

BOARD OF GOVERNORS

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

Monday, February 3, 2020

Alan A. Borger Sr. Executive Conference Room

E1-270 EITC

4:30 p.m.

OPEN SESSION

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

OFFICE OF THE UNIVERSITY SECRETARY



**University
of Manitoba**

BOARD OF GOVERNORS OPEN SESSION

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Alan A. Borger Sr. Executive Conference Room
E1-270 EITC
Monday, February 3, 2020 at 4:30 p.m.

	AGENDA	<u>Presenter</u>	<u>Page</u>	<u>Est. Time</u>
1.	ANNOUNCEMENTS	Chair		4:30 p.m.
2.	PRESENTATION	Chair		4:30 p.m.
	Update on the Branding Initiative Lori Yarchuk, Associate Vice-President, Marketing & Communications			

FOR ACTION

3.	APPROVAL OF THE AGENDA	Chair	2	5:00 p.m.
4.	MINUTES (Open Session)			
4.1	Approval of the Minutes of the November 19, 2019 OPEN Session as circulated or amended	Chair	4	5:00 p.m.
4.2	Business Arising - none	Chair		

5.	UNANIMOUS CONSENT AGENDA	Chair		5:00 p.m.
	<i>If any member of the Board wants to ask a question, discuss or oppose an item that is marked for the consent agenda, the member can have an item removed from the consent agenda by contacting the Secretary of the Board prior to the meeting or by asking that it be removed before the Chair calls for a mover and seconder for the motion to approve or receive, by unanimous consent, the items listed.</i>			
5.1	<u>Consent Items from Senate (for approval)</u>			
5.1.1	Report of the Senate Committee on Awards [October 24, 2019]	President	11	(consent)
5.1.2	Report of the Senate Committee on Awards [November 14, 2019]	President	25	(consent)
5.2	<u>Consent Items from Executive (for information)</u>			
5.2.1	Professorship in Business Sustainability	President	33	(consent)
5.2.2	Academic Schedule 2020-21	President	43	(consent)
5.2.3	Closure of the Ph.D. in Cancer Control	President	59	(consent)

FOR RECOMMENDATION

6.	FROM FINANCE, ADMINISTRATION, AND HUMAN RESOURCES			
6.1	Information Security Policy and Procedure	K. Lee	63	5:05 p.m.
6.2	Increase the Spending Rate of the University Investment Trust for Fiscal 2020-2021	K. Lee	86	5:15 p.m.

BOARD OF GOVERNORS OPEN SESSION

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Alan A. Borger Sr. Executive Conference Room

E1-270 EITC

Monday, February 3, 2020 at 4:30 p.m.

AGENDA

		<u>Presenter</u>	<u>Page</u>	<u>Est. Time</u>
7.	FROM SENATE			
7.1	Establishment of an Institute for Global Health	President	89	5:20 p.m.
7.2	Proposal to create Departments of Occupational Therapy, Physical Therapy, and Respiratory Therapy in the College of Rehabilitation Sciences.	President	121	5:25 p.m.
8.	FROM GOVERNANCE & NOMINATING			
8.1	Revision to the Terms of Reference of three Committees.	L. Hyde	131	5:30 p.m.

FOR INFORMATION

9. **NEW BUSINESS**

9.1	Report from the President	President	133	5:35 p.m.
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FOR DISCUSSION

10. **FROM SENATE**

10.1	Request to Increase the Admission Target, Bachelor of Kinesiology, Faculty of Kinesiology and Recreation Management	President	143	5:45 p.m.
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MOTION TO MOVE TO CLOSED AND CONFIDENTIAL SESSION



**Minutes of the
OPEN Session of the Board of Governors
November 19, 2019**

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

D. Barnard K. Clarke L. Hyde J. Knysh J. Linden K. Lee
C. Loewen A. Mahon T. Matthews M. McNicholl C. Neumann K. Osiowy
S. Prentice L. Reimer J. Sanderson J. Taylor

By Telephone: J. Anderson L. Hyde J. Linden

Assessors Present: S. Woloschuk

Regrets: S. Bonner-Proulx M. Hudson (Assessor) Absent: D. Hunter

Officials Present: S. Foster J. Ristock L. Zapshala-Kelln

Officials Sending Regrets: D. Jayas J. Kearsey

Guests: J. Adams T. Mondor L. Schnarr

1. ANNOUNCEMENTS

The Chair noted that three Board members were attending by teleconference and asked that speakers remember to speak clearly so that those on the telephone can hear.

FOR ACTION

2. APPROVAL OF THE AGENDA

It was moved by Mr. Osiowy and seconded by Ms. Lee:

THAT the agenda for the November 19, 2019 meeting be approved as circulated.

CARRIED

3. MINUTES (Open) Session

3.1 Approval of the Minutes of the September 24, 2019 Open Session as circulated or amended

It was moved by Mr. Knysh and seconded by Ms. Reimer:

THAT the minutes of the September 24, 2019 Open session be approved as circulated.

CARRIED

3.2 Business Arising – none

FOR RECOMMENDATION

4. **UNANIMOUS CONSENT AGENDA**

The Chair reminded members that this part of the agenda is used to approve routine matters that are not controversial and do not normally generate much discussion and said that if any member of the Board wants to ask a question, discuss, or oppose an item on the consent agenda; they can request that in advance through the Secretary's Office or ask that it be removed before the Chair calls for a mover and seconder for the motion.

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

THAT the Board of Governors approve six new offers, two amended offers, and the withdrawal of six offers, as set out in Appendix A of the Report of the Senate Committee on Awards [dated September 24, 2019].

The Board of Governors received the following for information and/or discussion:

- 4.2.1 *Implementation of Post-baccalaureate Diploma in Medical Physiology and Pathophysiology*
- 4.2.2 *Academic Schedule for 2020 Summer Term*
- 4.2.3 *Extension of Suspensions of Admissions to Post-baccalaureate Diploma in Agronomy, Master of Science in Textile Sciences, Master of Science in Family Social Sciences, Master of Arts in Icelandic*
- 4.2.4 *Closure of Bachelor of Science and Minor in Textile Sciences*
- 4.2.5 *Revision to the Academic Schedule for 2019-2020 Spring Convocation*

CARRIED

5. **PRESENTATION**

5.1 Enrolment Capacity and Decisions

The Chair introduced Dr. Todd Mondor, Deputy Provost, and Mr. Jeff Adams, Executive Director of Enrolment Services and invited Dr. Ristock to introduce their presentation.

Dr. Ristock said that the Board of Governors had expressed some interest in learning more about how enrolment capacity is determined. She noted that the Board receives admission targets for each faculty on an annual basis. She reminded the Board of the discussions that have occurred around the Strategic Enrolment Management plan (SEM) and the issues of persistence, retention, and graduation rates of students at both the graduate and undergraduate levels. She acknowledged that members of the Board have some more specific questions about enrolment capacity and whether there is an opportunity to generate more revenue by admitting more students, and said those questions will be addressed in the presentation.

Dr. Ristock introduced Dr. Todd Mondor, Deputy Provost (Academic Programs and Planning), Ms. Laurie Schnarr, Vice-Provost (Students) and Mr. Jeff Adams, Executive Director, Enrolment Services, who would be presenting.

Mr. Adams began with an overview of the enrolment numbers as of October 1, as reported by the Office of Institutional Analysis (OIA) at the end of the course change period. He noted the following:

- Overall enrolment is 30,319
- Undergraduate enrolment: 25,832
- Graduate enrolment: 3,761
- International enrolment: 6,023 (19.9%)
- Indigenous enrolment: 2,509 (8.3%)

Mr. Adams explained that direct entry admission can be defined as students who apply directly from high school or students who have completed less than 24 credit hours of post-secondary studies. He said that these are mainly graduating high school students. He noted that approximately 4500 students are admitted via direct entry each year and of those, approximately 2/3 are being admitted to University1. He explained that University1 is a general first year option that allows students to explore and take a variety of courses before entering a faculty in year two. He added that University1 courses are offered by faculties, predominantly Arts and Science. He noted that students can also take pre-requisite courses offered by other faculties. He stated that after completing 30 credit hours of studies, students are guaranteed a seat in either the Faculty of Arts or the Faculty of Science, providing that they satisfy the minimum requirements for those faculties. He added that this process is known as transit.

Regarding advanced entry admission, Mr. Adams explained that students with 24 credit hours of post-secondary level study can apply to a program with an advanced entry option. He noted that these programs have minimum eligibility requirements and in many instances there is a competitive cut off. Mr. Adams said that the University's institutional admission targets are based on the number of students entering via advanced entry and those entering via direct entry.

