty and School Council General By-Law and Department Council By-Laws currently approved by Senate.

FACULTY COUNCIL

I) Membership

In addition to those persons provided for in the General By-Law, the Faculty Council of Agricultural and Food Sciences (hereafter referred to as Faculty Council) shall be composed of:

- a) Part time Professors, Associate Professors, Assistant Professors, Lecturers, Instructors I and II and Senior Instructors holding academic rank in the Faculty who have the major responsibility in the teaching of at least one academic course in the degree or diploma program;
- b) the Faculty Librarian;
- c) the Senior Stick~~and~~, the Diploma-Stick, Director of Communications, Vice-Stick Internal, and Vice-Stick External, or their representatives, from the Council of the Faculty of Agricultural and Food Sciences Students' Organization (FASO);
- d) one graduate student representative selected by the Executive of the Graduate Students Organization for a one-year renewable term starting June 1. This representative must be registered in a graduate program in one of departments in the faculty;
- e) two support staff members. At a meeting convened by the Associate Dean (Academic) or designate, one member shall be elected by and from office staff, and one member elected by and from non-office staff. Each of these members will be elected for a one-year renewable term starting June 1;
- f) The Director of the School of Agriculture;
- g) The Student Services Supervisor;
- h) One School of Agriculture Instructor elected by the School's Instructors for a one year renewable term starting June 1.

II) Meetings

Meetings shall be called by the Dean on his/her own motion or at the written request of any ten members of Council. There shall be at least four regular meetings of Council during each academic year.

- a) At least five working days written notice shall be given of regular council meetings and at least twenty-four hours' notice for any special Council meeting; ~~There shall be at least four regular meetings of Council during each academic y~~
- b) The Dean (or designate) shall preside at all meetings of Council subject to the right of the President to take the Chair at any time;
- c) ~~Twenty-five~~ Thirty members shall constitute a quorum for the conduct of business at any meeting of Council;
- d) Chair cannot vote unless a tiebreaking vote is required;
- e) The Dean may cancel a meeting if the lack of business justifies it.

III) Committees

- a) There shall be standing committees as required by Senate and as deemed necessary by Faculty Council and which report directly to Council;
- b) Students shall be represented on such committees, in such numbers and with such rights of participation as provided for in the standing rules of the faculty;
- c) Undergraduate student members of Committees of Council shall be selected by the F.A.S.O. Council;
- d) Graduate student members of Committees of Council shall be selected by the Executive of the Graduate Students' Association from among those students registered in a graduate program of one of the departments in the faculty;
- e) The Dean (or designate) shall be a member ex officio of all Standing and ad hoc Committees. A member of the Dean's office staff may be invited to attend any meeting of a committee and may, with the approval of the Dean, be appointed Secretary of a committee.

IV) Election and Removal of Senate Representative

All and only members of Council holding a full-time academic appointment in the faculty are eligible for election to Senate from Council and eligible to vote for the election or removal of members to the Senate.

(Revised by Faculty Council, May 7, 1999)

(Approved by Senate on May 12, 1971. Further edited by Senate Committee on Rules and Procedures in May, 1972. Amended by Faculty Council on September 27, 1972, and on May 16, 1980, and by Senate, June 2, 1981.)

V) RULES

- a) The Council may enact or amend standing rules and procedures for conduct of the affairs of the faculty by a majority vote of those members of Council present

and voting at a meeting of Council provided that five days' notice of the proposed enactment or amendment is given;

- b) Meetings of Council shall be governed by the rules of procedure adopted by Senate except where the standing rules of Council provide otherwise.

Report of the University Discipline Committee RE: Amendments to the Student Discipline Bylaw and Procedures, Respectful Work and Learning Environment and Sexual Violence Policy Advisory Committee

Preamble:

1. The Student Discipline Bylaw and Procedures are found on the website at: http://umanitoba.ca/admin/governance/governing_documents/students/student_discipline.html
2. At its meeting on December 2, 2019, the Committee was consulted on the removal of trial de novo appeal hearings. On May 13, 2021 the Committee considered amendments to the Student Discipline Bylaw and related procedures, related to the removal of trial de novo appeal hearings.
3. As per 2.51 (d) of the *Student Discipline Appeal Procedure*, it is the responsibility of the University Discipline Committee to “review the Bylaw and related procedures periodically and, if necessary, to recommend changes to it.”

Observations:

1. Currently, a student who allegedly breached the *Respectful Work and Learning Environment Policy* or *Sexual Violence Policy* is able to appeal both the finding of fact and the disciplinary action, as per the *Student Discipline Bylaw*, *Student Non-Academic Misconduct and Concerning Behaviour Procedure* and the *Student Discipline Appeal Procedure*.
2. The Respectful Work and Learning Environment and Sexual Violence Policy Advisory Committee is proposing that a student’s right to appeal the finding of fact be removed, where the finding of fact was determined through a formal investigation by a third party investigator, through the Office of Human Rights and Conflict Management.
3. These third party investigators are highly trained fact finders, who use a trauma informed approach. Research has shown that use of an investigative process is preferred, as it offers more flexibility and avoids re-traumatizing the complainant.
4. The Respectful Work and Learning Environment and Sexual Violence Policy Advisory Committee is also proposing that all other appeals that relate to sexual violence or discrimination would fall under the jurisdiction of the University Discipline Committee.
5. The proposed changes result from a recommendation made by Professor Karen Busby, who is a member of the Respectful Work and Learning Environment Policy Advisory Committee, and has researched and written about campus sexual violence.
6. The proposed changes align with the *Responding to Sexual Violence and Discrimination at the University of Manitoba: A Path Forward Report* (August 2019) and the University’s commitment to reduce the risk and occurrence of sexual discrimination and sexual violence within the University community.

7. Currently, the availability of a *trial de novo* appeal process may result in a refusal to participate in the investigative process, wait to receive the investigator's report and instead pursue the appeal process, which would result in a non-expert panel making a determination regarding the finding of fact. The proposed changes would ensure that the fact finding is in the hands of those best trained to do so.
8. The University Discipline Committee was consulted on the removal of *trial de novo* appeal hearings on December 2, 2019. A number of other community consultations also occurred, including University of Manitoba Student Union (November 28, 2019) and the Graduate Student Association (November 25, 2019). Discussion of the removal of *trial de novo* appeal hearings also took place as part of the 2018 university wide consultations, prior to the *Path Forward Report*.
9. The language in the *Student Discipline Bylaw*, *Student Non-Academic Misconduct and Concerning Behaviour Procedure* and *Student Discipline Appeal Procedure* would be updated as follows:
 - a) Sexual assault would be changed to sexual violence
 - b) RWLE & Sexual Assault Procedure would be changed to Disclosures and Complaints Procedures
10. In the *Student Discipline Bylaw*, in section 2.23, where it states which decisions are not appealable, "Any finding of fact under the Respectful Work and Learning Environment Policy or the Sexual Violence Policy" would be added.
11. The *Student Discipline Appeal Procedure* would be amended as follows:
 - a) A definition for Discrimination would be added to section 2.1.
 - b) Section 2.13, which lists which appeals would proceed to the University Discipline Committee, would be amended to include all appeals related to sexual violence or discrimination.
 - c) Wording would be added to section 2.16 d), to reflect that an appeal of finding of fact or an appeal of finding of fact and disciplinary action would only be possible, where permitted by section 2.23 of the *Student Discipline Bylaw*.
 - d) Wording would be added to section 2.69 and 2.85 to reflect that appeals in relation to the *Respectful Work and Learning Environment Policy* and *Sexual Violence Policy* could not be by way of a trial de novo, but could only be in regards to the disciplinary action assigned.

Recommendation

The University Discipline Committee recommends:

THAT the amendments to the Student Discipline Bylaw, Student Non-Academic Misconduct and Concerning Behaviour Procedure and Student Discipline Appeal Procedure be approved, effective September 1, 2021.

Respectfully submitted,

Dr. Brenda Hann, Chair
University Discipline Committee

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



MEMORANDUM

TO: University Disciplinary Committee

FROM: Joel Lebois, Human Rights Counsel
Meghan Menzies, Human Rights and Conflict Management Officer

DATE: April 29, 2021

RE: Removal of *trial de novo* appeal mechanisms

Summary

The Respectful Work and Learning Environment and the Sexual Violence Policy Advisory Committee has requested draft policy language that would remove the right of appeal on findings of fact under the *RWLE Policy*, the *Sexual Violence Policy* and the *Disclosures and Complaints Procedure*. Attached to this memo are proposed changes to the *Student Discipline Bylaw*, the *Student Discipline Appeal Procedure* and the *Student Non-Academic Misconduct and Concerning Behaviour Procedure* which would remove this current right of appeal and would ensure that all other qualifying appeals that relate to sexual violence or discrimination fall under the UDC's sole jurisdiction.

Background information

Under the current process, UM community members are able to make formal complaints with the OHRCM where they allege a breach of either the RWLE or the Sexual Violence Policy. OHRCM staff assess each complaint and determine whether each complaint should proceed to an investigation. Investigations are conducted by impartial third parties with special training in conducting trauma-informed interviews and are sensitive to the particular needs of persons who have experienced trauma. This investigator will review all available physical evidence and conduct interviews with all parties involved. Investigators are also trained in evidence law and ultimately come to a finding of fact; either a breach of policy, or no

breach. Where a breach is found, internal guidelines dictate how the University reaches a decision on discipline of the respondent.

Research has borne out that in trauma-related matters, an investigative process is preferable to an adversarial process. Investigations are more flexible than a process where everyone involved must come together at the same time and place, and avoids re-traumatizing encounters between the complainant and the respondent. Cross-examination of witnesses has been proven to be an ineffective method at uncovering the truth in quasi-judicial proceedings, and is often a better reflection of a litigator's skill rather than revealing the truth of what transpired between complainant and respondent. Furthermore, the litigation of allegations of trauma-related matters has proven to be significantly stymied by unhelpful myths that colour how fact-finders view the complainant's behavior. For example, recent research demonstrates that victims of sexual violence often experience trauma that affects their behavior. Fact-finders who are not alive to the effect of trauma on one's behavior, may make an adverse inference of credibility against a complainant who behaves in a manner that seems odd, or lacking in common sense. When allegations are investigated by a skilled person with relevant training, the respondent's right to procedural fairness can be balanced with an accurate truth-seeking process that is preferable to an adversarial approach.

TRIAL DE NOVO HEARINGS

The University's *Student Discipline Bylaw* and *Student Discipline Appeal Procedure* currently allow students to appeal both the finding of fact pursuant to an Investigation under the RWLE or Sexual Violence Policies, as well as any resulting discipline to the UDC. Where a student appeals a finding of fact, the Student Discipline Appeal Procedure requires a *trial de novo*, which can lead to witness testimony and cross-examination. These *de novo* hearings raise a number of concerns.

First, there are the aforementioned structural flaws with trials that do not lend themselves to accurate fact finding in the context of trauma-related allegations. Further, the process often re-traumatizes complainants since it may require them to repeat the allegations yet again before a panel of strangers, and possibly be subjected to cross-examination. Such protracted proceedings act as a deterrence against complainants coming forward with their allegations.

In addition, the availability of an appeal mechanism disincentivizes alleged perpetrators from participating in the investigation process. Instead, they are able to wait until they have the benefit of the full investigation report, at which point they can then launch an appeal and re-try the issues before a non-expert panel of adjudicators. This engagement only at the *de novo* appeal level has become a problematic pattern in other jurisdictions across Canada. Given that we have established that the appeal process itself is not well-suited for trying trauma-related allegations, failing to engage in the investigation process and then holding a *de novo* hearing can create a systematic advantage for the alleged perpetrator.

Ultimately, the proposed changes leave the fact-finding in the hands of highly skilled and trained individuals, who are best suited for those undertakings. The changes then remove the ability to appeal the expert fact-finding to a body with a lesser amount of training and expertise. They also ensure that sexual violence and discrimination matters that were not dealt with through the OHRCM (because of

direct intervention by a Dean for example) will only be heard at the UDC level, which will ensure that these sensitive matters are dealt with appropriately and uniformly by a centralized body.

Proposed changes

With these concerns in mind, it is proposed that the following changes be made to the *Student Discipline Bylaw*, the *Student Discipline Appeal Procedure* and the *Student Non-Academic Misconduct and Concerning Behaviour Procedure*:

- Generally
 - Updated language changing Sexual Assault to Sexual Violence.
 - Updated language changing the RWLE & Sexual Assault Procedure to the Disclosures and Complaints Procedure.
- Student Discipline Bylaw
 - 2.23(d)
 - The addition of “[a]ny finding of fact under the Respectful Work and Learning Environment Policy or the Sexual Violence Policy” as decisions which are final.
- Student Discipline Appeal Procedure
 - s. 2.1(i)
 - Added “Discrimination” as a defined term.
 - s. 2.13
 - The addition of “any Disciplinary Action related to Sexual Violence or Discrimination” as matters which can only be appealed to the UDC.
 - s. 2.16(d)(i) & (iii)
 - Updated language referencing s. 2.23 of the Bylaw (which would limit the right of appeal under the RWLE/SV Policies).
 - s. 2.69
 - Updated language referencing the RWLE and Sexual Violence Policies as examples of circumstances where *trial de novo* appeals will not occur.
 - 2.85
 - Updated language limiting the appeal of decisions under the RWLE and Sexual Violence Policies to appeals of the disciplinary action alone.