Regarding undergraduate admission targets, Mr. Adams noted that some programs successfully fill all of their seats, and some programs are highly competitive with many more applicants than available seats. He noted that in faculties where the demand is high, meeting the minimum criteria does not necessarily mean that one will be admitted. He listed those areas where the number of eligible applicants exceeds the number of available seats:

- Environmental Design
- Business
- Engineering
- Professional programs in the Faculty of Health Sciences
- Kinesiology and Recreation Management
- Law

Mr. Adams stated that some programs do not fill all available seats, in some instances due to insufficient demand. He said those areas include Agricultural & Food Sciences; Education; Environment, Earth, and Resources; Art; and Music. Mr. Adams explained that optimizing enrolment can be quite difficult because of the high degree of variability in course loads and student progression.

Mr. Adams said that if a program wishes to modify an admission target, a proposal must be submitted and many factors are considered, such as student demand, market demand, impact on program quality, effect on other units, and available resources. He added that in most instances government approval is required. He noted that Senate and the Board must also be consulted and the President must approve.

Mr. Adams explained that an increase in enrolment requires additional resources to support the additional students. He listed the following as some of those resources:

- Academic Advisors
- Counselling and mental health supports
- Financial supports
- Career planning

He added that increases in enrolment cause rising demands on classroom space for the program in question, and may have a downstream effect given the likely increase in enrolment for pre-requisite courses. He noted that in many cases, these pre-requisite courses are offered by other faculties.

Dr. Mondor explained how teaching capacity and faculty workload are impacted by enrolment increases. He said that faculty members are hired with the expectation that they will spend approximately 40% of their time on teaching, 40% on research, and 20% on service. He added that a faculty member's career progression, i.e. promotion and tenure, relate to that expectation and are governed by collective agreements. He noted that this approach is consistent among research-intensive universities in Canada.

Dr. Mondor said that, in most cases, tuition fees cover far less than 50% of the actual cost to provide a program for a student. Referring to the chart on page 51 of the meeting materials, Dr. Mondor noted that at the high end, tuition fees in the Faculty of Science cover less than 40% of the actual program cost; and at the lowest end, tuition fees in dental hygiene cover less than 10% of the program cost. He noted also that the funding provided to the University is not based on the number of students enrolled, so the grant does not increase if more students are enrolled.

Board members expressed surprise at the amount of variation between faculties and asked that more detail be provided to help their understanding of the differences, and why, for example, Social Work tuition covers a higher percentage of program cost than does Nursing or Pharmacy.

Dr. Mondor said there are many factors that contribute to this and committed to providing further information to the Board.

In response to a question, Dr. Mondor said that the marginal cost of adding one more student to a program depends on the nature of that program. He noted that different teaching methods require different supports, for example, a course that is lecture-based is very different that a course that requires a lab or practicum placement. He added that students do much more on campus than just attended classes, so the cost of student support, libraries, etc. must be factored in.

Dr. Mondor said that there are about 3700 graduate students enrolled at the University in 140 different graduate programs. He added that most graduate programs have no fixed enrolment cap. He noted that in 2017-2018, there were 6558 applications to graduate programs and the University made 1764 offers and accepted 1400 students. He also noted that 1/3 of graduate students are international students, which is typical for a research-intensive University.

Dr. Mondor stated that the minimum entrance requirements set by the Faculty of Graduate Studies are a four-year undergraduate degree with a Grade Point Average (GPA) of 3.0 and language competency. He noted that admission decisions are made at the unit/program level and are based on a number of different factors, including:

- Advisor opinion;
- Funding and financial support available; and
- Availability of lab and office space.

Dr. Mondor said that the recruitment of graduate students is competitive and the loss this year of health coverage for international students may have a negative impact of the University's success in international recruitment. He added that the \$2 million cut in provincial funding for scholarships will also have an impact, as this is the only University in Canada with no provincial funding for graduate scholarships. Dr. Mondor acknowledged that, in spite of these challenges, the number of applications to graduate programs has increased and the University graduate programs are at capacity.

Mr. Adams noted that strategic enrolment planning is no longer focused solely on marketing and recruitment, rather its focus has evolved to consider student retention and student success. He added that increasing enrolment does not automatically improve the bottom line.

In response to a question, Mr. Adams said that it is unclear whether the higher average in direct entry programs has had any effect on retention or persistence. He noted that students with a 90% or higher average at entry are typically successful in direct entry programs or University1. He added that students with averages of 75% to 85% on entry have similar success rates, however, among those students who enter with lower averages there is a drop in both success rates and persistence rates.

Discussion ensued about the capacity of faculties who receive more applications than they can admit. Board members showed an interest in additional information about that. Mr. Adams said that increases in program capacity must also be approved by the provincial government, particularly in professional programs in the health sciences. Dr. Ristock noted that when new programs are proposed the Province considers market demand for graduates in particular professions.

In response to a questions, Dr. Mondor noted that student success can be defined in many different ways; in some cases success is when a student graduates with a degree from any university or complete a program, not necessarily the one in which they started.

Dr. Barnard noted that the University also has a social mission that factors into admission and enrolment and that social value is a part of student success.

Ms. Schnarr commented that the University of Manitoba has a unique set of factors that contribute to student success. She noted that the University's situation as a commuter campus has an impact on student engagement which is an important part of student success. She added that increasing supports to students in courses where there is a high failure rate is an example of one strategy that can make a difference and is being pursued.

FOR INFORMATION

6. NEW BUSINESS

6.1 Report from the President

In addition to his written report which was included in the meeting materials, Dr. Barnard said that the recent Visionary Conversations event on climate change went well and reminded the Board that the next event will be held at the Canadian Museum for Human Rights on December 11 and its focus will be on decolonization.

He said he would be attending meetings of the Royal Society of Canada over the coming days and that three University researchers will be recognized: Frank Deer, Dawne McCance, and Digvir Jayas.

Regarding recent interactions with government, Dr. Barnard reported that he had met with the new Minister, the Honorable Ralph Eichler, Minister of Economic Development and Training. He said that the meeting went well. Dr. Barnard added that the University is working with the Business Council and other post-secondary institutions to determine how to help the Government in some of its priorities.

Ms. Linden left the meeting.

Dr. Barnard said that the executive team had recently presented to the Treasury Board. He noted that the conversation was generally amicable and collegial; however, no indication was given of what the University can expect in its relations with the Government going forward. Dr. Barnard said the University of Manitoba was the only institution invited to the Treasury Board meeting.

In response to a question, Dr. Barnard said the Treasury Board seems to have a broad range of questions about the University, many regarding the financial aspects of its operations.

Ms. Zapshala-Kelln stated that this had been the first time any Other Related Entity (ORE) presented directly to Treasury Board. She said the University was provided with a list of questions to answer before the presentation that indicated an interest in the academic mission of the University, the development of the Southwood lands, and on the move to the new public sector accounting standards, but less of an interest in the University's research. She commented that the Treasury Board seemed very engaged.

MOTION TO MOVE TO CLOSED AND CONFIDENTIAL

It was moved by Mr. Knysh and seconded by Dr. Anderson:
THAT the meeting move into Closed and Confidential Session.

CARRIED

Chair

University Secretary



Approval Discussion/Advice Information

AGENDA ITEM:

Report of the Senate Committee on Awards [dated October 24, 2019]

RECOMMENDED RESOLUTION:

THAT the Board of Governors approve five new offers, thirteen revised offers, and the withdrawal of one offer, as set out in Appendix A of the Report of the Senate Committee on Awards [dated October 24, 2019].

CONTEXT AND BACKGROUND:

At its meeting on October 24, 2019, the Senate Committee on Awards approved five new offers, thirteen amended offers, and the withdrawal of one offer, as set out in Appendix A of the Report of the Senate Committee on Awards [dated October 24, 2019].

RESOURCE REQUIREMENTS:

The awards will be funded from the sources identified in the Report.

CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:

N/A

IMPLICATIONS:

N/A

ALTERNATIVES:

N/A

CONSULTATION:

These award decisions are consistent with the policy on *Student Awards*. They were reported to Senate for information on December 4, 2019.

ROUTING TO THE BOARD OF GOVERNORS:

<u>Reviewed</u>	<u>Recommended</u>	<u>By</u>	<u>Date</u>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<u>Senate Committee on Awards</u>	<u>October 24, 2019</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>Senate Executive Committee</u>	<u>November 20, 2019</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>Senate</u>	<u>December 4, 2019</u>
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

SUBMISSION PREPARED BY: University Secretary on behalf of Senate

ATTACHMENTS:

Report of the Senate Committee on Awards [dated October 24, 2019]

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 October 24, 2019, the Senate Committee on Awards approved 5 new offers, 13 revised offers and the withdrawal of 1 award, as set out in Appendix A of the *Report of the Senate Committee on Awards (October 24, 2019)*.

Recommendations

On behalf of Senate, the Senate Committee on Awards recommends that the Board of Governors approve 5 new offers, 13 revised offers and the withdrawal of 1 award, as set out in Appendix A (October 24, 2019). These award decisions comply with the Student Awards Policy.

Respectfully submitted,

Dr Jared Carlberg

Chair, Senate Committee on Awards

SENATE COMMITTEE ON AWARDS

October 24, 2019

1. NEW OFFERS

The College of Dental Hygienists of Manitoba Leadership Prize

The College of Dental Hygienists of Manitoba (CDHM) offers an annually funded award to recognize graduating students in the School of Dental Hygiene. The purpose of the prize is to recognize students who show commitment to their peers and community, exemplify leadership qualities, and show dedication to the profession. Each year, beginning in the 2019-2020 academic year, one convocation prize valued at \$350 will be offered to a graduating student who:

- (1) has completed the requirements for the Diploma in Dental Hygiene;
- (2) has achieved a minimum degree grade point average of 3.0; and
- (3) has demonstrated a high standard of personal and professional qualities, which will include promotion of peer morale, client advocacy, leadership qualities, ethical competency, and volunteerism.

The School of Dental Hygiene will announce a call for nominations each year.

The Dean of the Gerald Niznick College of Dentistry will ask the Director of the School of Dental Hygiene (or designate) to name the selection committee for this award, which will include a representative from the College of Dental Hygienists of Manitoba.

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.

Douglas R. Grimes ENGAP Scholarship

Colleagues, family and friends established an annual fellowship at The University of Manitoba in honour of the late Douglas R. Grimes, P. Eng., President of Wardrop Engineering Inc. Unspent monies from the fund have been used to establish a new endowment fund to support students in the Engineering Access Program (ENGAP) at the University of Manitoba. Beginning in 2020-2021, the available annual income from the fund will be used to offer one scholarship to an undergraduate student who:

- (1) is enrolled full-time (as defined by ENGAP) in the Faculty of Engineering in the Engineering Access Program (ENGAP);
- (2) has completed at least one year of full-time study (as defined by ENGAP) in the Faculty of Engineering in the Engineering Access Program (ENGAP);
- (3) has achieved a minimum degree grade point average of 3.0; and
- (4) has demonstrated leadership skills and community involvement.

Candidates will be required to submit an application that will include a one- to two-page letter outlining their leadership skills and community involvement.

The selection committee will be named by the Director, Engineering Access Program (or designate) and shall include a representative of the Grimes family.

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.

Jacquelynn Garcia Scholarship for Research in Nutraceuticals

In memory of Jacquelynn Garcia, her friends and family established an annual scholarship at the University of Manitoba to encourage and stimulate graduate student interest in research activity in nutraceuticals. Each year, beginning in 2020-2021, one scholarship of \$2,500 will be awarded to a graduate student who:

- (1) is enrolled full-time in the Faculty of Graduate Studies, in the first or second year of a Master's program;
- (2) has achieved a minimum grade point average of 3.5 based on the last 60 credit hours (or equivalent) of study;
- (3) is conducting or has proposed to conduct research in the area of nutraceuticals.

Preference will be given to a student who is proposing research in nutraceuticals and their effects on cancer.

In the event that there are no eligible students who meet all of the numbered criteria above, the scholarship will be offered to a student who is enrolled full-time in the Faculty of Graduate Studies in the first four years of a PhD program who meets criteria (2) and (3).

Applicants will be required to submit: (i) a description of the proposed research and a statement of its practical applicability and relevance to nutraceuticals (maximum 500 words), (ii) a current *curriculum vitae* (iii) an official transcript, and (iv) a letter of reference from the graduate advisor or proposed graduate advisor.

The Vice-Provost (Graduate Education) and Dean of the Faculty of Graduate Studies (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.

Medicine Class of 1965 Medical Student Bursary

The Medicine Class of 1965 established an endowment fund at the University of Manitoba in recognition of their 50th reunion. The fund will be used to offer a bursary to a B.Sc. (Med) student in the Max Rady College of Medicine. Each year, the available annual income from the fund will be used to offer one or more bursaries to students who:

- (1) have completed at least one year of full-time study in the Undergraduate Medical Education program in the Max Rady College of Medicine, and are in good academic standing;

- (2) has completed either the first or second summer session of the B.Sc.(Med.) program in the year in which the award is tenable; and
- (3) have demonstrated financial need on the standard University of Manitoba bursary application form.

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

In any year that there are no qualifying students, the bursaries will be offered to students who meet criteria (1) and (3).

The Dean of the Max Rady College of Medicine (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.

P.M. Shen Memorial Bursary

Dr. Aaron Chiu and Dr. Leslie Simard-Chiu have established an annual bursary in the amount of \$10,000 in honour of P.M. Shen. This bursary will financially support students in the Undergraduate Medical Education program at the University of Manitoba. Beginning in 2019-2020, the bursary will be offered for a period of three years, with the possibility of an extension at the donor's request. Each year, one or more bursaries valued at a minimum of \$1,000 will be offered to undergraduate student(s) who:

- (1) are enrolled full-time in any year of the Undergraduate Medical Education Program in the Max Rady College of Medicine;
- (2) are in good standing;
- (3) have demonstrated financial need on the standard University of Manitoba bursary application form.

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

The Dean of the Max Rady College of Medicine (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.

2. AMENDMENTS

Andrew Howden Business Scholarship

The following amendments were made to the terms of reference for the **Andrew Howden Business Scholarship**:

- The numbered criteria was revised to:
 - (1) *has graduated from Portage Collegiate Institute;*
 - (2) *has achieved a minimum average of 85% on those courses considered for admission to the I. H. Asper School of Business; and*
 - (3) *is enrolled full-time (minimum 80% course load) in the first year of study in the I.H. Asper School of Business Direct Entry program.*
- The renewal criteria was revised to:

The scholarship is renewable in each of the second, third, and fourth years of study provided that the recipient:

 - (1) *is enrolled full-time (minimum 80% course load) in the I.H. Asper School of Business in the Bachelor of Commerce (Hons.) program; and*
 - (2) *has achieved a minimum sessional grade point average of 3.0.*
- The second paragraph was revised to:

In the event that a recipient does not qualify for continuation of the scholarship, it may be offered to the next qualified student in the same year of study, either as a renewable scholarship for a student in the second and third year of study (provided that the recipient meets the renewal criteria) or as a one-time scholarship for a student in the fourth year of study.

Bletcher Memorial Scholarship

The following amendments were made to the terms of reference for the **Bletcher Memorial Scholarship**:

- The preamble was revised to:

The College of Pharmacists of Manitoba (formerly called the Manitoba Pharmaceutical Association) has established the Bletcher Memorial Scholarship as a tribute to the late Professor H.E. Bletcher. Professor Bletcher was associated with pharmaceutical education in Manitoba for 41 years and was Chairman of the Department of Pharmacy at the University of Manitoba from 1914 to 1939. Each year, one scholarship valued at \$100 will be offered to an undergraduate student who:
- The numbered criteria was revised to:
 - (1) *is enrolled full-time (minimum 80% course load) in their third year of study in the degree program in the College of Pharmacy at the University of Manitoba;*
 - (2) *has achieved a minimum degree grade point average of 3.5; and*
 - (3) *has achieved high standing in the second year of the Pharmacy degree program.*
- The selection committee paragraph was revised to:

The selection committee will be the College of Pharmacy Professional Program Awards Committee.

- The standard Board of Governors statement was updated

Bonnie Schultz Memorial Scholarship

The following amendments were made to the terms of reference for the **Bonnie Schultz Memorial Scholarship**:

- The preamble was revised to:
In memory of the late Bonnie Schultz, friends and colleagues established an annual scholarship for students in the College of Pharmacy. The Manitoba Scholarship and Bursary Initiative made a contribution to this fund. Each year, the available annual interest will be used to offer one scholarship to an undergraduate student who:
- The numbered criteria was revised to:
 - (1) *is enrolled full time (minimum 80% course load) in the degree program in the College of Pharmacy at the University of Manitoba;*
 - (2) *has achieved a minimum degree grade point average of 3.5; and*
 - (3) *has achieved outstanding merit in the Pharmacy Skills Lab 1, 2 and 3 (currently numbered PHRM 1110, PHRM 2100 and PHRM 3110).*
- The selection committee paragraph was revised to:
The selection committee will be the College of Pharmacy Professional Program Awards Committee.
- The standard Board of Governor statement for was added.