Impact of the changes

Taken together, these changes remove the ability of a student to appeal a finding of fact made in relation to the RWLE or SV policies. The changes also escalate all appeals outside of the OHRCM Formal Process involving sexual violence and discrimination to the UDC.

Important note – these proposed changes do not:

- Impact the appeal mechanisms for non-students. These appeal mechanisms still exist, including the possibility of *trial de novo*. These appeal mechanisms cannot be modified by policy;

- Remove the ability to appeal a finding of fact in cases where the formal RWLE or SV process is not engaged.

Situational Examples

- A student commits a sexual assault against another student at an off-campus party. After consultation with the Sexual Violence Resource Centre, a formal complaint is filed with the OHRCM. The investigation finds that there has been a breach of the SV Policy, and the Respondent is suspended from the University for 3 years. Currently, the Respondent can appeal both the discipline imposed and the finding of fact made by an expert investigator, requiring a *trial de novo* held by a non-expert panel, where the Complainant may have to provide evidence once again, and may also be subjected to cross-examination. Using the current draft, no appeal of the finding of fact would be possible. Any appeal of the discipline would still go before a non-expert panel, but would not require the participation of the Complainant as there would be no *trial de novo*.
- A disclosure is received about a gathering in Residences, where an argument broke out and some of the students shouted racial slurs. The Director of Student Residences, identified as a Disciplinary Authority under Table 3 of the Bylaw, has authority to take immediate action, and could potentially address the matter directly as a single incident. This course of action would be more swift than the RWLE process, and may be a more appropriate response. Using the current draft, any decision made by the Director could be appealed, both in terms of the finding of fact, and the discipline imposed. This appeal would be escalated to the UDC.
- During a class group presentation, one of the presenting students grabs a peer's behind and makes an offensive comment. The student who was grabbed does not want to file a complaint with the OHRCM, but wants the matter addressed. The Department Head brings the matter to the attention of the Vice-Provost (Students) and they impose discipline, including developmental disciplinary actions (service and educational activities). This course of action addresses the concerning behaviour and respects the student's reluctance to file a formal complaint with the OHRCM. Using the current draft, the decision by the Vice-Provost (Students) could be appealed to the UDC on both findings of fact and discipline imposed.

UNIVERSITY OF MANITOBA BYLAW

BYLAW:	STUDENT DISCIPLINE
Effective Date:	January 1, 2009
Revised Date:	September 1, 2018
Review Date:	September 1, 2028
Approving Body:	Board of Governors
Authority:	<i>The University of Manitoba Act, s.16(1)(d)</i>
Responsible Executive Officer:	President
Delegate:	University Secretary
Contact:	University Secretary
Application:	Students, Faculty/College/School Councils, Unit Heads, Academic Staff and Employees

Part I Reason for Bylaw

- 1.1 The reason for this Bylaw is to outline the Disciplinary Actions available to Disciplinary Authorities and the subsequent appeal process available to Students for findings of Academic Misconduct and Non-Academic Misconduct.

Part II Policy Content

Definitions

- 2.1 The following terms are defined for the purpose of this Bylaw:
- (a) **"Academic Misconduct"** has the same meaning as defined in section 2.5 of the Student Academic Misconduct Procedure.
 - (b) **"Academic Staff"** refers to all individuals whose primary assignment is instruction, research, and/or service/academic administration. This includes employees who hold an academic rank such as professor, associate professor, assistant professor, instructor, lecturer, librarian, or the equivalent of any of those academic ranks. The category also includes a dean, director, associate dean, assistant dean, chair or head of department,

visiting scholars, senior scholars, and those holding unpaid academic appointments, insofar as they perform instructional, research, and/or service/academic administrative duties.

- (c) **"Appeal Procedure"** means the Student Discipline – Appeal Procedure.
- (d) **"Bylaw"** means the Student Discipline Bylaw.
- (e) **"College"** means a Professional College as defined under the Definitions of Academic Units Policy.
- (f) **"Disciplinary Action"** means the specific disciplinary actions available for each Disciplinary Authority under Table 3: Disciplinary Actions and Disciplinary Authorities.
- (g) **"Disciplinary Authority"** means the discipline authority designated to determine a matter of student discipline under:
 - (i) Table 1: Jurisdiction of Disciplinary Authorities for Academic Misconduct; or
 - (ii) Table 2: Jurisdiction of Disciplinary Authorities for Non-Academic Misconduct.
- (h) **"Expulsion"** has the same meaning as defined under section 2.16 of this Bylaw.
- (i) **"Faculty"** means a Faculty as defined under the Definitions of Academic Units Policy.
- (j) **"Non-Academic Misconduct"** has the same meaning as defined in section 2.5 of the Student Non-Academic Misconduct and Concerning Behaviour Procedure.
- (k) **"Reprimand"** has the same meaning as defined under section 2.6 of this Bylaw.
- (l) **"School"** means a "School of the University" or a "School of a Faculty", as those terms are defined under the Definitions of Academic Units Policy.
- (m) **"Student"** means any of the following individuals:
 - (i) **Admitted** – an individual who has accepted an offer of admission to the University;
 - (ii) **Current** – an individual who is either registered in course(s) or in a program of studies at the University or is eligible to continue in their studies at the University either because the individual meets

minimum academic performance requirements or will be eligible to continue after discharging a financial hold or serving Suspension due to academic or discipline;

- (iii) **Former** – an individual who has graduated from the University or who has withdrawn (either voluntarily or was required to withdraw).
- (n) **"Suspension"** has the same meaning as defined in section 2.8 of this Bylaw.
- (o) **"Table 1"** refers to Table 1: Jurisdiction of Disciplinary Authorities for Academic Misconduct, which follows the Bylaw.
- (p) **"Table 2"** refers to Table 2: Jurisdiction of Disciplinary Authorities for Non-Academic Misconduct, which follows the Bylaw.
- (q) **"Table 3"** refers to Table 3: Disciplinary Actions and Disciplinary Authorities, which follows the Bylaw.
- (r) **"Unit"** means a Faculty, School, College, institute, centre, academic support unit (for example, libraries) or administrative unit whose Unit Head reports to the President or a Vice-President, Associate Vice-President or Vice-Provost. An academic department within a Faculty/College/School is not a Unit as the term is used within this Bylaw.
- (s) **"Unit Head"** refers to the individual with direct supervisory authority over a Unit, including Deans, Directors, the University Librarian, the President, Vice-Presidents, Associate Vice-Presidents and Vice-Provosts with respect to their Units.
- (t) **"University"** means The University of Manitoba.
- (u) **"University Community"** means all Board of Governors members, Senate members, Faculty/College/School Councils, employees, anyone holding an appointment with the University, Students, volunteers, external parties, contractors and suppliers.
- (v) **"UDC"** means the University Discipline Committee composed under section 2.53 of the Appeal Procedure.

Disciplinary Actions

- 2.2 Students will be subject to Disciplinary Action under this Bylaw for acts of Academic Misconduct and for acts of Non-Academic Misconduct.
- 2.3 The Disciplinary Actions available to a Disciplinary Authority are set out in Table 3.

- 2.4 Once a Disciplinary Action has been implemented, no further Disciplinary Action may be imposed for the same matter except as a result of an appeal by the Student.

Student Academic History/Transcript with regard to Disciplinary Actions

- 2.5 Disciplinary Actions implemented shall not ordinarily be recorded on the Student's academic history / transcript except in the following:
- (a) if the Student receives Suspension or Expulsion under sections 16, 17, 20 or 26 of Table 3; or
 - (b) a Reprimand has been ordered recorded on a Student's academic history / transcript under section 2 of Table 3.

Reprimand

- 2.6 **"Reprimand"** means an action intended to convey stern disapproval to a Student by means of recording their Academic Misconduct or Non-Academic Misconduct on their Student's academic history / transcript for a period of up to five (5) years.
- 2.7 Where a Reprimand has been ordered to be recorded on the Student's academic history / transcript (see section 2 of Table 3), the Reprimand shall be removed:
- (a) Following the elapse of the specified period of time, upon the written request of the Student to the Registrar; or
 - (b) Earlier, upon a written order from the Disciplinary Authority that implemented the Disciplinary Action.

Suspensions

- 2.8 **"Suspension"** means any withdrawal of one or more rights or privileges for a definite or indefinite period of time.
- 2.9 A Student may receive Suspension from the following:
- (a) a particular course or courses;
 - (b) a department;
 - (c) a Faculty/College/School;
 - (d) the University; or
 - (e) a Residence.
- 2.10 Students who have been suspended for a definite period of time shall, upon the lifting of the Suspension, have the rights or privileges that were suspended

automatically reinstated, subject to any conditions attached to the Disciplinary Action proscribing future conduct.

2.11 Suspension for an indefinite period of time shall be dealt with as follows:

- (a) In the case of Suspension for an indefinite time by the Executive Director of Enrolment Services, the Suspension may be lifted by the Executive Director of Enrolment Services upon consideration at the written request of the Student, after consultation with the Unit Head(s) of the Unit(s) concerned.
- (b) In the case of Suspension for an indefinite period of time by a Disciplinary Authority other than the Executive Director of Enrolment Services, the Student may apply to the Disciplinary Authority that imposed the final penalty for a lifting of the Suspension. If the Suspension is lifted, the Student will have the rights or privileges that were suspended automatically reinstated, subject to any conditions attached to the Disciplinary Action proscribing future conduct.

2.12 Where a Student has received a Suspension pursuant to sections 2.9(c) or 2.9(d) of this Bylaw, any academic credits earned by the Student at the University or at any academic institution during the period of Suspension shall not be counted as credit toward any degree or program offered by the University, unless at the time of the imposition of the Suspension, the Disciplinary Authority stipulates otherwise.

2.13 Where the Student has received Suspension from a Faculty/College/School of the University, any other Faculty/College/School may refuse to register the Student for any course or courses or refuse to accept the Student into their programs, provided that prior to such refusal, the other Faculty/College/School has:

- (a) obtained and considered a written report from the Disciplinary Authority that implemented the Suspension, outlining the circumstances surrounding the Disciplinary Action;
- (b) provided the Student a copy of the report; and
- (c) given the Student an opportunity to respond to the report.

2.14 A Suspension will appear on the Student's academic history / transcript until such time as the Suspension period has elapsed, when it shall be removed upon the written request of the Student to the Registrar.

2.15 In the case of Suspension for supplying false or misleading information in connection with an application for admission (see sections 23 and 24 of Table 3), any notation on the Student's academic history / transcript may only be removed:

- (a) For undergraduate students, by the Registrar upon the written order of the Disciplinary Authority that implemented the Disciplinary Action.

- (b) For graduate students, by the Registrar in consultation with the Dean, Faculty of Graduate Studies, upon the written order of the Disciplinary Authority that implemented the Disciplinary Action.

Expulsions

- 2.16 **"Expulsion"** means a withdrawal of all rights or privileges available to Students for either a definite or indefinite period of time.
- 2.17 A Student may receive Expulsion from the following:
 - (a) a Faculty/College/School;
 - (b) the University; or
 - (c) a Residence.
- 2.18 In the case of an Expulsion for a definite period of time, upon expiration of such time, in order to be readmitted, the Student must reapply for admission through normal channels to the appropriate authority having jurisdiction over admission.
- 2.19 In the case of an Expulsion for an indefinite period of time the Student may apply to the Disciplinary Authority that imposed the final penalty for a lifting of the Expulsion. If the Expulsion is lifted, the Student, in order to be readmitted, must reapply for admission through normal channels to the authority having jurisdiction over admission.
- 2.20 Where a Student has received an Expulsion pursuant to sections 2.17 (a) or 2.17 (b) of this Bylaw, any academic credits earned by the Student at the University or at any academic institution during the period of Expulsion shall not be counted as credit toward any degree or program offered by the University, unless at the time of the imposition of the Expulsion, the Disciplinary Authority stipulates otherwise.
- 2.21 Where the Student has received Expulsion from a Faculty/College/School of the University, any other Faculty/College/School may refuse to register the Student for any course or courses or refuse to accept the Student into their programs, provided that prior to such refusal, the other Faculty/College/School has:
 - (a) obtained and considered a written report from the Disciplinary Authority that implemented the Expulsion, outlining the circumstances surrounding the Disciplinary Action;
 - (b) provided the Student a copy of the report; and
 - (c) given the Student an opportunity to respond to the report.

- 2.22 An Expulsion shall appear on the Student's academic history / transcript and may only be removed by the Registrar upon the written order of the Disciplinary Authority that implemented the Disciplinary Action.

Appeals

- 2.23 Students have a right to appeal decisions made by a Disciplinary Authority, excluding the following decisions which are final:

- (a) Any decision of the UDC;
- (b) The discretionary decision of a Disciplinary Authority to lift a suspension or an expulsion under section 2.11 or section 2.19 of this Bylaw;
- ~~(c)~~ The decision of a Faculty/College/School to refuse a Student under section 2.21;
- ~~(c)(d)~~ Any finding of fact under the Respectful Work and Learning Environment Policy or the Sexual Violence Policy.