Doreen Ash Memorial Prize

The following amendments were made to the terms of reference for the **Doreen Ash Memorial Prize**:

- The preamble was revised to:
On the initiative of students in the College of Pharmacy, friends and associates of Mrs. Doreen Ash, long-time staff member of the College of Pharmacy, have established a fund at the University of Manitoba in memorial tribute. Each year, one prize valued at \$100 will be offered to an undergraduate student who:
- The numbered criteria was revised to:
 - (1) *was enrolled full-time (minimum 80% course load) in either their first, second or third year of study in the degree program in the College of Pharmacy, in the year in which the prize was tenable;*
 - (2) *has actively participated in the sports program available to students in the College of Pharmacy;*
 - (3) *has actively participated in the social program of the College of Pharmacy; and*
 - (4) *has participated in the student activities of the College of Pharmacy.*
- The following nomination paragraph was added:
Students may self-nominate or be nominated by peers. The application form will be posted online and must be submitted prior to the annual deadline posted by the College of Pharmacy.

- The selection committee paragraph was revised to:
The selection committee will be the College of Pharmacy Professional Program Awards Committee.
- The standard Board of Governor statement for was added.

Douglas and Elizabeth MacEwan Student Resident Award

The following amendments were made to the terms of reference for the **Douglas and Elizabeth MacEwan Student Resident Award**:

- The preamble was revised to:
Douglas and Elizabeth MacEwan established an endowment fund with an initial pledge of \$200,000 in 2013 to offer the Douglas and Elizabeth MacEwan Student Resident Award. The Manitoba Scholarship and Bursary Initiative made a contribution to the fund. The purpose of the fund is to provide comprehensive support to a student living in residence for the duration of their undergraduate studies at the University of Manitoba. Beginning in 2015-2016, the available annual income from the fund, up to a maximum value of \$20,000, will be used to offer one award to an undergraduate student who:
- The renewal paragraph was updated to:
The award, valued at the available annual income from the fund, up to a maximum value of \$20,000, is renewable for a maximum of three years provided the recipient:
- The standard Board of Governor statement was updated.

Honourable Kenneth J. Galanchuk, Q.C., Bursary in Law

The following amendments were made to the terms of reference for the **Honourable Kenneth J. Galanchuk, Q.C., Bursary in Law**:

- The preamble was revised to:
The Joe Brain Foundation Inc. established an endowment fund at the University in Manitoba in 2002 to honour of one of its Directors, the Honourable Kenneth J. Galanchuk. The Manitoba Scholarship and Bursary Initiative made a contribution to this fund. The purpose of this bursary is to support students in the Faculty of Law at the University of Manitoba who are residents of Manitoba from north of the 52nd parallel or residents of Creighton, Saskatchewan. Each year, the available annual income from the fund will be used to offer one or more bursaries to undergraduate students who:
- The numbered criteria was revised to:
 - (1) *are either residents of Manitoba from north of the 52nd parallel or residents of Creighton, Saskatchewan;*
 - (2) *are enrolled full-time (minimum 60% course load) in the Faculty of Law;*
 - (3) *have achieved a minimum cumulative grade point average of 2.5; and*
 - (4) *have demonstrated financial need on the standard University of Manitoba bursary application form.*
- The following paragraphs were added:
In the event that there are no candidates who meet criterion (1) the bursary may be awarded to students who meet criteria (2) through (4).

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

- The standard Board of Governors statement was added.

Honours Physics Class of 1986 CUPC Prize

The following amendments were made to the terms of reference for the **Honours Physics Class of 1986 CUPC Prize**:

- The last sentence of the preamble was revised to:
Each year, the available annual income from the fund will be used to offer one or more equal prizes with a minimum value of \$100, to undergraduate students who:
- The numbered criteria were revised to:
 - (3) *were enrolled full- or part-time in the Faculty of Science in the year in which the award was tenable;*
 - (4) *have achieved a minimum degree grade point average of 3.0; and*
 - (5) *attended the CUPC to present a paper or a poster.*
- The following paragraph was added:
If, in any given year, there are more eligible students than the available annual income will support, ties are to be broken using the following criteria, in priority order: (i) any student who wins any award, honourable mention, or a Special Note at the conference will be given first priority; (ii) the Degree Grade Point Average, calculated to the fourth decimal place; (iii) the higher proportion of A+ and A grades in a total program; (iv) the highest number of credit hours completed in the degree program; and (v) the greater proportion of senior- or advanced-level courses in the total program.
- The following sentence was added:
The selection committee will have the discretion to determine the number and value of awards each year as outlined above.
- The selection committee paragraph was revised to:
The selection committee will be named by the Head of the Department of Physics (or designate).
- The following paragraph was removed:
NOTE: Income from the fund will be available for disbursement for the first time after April 1, 2000, thus no award will be made before that time.
- The standard Board of Governors statement was added.

Manitoba Society of Occupational Therapists Prize

The following amendments were made to the terms of reference for the **Manitoba Society of Occupational Therapists Prize**:

- The preamble was revised to:
The Manitoba Society of Occupational Therapists offers an annual convocation prize for a student in the College of Rehabilitation Sciences in the Master of Occupational Therapy program at the University of Manitoba. Each year, one prize valued at \$100 will be offered to a graduating student who:

- The following numbered criteria was added:
 - (1) *was enrolled full-time in the Faculty of Graduate Studies in the Master of Occupational Therapy program in the year in which the award was tenable;*
 - (2) *has achieved a minimum degree grade point average of 3.5; and*
 - (3) *has achieved the highest standing in the final year of the program amongst all graduating students.*
- The following tie breaking paragraph was added:

Ties are to be broken using the following criteria, in priority sequence: (i) the Degree Grade Point Average, calculated to the fourth decimal place; and (ii) the higher proportion of A+ and A grades in a total program.
- The selection committee paragraph was revised to:

The Vice-Provost (Graduate Studies) and Dean of the Faculty of Graduate Studies (or designate) will ask the Chair of the College of Rehabilitation Sciences Awards Committee to name the selection committee for this award.
- The standard Board of Governor statement was added.

Nahlah Ayed Prize for Student Leadership and Global Citizenship

The following amendments were made to the terms of reference for the **Nahlah Ayed Prize for Student Leadership and Global Citizenship**:

- The preamble was revised to:

The International Centre (IC), offers an annual prize to encourage students at the University of Manitoba to participate in activities that celebrate diversity, curiosity, respect, mutual understanding, and that will expand their horizons and develop global skill sets. Each year, the International Centre will offer two prizes, with a minimum value of \$500 each and a commemorative certificate. One prize will be allocated to a domestic student and one to an international student, who:
- The numbered criteria was revised to:
 - (1) *is enrolled full-time (minimum 80% course load) in any degree program in any Faculty, School or College at the University of Manitoba;*
 - (2) *has achieved either:*
 - (i) *as an undergraduate student in the Undergraduate Medical Education Program, is in good academic standing, or as an undergraduate student in any other program has achieved a minimum degree grade point average of 2.5; or*
 - (ii) *as a graduate student, has achieved a minimum point average of 3.0 based on the last 60 credit hours (or equivalent) of study; and*
 - (3) *has demonstrated exceptional vision and leadership, and who has best demonstrated good global citizenship through (i) their participation in activities that bridge local and global communities, and (ii) by actions that demonstrate how students are making vital contributions to civil society and are responding constructively to the emerging issues experienced by local and global communities.*
- The standard Board of Governor statement was added.

Wayne Cadogan Bison Football and Track and Field Bursary

The following amendments were made to the terms of reference for the **Wayne Cadogan Bison Football and Track and Field Bursary**:

- The preamble was revised to:
Wayne Cadogan, a former member of the Bison Football and Track and Field teams, established an endowment fund at the University of Manitoba in 1997 to support student athletes on the Bison Football team and the Bison Track and Field team. Each year, the available annual income from the fund will be used to offer at least two bursaries to undergraduate students who:
- The numbered criteria was revised to:
 - (1) *are eligible to compete in U Sports and are members of the Bison Football team or the Bison Track and Field team;*
 - (2) *are enrolled full-time, as defined by U Sports, in any faculty, college, or school at the University of Manitoba;*
 - (3) *have achieved:*
 - (a) *as an entering student, a minimum average of 80% on those high school courses used for admission to the University, or*
 - (b) *as a continuing student, a minimum degree grade point average of 2.0; and*
 - (4) *have demonstrated financial need on the standard University of Manitoba bursary application form.*
- The selection committee paragraph was revised to:
The Director of Athletics and Recreation (or designate) will name the selection committee for this award which will include the Head Coach of the Bison Football team (or designate) and the Head Coach of the Bison Track and Field team (or designate).
- The standard Board of Governors statement was updated.

William G. Eamer / College of Pharmacists of Manitoba Graduate Scholarship

The following amendments were made to the terms of reference for the **William G. Eamer / College of Pharmacists of Manitoba Graduate Scholarship**:

- The name of the award was revised to: William G. Eamer / College of Pharmacists of Manitoba Graduate Fellowship
- Criterion (2) was revised to:
 - (2) *has achieved a minimum grade point average of 3.5 in the last 60 credit hours (or equivalent) of study; and*
- Application criterion (2) was revised to:
 - (2) *an academic transcript;*
- The paragraph following the application criteria was revised to:
Priority towards Masters versus Ph.D. students will ideally alternate each year. This fellowship cannot be held with another fellowship of higher value offered through the College of Pharmacy.
- The standard Board of Governors statement was updated.

William G. Eamer / College of Pharmacists of Manitoba Undergraduate Scholarship

The following amendments were made to the terms of reference for the **William G. Eamer / College of Pharmacists of Manitoba Undergraduate Scholarship**:

- The preamble was revised to:
Mr. William G. Eamer, B. Comm. (Hon.)'72, MBA'73, FCA, in collaboration with Mr. Ronald F. Guse, B.Sc. (Pharm.)'79, Registrar of the College of Pharmacists of Manitoba (CPhM), established an endowment fund in 2008 to provide scholarships for undergraduate students in the College of Pharmacy at the University of Manitoba. The Manitoba Scholarship and Bursary Initiative has made a contribution to this fund. Each year, the available annual income from the fund will be used to offer eight scholarships valued at a minimum of \$1,000 each to undergraduate students who:
- The numbered criteria was revised to:
 - (1) *are enrolled full-time (minimum 80% course load) in any year of the degree program in the College of Pharmacy;*
 - (2) *(i) if they are a first year student, were enrolled full-time (minimum 80% course load) in the previous year of university study, and have achieved a pre-pharmacy adjusted grade point average of at least 3.5 (or equivalent), or*
(ii), if they are a continuing student, have achieved a minimum degree grade point average of 3.5; and
 - (3) *have demonstrated social responsibility and personal initiative through active participation in student government or other student or community service.*
- The following preference paragraph was added:
Preference in selection will be to give two scholarships to students in each year of the program, i.e. two scholarships to first year students, two scholarships to second year students, two scholarship to third year students and two scholarships to fourth year students. This scholarship cannot be held with another scholarship of higher value offered through the College of Pharmacy.
- The selection committee paragraph was revised to:
The selection committee will be the College of Pharmacy Professional Program Awards Committee and will include a representative of the College of Pharmacists of Manitoba.
- The standard Board of Governor statement was updated.

Youth in Care Tuition Grants

The following amendments were made to the terms of reference for the **Youth in Care Tuition Grants**:

- The preamble was revised to:
The University of Manitoba has established a fund in support of the Youth in Care Tuition Grants. The purpose of the grants is to provide the opportunity for youth who are or who have been in the care of Child and Family Services in Manitoba to attend post-secondary education. The grants can be used for academic supports (tuition, books and supplies) and social supports (living costs including food, transportation, rent, personal expenses, etc).The grants will have a maximum value of \$5,000 per year for a maximum of 4 years for each recipient. Each year, up to 10 renewable tuition grants will be offered to undergraduate students who:
- Criterion (3) (a) was revised to:

(3) *have a record of satisfactory academic achievement which is defined as:*

*(a) for entering students, met the minimum admission requirements for University 1 or any faculty, college or school at the University of Manitoba that offers a direct-entry option;
or*

3. WITHDRAWALS

Henry Schein Ash Arcona Award

At the request of the donor



Approval Discussion/Advice Information

AGENDA ITEM:

Report of the Senate Committee on Awards [dated November 14, 2019]

RECOMMENDED RESOLUTION:

THAT the Board of Governors approve two new offers, six amended offers, and the withdrawal of six offers, as set out in Appendix A of the Report of the Senate Committee on Awards [dated November 14, 2019].

CONTEXT AND BACKGROUND:

At its meeting on November 14, 2019, the Senate Committee on Awards approved two new offers, six amended offers, and the withdrawal of six offers, as set out in Appendix A of the Report of the Senate Committee on Awards [dated November 14, 2019].

RESOURCE REQUIREMENTS:

The awards will be funded from the sources identified in the Report.

CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:

N/A

IMPLICATIONS:

N/A

ALTERNATIVES:

N/A

CONSULTATION:

These award decisions are consistent with the policy on *Student Awards*. They were reported to Senate for information on January 8, 2020.

ROUTING TO THE BOARD OF GOVERNORS:

<u>Reviewed</u>	<u>Recommended</u>	<u>By</u>	<u>Date</u>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<u>Senate Committee on Awards</u>	<u>November 14, 2019</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>Senate Executive Committee</u>	<u>December 11, 2019</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>Senate</u>	<u>January 8, 2020</u>
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

SUBMISSION PREPARED BY: University Secretary on behalf of Senate

ATTACHMENTS:

Report of the Senate Committee on Awards [dated November 14, 2019]

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 November 14, 2019, the Senate Committee on Awards approved 2 new offers, 6 revised offers and the withdrawal of 6 awards, as set out in Appendix A of the *Report of the Senate Committee on Awards (November 14, 2019)*.

Recommendations

On behalf of Senate, the Senate Committee on Awards recommends that the Board of Governors approve 2 new offers, 6 revised offers and the withdrawal of 6 awards, as set out in Appendix A (November 14, 2019). These award decisions comply with the Student Awards Policy.

Respectfully submitted,

Dr Jared Carlberg

Chair, Senate Committee on Awards

SENATE COMMITTEE ON AWARDS

November 14, 2019

1. NEW OFFERS

Dr. Jiri Sichler Memorial Scholarship in Algebra

In memory of Dr. Jiri Sichler, Mrs. Marie Sichler will make an annual contribution to the University of Manitoba for a three-year term to offer the Dr. Jiri Sichler Memorial Scholarship in Algebra. The purpose of the scholarship is to reward fourth-year Mathematics students who achieve high marks in third-year Algebra courses. Each year, beginning in 2019-2020 and ending in 2021-2022, one scholarship with a minimum value of \$2,500 will be offered to an undergraduate student who:

- (1) is enrolled full-time (minimum 80% course load) in the fourth year of study in any degree program offered by the Department of Mathematics in the Faculty of Science;
- (2) has achieved a minimum degree grade point average of 3.0; and
- (3) among the students who have met criteria (1) and (2) above, has achieved the highest combined standing in Algebra 2 (currently numbered MATH 3320) and Algebra 3 (currently numbered MATH 3322).

In the event of a tie, the total value of the scholarship will be split evenly between all eligible tied candidates.

If, in any given year, there are no eligible candidates, the scholarship will go to an undergraduate student who:

- (1) is enrolled full-time (minimum 80% course load) in any degree program offered by the Department of Mathematics in the Faculty of Science;
- (2) has successfully completed Algebra 1 (currently numbered MATH 2020) with a grade of 'B' or higher;
- (3) has achieved a minimum degree grade point average of 3.0; and
- (4) has achieved the highest degree grade point average among all eligible students.

In the event of a tie, the value of the scholarship will be split evenly between all eligible tied candidates.

In years where additional funds are available, the scholarship value will be increased.

The Dean of the Faculty of Science (or designate) will ask the Head of the Department of Mathematics (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.

The Opportunity Scholarship in Computer Science

An anonymous donor has established an endowment fund at the University of Manitoba with an initial gift of \$100,000 in 2019. The purpose of the fund is to reward the academic achievements of undergraduate students pursuing studies in the Department of Computer Science. Each year, beginning in

2021-2022, the available annual income from the fund will be used to offer one or more scholarships of equal value to undergraduate students who:

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

The selection committee will have the discretion to determine the number and value of scholarships offered each year, as outlined above.

The Head of the Department of Computer Science (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.

2. AMENDMENTS

Faculty of Engineering Bursary Assistance Fund

The following amendments were made to the terms of reference for the Faculty of Engineering Bursary Assistance Fund:

- The last sentence of the preamble was revised to:
Each year, one or more bursaries will be offered to undergraduate students who:
- The numbered criteria were revised to:
 - (3) *are enrolled full-time (minimum 60% course load) in any year of study in the Faculty of Engineering at the University of Manitoba;*
 - (4) *have either:*
 - (a) *if first-year students, been admitted via Direct Entry into the Faculty of Engineering,*
or
 - (b) *if continuing students, achieved a minimum degree grade point average of 2.0; and*
 - (5) *have demonstrated financial need on the standard University of Manitoba bursary application form.*
- The following statement 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 above.
- The selection committee paragraph was revised to:
The selection committee will be the Scholarships, Bursaries, and Awards Committee of the Faculty of Engineering.
- The standard Board of Governors statement was updated.