- 2.24 Appeals shall be conducted in accordance with the Appeal Procedure.

- 2.25 Subject to section 2.26 of this Bylaw, no Disciplinary Action shall be implemented and Students shall be permitted to continue in their courses or program until the time for appeal has elapsed or until the Student has waived in writing the right to appeal, whichever occurs first. The Disciplinary Authority must ensure that the Student's work continues to be graded normally and is unaffected until the appeal period has lapsed or the appeal process is complete.

- 2.26 Section 2.25 of this Bylaw does not apply in the following circumstances:

- (a) Where the Disciplinary Action would be entered on the academic history / transcript of the Student, the Registrar shall be notified by the Disciplinary Authority implementing such Disciplinary Action, and shall not issue any academic transcripts until the appeal period has elapsed or the appeal process is complete;
- (b) Where the Disciplinary Action relating to academic dishonesty or academic fraud may result in a change to the Student's transcript, the Registrar shall be notified by the Disciplinary Authority implementing such Disciplinary Action, and shall not issue any transcripts until the appeal period has elapsed or the appeal process is complete;
- (c) Where changes in the Student's courses and/or program are directly related to the matter under disciplinary consideration, such changes shall not be permitted; ~~and~~

- (d) Where if the Disciplinary Action were not implemented, the safety of members of the University Community would be compromised.

Confidentiality

- 2.27 All matters relating to student discipline or appeal must be kept confidential in accordance with applicable University policies and procedures, and *The Freedom of Information and Protection of Privacy Act* and *The Personal Health Information Act*.

Annual Reports

- 2.28 The Annual Report of the UDC will contain all the disciplinary matters that have occurred on campus from September 1 to the following August 31 of each Calendar year.
- 2.29 Academic Staff and department heads who have dealt with a disciplinary matter shall report to the Dean/Director of the Faculty/College/School to which each Student belongs, setting out the nature of the offence and particulars of the penalty and the Student's identification number if applicable. The Student's identification number is only used for administrative purposes to reduce the possibilities of errors in duplicate reporting and will not be included in the Annual Report.
- 2.30 Disciplinary Authorities, except members of the Academic Staff and department heads, shall report all disciplinary matters considered by or reported to them to the Chair of the UDC by October 1 of each year. The report shall contain the number of disciplinary matters referred to such person or body, the nature of the offences and particulars of the dispositions, and such further matters as may be required by the UDC.
- 2.31 The recording secretary of the UDC shall prepare and the Chair shall submit a report to the University President by December 1 in each year setting out both a summary of the reports submitted to the Chair of the UDC as well as particulars of the number, nature and disposition of cases appealed to the UDC.
- 2.32 Members of the University Community, shall be kept informed of the nature and disposition of cases dealt with under this Bylaw as the Annual Report shall be presented to the both the Senate and the Board of Governors annually. The names of Students disciplined shall not normally be made public.

Part III Accountability

- 3.1 The Office of Legal Counsel is responsible for advising the President that a formal review of this Policy is required.
- 3.2 The President is responsible for the implementation, administration and review of this Policy.

- 3.3 Students, Faculty/College/School Councils, Unit Heads, Academic Staff and employees are responsible for complying with this Policy.

Part IV Secondary Documents

- 4.1 The President or Approving Body may approve Regulations, Policies and Procedures which are secondary to and comply with this Bylaw.

Part V Review

- 5.1 Governing Document reviews shall be conducted every ten (10) years. The next scheduled review date for this Bylaw is September 1, 2028.
- 5.2 In the interim, this Bylaw may be revised or repealed if:
- (a) The President or Approving Body deems it necessary or desirable to do so;
 - (b) The Bylaw is no longer legislatively or statutorily compliant; and/or
 - (c) The Bylaw is now in conflict with another Governing Document.
- 5.3 If this Bylaw is revised or rescinded, all Secondary Documents will be reviewed as soon as reasonably possible in order to ensure that they:
- (a) comply with the revised Bylaw; or
 - (b) are, in turn, rescinded.

Part VI Effect on Previous Statements

- 6.1 This Bylaw supersedes:
- (a) Student Discipline Bylaw, effective January 1, 2009 and revised September 1, 2016;
 - (b) all previous Board/Senate Bylaws, Regulations, Rules, Policies and Procedures, and resolutions on the subject matter contained herein; and
 - (c) the previous Faculty/College/School Council Bylaw, Regulations, Procedures, and resolutions on the subject matter contained herein.

Part VII

Cross References

7.1 Cross referenced to:

- (a) [Table 1: Jurisdiction of Disciplinary Authorities for Academic Misconduct;](#)
- (b) [Table 2: Jurisdiction of Disciplinary Authorities for Non-Academic Misconduct;](#)
- (c) [Table 3: Disciplinary Actions and Disciplinary Authorities;](#)
- (d) [Student Discipline – Appeal Procedure;](#)
- (e) [Student Academic Misconduct Procedure;](#)
- (f) [Student Non-Academic Misconduct and Concerning Behaviour Procedure;](#)
- (g) [Definitions of Academic Units Policy;](#)
- (h) [Final Examinations and Final Grades Policy and Procedures;](#)
- (i) [Respectful Work and Learning Environment Policy;](#)
- (j) [Sexual ~~Assault~~ Violence Policy;](#)
- (k) [RWLE and Sexual Assault Disclosures and Complaints Procedure;](#)
- (l) [Use of Computer Facilities Policy and Procedure;](#)
- (m) [Violent or Threatening Behaviour Policy and Procedure;](#)
- (n) [The Freedom of Information and Protection of Privacy Act](#), C.C.S.M. c. F175;
- (o) [The Personal Health Information Act](#), C.C.S.M. c. P33.5.

UNIVERSITY OF MANITOBA PROCEDURE

Procedure:	STUDENT NON-ACADEMIC MISCONDUCT AND CONCERNING BEHAVIOUR
Parent Policy:	Student Discipline Bylaw
Effective Date:	September 1, 2016
Revised Date:	September 1, 2018
Review Date:	September 1, 2028
Approving Body:	Board of Governors
Authority:	Student Discipline Bylaw
Responsible Executive Officer:	President
Delegate:	University Secretary
Contact:	University Secretary
Application:	Students, Faculty/College/School Councils, Unit Heads, Academic Staff and Employees

Part I Reason for Procedure

1.1 The reason for this Procedure is to:

- (a) Articulate the University's expectation that all Students act in a fair and reasonable manner toward their peers, the faculty, staff, administration and the physical property of the University;
- (b) Outline the jurisdiction for each Disciplinary Authority dealing with the Non-Academic Misconduct of Students;
- (c) Provide a fair and thorough investigation process for allegations of Non-Academic Misconduct;
- (d) Coordinate an action plan for Students exhibiting Concerning Behaviour that includes supports and a clear referral mechanism for members of the University Community.

Part II Procedure Content

Definitions

2.1 The following terms are defined for the purpose of this Procedure:

- (a) **"Academic Staff"** refers to all individuals whose primary assignment is instruction, research, and/or service/academic administration. This includes employees who hold an academic rank such as professor, associate professor, assistant professor, instructor, lecturer, librarian, or the equivalent of any of those academic ranks. The category also includes a dean, director, associate dean, assistant dean, chair or head of department, visiting scholars, senior scholars, and those holding unpaid academic appointments, insofar as they perform instructional, research, and/or service/academic administrative duties.
- (b) **"Appeal Procedure"** means the Student Discipline Appeal Procedure.
- (c) **"Bylaw"** means the Student Discipline Bylaw.
- (d) **"College"** means a Professional College as defined under the Definitions of Academic Units Policy.
- (e) **"Disciplinary Action"** means the specific disciplinary actions available for each Disciplinary Authority under Table 3.
- (f) **"Disciplinary Authority"** means the discipline authority designated to determine a matter of student discipline for Non-Academic Misconduct under Table 2.
- (g) **"Discrimination"** has the same meaning as defined in section 2.3 of the Disclosures and Complaints Procedure ~~RWLE and Sexual Assault Procedure~~.
- (h) **"Faculty"** means a Faculty as defined under the Definitions of Academic Units Policy.
- (i) **"Harassment"** refers to Personal Harassment, Human Rights Based Harassment, and/or Sexual Harassment as defined in section 2.10 of the ~~RWLE and Sexual Assault Procedure~~ Disclosures and Complaints Procedure.
- (j) **"Non-Academic Misconduct"** has the same meaning as defined in section 2.5 of this Procedure.
- (k) **"Procedure"** means this Student Non-Academic Misconduct and Concerning Behaviour Procedure.

- (l) **"School"** means a "School of the University" or a "School of a Faculty", as those terms are defined under the Definitions of Academic Units Policy.
- (m) **"Sexual AssaultViolence"** has the same meaning as defined in [section 2.1 of the Sexual AssaultViolence Policy](#).
- (n) **"STATIS"** means the Student/Staff Threat Assessment Triage Intervention Support team established pursuant to section 2.11 of the Violent or Threatening Behaviour Procedure.
- (o) **"Student"** means any of the following individuals:
 - (i) **Admitted** – an individual who has accepted an offer of admission to the University;
 - (ii) **Current** – an individual who is either registered in course(s) or in a program of studies at the University or is eligible to continue in their studies at the University either because the individual meets minimum academic performance requirements or will be eligible to continue after discharging a financial hold or serving suspension;
 - (iii) **Former** – an individual who has graduated from the University or who has withdrawn (either voluntarily or was required to withdraw).
- (p) **"Student Advocate"** is a member of the University's Student Advocacy Office who provides Students with information on their rights and responsibilities, as well as assistance with resolving problems or concerns resulting from actions or decisions taken by the University.
- (q) **"Table 2"** refers to Table 2: Jurisdiction of Disciplinary Authorities for Non-Academic Misconduct, which follows the Bylaw.
- (r) **"Table 3"** refers to Table 3: Disciplinary Actions and Disciplinary Authorities, which follows the Bylaw.
- (s) **"UMSS"** means the University of Manitoba's Security Services.
- (t) **"Unit"** means a Faculty, School, College, institute, centre, academic support unit (for example, libraries) or administrative unit whose Unit Head reports to the President or a Vice-President, Associate Vice-President or Vice-Provost. An academic department within a Faculty/College/School is not a Unit as the term is used within this Procedure.
- (u) **"Unit Head"** refers to the individual with direct supervisory authority over a Unit, including Deans, Directors, the University Librarian, the President, Vice-Presidents, Associate Vice-Presidents and Vice-Provosts with respect to their Units.

- (v) **"University"** refers to the University of Manitoba.
- (w) **"University Community"** means all Board of Governors members, Senate members, Faculty/College/School Councils, employees, anyone holding an appointment with the University, Students, volunteers, external parties, contractors and suppliers.
- (x) **"University Matter"** has the same meaning as defined in section 2.3 of this Procedure.
- (y) **"Violence"** means:
 - (i) The attempted or actual exercise of physical force against a person; or
 - (ii) Any threatening statement or behaviour that gives a person reasonable cause to believe that physical force will be used against the person.

SCOPE

- 2.2 This Procedure applies to a Student's non-academic conduct in relation to any University Matter.
- 2.3 **"University Matter"** means any activity, event, or undertaking in which a member of the University Community participates which has a substantial connection to the University, such as:
 - (a) University-related activities or events, including but not limited to:
 - (i) Any activity or event on property owned or controlled by the University;
 - (ii) The leasing of space, including student residence rooms, on property owned or controlled by the University;
 - (iii) The offering of any service by the University, including educational services;
 - (iv) Student placements, practica, or clinical training;
 - (v) University research activities, whether on or off campus;
 - (vi) Student and/or employee exchanges arranged in connection with the University;
 - (vii) Social events or networking, where matters regarding the University or members of the University Community are a significant focus of the activity;

- (viii) University field trips, travel-study tours, service-learning activities, and similar activities;
- (b) Activities or events involving members of the University Community, where the actions of those members of the University Community may reasonably reflect upon or affect the University, including but not limited to:
 - (i) Any aspect of the employment or engagement of employees and contractors for roles and projects substantially connected to the University;
 - (ii) Participation on a committee or board as a representative of the University;
 - (iii) Writings, photographs, artwork, audio or video recordings, and/or electronic communications, including communications through social media, where matters regarding the University or members of the University Community are a significant focus of the communication;
 - (iv) Matters related to The University of Manitoba Students' Union, the Graduate Students' Association, and their affiliated student groups to the extent that it affects the proper functioning of the University or the rights of a member of the University Community to use and enjoy the University's learning and working environments; or
 - (v) Matters of off-campus conduct that have, or might reasonably be seen to have an adverse effect on the proper functioning of the University or the rights of a member of the University Community to use and enjoy the University's learning and working environments.