Flexon Silver Medal

The following amendments were made to the terms of reference for the **Flexon Silver Medal**:

- The preamble was revised to:
The Flexon Silver Medal is offered by the College of Pharmacists of Manitoba (formerly the Manitoba Pharmaceutical Association). Each year, one medal will be awarded to an undergraduate student who:
- The numbered criteria was revised to:
 - (1) *is registered full-time (minimum 80% course load) in the degree program in the College of Pharmacy at the University of Manitoba;*
 - (2) *has achieved a minimum degree grade point average of 3.5; and*
 - (3) *has achieved the highest standing in the Medicinal Chemistry course (currently numbered PHRM 2222) offered by the College of Pharmacy.*
- The following tie breaking paragraph was added:
Only one recipient is to be named each year. Ties are to be broken using the following criteria in priority of order: (a) highest grade point average in required Pharmacy courses; and then (b) the highest number of A+'s in all required Pharmacy courses in the program.
- The selection committee paragraph was added:
The selection committee will be The College of Pharmacy Professional Program Awards Committee.
- The standard Board of Governors statement was added.

Greg Doroschuk Memorial Bursary

The followings amendments were made to the terms of reference for the **Greg Doroschuk Memorial Bursary**:

- The title of the award was revised to: *Greg Doroschuk Memorial Scholarship*
- The preamble was revised to:
In memory of Greg Doroschuk (B.Comm. (Hons.)/82), his family, friends, and colleagues have established an endowment fund at the University of Manitoba to provide support to students in the I.H. Asper School of Business. The first award was offered in 2005. Each year, the available annual income from the fund will be used to offer one scholarship to an undergraduate student who:
- The numbered criteria were revised to:
 - (1) *is enrolled full-time (minimum 80% course load) in the third year of study in the I.H. Asper School of Business at the University of Manitoba;*
 - (2) *has achieved a minimum degree grade point average of 3.0; and*
 - (3) *has demonstrated community involvement, political involvement and/or volunteerism.*
- The application paragraph was revised to:
In order to demonstrate how they have met criterion (3), applicants will be required to submit a statement (maximum 250 words) outlining their community involvement, political involvement

and/or volunteerism (participation in clubs or organizations such as Toastmasters, Aiesec or Junior Achievement may also be included).

- The selection committee paragraph was revised to:
The selection committee will be named by the Dean of the I.H. Asper School of Business (or designate) and will include one member of the Doroschuk family.
- The standard Board of Governors statement was added.

Marguerite and John Burelle Memorial Indigenous Scholarships

The following amendments were made to the terms of reference for the **Marguerite and John Burelle Memorial Indigenous Scholarships**:

- The preamble was revised to:
Through a bequest to The Winnipeg Foundation, Mr. John Phillip Burelle (B.Ed./'80, M.Ed./'82) established a scholarship fund in 2017 to reward the academic achievement of Indigenous students at the University of Manitoba. The Winnipeg Foundation will confirm the value of these awards annually. Each year, a minimum of four scholarships valued at a minimum of \$3,000 each will be offered to undergraduate students who:
- The numbered criteria was revised to:
 - (1) *have self-declared as First Nations, Métis or Inuit people from Canada;*
 - (2) *are enrolled full-time (minimum 80% course load), in the second year of study or higher in any faculty, college, or school at the University of Manitoba;*
 - (3) *have successfully completed a minimum of 24 credit hours; and*
 - (4) *have achieved a minimum grade point average of 3.0.*
- The standard Winnipeg Foundation Board of Governors statement was added.

Neil Burgess Memorial Scholarship

The following amendments were made to the terms of reference for the **Neil Burgess Memorial Scholarship**:

- The last sentence of the preamble was revised to:
Each year, the available annual income from the fund will be used to offer one scholarship to a graduate student who:
- The numbered criteria were revised to:
 - (1) *is enrolled full-time in the Faculty of Graduate Studies in a Master's or Ph.D. program offered through the Department of Civil Engineering in the Faculty of Engineering at the University of Manitoba;*
 - (2) *has achieved a minimum grade point average of 3.5 based on the last 60 credit hours (or equivalent) of study;*
 - (3) *has geotechnical engineering as a principal field of research and study; and*
 - (4) *has demonstrated exceptional research ability as determined by the selection committee.*

- The third paragraph was revised to:
The scholarship may not be held in two consecutive years, but a previous recipient may re-apply and be considered for the scholarship if at least one year has passed since they last held the scholarship.
- The selection committee paragraph was revised to:
The Vice-Provost (Graduate Education) and Dean of the Faculty of Graduate Studies will ask the Engineering Graduate Awards Committee to serve as the selection committee for this award. The committee will include the Chair of the Manitoba Section of the Canadian Geotechnical Society (or designate) and the senior Professor in geotechnical engineering in the Department of Civil Engineering (or designate).

Tom & Nina Phillips Travel Award in Education

The following amendments were made to the terms of reference for the **Tom & Nina Phillips Travel Award in Education**:

- The number of awards was changed from one to an amount at the selection committee's discretion.
- 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 annual income from the fund and the number of eligible candidates.

3. WITHDRAWALS

Anthony J. Besarabowicz Award

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

Men's Volleyball Alumni Scholarship

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

SAHPER Travelling Award

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

Inventio Scholarship

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

Marguerite Clara Germaine Jerome Scholarship in Religion

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

Professional Development Week Award

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



AGENDA ITEM:

Proposal to Establish a Professorship in Business Sustainability

RECOMMENDED RESOLUTION:

THAT the Board of Governors approve the establishment of an endowed research Professorship in Business Sustainability [as recommended by Senate, November 6, 2019].

CONTEXT AND BACKGROUND:

The establishment of Professorships at the University is governed by the policy on *Chairs and Professorships*. The policy states that:

- Chairs and Professorships are established to advance the University's academic goals and objectives. (Section 2.3)
- A Professorship normally must, at its establishment, be fully funded from sources outside of the University's operating budget. The funding for a Professorship normally must be sufficient to cover at least 20 percent of the salary and benefits of the incumbent and an appropriate level of unrestricted research/scholarly support. (Section 2.4(b))
- For... Professorships, funds may be provided by way of an endowment or through a schedule of annual expendable gifts for a defined period of not less than five years, or by an appropriate combination of endowment and annual expendable gifts. (Section 2.5)

The Asper School of Business, is proposing to establish an endowed research Professorship in Business Sustainability. The appointment would be held in the Department of Business Administration. The appointment would be at the level of Assistant Professor, Associate Professor, or Professor, consistent with the policy on *Chairs and Professorships*. The initial appointment would be for three to five years, with renewal subject to performance, as outlined in the terms of reference.

RESOURCE REQUIREMENTS:

The Professorship will be supported by a \$1 million endowment fund, the Frohlich Professorship Management Fund (\$750,000), which would be increased to \$1 million with a transfer of funds from the Asper Unrestricted Fund.

Annual income from the endowment may be used to support (i) the salary and benefits of a full-time faculty appointment, at the rank of Assistant Professor, Associate Professor, or Professor, and (ii) the research/scholarly activities of the Professorship, including graduate student support. Initially, it would be used to support graduate students and research and might also fund a stipend.

CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:

N/A

IMPLICATIONS:

The purpose and objectives of the Professorship in Business Sustainability would be to (i) provide academic and professional leadership in the area of business sustainability within the Department of Business Administration, (ii) foster original research focused on business sustainability, particularly in the areas of Strategy, Human resources, industrial relations, entrepreneurship, organizational behaviour,

and/or organizational theory; (iii) contribute to undergraduate and graduation teaching in business sustainability. Establishment of the Professorship would allow the Department to:

- increase research output, with publications in top management journals;
- offer specialized teaching in the area of business sustainability;
- identify new sources of potential graduate student funding.

ALTERNATIVES:

N/A

CONSULTATION:

In accordance with the University policy on *Chairs and Professorships*, this proposal has been endorsed by the Provost and Vice-President (Academic) and by the Senate Committee on University Research. The proposal was approved by Senate at its meeting on November 68, 2019.

ROUTING TO THE BOARD OF GOVERNORS:

<u>Reviewed</u>	<u>Recommended</u>	<u>By</u>	<u>Date</u>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Provost and Vice-President (Academic)	August 30, 2019
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Senate Committee on University Research	September 17, 2019
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Senate Executive	October 23, 2019
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Senate	November 6, 2019
<input type="checkbox"/>	<input type="checkbox"/>		

SUBMISSION PREPARED BY: University Secretary on behalf of Senate

ATTACHMENTS:

- Proposal for an endowed research Professorship in Business Sustainability, Asper School of Business

September 23, 2019

Report of the Senate Committee on University Research Re: Proposal to Establish a Professorship in Business Sustainability

Preamble:

1. The terms of reference for the Senate Committee on University Research (SCUR) can be found at:
http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/510.html
2. At its meeting on September 17, 2019, SCUR received for review, a proposal to establish a Professorship in Business Sustainability.
3. The University of Manitoba Policy for Chairs and Professorships specifies (section 2.14) “In the case of proposals for Chairs and Professorships that are primarily intended to enhance the University’s research programs, the Senate Committee on University Research shall recommend to Senate.”

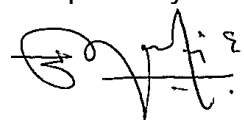
Observations:

1. The Asper School of Business has proposed a Professorship in Business Sustainability.
2. The purpose of the Professorship is to “provide academic and professional leadership in the area of business sustainability within the Department of Business Administration” and to “foster original research focused on business sustainability”.
3. The Chair will be funded through the Norman Frohlich Professorship in Business Sustainability Endowment Fund.

Recommendation:

The Senate Committee on University Research recommends THAT: the Professorship in Business Sustainability be approved by Senate.

Respectfully submitted,



Digvir Jayas, Chair
Senate Committee on University Research.



**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: August 30, 2019

To: Digvir Jayas, Vice-President (Research and International)

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

Re: Proposal to Create a Professorship in Business Sustainability

On behalf of the Asper School of Business, Dean Gady Jacoby has submitted a proposal to convert the previously created Norman Frohlich Fellowship into a Professorship in Business Sustainability. This Professorship aligns with the priorities of the Department of Business Administration, the Faculty and the University and will support research in the area of business sustainability.

The policy on Chairs and Professorships specifies that:

- (1) Professorships are established to advance the University's academic goals and objectives;
- (2) Professorships be funded by way of an endowment or through annual expendable gifts for at least five years, or by a combination of endowment and annual expendable gifts;
- (3) Professorships shall normally be attached to a department, faculty, school, college, centre or institute and the goals of the Professorship shall be consistent with that unit;
- (4) The establishment of a Professorship normally shall not be tied to the appointment of a particular person;
- (5) Individuals appointed to the Professorship shall normally have the academic qualifications commensurate with an appointment at the rank of Assistant Professor, Associate Professor, or Professor; and
- (6) The initial term of the appointment of the Professorship shall be 3 to 5 years, and if renewal is permitted, such renewal shall be subject to a successful performance review and the availability of funds.

The proposed Professorship satisfies the above requirements. Funding will be derived from the Norman Frohlich Endowment Fund (with a current value of \$750,000) and an Asper endowment fund, to bring the total endowment balance to \$1,000,000.

I support this proposal from the Asper School of Business and request that you present it to the Senate Committee on University Research for consideration and recommendation to Senate and, in turn, the Board of Governors.

If you have any questions or concerns, I would be pleased to meet with you.

MEMORANDUM

Date: July 16, 2019

To: Dr. Janice Ristock, Provost and Vice-President (Academic)

From: Dr. Gady Jacoby, Dean and CPA Manitoba Chair in Business Leadership 

Subject: A Proposal for the Professorship in Business Sustainability

Enclosed please find the terms of reference for a new Professorship in Business Sustainability. The proposal for this new professorship is based on converting the Norman Frohlich fellowship into a research Professorship in Business Sustainability at the I.H. Asper School of Business. The purpose of the proposed Professorship in Business Sustainability is to provide academic and professional leadership in the area of business sustainability within the Department of business Administration at the Asper School. The intent is to foster original research focused in business sustainability and in particular the areas of strategy, human resources, industrial relations, entrepreneurship, organizational behavior, and/or organizational theory. The Professorship will contribute to undergraduate and graduate teaching in the area of business sustainability.

This Professorship will be filled at the rank of Assistant, Associate or Full Professor in the Department of Business Administration within the School. The selection of the individual to the Professorship shall be done in accordance with the normal University of Manitoba policies on academic hiring and the University of Manitoba/University of Manitoba Faculty Collective Agreement.

The annual income from the endowment will fund the support of graduate students and research, and may also fund a stipend. Half of the annual income will be directed towards graduate student fellowships in the Department of Business Administration, and the remaining 50% will fund high priority work projects, research and related travel and expenditures in support of academic excellence in the field of management. Our Faculty Council has unanimously endorsed the terms of reference for this new Professorship in Business Sustainability.

The Professorship will be funded through the Norman Frohlich Endowment Fund (with a current market value of \$750,000) and a transfer from the Asper Unrestricted Fund to bring the endowment balance to \$1 million required for a professorship. The income of the endowment fund shall be allocated in accordance with the policies of the University of Manitoba. It is the intention of the Asper School to fill the Professorship during the 2019-2020 academic year.

I look forward to your response. Please let me know if you require any further information or documentation.

Professorship in Business Sustainability Terms of Reference

May 2019

1.1 Type of Appointment

Professorship

1.2 Name of Professorship

Professorship in Business Sustainability

1.3 Purpose and Objective of Professorship

The purpose of the Professorship is to provide academic and professional leadership in the area of business sustainability within the Department of Business Administration at the I.H. Asper School of Business. The intent is to foster original research focused on business sustainability and in particular the areas of strategy, human resources, industrial relations, entrepreneurship, organizational behavior, and/or organizational theory. The Professorship will contribute to undergraduate and graduate teaching in the area of business sustainability.

1.4 Relationship of the Goals of the Professorship to the Proposing Unit

The establishment of a Professorship in Business Sustainability aims to build on research strengths in the Department of Business Administration. The individual awarded the professorship will be a faculty member appointed in the Department of Business Administration in the I. H. Asper School of Business. This department currently holds a Canada Research Chair in Entrepreneurship and Innovation, Stu Clark Endowed Chair in Entrepreneurship, IG Wealth Management Chair in Leadership Education, IG Wealth Management Chair in Leadership Research, and Richard Morantz and Sheree Walder Morantz Professorship in Business Ethics. This new Professorship is intended to build research strength in management areas related to business sustainability.

The location of the Professorship within the I.H. Asper School of Business will allow for:

- Increased research output, with publications in top journals in Management
- Specialized teaching in the area of business sustainability
- Potential for new sources of graduate student funding.

1.5 Method by which Professorship will be funded

The Professorship will be fully funded through the Professorship in Business Sustainability Endowment Fund. The income of the endowment fund shall be allocated in accordance with the policies of the University of Manitoba and will contribute support to the scholarly activities, and salary and benefits of the Professorship.

1.6 General and Specific Required Academic Qualifications of the Candidates or Nominees

In accordance with the University of Manitoba's Chairs and Professorships Procedure, individuals appointed to the Professorship in Business Sustainability shall have the following qualifications:

- Academic qualifications commensurate with an appointment at the rank of Assistant Professor, Associate Professor, or Professor.
- Minimum degree requirement of PhD specializing in management, specifically in strategy, international business, human resources, industrial relations, entrepreneurship, organizational behavior, and/or organizational theory.
- History of excellence in research as evidenced by high quality research output, successful and promising research projects and programs, and significant contributions to the academic and professional community at the national and international level.
- Established research program with evidence of ongoing research productivity in management.
- Demonstrated evidence of external research grant funding.
- Demonstrated evidence of successful graduate student supervision.
- Demonstrated teaching ability.

1.7 Term of Appointment and Provision for Reappointment

- The initial term of appointment will be five years.
- The appointee will provide an annual report on his/her activities to the Dean on July 1 of each year following the appointment to the Professorship.
- The Professorship will be renewable, subject to performance, and the appointee will have to reapply to the Professorship at the end of their initial term in order to be considered.

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

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

- Dean, I.H. Asper School of Business (or designate)
- Head, Department of Business Administration - in the event that the Head is a candidate for the chair, the Dean will designate an alternate tenured faculty member to serve on the selection committee
- At least one faculty member who conducts research in management
- At least one faculty member from a department other than Business Administration within the I.H. Asper School of Business.

A successful performance review will provide evidence of the following:

- High-quality peer reviewed publications
- Leadership in the area of business sustainability
- Successful research grant submissions from recognized funding sources
- Effective teaching and supervision of undergraduate and graduate students.

The title of Professorship shall appear on business cards, publications, conference papers, public communications, and all other university publications and the like pertaining to the appointee.

1.8 Other Provisions unique to the Professorship

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

- 5) It is understood that the Professorship will be structured with a five-year maximum term with an option of renewal subject to satisfactory performance of the incumbent.
- 6) Initially the annual income from the endowment will fund the support of graduate students and research, and may also fund a stipend. The value of the stipend cannot exceed 50% of the annual income up to a maximum of \$10,000.00. After the stipend is paid, half of the remaining annual income will be directed towards graduate student fellowships in the Department of Business Administration, and the remaining funds will fund high priority work projects, research and related travel and expenditures in support of academic excellence in the fields of business sustainability and management.

Approved at Faculty Council May 31, 2019.



Approval Discussion/Advice Information

AGENDA ITEM:

Academic Schedule for 2020 - 2021

RECOMMENDED RESOLUTION:

For information only.