NON-ACADEMIC MISCONDUCT

- 2.4 Any Student who engages in Non-Academic Misconduct in relation to a University Matter will be subject to discipline.
- 2.5 **"Non-Academic Misconduct"** means any conduct that has, or might reasonably be seen to have, an adverse effect on the integrity or proper functioning of the University or the health, safety, rights or property of the University or members of the University Community, such as:
- (a) Threats of harm or actual harm by any means (including electronic means) to another person, including but not limited to:
 - (i) Discrimination;
 - (ii) Hazing;
 - (iii) Harassment;

- (iv) Possession or use of dangerous objects, in violation of any applicable law;
- (v) Sexual ~~Assault~~Violence;
- (vi) Stalking behaviour, including repetitive behaviour directed at a specific person which reasonably causes that person alarm, distress, fear or a change of normal behavior;
- (vii) Violence;
- (b) Property-related misconduct, including but not limited to:
 - (i) Theft;
 - (ii) Threats to or damage of University property;
 - (iii) Vandalism;
- (c) Inappropriate or disruptive behavior, including but not limited to:
 - (i) Actions which habitually interfere with the learning environment or requires the inordinate time and attention of faculty and staff;
 - (ii) Alcohol or substance abuse;
 - (iii) Disorderly behaviour;
 - (iv) Indecent exposure;
 - (v) Unprofessional conduct;
- (d) Abuse of the process of University policies, procedures or regulations, including but not limited to:
 - (i) Abuse of computer privileges;
 - (ii) Breach of student residence rules or regulations;
 - (iii) Failure to comply with a previously imposed Disciplinary Action;
 - (iv) Frivolous or vexatious complaints or appeals.

2.6 Students will be subject to Disciplinary Action for any instance of Non-Academic Misconduct, regardless of whether such behaviour is covered by other University policies, procedures or bylaws. Matters relating to certain Non-Academic Misconduct may also be subject to additional policies, such as:

- (a) The Respectful Work and Learning Environment Policy and the [Complaints and Disclosures](#) ~~RWLE and Sexual Assault~~ Procedure when the matter relates to Discrimination, or Harassment;
- (b) The Sexual ~~Assault-Violence~~ Policy and the ~~RWLE and Sexual Assault~~ [Complaints and Disclosures](#) Procedure when the matter relates to Sexual ~~Assault~~ [Violence](#);
- (c) The Violent or Threatening Behaviour Policy and Procedure when the matter relates to Violence, hazing, stalking behaviour, or the possession or use of dangerous objects in violation of any applicable law;
- (d) The Use of Computer Facilities Policy and Procedure when the matter relates to abuse of computer privileges;
- (e) The Campus Alcohol Policy and Procedure when the matter relates to alcohol or substance abuse;
- (f) The student Residence Contract when the matter relates to a breach of student residence rules or regulations.

Jurisdiction of Disciplinary Authority

- 2.7 The specific jurisdiction of each Disciplinary Authority designated to determine an allegation of Non-Academic Misconduct is set out in Table 2.
- 2.8 For matters involving the Non-Academic Misconduct of an undergraduate Student, the Disciplinary Authority with the closest connection to the particular alleged Non-Academic Misconduct has jurisdiction over the matter, subject to section 2.10 of this Procedure. However, the Disciplinary Authority must inform the Unit Head of the Student's home Faculty/College/School, and the Vice-Provost (Students), prior to any investigation.
- 2.9 Matters involving Non-Academic Misconduct of a graduate Student must be referred directly to the Dean of the Faculty of Graduate Studies who shall, in turn, inform the dean and the department head of the Student's program, and the Vice-Provost (Students), prior to any investigation.
- 2.10 When the alleged Non-Academic Misconduct, if proven on a balance of probabilities, would:
 - (a) Constitute a second instance of Non-Academic Misconduct by the Student; or
 - (b) Be of such severity as to warrant a Disciplinary Action that is not available to the Disciplinary Authority with the closest connection to the matter under Table 2 (e.g. Department Head);

the matter shall be referred to the next appropriate Disciplinary Authority under Table 2 (e.g. Dean/Director) for investigation and decision.

- 2.11 If a question arises as to which Disciplinary Authority should hear a particular case, the question must be referred to the President for resolution.
- 2.12 If the Non-Academic Misconduct relates to a criminal offence, the Disciplinary Authority must provide relevant information to UMSS for potential follow-up by the appropriate policing authority.

Notice to Vice-Provost (Students)

- 2.13 Before initiating an investigation, the Disciplinary Authority will advise the Vice-Provost (Students) of the following:
- (a) An allegation of Non-Academic Misconduct has been received;
 - (b) The nature of the Non-Academic Misconduct;
 - (c) The name of the Student alleged to have committed the Non-Academic Misconduct; and
 - (d) The intention of the Disciplinary Authority to initiate an investigation in accordance with this Procedure.
- 2.14 The Vice-Provost (Students) will review this information and advise the Disciplinary Authority if he or she feels the matter should be referred to STATIS before the investigation is conducted.

Notice to the Student

- 2.15 After consultation with the Vice-Provost (Students), the Student who is the subject of a disciplinary matter will be informed in writing by the Disciplinary Authority (with a copy to the University's Registrar) that:
- (a) An investigation is proceeding in accordance with this Procedure, the nature of the matter being investigated, that the Student may be subject to Disciplinary Action, and that a hold will be placed on the Student's record in accordance with section 2.16 of this Procedure until the allegation is investigated;
 - (b) The Student will be given an opportunity to respond to the allegation and, if a meeting is scheduled, notice will be provided as to who will be present on behalf of the University at the meeting;
 - (c) The Student may seek advice and representation from a Student Advocate, a representative from the University of Manitoba Students' Union, a representative from the Graduate Students' Association, a member of the University Community not receiving payment for appearing, a member of

the Student's immediate family, or other support person as may be appropriate. It is the sole responsibility of the Student to determine the adequacy of the Student's representation;

- (d) Failure to respond by a specified date will result in the matter being considered without the Student's response;
- (e) The Student may obtain a copy of this Procedure, the Bylaw and related procedures. These documents are available online or from the Office of the University Secretary or the Student Advocacy office;
- (f) The Student has a right to appeal in accordance with the Bylaw and Appeal Procedure.

Student Records

- 2.16 The Disciplinary Authority will request that the Registrar place a hold on the Student's record to prevent the issuance of transcripts, transfers between Faculty/College/School and changes in registrations until the alleged Non-Academic Misconduct is investigated. Until a decision has been made and any appeal process available under the Bylaw has concluded, the Student shall be permitted to continue in the course or program and the Disciplinary Authority must ensure the Student's work continues to be graded normally and is unaffected by the allegation of Non-Academic Misconduct, subject to sections 2.25 and 2.26 of the Bylaw.

Investigation Procedure

- 2.17 Subject to section 2.18 of this Procedure, the Disciplinary Authority will, either personally or through a designate, conduct an investigation into the allegations of Non-Academic Misconduct in any manner that he or she deems appropriate to the nature of the alleged Non-Academic Misconduct, the seriousness of the issues involved, and any admissions made during the investigation. This may include some or all of:
- (a) Interviewing witnesses;
 - (b) Reviewing documents and records (both paper and electronic);
 - (c) Reviewing photographs, audio, and video recordings;
 - (d) Examining physical evidence;
 - (e) Arranging for testing of physical evidence;
 - (f) With the consent of participants, arranging for medical or psychological evaluations; and/or

- (g) Submitting a Third Party Data Access Request Form to IST regarding accessing electronic systems and consulting with Access and Privacy Office as required to facilitate the request.
- 2.18 The Disciplinary Authority may choose not to personally investigate where the issue has been or may be investigated pursuant to another University policy, procedure or bylaw.
- 2.19 The Disciplinary Authority will conduct the investigation in accordance with the principles of procedural fairness and natural justice. In particular, the Disciplinary Authority will ensure that:
- (a) The Student must be informed of the allegations against him or her, including, subject to section 2.34 of this Procedure, having access to all documentary and other evidence relied upon by the Disciplinary Authority and knowing the identity of the complainant;
 - (b) The Student must be provided an opportunity to respond to the allegations;
 - (c) While strict rules of evidence do not apply, appropriate weight must be given to evidence based on its credibility and reliability; and
 - (d) Witnesses may wish to consult with or respond through an advocate (which may include legal counsel, a union representative, or a Student Advocate, as may be appropriate).
- 2.20 The Disciplinary Authority (or designate) may meet with the Student to present the facts/evidence concerning the allegation and to give the Student an opportunity to respond to the allegation and present his/her explanation of the matter. The Disciplinary Authority will give notice to the Student as to who will be present on behalf of the University at such a meeting.

Decision

- 2.21 The Disciplinary Authority will inform the Student that a written decision letter will be sent normally within five (5) working days of receiving the Student's response. If the Student does not respond within a reasonable time, the Disciplinary Authority will consider the matter and make a decision in the absence of the Student's response and based on the information that is available.
- 2.22 At the conclusion of the investigation, the Disciplinary Authority will inform the Student of his or her decision in writing and will include, at minimum, the following:
- (a) A summary of the allegation of Non-Academic Misconduct;
 - (b) A summary of the process and key timelines in the investigation;

- (c) A summary of the key evidence obtained through the investigation, including the response of the Student to the allegation;
 - (d) An indication of which key evidence was considered credible and reliable;
 - (e) A conclusion as to whether, on a balance of probabilities, the Non-Academic Misconduct occurred;
 - (f) A summary of the reasons for the conclusion;
 - (g) A summary of any Disciplinary Action instituted in accordance with the Bylaw and section 2.23 of this Procedure; and
 - (h) If Disciplinary Action is taken, information about the right to appeal, the time period for appeal, and the person and contact information for the submission of an appeal, in accordance with the Bylaw.
- 2.23 Where there is a finding of Non-Academic Misconduct, the Disciplinary Authority will consider any previous findings of Non-Academic Misconduct before determining the appropriate Disciplinary Action under the Bylaw. In the case where the Disciplinary Authority is not the Unit Head of the Faculty/College/School in which the Student is registered, the Disciplinary Authority will determine the appropriate Disciplinary Action in consultation with the Unit Head of that Faculty/College/School.
- 2.24 The Disciplinary Authority will send a copy of their decision to the Registrar, to the Vice-Provost (Students), and to the Unit Head of the Faculty/College/School in which the Student is registered.

Appeals

- 2.25 Students have a right to appeal Disciplinary Actions in accordance with the Bylaw and the Appeal Procedure.

CONCERNING BEHAVIOUR

- 2.26 **"Concerning Behaviour"** means any behaviour that, while not indicative of a clear immediate threat, gives rise to a reasonable apprehension that the Student may engage in conduct harmful to him- or herself or to others, including but not limited to:
- (a) Threats of self-harm;
 - (b) Worrisome behavioral changes in an individual, such as changes in appearance, social withdrawal or isolation, apparent detachment from reality, or inordinate interest in or discussion of violent themes or events.

- 2.27 Where a Student is exhibiting Concerning Behaviour, members of the University Community must report such behaviour to their Unit Head, a member of STATIS, and/or UMSS. The Unit Head of the Student's Faculty/College/School of registration must be consulted and that Unit Head should, where appropriate:
- (a) Ensure the Student receives timely voluntary counselling referrals through existing support services at the University, such as the Student Support Case Manager, Student Counselling Centre, University Health Services, and/or the Faculty Counselling Services (College of Medicine);
 - (b) Use this Procedure, the Student Discipline Bylaw and other policies, procedures and bylaws as appropriate where additional action is necessary to deal with Concerning Behaviour.
- 2.28 Members of the University Community must report incidents of Concerning Behaviour to UMSS and STATIS where a Student's Concerning Behaviour is affecting the various services and administration offices of the University, or where the Concerning Behaviour is of a nature or quality that likely will result in:
- (a) Serious harm to the Student or substantial deterioration of the Student's health; or
 - (b) Serious harm to another person or property;
- 2.29 When reporting concerns to STATIS or UMSS, individuals should attempt to provide the following information:
- (a) Description of the Concerning Behaviour;
 - (b) Name of the Student exhibiting the Concerning Behaviour; and
 - (c) Indication of what action has been taken to date (if applicable), including a description of any meetings with the Student and any assistance provided, including referrals.
- 2.30 Information regarding Concerning Behaviour that is received during the Student application process must be referred to the Executive Director of Enrolment Services or the Dean of Graduate Studies, as appropriate. If the information is of serious concern to the respective Executive Director of Enrolment Services or the Dean of Graduate Studies, he/she may seek the advice of the University Legal Counsel and may initiate a staff conference of STATIS.
- 2.31 If a Student does not accept personal responsibility for their Concerning Behaviour or will not accept appropriate referral for voluntary counselling, the Unit Head should proceed as follows:
- (a) Advise the Student to seek professional help; and

- (b) Contact the Executive Director of Student Support if the Student refuses to voluntarily seek professional help. The Executive Director of Student Support may consult with colleagues to determine whether or not an involuntary psychiatric assessment is advisable according to mental health legislation and regulations.

CONFIDENTIALITY

Obligations of Confidentiality by the University

- 2.32 In respect of an incidence of Non-Academic Misconduct or Concerning Behaviour, the University will not disclose the name of the complainant, the Student, or the circumstances related to the complaint to any person, other than where the disclosure is:
- (a) Necessary to investigate the complaint or take corrective action with respect to the complaint;
 - (b) Necessary to coordinate an action plan for a Student exhibiting Concerning Behaviour that includes supports and a clear referral mechanism for the Student; or
 - (c) Required by law.
- 2.33 Personal information that is disclosed under section 2.32 above in respect of an incidence of Non-Academic Misconduct or Concerning Behaviour will be the minimum amount necessary for the purpose.

Obligations of Confidentiality by the Disciplinary Authority

- 2.34 The Disciplinary Authority, in conducting the investigation, will comply with *The Freedom of Information and Protection of Privacy Act* and *The Personal Health Information Act* with respect to personal information and personal health information collected, used and disclosed in the course of the investigation. Where a Disciplinary Authority is unsure of whether they may disclose particular information, they may seek advice from the Access and Privacy Office.
- 2.35 The Disciplinary Authority will advise all persons involved with an investigation as to their obligations regarding confidentiality, and the protections available to them under this Procedure.

Obligations of Confidentiality by the Others

- 2.36 All persons involved in an investigation of an incident of Non-Academic Misconduct or Concerning Behaviour, whether as a witness or retrieving relevant information or documents, must keep confidential:
- (a) The existence and nature of the investigation; and

- (b) Any information or documentation obtained as a result of the investigation; which information may only be disclosed to those who reasonably need to know. Where an individual is unsure of whether they may disclose particular information, they may seek advice from the Access and Privacy Office.
- 2.37 Notwithstanding section 2.36, the Complainant, the Respondent, and witnesses involved in the investigation may:
- (a) Obtain confidential advice (including advice from a Student Advocate or lawyer, as may be appropriate);
 - (b) Disclose information to others only to the extent reasonably necessary to gather evidence and, in the case of an accused Student, to make full answer and defense to the allegations; and
 - (c) Use information obtained independent of the investigation in any other forum.

Records Management

- 2.38 The Disciplinary Authority will maintain files with respect to each complaint in accordance with the Records Management Policy and Procedure.

Part III Accountability

- 3.1 The Office of Legal Counsel is responsible for advising the President that a formal review of this Procedure is required.
- 3.2 The President is responsible for the implementation, administration and review of this Procedure.
- 3.3 Students, Faculty/College/School Councils, Unit Heads, Academic Staff and employees are responsible for complying with this Procedure.

Part IV Review

- 4.1 Governing Document reviews shall be conducted every ten (10) years. The next scheduled review date for this Procedure is September 1, 2028.
- 4.2 In the interim, this Procedure may be revised or repealed if:
- (a) the President or the Approving Body deems it necessary or desirable to do so;

- (b) the Procedure is no longer legislatively or statutorily compliant;
- (c) the Procedure is now in conflict with another Governing Document; and/or
- (d) the Parent Policy is revised or repealed.

Part V

Effect on Previous Statements

- 5.1 This Procedure supersedes all of the following:
- (a) all previous Board of Governors/Senate Governing Documents on the subject matter contained herein; and
 - (b) all previous Administration Governing Documents on the subject matter contained herein.

Part VI

Cross References

- 6.1 This Procedure should be cross referenced to the following relevant Governing Documents, legislation and/or forms:
- (a) [Student Discipline Bylaw](#);
 - (b) [Table 2: Jurisdiction of Disciplinary Authorities for Non-Academic Misconduct](#);
 - (c) [Table 3: Disciplinary Actions and Disciplinary Authorities](#);
 - (d) [Student Discipline Appeal Procedure](#);
 - (e) [Respectful Work and Learning Environment Policy](#);
 - (f) [Sexual ~~Violence~~Assault Policy](#);
 - (g) [Complaints and Disclosures](#)~~RWLE and Sexual Assault~~ [Procedure](#);
 - (h) [Residence Contract](#);
 - (i) [Violent or Threatening Behaviour Policy and Procedure](#);
 - (j) [Campus Alcohol Policy and Procedure](#);
 - (k) [Definitions of Academic Units Policy](#);
 - (l) [Records Management Policy and Procedure](#);

- (m) [Use of Computer Facilities Policy and Procedure](#);
- (n) [Third Party Data Access Request Form](#);
- (o) [Student Advocacy Office Policy](#);
- (p) [The Freedom of Information and Protection of Privacy Act](#), CCSM c. F175;
- (q) [The Personal Health Information Act](#), CCSM c. P33.5.
- (r) [Responsible Conduct of Research Policy and Procedures](#)

UNIVERSITY OF MANITOBA PROCEDURE

PROCEDURE:	STUDENT DISCIPLINE APPEAL PROCEDURE
Parent Policy:	Student Discipline Bylaw
Effective Date:	September 1, 2016
Revised Date:	September 1, 2018
Review Date:	September 1, 2028
Approving Body:	Board of Governors
Authority:	Student Discipline Bylaw
Responsible Executive Officer:	President
Delegate:	University Secretary
Contact:	University Secretary
Application:	Students, Faculty/College/School Councils, Unit Heads, Academic Staff and Employees

Part I Reason for Procedures

- 1.1 These Appeal Procedures are secondary to the Student Discipline Bylaw and are intended to establish a process for appeals to be heard, and to provide guidance to the members of appeal panels, to the student and to the Faculty/College/School representatives in relation to appeal hearings.

Part II Procedures

Definitions

- 2.1 The following terms are defined for the purpose of this Bylaw and related Procedures:
- (a) **"Academic Misconduct"** has the same meaning as defined in section 2.5 of the Student Academic Misconduct Procedure.
 - (b) **"Academic Staff"** refers to all individuals whose primary assignment is instruction, research, and/or service/academic administration. This

includes employees who hold an academic rank such as professor, associate professor, assistant professor, instructor, lecturer, librarian, or the equivalent of any of those academic ranks. The category also includes a dean, director, associate dean, assistant dean, chair or head of department, visiting scholars, senior scholars, and those holding unpaid academic appointments, insofar as they perform instructional, research, and/or service/academic administrative duties.

- (c) **"Appeal Body"** means the appropriate persons or bodies as identified in sections 2.9 to 2.14.
- (d) **"Appeal Procedure"** means this Student Discipline Appeal Procedure.
- (e) **"Appellant"** means the Student appealing a Disciplinary Action taken against him or her.
- (f) **"Bylaw"** means the Student Discipline Bylaw.
- (g) **"College"** means a Professional College as defined under the Definitions of Academic Units Policy.
- (h) **"Disciplinary Action"** means the specific disciplinary actions available for each Disciplinary Authority under Table 3 of this Bylaw.
- ~~(i)~~ **"Disciplinary Authority"** means the discipline authority designated to determine a matter of student discipline for Academic Misconduct or Non-Academic Misconduct.
- ~~(j)~~ **"Discrimination"** has the same meaning as defined under the Respectful Work and Learning Environment Policy.
- ~~(k)~~ **"Faculty"** means a Faculty as defined under the Definitions of Academic Units Policy.
- ~~(l)~~ **"Local Disciplinary Committee"** or **"LDC"** means the standing or, from time to time, ad hoc committee appointed to hear and determine disciplinary matters under section 2.24 of this Appeal Procedure.
- ~~(m)~~ **"Non-Academic Misconduct"** has the same meaning as defined in section 2.5 of the Student Non-Academic Misconduct and Concerning Behaviour Procedure.
- ~~(n)~~ **"Notice of Appeal"** means the appeal documentation that must be filed by the Student under section 2.16.
- ~~(o)~~ **"Respondent"** means the Disciplinary Authority whose decision is being appealed.

~~(e)~~(p) "**School**" means a "School of the University" or a "School of a Faculty", as those terms are defined under the Definitions of Academic Units Policy.

~~(p)~~(q) "**Sexual Assault**~~Violence~~" has the same meaning as defined under the Sexual ~~Assault~~Violence Policy.

~~(q)~~(r) "**Student**" means any of the following individuals:

- (i) **Admitted** – an individual who has accepted an offer of admission to the University;
- (ii) **Current** – an individual who is either registered in course(s) or in a program of studies at the University or is eligible to continue in their studies at the University either because the individual meets minimum academic performance requirements or will be eligible to continue after discharging a financial hold or serving suspension due to academic or discipline;
- (iii) **Former** – an individual who has graduated from the University or who has withdrawn (either voluntarily or was required to withdraw).

~~(f)~~(s) "**Student Advocate**" is a member of the University's Student Advocacy Office who provides students with information on their rights and responsibilities, as well as assistance with resolving problems or concerns resulting from actions or decisions taken by the University.

~~(s)~~(t) "**Table 3**" means Table 3: Disciplinary Actions and Disciplinary Authorities, which follows the Bylaw.

~~(f)~~(u) "**Unit**" means a Faculty, School, College, institute, centre, academic support unit (for example, libraries) or administrative unit whose Unit Head reports to the President or a Vice-President, Associate Vice-President or Vice-Provost. An academic department within a faculty or school is not a Unit as the term is used within this Procedure.

~~(u)~~(v) "**Unit Head**" refers to the individual with direct supervisory authority over a Unit, including Deans, Directors, the University Librarian, the President, Vice-Presidents, Associate Vice-Presidents and Vice-Provosts with respect to their Units.

~~(v)~~(w) "**University**" means The University of Manitoba.

~~(w)~~(x) "**University Community**" means all Board of Governors members, Senate members, Faculty/College/School Councils, employees, Students, volunteers, external parties, contractors and suppliers.

~~(x)~~(y) "**UDC**" means the University Discipline Committee composed under section 2.53 of this Appeal Procedure.

Appeals Generally

- 2.2 Students have a right to appeal Disciplinary Actions made by a Disciplinary Authority, subject to section 2.23 of the Bylaw.
- 2.3 Only the Student who has been the subject of a Disciplinary Action has the right to appeal.
- 2.4 An Appeal Body may dispose of the matter by instituting any Disciplinary Action authorized to it under Table 3. The resulting disposition may be the same, more severe or less severe than the original Disciplinary Action and the Appellant must be so informed of this possibility prior to the commencement of an appeal hearing.
- 2.5 When an appeal is heard by an Appeal Body, the Appellant must be invited to attend the hearing and, if in attendance, be permitted to ask questions and offer an explanation. Every reasonable attempt should be made to schedule the hearing at a time and place that permits the Appellant's participation.
- 2.6 If the Appellant, Respondent or their respective representatives are unable to attend the hearing in person, the use of a digital communication, such as audio or video conferencing, may be used with prior consent of the chair of the Appeal Body, provided that such means enable all parties to clearly communicate. A request for such a meeting must be made at least one week in advance of the hearing date.
- 2.7 Subject to sections 2.40 and 2.74 of this Appeal Procedure, the Appellant may appear in person and be represented by a Student Advocate, a representative from the University of Manitoba Students' Union, a representative from the Graduate Students' Association, a member of the University Community not receiving payment for appearing, or a member of the Appellant's immediate family. It is the Appellant's sole responsibility to determine the adequacy of their representation.
- 2.8 Subject to sections 2.40, 2.45, 2.76, and 2.83 of this Appeal Procedure, a representative designated in writing by the Appellant may:
 - (a) attend any disciplinary hearing; and
 - (b) participate in any disciplinary hearing to the extent of asking questions of anyone in attendance and making submissions to any Appeal Body.

Appeal Routes

- 2.9 If the Appellant wishes to appeal the Disciplinary Action of a member of the Academic Staff (except for suspension from attendance for the balance of the meeting of one class), or the decision of a department head, the Notice of Appeal must be delivered to the appropriate Unit Head in the Unit offering course(s) and

the Unit Head in the Unit in which the Appellant is registered, with a copy to the Academic Staff or department head, as the case may be.

- 2.10 If an Appellant is appealing within a Unit that does not have department heads, then the first level of decision will be the Unit Head of that respective Unit and the next level of appeal will be as set out in section 2.11 of this Procedure.
- 2.11 If the Appellant wishes to appeal the Disciplinary Action of a Unit Head, or the Director of Student Residences, the Notice of Appeal must be delivered to the appropriate Local Disciplinary Committee in care of the respective Unit Head or Director of Student Residence.
- 2.12 If the Appellant wishes to appeal the Disciplinary Action of the University Librarian (other than as a delegate of the President), a delegate of the University Librarian, or an ad hoc committee appointed by the University Librarian, the Notice of Appeal must be delivered to the Chair of the Senate Committee on Libraries, with a copy to the person or ad hoc committee which made the initial disciplinary decision. Within ten (10) working days of receipt of the Notice of Appeal, the Chair of the Senate Committee on Libraries will appoint a Library Appeals Committee to hear the appeal.
- 2.13 If the Appellant wishes to appeal the disciplinary decision of any of the following Disciplinary Authorities or appeal any Disciplinary Action related to Sexual Violence or Discrimination, the Notice of Appeal must be delivered to the UDC in care of the Secretary of the UDC (University Secretary):
 - (a) the decision of an LDC or the Library Appeals Committee;
 - (b) the decision of the Executive Director of Enrolment Services;
 - (c) the decision of the Dean of the Faculty of Graduate Studies in relation to fraudulent documents submitted for admission to the Faculty;
 - (d) the decision of the Executive Director of Enrolment Services or the Associate Vice-President (Administration) or an ad hoc committee appointed by either of these persons;
 - (e) the decision of the Chief Information Officer of Information Services and Technology (IST);
 - (f) the decision of the Registrar;
 - (g) the decision of the Vice-President (Administration);
 - (h) the decision of the Vice-Provost (Students); or
 - (i) the decision of the President or delegate.

2.14 If the disciplinary matter involved two or more Students and two or more Students appeal:

- (a) The Students must have separate hearings, but the members of the Appeal Body may be the same for each hearing, subject to sections 2.33 and 2.67 of this Procedure;
- (b) The Respondents may bring in relevant information on the other Student(s) as it pertains to each appeal; and
- (c) Every effort must be made to protect the identity of the other Student(s).

Filing an Appeal

2.15 The Appellant must deliver the Notice of Appeal to the appropriate Appeal Body within ten (10) working days as of the date on the letter notifying the Appellant of the Disciplinary Action from the lower body.

2.16 The Notice of Appeal must include:

- (a) such appeal application form, with current mailing address and telephone numbers, as may be required by the Appeal Body;
- (b) copies of such written materials as the Appellant wishes considered in connection with the appeal;
- (c) copies of the letter indicating the lower level decision, if not a first level appeal;
- (d) A letter clearly outlining the reason for the appeal and the remedy sought, including an indication of whether the Appellant is appealing the decision on:
 - (i) the finding of facts, [where permitted subject to s. 2.23 of the Student Discipline Bylaw](#);
 - (ii) the Disciplinary Action imposed by the Disciplinary Authority; or
 - (iii) both the facts and the Disciplinary Action, [where permitted subject to s. 2.23 of the Student -Discipline Bylaw](#); and
- (e) the name and contact information of any representative that the Appellant wishes to have present at the appeal hearing, subject to subject to sections 2.7, 2.39 and 2.74 of this Appeal Procedure.
- (f) In the case of an appeal to the LDC or UDC, a listing of all resources or witnesses the Appellant wants in attendance at the hearing and their

relevance. The scheduling of witnesses and resource people is the responsibility of the Appellant.

- 2.17 Subject to section 2.18, if an appeal is not received by the next level Appeal Body by the deadline set out in section 2.15, the Disciplinary Action against the Student will be implemented.
- 2.18 The time for delivery of a Notice of Appeal may be extended by the Appeal Body, or by the chair of the Appeal Body where the Appeal Body is the LDC or the UDC.
- 2.19 The Disciplinary Action implemented may be put on hold if the Appeal Body receiving the next level of appeal deems the lateness acceptable and grants the Appellant permission to proceed with the appeal after deadline.
- 2.20 The Appellant and the designated representative of the Appellant must receive the same notices of hearings held by the LDC and the UDC as the Respondents.

Responsibilities of Respondents

- 2.21 The Respondent will be given ten (10) working days to respond to the Notice of Appeal.
- 2.22 Respondents must submit the following:
 - (a) A written response to the Appellant's Notice of Appeal;
 - (b) All relevant documentation the Respondents will rely on as support for their position regarding the appeal; and
 - (c) In the case of an appeal to the LDC or UDC, a listing of all resource people or witnesses they want in attendance at the hearing and their relevance. The scheduling of witnesses and resource people is the responsibility of the Respondent.
 - (d) All the above documents must be filed within the time set out in section 2.21. If the Respondent had not received permission for an extension, a written request must be submitted to the Appeal Body to determine whether the Respondent's submission will be accepted.
- 2.23 If no response is received from the Respondent by the date requested by the office coordinating the appeal, a hearing may be set.

LOCAL DISCIPLINE COMMITTEE (LDC)

LDC Jurisdiction

- 2.24 Each Faculty/College/School, and the University Student Residences under the jurisdiction of the Office of Student Residences, must establish a standing or, from time to time, ad hoc committee to hear and determine disciplinary matters appealed to it by Students from a decision of the Dean/Director of that Faculty/College/School, or the Director of Student Residences for the University Residences under the Office of Student Residences' jurisdiction.
- 2.25 The LDC and the hearing panels thereof must exercise disciplinary authority on all Students that are appealing a decision from the Dean or Director of the Faculty/College/School or University Student Residence.
- 2.26 The Disciplinary Actions available to the LDC are set out in Table 3.

LDC Composition

- 2.27 In Faculties/Colleges/Schools, the LDC must be composed of an equal number of faculty members and students with a minimum of eight (8) members.
- 2.28 In the case of University Student Residences, the LDC must be composed of an equal number of residence staff and students with a minimum of eight (8) members. Members must be appointed by the Director of Student Residences with the advice of the appropriate Residence Students' Association.
- 2.29 The chair of the LDC must be elected by and from the membership of the LDC.
- 2.30 A quorum must be half the members, with a minimum of four (4) members, ensuring at least one (1) student and one (1) faculty member are present.
- 2.31 Where the Disciplinary Action relates to two (2) or more Faculties, Colleges or Schools, the LDC hearing panel must contain at least one (1) student and one (1) faculty member from each Faculty/College/School.
- 2.32 The chair must only vote in the case of a tie.
- 2.33 The Appellant, or the Appellant's representative, if any, and Respondent must have the right to challenge for cause any member of the LDC, the validity of the challenge to be judged by the remainder of the LDC. Such cause may include current teacher-student relationship, bias, or any factor likely to prejudice a fair hearing. Any person, who was directly involved in the original Disciplinary Action, either as a principal in the case or as a Disciplinary Authority, must be automatically removed from any hearing panel regarding the appeal.

LDC Hearing Procedures

- 2.34 The Appellant must be presumed innocent until the evidence presented indicates that, on the balance of probabilities Disciplinary Action is warranted. The LDC, in weighing the balance of probabilities, must consider the severity of the alleged incident.
- 2.35 The hearing must be by way of a trial de novo unless the appeal has been made only in relation to the severity of the Disciplinary Action imposed.
- 2.36 Hearings must be closed unless the Appellant requests in writing at least forty-eight (48) hours before the hearing that a hearing be open and there is no reasonable objection to an open hearing.
- 2.37 If the appeal hearing is in closed session, no observers may be present in the room. If the appeal hearing is in open session, any observers present will not be allowed to contribute in any way to the proceedings. Regardless of open or closed status, no electronic or other recording devices will be permitted.
- 2.38 Regardless of section 2.36, hearings related to discipline under the Respectful Work and Learning Environment Policy and/or discipline under the [Sexual Assault-Violence](#) Policy must be closed.

Representatives at LDC Hearing

- 2.39 At the LDC hearing, the Appellant may appear in person and be represented by a Student Advocate, a representative from the University of Manitoba Students' Union, a representative from the Graduate Students' Association, a member of the University Community not receiving payment for appearing, or a member of the Student's immediate family. It is the Appellant's sole responsibility to determine the adequacy of their representation.
- 2.40 If the Appellant or the Respondent wishes to have a lawyer present, the lawyer(s) present may only be a non-participating observer(s) at hearings of the LDC, but may represent the Appellant or Respondent at hearings of the UDC.

Failure to Attend LDC Hearing

- 2.41 An Appellant who fails to attend a scheduled appeal hearing may have the appeal considered on the basis of the Appellant's written submission, the presentation of the Appellant's designated representative, if any, and the verbal and written submissions made by the Respondent.
- 2.42 The Appellant shall be advised that the LDC has made a decision regarding the appeal and that the Appellant has ten (10) days to provide reasons for missing the hearing prior to the implementation of the decision. The LDC Chair will determine whether the hearing should be re-scheduled based on any submission

from the Appellant. A reasonable attempt will be made to reconvene the same members should the hearing be re-scheduled.

Evidence at LDC Hearing

- 2.43 The Appellant and the Appellant's designated representative, if any, and the Respondent or the Respondent's representative, will receive in writing, at least five (5) working days before the date set for the hearing, the names of the members of the LDC hearing panel who will hear the appeal and the information that has been submitted to the LDC hearing panel by both relevant parties, in accordance with *The Freedom of Information and Protection of Privacy Act* and *The Personal Health Information Act*.
- 2.44 The Appellant, or the Appellant's designated representative, if any, and the Respondent, or the Respondent's representative, if any, may call witnesses and submit other evidence. The Appellant, the Appellant's representative, if any, and the Respondent, or Respondent's representative, if any, are responsible for arranging their own witnesses. If witnesses are to be called, a witness list must be provided by the Appellant or the Appellant's representative, if any, in their original appeal package provided to the Chair and a witness list must be provided by the Respondent or the Respondent's representative, if any, with their response to the appeal.
- 2.45 The Appellant must not be required to testify, but if the Appellant elects to do so, then the Appellant may be cross-examined by the Respondent, or the Respondent's representative, if any.
- 2.46 The Appellant or the Appellant's designated representative, if any, and the Respondent, must have the right to cross-examine witnesses.
- 2.47 The LDC may consider confidential information from the University Health Service, Counselling Service, University Chaplains and other similar services which are submitted by these services to the LDC at the request of the Appellant. Such confidential information submitted to the LDC may only be used for the purpose of the appeal.

Adjournments of LDC Hearing

- 2.48 Requests for adjournment must be granted within reason.

Disposition of LDC Hearing

- 2.49 A decision to uphold or deny an appeal, in whole or in part, and a decision to take different Disciplinary Action, in whole or in part, requires a simple majority of LDC Committee members present and voting. The results of the hearing must be conveyed in writing, in a timely fashion, by the Chair of the LDC to the Appellant or the Appellant's designated representative, if any and to the Respondent or the Respondent's designated representative, as the case may be.

- 2.50 If, after hearing all the evidence, the LDC is satisfied on the evidence presented that the Appellant has committed Academic Misconduct or Non-Academic Misconduct, the LDC may dispose of the matter by instituting any Disciplinary Action set out in the column entitled "Deans, Directors or LDC" in Table 3.

UNIVERSITY DISCIPLINE COMMITTEE (UDC)

UDC Terms of Reference

- 2.51 The UDC must:

- (a) Report annually to the President.
- (b) Establish procedures, consistent with this Bylaw, for hearing panels.
- (c) Hear appeals, either as a committee of the whole or through a hearing panel, from decisions of Disciplinary Authorities.
- (d) Review the Bylaw and related procedures periodically and, if necessary, to recommend changes to them.

UDC Jurisdiction

- 2.52 The UDC and the hearing panels thereof shall exercise Disciplinary Authority on behalf of the Board of Governors on all Students that are appealing a decision from the Disciplinary Authorities that are set out in section 2.13 of this document.

UDC Composition

- 2.53 The UDC shall be composed of nineteen (19) members. The nineteen (19) shall include:
- (a) eight (8) faculty members nominated by the Senate Nominating Committee and appointed by the Board of Governors;
 - (b) seven (7) students nominated by the Student Senate Caucus and appointed by the Board of Governors;
 - (c) the President of the University of Manitoba (or designate), as an ex-officio member;
 - (d) the President of the University of Manitoba Students' Union (or designate), as an ex-officio member;
 - (e) the President of the University of Manitoba Graduate Students' Association (or designate), as an ex-officio member; and
 - (f) the Chair appointed pursuant to section 2.57. The Chair must only vote in the event of a tie.

- 2.54 Positions for which no nomination had been received from the Student Senate Caucus by September 15th shall be nominated by the Senate Nominating Committee.
- 2.55 The terms of office shall be three (3) years for academic staff, and one (1) year for students, from June 1 to May 31(academic staff), and October 14 to October 13 (students). A member whose term of office has expired in any year shall continue in office until a successor has been appointed and shall be eligible for reappointment.
- 2.56 A quorum must be nine (9) the members, where a minimum of one (1) student and one (1) academic are present.
- 2.57 A Chair will be appointed by the Board of Governors for a three (3) year term.
- 2.58 The Vice-Chair shall be elected from and by the members of the UDC for a three (3) year term.

UDC Hearing Panels

- 2.59 When a matter has been appealed to the UDC, the Chair must either convene the UDC or convene a hearing panel thereof to hear the appeal.
- 2.60 A quorum shall be a minimum of four (4) members, ensuring at least one (1) student and one (1) faculty member are present including the Chair.
- 2.61 The Chair may vote only if there is a tie.
- 2.62 UDC members who have a conflict of interest in a particular case, or have a temporary work conflict, or are otherwise unable to sit, may disqualify themselves from hearing an appeal.
- 2.63 Notwithstanding the foregoing, the Chair of the UDC may, in a particular case, require that a larger hearing panel be convened to consider the matter, provided that such a larger hearing panel maintains the proportional representation as set out in section 2.60.
- 2.64 The Chair of the UDC may use his/her discretion to reject an appeal if the appeal appears to be clearly outside the jurisdiction of the UDC, (for example, matters not dealing with discipline nor related Disciplinary Actions taken by a lower Appeal Body).
- 2.65 When an appeal is received based on a fine or the amount ordered, the only decision from which an appeal is taken is the amount levied by way of fine or the amount ordered to be paid by way of restitution; then, if such fine or restitution does not exceed \$500.00, the Chair may, at the Chair's discretion, personally decide the matter, or may convene a hearing panel to hear the appeal.

- 2.66 A staff member from the Office of the University Secretary, will serve as recording secretary for the hearings.
- 2.67 The Appellant, or the Appellant's representative, if any, and the Respondent must have the right to challenge for cause any member of the UDC hearing panel, the validity of the challenge to be judged by the remainder of the UDC hearing panel if such a challenge is made at this time. Such cause may include current teacher-student relationship, bias, or any other factor likely to prejudice a fair hearing. Any person who was directly involved in the original Disciplinary Action, either as a principal in the case or as a Disciplinary Authority, must be automatically removed from any hearing panel regarding the appeal. The Office of the University Secretary after consultation with the Chair will make every reasonable attempt to address any concerns made prior to the hearing date regarding bias by either the Appellant or the Respondent.

UDC Hearing Procedures

- 2.68 The Appellant must be presumed innocent until the evidence presented indicates that, on the balance of probabilities Disciplinary Action is warranted. The UDC, in weighing the balance of probabilities, must consider the severity of the alleged incident.
- 2.69 The hearing before the UDC hearing panel must be by way of a *trial de novo* ~~unless-except where~~ the appeal has been made only in relation to the severity of the Disciplinary Action imposed, such as appeals of Disciplinary Action imposed filed in relation to the Respectful Work and Learning Environment Policy and-or the Sexual Violence Policy-
- 2.70 After an appeal hearing has commenced, the appeal may be withdrawn by the Appellant only with leave of the UDC hearing panel.
- 2.71 Hearings must be closed unless the Appellant requests in writing at least forty-eight (48) hours before the hearing that a hearing be open and there is no reasonable objection to an open hearing.
- 2.72 If the appeal hearing is in closed session, no observers may be present in the room. If the appeal hearing is in open session, any observers present will not be allowed to contribute in any way to the proceedings. Regardless of open or closed status, no electronic or other recording devices will be permitted.
- 2.73 Regardless of section 2.71, hearings related to discipline under the Respectful Work and Learning Environment Policy and/or discipline relating to Sexual Assault-Violence must be closed.

Representatives at UDC Hearing

- 2.74 At the UDC hearing, the Appellant may appear in person and may be represented by a Student Advocate, a representative from the University of

Manitoba Student's Union, a representative from the Graduate Students' Association, a member of the University Community not receiving payment for appearing, a member of the Appellant's immediate family, or a lawyer. It is the Appellant's sole responsibility to determine the adequacy of their representation.

- 2.75 At the UDC hearing, the Respondent may be represented by a lawyer from the University of Manitoba's Office of Legal Counsel.
- 2.76 If any party intends to have a lawyer present at the hearing, that party must notify the Chair of the UDC at least seven (7) working days prior to the hearing. In that event, the UDC hearing panel may also retain the services of legal counsel. A rescheduling of the hearing may be required for all parties to retain legal counsel.
- 2.77 Subject to the notice provision in section 2.76, a representative designated in writing by any party may:
- (a) attend the disciplinary hearing; and
 - (b) participate in any disciplinary hearing to the extent of asking questions of anyone in attendance and making submissions to the UDC.
- 2.78 The Appellant and the Appellant's designated representative, if any, and the Respondent and the Respondent's representative, if any, shall be entitled to receive in writing, at least five (5) working days before the date set for the hearing, the information that has been submitted to the previous Appeal Body by the parties in accordance with *The Freedom of Information and Protection of Privacy Act* and *The Personal Health Information Act*.

Failure to Attend UDC Hearing

- 2.79 An Appellant who fails to attend a scheduled appeal hearing may have the appeal considered on the basis of the Appellant's written submission, the presentation of the Appellant's designated representative, if any, and the verbal and written submissions made by the Respondent.
- 2.80 The Appellant must be advised that the UDC has made a decision regarding the appeal and that the Appellant has ten (10) days to provide reasons for missing the hearing prior to the implementation of the decision. The Chair must determine whether the hearing should be re-scheduled based on any submission from the Appellant. A reasonable attempt will be made to reconvene the same members should the hearing be re-scheduled.

Evidence at UDC Hearing

- 2.81 The Appellant, or the Appellant's representative, if any, and the relevant Respondent, or the Respondent's representative, if any, may call witnesses and submit other evidence. The Appellant, or the Appellant's representative, if any, and the relevant Respondent, or the Respondent's representative, if any, are

responsible for arranging their own witnesses. If witnesses are to be called, a witness list must be provided by the Appellant or the Appellant's representative, if any, in their original appeal submission provided to the Chair and a witness list must be provided by the relevant Respondent, or the Respondent's representative, if any, with their response to the appeal.

- 2.82 The Appellant or the Appellant's designated representative, if any, and the Respondent, or the Respondent's representative, if any, must have the right to cross-examine witnesses.
- 2.83 The Appellant must not be required to give testimony but if the Appellant elects to do so, the Appellant may be cross-examined.
- 2.84 The UDC may consider confidential information from the University Health Service, Counselling Service, University Chaplains and other similar services which are submitted by these services to the UDC at the request of the Appellant. Such confidential information submitted to the UDC may only be used for the purpose of the appeal and will be treated as other documentation submitted for the appeal hearing as set out in section 2.87.
- 2.85 Appellants may not appeal. Where the Appellant appeals the disposition of a finding under the Respectful Work and Learning Environment Policy or under the Sexual Assault-Violence Policy, but may appeal disciplinary action based on that finding. Where an appeal of disciplinary action has been initiated and upon the written request of the Chair of the UDC, the Vice-President (Administration) shall forward to the UDC the report of the investigator for consideration in the disposition of the appeal. Such confidential information submitted to the UDC may only be used for the purpose of the appeal and will be treated as other documentation submitted for the appeal hearing as set out in section 2.87.
- 2.86 Subject to section 2.78, the Appellant, the Appellant's representative and the relevant Disciplinary Authority normally must have the right to receive a copy of any university document that the UDC or hearing panel considers in relation to the appeal. The Chair of the Committee must make the final determination on this matter.
- 2.87 All members of the UDC and/or hearing panel will keep all materials and information used for the appeal in strict confidence and surrender such materials to the recording secretary who will have the materials destroyed by way of confidential shredding.

Adjournments

- 2.88 Requests for adjournment shall be granted within reason.

Disposition

- 2.89 A decision to uphold or deny an appeal, in whole or in part, and a decision to take different Disciplinary Action, in whole or in part, requires a simple majority.
- 2.90 If, after hearing all the evidence, the UDC is satisfied on the evidence presented that the Appellant has committed Academic Misconduct or Non-Academic Misconduct, the UDC may dispose of the matter by instituting any Disciplinary Action set out in the column entitled "UDC" in Table 3.
- 2.91 The Chair of the UDC or hearing panel must, after a decision has been made, report the results of that decision in writing to:
- (a) the Appellant or the designated representative of the Appellant, if any;
 - (b) the Respondent, or the Respondent's representative, if any, from whose decision the appeal has been heard;
 - (c) the Dean/Director of the Faculty/College/School involved; or the Associate Vice-President (Administration), the Director of Student Residences, or the Chief Information Officer (CIO) of IST, as the case may be;
 - (d) the Registrar;
 - (e) the Vice-President (Administration);
 - (f) the Vice-Provost (Students); or
 - (g) any others as deemed relevant.

Part III Accountability

- 3.1 The Office of Legal Counsel is responsible for advising the President that a formal review of this Appeal Procedure is required.
- 3.2 The President or his or her delegate is responsible for the implementation, administration and review of this Appeal Procedure.
- 3.3 Students, Faculty/College/School Councils, Unit Heads, Academic Staff and employees are responsible for complying with this Appeal Procedure.

Part IV Review

- 4.1 Governing Document reviews must be conducted every ten (10) years. The next scheduled review date for this Appeal Procedure is September 1, 2028.

- 4.2 In the interim, this Appeal Procedure may be revised or repealed if:
- (a) the Approving Body deems it necessary or desirable to do so;
 - (b) the Appeal Procedure is no longer legislatively or statutorily compliant;
 - (c) the Appeal Procedure is now in conflict with another Governing Document; and/or
 - (d) the Parent Policy is revised or repealed.

Part V

Effect on Previous Statements

- 5.1 This Procedure supersedes all of the following:
- (a) Student Discipline Appeal Procedure, effective September 1, 2016;
 - (b) all previous Board of Governors/Senate Governing Documents on the subject matter contained herein; and
 - (c) all previous Administration Governing Documents on the subject matter contained herein.

Part VI

Cross References

- 6.1 This Appeal Procedure should be cross referenced to the following relevant Governing Documents, legislation and/or forms:
- (a) [Student Discipline Bylaw](#);
 - (b) [Table 1: Jurisdiction of Disciplinary Authorities for Academic Misconduct](#);
 - (c) [Table 2: Jurisdiction of Disciplinary Authorities for Non-Academic Misconduct](#);
 - (d) [Table 3: Disciplinary Actions and Disciplinary Authorities](#);
 - (e) [Student Academic Misconduct Procedure](#);
 - (f) [Student Non-Academic Misconduct and Concerning Behaviour Procedure](#);
 - (g) [Definitions of Academic Units Policy](#);
 - (h) [Final Examinations and Final Grades Policy and Procedures](#);

- (i) Respectful Work and Learning Environment Policy;
- (j) Sexual Assault Violence Policy;
- (k) Disclosures and Complaints Procedure ~~RWLE and Sexual Assault Procedure~~;
- (l) Use of Computer Facilities Policy and Procedure;
- (m) Violent or Threatening Behaviour Policy and Procedure;
- (n) *The Freedom of Information and Protection of Privacy Act*, C.C.S.M. c. F175;
- (o) *The Personal Health Information Act*, C.C.S.M. c. P33.5.
- (p) Responsible Conduct of Research Policy
- (q) Responsible Conduct of Research – Investigation Procedure



**University
of Manitoba**

Office of Provost and Vice-President (Academic)

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

Date: June 2, 2021

To: Mr. Jeff Leclerc, University Secretary

From: Dr. Todd Mondor, Deputy Provost (Academic Planning and Programs)

Re: Recommendation for adjustments to the Academic Schedule for Winter Term 2022

Please find attached a proposal to delay the start of the Winter Term 2022 by one week along with associated changes in related dates.

The delay is intended to provide time for instructors and staff to prepare for the upcoming term and for students, including those who may be required to relocate, to ensure they are prepared to participate in any courses to be offered in-person.

Despite this change, the number of instructional hours would be maintained at a minimum of 36, a mid-term break would be preserved, and a 2-day break would occur between the end of classes and the beginning of the final exam period.

The proposal is recommended for approval by the COVID-19 Steering Committee and supported by the Provost and Vice-President (Academic).

I would ask that this item be considered by Senate Executive on June 2nd and by Senate at its June 16th, 2021 meeting.

Cc: Dr. Janice Ristock, Provost and Vice-President (Academic)
Dr. Mark Torchia, Vice-Provost (Teaching and Learning); Lead, Academic Team, CRSC
Ms. Laurie Schnarr, Vice-Provost (Students)
Mr. Jeff Adams, Registrar and Executive Director, Enrolment Services
Dr. Shannon Coyston, Associate University Secretary (Senate)

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

Proposed adjustments to the academic schedule for Winter Term 2022:

Event	Current Dates	Proposed Dates
Welcome day	January 6, 2022	January 14, 2022
Start and end dates winter term	January 10 – April 12, 2022	January 17 – April 18, 2022
Registration period (end date)	January 9, 2022	January 16, 2022
Registration revision period	January 10 – 24, 2022	January 17 – 31, 2022
Last date to drop without penalty (Fall/Winter classes part B)	January 21, 2022	January 28, 2022
Last date to drop without penalty Winter and Winter/Summer spanning	January 21, 2022	January 28, 2022
Voluntary withdrawal deadline-Fall/Winter spanning classes	January 21, 2022	January 28, 2022
Last date to register-revision deadline (add date)	January 24, 2022	January 31, 2022
Voluntary withdrawal deadline-winter term	March 23, 2022	March 30, 2022
Examination and test dates	April 18 – 29, 2022	April 21 – May 1, 2022

Note: The date changes apply to Section 1.2 of the academic schedule *Dates applicable to most U of M students*. There are programs that have unique dates identified in other sections of the academic schedule; these remain unchanged.



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Date: June 01, 2021

To: Mr. Jeff Leclerc, University Secretary

From: Dr. Todd Mondor, Deputy Provost (Academic Planning and Programs)

Re: Faculty of Education request for two adjustments to their admission policy and procedure

Please find attached a proposal from the Faculty of Education, requesting two adjustments to their admission policy and procedure effective for September 2022 program.

First, the Faculty seeks to allow all applicants to partially meet the eligibility requirement for teachable major, teachable minor, or breadth using a 'Pass', 'Standing', 'Credit', 'Satisfactory', or 'D' grade received during Winter 2020 to Summer 2021 terms (includes Winter 2020, Summer 2020, Fall 2020, Winter 2021, Summer 2021) in lieu of a standard letter grade for either a 3 or 6 credit-hour course.

Second, the Faculty seeks to modify the determination of the Adjusted Grade Point Average by including all coursework within the most recent 30 credit hours in the calculation except for ONE grade of 'Pass', 'Standing', 'Credit', 'Satisfactory', or 'D' for a 3 credit hour course taken during Winter 2020 to Summer 2021 (includes Winter 2020, Summer 2020, Fall 2020, Winter 2021, Summer 2021) and which falls within the most recent 30 credit hours.

The proposal is recommended for approval by the COVID-19 Steering Committee and the Provost and Vice-President (Academic).

I would ask that the item be considered by Senate Executive on June 02nd and by Senate at its June 16th, 2021 meeting.

Cc: Dr. Janice Ristock, Provost and Vice-President (Academic)
Dr. Thomas Falkenberg, Acting Dean, Faculty of Education
Dr. Mark Torchia, Vice-Provost (Teaching and Learning); Lead, Academic Team, CRSC
Ms. Laurie Schnarr, Vice-Provost (Students)
Mr. Jeff Adams, Registrar and Executive Director, Enrolment Services
Dr. Shannon Coyston, Associate University Secretary (Senate)

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

Report of the Senate Committee on Admissions concerning a proposal from the Faculty of Education to modify the admission requirements for the Bachelor of Education degree program (2021.05.11)

Preamble:

1. The terms of reference for this committee can be found at: http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/490.htm.
2. The Faculty of Education is proposing some revisions to the Bachelor of Education degree program:
 - Applicants will be permitted to use one pandemic grade received during specified terms to satisfy the subject requirements (teachable major, teachable minor, and breadth) for the purpose of meeting eligibility criteria.
 - Applicants will be allowed to exclude one grade of D for a 3-credit hour course from the AGPA calculation used for admission. This grade must have been earned during one of the specified COVID-related terms.
3. The proposal was approved by the Faculty of Education Council March 15th, 2021, and the proposal was endorsed by SCADM on May 11th, 2021.

Observations:

1. The current requirements require applicants to present a grade of C or higher for courses used to satisfy the teachable major, teachable minor, and breadth requirement.
2. Using the current requirements, if an applicant presents a pass grade, or equivalent that they received as a result of the COVID pandemic to satisfy one of the requirements they would be deemed to be ineligible.
3. This proposal provides an alternative for students and is designed to provide some relief from an admissions perspective.

Recommendation:

The Senate Committee on Admissions recommends that the proposal to modify the admission requirements for the Bachelor of Education degree program be approved for the Fall 2022 intake.

Respectfully submitted
Laurie Schnarr, Chair, Senate Committee on Admissions



UNIVERSITY
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DATE: April 26, 2021

TO: Ms. Laurie Schnarr, Committee Chair, SCADM
Mr. Jeff Adams, Executive Director, Enrolment Services

FROM: Dr. Thomas Falkenberg, Chair, Faculty of Education Council

RE: Motions for Senate

CC: Ms Olga Kuznetsova, Assistant to the Executive Director, Enrolment Services
Dr Francine Morin, Chair, Undergraduate Programs Committee (UPC)
Dr Merli Tamtik, Senator
Dr. Amy Farrell-Morneau, Senator
Ms Desiree Kennedy, Coordinator of Undergraduate Programs
Ms Tara Baxter, Committee Secretary, UPC

The following motions were passed by the Faculty of Education Undergraduate Programs Committee (UPC) [on March 1, 2021] and subsequently by Faculty of Education Council [on March 15, 2021]. After consultation with Admission we are presenting these motions for consideration at the next SCADM meeting, and if approved forward to the appropriate Senate for consideration.

MOTION 1: *THAT* effective September 2022, the Faculty of Education revise its admissions policies going forward to allow students to use ONE pandemic grade (i.e. Pass or Standing or Credit or Satisfactory or D) (for a 3 or 6 credit hour course) received during Winter 2020 to Summer 2021 terms (includes Winter 2020, Summer 2020, Fall 2020, Winter 2021, Summer 2021) to satisfy the eligibility subject requirements (teachable major, teachable minor and breadth) for the purposes of meeting eligibility criteria.

MOTION 2: *THAT* effective September 2022, all coursework within the most recent 30 credit hours will be included in the calculation of the Adjusted Grade Point Average (AGPA) except for ONE grade of ~~Pass or Standing or Credit or Satisfactory or D~~ for a 3 credit hour course taken during Winter 2020 to Summer 2021 (includes Winter 2020, Summer 2020, Fall 2020, Winter 2021, Summer 2021) and which falls within the most recent 30 credit hours.

PROPOSAL

Section I- Description of the change

Change Being Proposed and Current Regulation:

The Faculty of Education proposes revising the admission requirements for the Bachelor of Education program to allow students to use ONE pandemic grade (i.e. Pass or Standing or Credit or Satisfactory or D) received during Winter 2020 to Summer 2021 (includes Winter 2020, Summer 2020, Fall 2020, Winter 2021, Summer 2021) to satisfy the eligibility subject requirements (teachable major, teachable minor and breadth) for the purposes of meeting eligibility criteria, and that all coursework within the most recent 30 credit hours be included in the calculation of the Adjusted Grade Point Average (AGPA) except for ONE grade of ~~Pass or Standing or Credit or Satisfactory~~ or D taken during Winter 2020 to Summer 2021 (includes Winter 2020, Summer 2020, Fall 2020, Winter 2021, Summer 2021) and which falls within the most recent 30 credit hours.

Please see the change illustrated in charts below (based on the Current *Bachelor of Education Program Applicant Information Bulletin*):

Current Admissions Regulations	Current Admissions Regulations with Proposed Additions and Revisions in Red Font
<p>Section 2: Eligibility Requirements</p> <p>The University of Manitoba will require graded coursework to fulfill all admission requirements as outlined in this bulletin. Pass grades will not be considered for meeting any of these requirements unless otherwise stated.</p>	<p>Section 2: Eligibility Requirements</p> <p>The University of Manitoba will require graded coursework to fulfill all admission requirements as outlined in this bulletin. Pass grades will not be considered for meeting any of these requirements unless otherwise stated.</p> <p>NOTE: Accommodations in admissions practices have been made to ensure that disruptions in a student's education caused by the COVID-19 pandemic (Winter 2020, Summer 2020, Fall 2020, Winter 2021, Summer 2021) does not disadvantage applicants to Faculty of Education's B.Ed. program. The goal is to ensure all applicants are treated in a fair and equitable manner. These changes are outlined in this Bulletin.</p>
<p>A. Academic Requirements</p> <p>Must meet teachable subject area and breadth (Early/Middle Years) requirements for their respective stream described below. Only courses with a grade of 'C' or better can be presented for fulfilling the teachable and, where applicable,</p>	<p>A. Academic Requirements</p> <p>Must meet teachable subject area and breadth (Early/Middle Years) requirements for their respective stream described below. Only courses with a grade of 'C' or better can be presented for fulfilling the teachable and, where applicable,</p>

<p>breadth requirements. All courses must be at the 1000 level or higher (or equivalent) and must be completed by the end of Winter (Jan-April) term. The same courses cannot be used to satisfy the requirements for both the major and the minor.</p>	<p>breadth requirements. All courses must be at the 1000 level or higher (or equivalent) and must be completed by the end of Winter (Jan-April) term. The same courses cannot be used to satisfy the requirements for both the major and the minor.</p> <p>For grades assigned during the COVID-19 pandemic (including Winter 2020, Summer 2020, Fall 2020, Winter 2021, Summer 2021), applicants will be permitted to use ONE course grade of D (3 or 6 credits) OR one course grade of Pass, Credit, Satisfactory or Standing (3 or 6 credits) to meet subject requirements (teachable major, teachable minor and/or breadth) for eligibility. These accommodations in admissions requirements aim to ensure that disruptions in a student's education caused by the COVID-19 pandemic does not disadvantage applicants to Faculty of Education's B.Ed. program. The goal is to ensure all applicants are treated in a fair and equitable manner.</p>
<p>Section 4: Selection Process</p> <p>1.GPA Assessment: Calculation of the Adjusted Grade Point Average (AGPA)</p> <p>The Adjusted Grade Point Average (AGPA) is calculated on the most recent 30 credit hours completed by February 1, 2021. The most recent coursework does not need to include teachable and/or breadth courses.</p> <p>Notes:</p> <p>b. All coursework within the most recent 30 credit hours will be included. Courses graded 'F' or 'FAIL' will be included in the AGPA calculation using a numeric grade point value of 0.0.</p>	<p>Section 4: Selection Process</p> <p>1.GPA Assessment: Calculation of the Adjusted Grade Point Average (AGPA)</p> <p>The Adjusted Grade Point Average (AGPA) is calculated on the most recent 30 credit hours completed by February 1, 2022. The most recent coursework does not need to include teachable and/or breadth courses.</p> <p>Applicants who have received grade(s) of D in one the COVID-19 pandemic (including Winter 2020, Summer 2020, Fall 2020, Winter 2021, Summer 2021), will be permitted to drop 3 credit hours of D grades from their AGPA calculation if the D grade falls within the most recent 30 credit hours.</p> <p>Notes:</p> <p>b. All coursework within the most recent 30 credit hours will be included except where an applicant has selected 3 credits of D taken during the terms of Winter 2020, Summer 2020, Fall 2020, Winter 2021, Summer 2021. (See Section 2: Eligibility Requirements). Courses graded 'F' or 'FAIL' will be included in the AGPA calculation using a numeric grade point value of 0.0.</p> <p>When an applicant has excluded a D from the most recent 30 credit hours include a Pass, Credit,</p>

	Satisfactory or Standing grade taken during the above noted terms, the AGPA will include additional coursework to reach the 30 credit hour required for AGPA calculation. All applicants will have 30 graded credit hours used on the AGPA calculation.
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Background Information and Rationale:

CONTEXT:

In the winter 2020 term and in response to the Covid-19 pandemic, many universities amended their grading policies, allowing students to choose alternative grades ("pandemic grades") instead of letter grades. For example, Brandon University offered a Pass/Fail option from Winter 2020, Summer 2020, Fall 2020, Winter 2021, Summer 2021, The University of Winnipeg allowed students to choose a Standing or Fail option from Winter 2020 to Fall 2020 (inclusive). These universities also permitted students to use these pandemic grades towards meeting eligibility requirements for admission to their B.Ed. programs. These students who received "pandemic grades" (i.e. Pass or Standing or Credit or Satisfactory or D) may become future applicants to the UM Faculty of Education.

The UM also made amendments to grading procedures allowing students to choose a Pass/Fail grade instead of a letter grade. However, although UM students could accept a Pass grade in lieu of a letter grade, they were still required to meet eligibility requirements for admission. To that end, Senate moved THAT "regardless of any choice made with respect to course grading, students will remain obliged to meet all existing admission, prerequisite, progression, degree, and graduation policies and requirements that may apply to them." (April 1, 2020, Senate Executive).

THE PROBLEM:

In normal years, Faculty of Education applicants are only allowed to use letter graded courses with a grade of "C" or higher for the course to be eligible as a teachable major/minor or breadth. This means that courses for which students received a pandemic grade would not meet the eligibility requirements for admission. This creates an unfair and disadvantageous situation for applicants who, during the already stressful pandemic, will be required to re-take courses, delay admission, or not proceed with their application. The Faculty of Education proposes rectifying this disadvantage for future applicants to our program.

HOW OTHER UNIVERSITIES HAVE ADDRESSED THIS PROBLEM:

Other faculties of education in Manitoba have changed their admission practices to deal with this inequity by accepting pandemic grades for admission. The following faculties of education in Manitoba use pandemic graded courses for eligibility for admission to their B.Ed. programs:

- The University of Winnipeg, and
- Brandon University.

Other Canadian faculties of education have also revised their admissions policies to allow courses with pandemic grades to be used for admission, including:

- University of Alberta;

- University of British Columbia;
- University of British Columbia—Okanagan; and
- Brock University.

PROPOSAL: The Faculty of Education make accommodations in admissions practices to ensure that disruptions in a student's education caused by the COVID-19 pandemic (including Winter 2020, Summer 2020, Fall 2020, Winter 2021, Summer 2021 terms), does not further disadvantage applicants to the Faculty of Education's B.Ed. program going forward. The goal is to ensure that applicants are treated with compassion and fairness. Students would still be required to meet the AGPA requirements. Course grades of Fail will not be eligible for admission.

Section II - Consultation with other Faculties

There has been no consultation with other faculties at the UofM.

Section III - Recommendation

The Faculty of Education recommends that the SCADM approve the revision of the admission requirements for the Bachelor of Education program as outlined in this proposal:

To allow students to use ONE pandemic grade (i.e. Pass or Standing or Credit or Satisfactory or D) for a 3 or 6 credit hour course received during Winter 2020 to Summer 2021 terms (includes Winter 2020, Summer 2020, Fall 2020, Winter 2021, Summer 2021) to satisfy the eligibility subject requirements (teachable major, teachable minor and breadth) for the purposes of meeting eligibility criteria; and that all coursework within the most recent 30 credit hours be included in the calculation of the Adjusted Grade Point Average (AGPA) except for ONE grade of D for a 3 credit hour course taken during pandemic-affected terms of Winter 2020, Summer 2020, Fall 2020, Winter 2021, Summer 2021 and which falls within the most recent 30 credit hours.