CONTEXT AND BACKGROUND:

The 2020-2021 Academic Schedule was prepared by the Registrar and reviewed by all faculties, colleges, and schools. It was approved by Senate at its meeting on December 4, 2019.

RESOURCE REQUIREMENTS:

N/A

CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:

N/A

IMPLICATIONS:

N/A

ALTERNATIVES:

N/A

CONSULTATION:

The 2020-2021 Academic Schedule was reviewed by all faculties, colleges, and schools and was approved by Senate at its meeting on December 4, 2019.

ROUTING TO THE BOARD OF GOVERNORS:

<u>Reviewed</u>	<u>Recommended</u>	<u>By</u>	<u>Date</u>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<u>Senate Executive</u>	<u>November 20, 2019</u>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<u>Senate</u>	<u>December 4, 2019</u>
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

SUBMISSION PREPARED BY: University Secretary on behalf of Senate

ATTACHMENTS:

2020 – 2021 Academic Schedule

2020-2021 Academic Schedule (updated December 4, 2019)

Admission application deadlines are found online at umanitoba.ca/student/admissions. Additional important date information for Faculty of Graduate Studies students is available at umanitoba.ca/faculties/graduate_studies/deadlines.

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

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Section 1: Dates for Fall/Winter Session

This section contains information for Fall and Winter Terms, including distance and online courses. See section 2 for Summer Term information, including information for distance and online courses offered over Summer Term.

1.1 Dates applicable to all U of M students:

1.1.1 University Closure

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

Canada Day	July 1, 2020
Terry Fox Day (Civic Holiday)	Aug 3, 2020
Labour Day	Sept 7, 2020
Thanksgiving Day	Oct 12, 2020
Remembrance Day	Nov 11, 2020
Winter Holiday	Dec 24, 2020 to Jan 4, 2021
Louis Riel Day	Feb 15, 2021
Good Friday	Apr 2, 2021
Victoria Day	May 24, 2021
Canada Day	July 1, 2021
Terry Fox Day (Civic Holiday)	Aug 2, 2021

1.2 Dates applicable to most U of M students:

Some additional or differing date information is included in separate sections for: **Agriculture Diploma, Art (School of), Business Administration and Finance (MBA and MFin), Dental Hygiene, Dentistry (includes IDDP), Education (B.Ed. only), Medicine (excludes Family Social Sciences), Nursing, Occupational Therapy, Pharmacy, Physical Therapy, Respiratory Therapy, and Social Work.** Students in these programs should also see their respective section of the Academic Schedule.

1.2.1 Orientation

Additional or differing dates exist for: Agriculture Diploma, Architecture, Art, MBA, IDDP (Dentistry), Education (B.Ed. only), Medicine, Nursing, Occupational Therapy, Physical Therapy, and Respiratory Therapy, and Social Work. Students in these programs should also see their respective section of the Academic Schedule.

New Student Orientation

Fall Term, Fort Garry Campus	Sept 8, 2020
Winter Term, Fort Garry Campus	Jan 8, 2021
Faculty of Arts, Faculty of Agricultural & Food Sciences, Faculty of Engineering, Faculty of Environment, Earth, & Resources, Faculty of Law, Faculty of Management, Faculty of Music, Faculty of Science, School of Art, Interdisciplinary Health Program	Sept 8, 2020
Faculty of Kinesiology & Recreation Management	July 6 or 9, 2020

1.2.2 Start and End Dates

Additional or differing dates exist for: **Agriculture Diploma, MBA, Dental Hygiene, Dentistry, Education, Medicine, Nursing, Occupational Therapy, Pharmacy, Physical Therapy, Respiratory Therapy, and Social Work.** Students in these programs should also see their respective section of the Academic Schedule.

Fall Term

Sept 9 to Dec 11, 2020

Winter Term

No classes, examinations or tests will be held Apr. 15, 2021.

Jan 11 to Apr 14, 2021

Winter/Summer Term spanning distance and online courses

Jan 11 to July 9, 2021

1.2.3 Registration and Withdrawal Dates

Additional or differing dates exist for: **Agriculture Diploma and other faculties, colleges and/or schools offering irregularly scheduled courses.** Agriculture Diploma students should also see their respective section of the Academic Schedule; all others should also refer to either the 'Irregular Refund and Voluntary Withdrawal Deadline' information posted on the Registrar's Office website (http://umanitoba.ca/registrar/fees/irregular_refund_vw_deadlines.html), or the Class Schedule.

Regular Registration Period

Fall Term and Fall/Winter Term classes

Ends Sept 8, 2020

Winter Term classes and

Winter/Summer term spanning distance and online courses

Ends Jan 10, 2021

Limited Access Term Expiry Dates (To be determined by the Registrar's Office in accordance with the Registration Schedule)

Fall Term and Fall/Winter Term classes

TBD

Winter Term classes and

Winter/Summer term spanning distance and online courses

TBD

Registration Revision Period

Students may use this period of time to make changes to their selected courses or class schedule. Last day to drop is **1 business day** prior to the end of the Registration Revision Period.

Fall Term and Fall/Winter Term classes

Sept 9 to 23, 2020

Winter Term classes and

Winter/Summer term spanning distance and online courses

Jan 11 to 25, 2021

Last Date to Drop without Penalty

Last date to drop and have course excluded from transcripts; VWs will be recorded on transcripts for courses dropped after this date. **There will be no refunds for courses dropped after this date.** Additional or differing dates exist for **Agriculture Diploma**; students in this program should also see their respective section of the Academic Schedule.

Fall Term

Sept 22, 2020

Fall/Winter Term classes Part A

Sept 22, 2020

Fall/Winter Term classes Part B (VW recorded if dropped after Sept. 12, 2020)

Jan 22, 2021

Winter Term classes and

Winter/Summer term spanning distance and online courses

Jan 22, 2021

Last Date to Register/Registration Revision Deadline

Fall Term and Fall/Winter Term classes

Sept 23, 2020

Winter Term classes and

Winter/Summer term spanning distance and online courses

Jan 25, 2021

Voluntary Withdrawal (VW) deadline

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

Fall Term classes	Nov 23, 2020
Fall/Winter Term spanning classes	Jan 22, 2021
Winter Term classes	Mar 24, 2021
Winter/Summer Term spanning distance and online courses	May 12, 2021

1.2.4 Fee Deadlines

Fee Payment Deadline

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

Fall Term	TBD
Winter Term	TBD

See Section 1.2.3 for the Last Day to Drop without Penalty

1.2.5 Term Breaks

Academic and administrative offices will be open during this period; no classes, tests or assignment due dates occur during this time.

Additional or differing dates exist for: **Agriculture Diploma, MBA, Dental Hygiene, Dentistry, Education (B.Ed. only), Medicine (M.D. only), Occupational Therapy, Pharmacy (Year 4), Physical Therapy, and Respiratory Therapy.** Students in these programs should also see their respective section of the Academic Schedule.

Fall Term Break The UofM will be closed Wednesday Nov. 11 for Remembrance Day (see 1.1.1).	Nov 9 to 13, 2020
Winter Term Break The UofM will be closed Monday Feb. 15 for Louis Riel Day (see 1.1.1).	Feb 16 to 19, 2021

1.2.6 Examination and Test Dates

Students are reminded that they must remain available until all examination and test obligations have been fulfilled. Additional or differing dates exist for: **Agriculture Diploma, Dental Hygiene, Dentistry, Education, Medicine (M.D.), and Pharmacy.** Students in these programs should also see their respective section of the Academic Schedule. **Students in faculties, colleges, schools or programs offering irregularly scheduled courses** should also see the exam timetable available through their program office.

Fall Term (includes tests and midterm exams for Fall/Winter Term classes)	Dec 12 to 23, 2020
Winter Term (includes final exams for Fall/Winter Term classes) No classes, examinations or tests will be held Apr. 15, 2021.	Apr 16 to 30, 2021

1.2.7 Challenge for Credit

Challenge for Credit application deadline:

For classes offered Fall Term 2020 and spanning Fall/Winter 2020-2021	Sept 23, 2020
For classes offered Winter Term 2021	Jan 25, 2021

1.2.8 Final Grade Appeal Deadlines

For final grades received for Fall Term 2020 classes	Jan 25, 2021
For final grades received for Winter Term 2021 and Fall 2020/Winter 2021 classes	June 7, 2021

1.2.9 Graduation and University Convocation

Degrees, Diplomas and Certificates will be awarded at Convocation. Graduation date may differ from Convocation Ceremony date. Additional or differing dates exist for **Agriculture Diploma, Dental Hygiene, Dentistry, Medicine, Occupational Therapy, Pharmacy, Physical Therapy, and Respiratory Therapy**; students in these programs should also see their respective section of the Academic Schedule.

For students graduating Fall 2020:

Deadline to apply online to graduate <i>for most Undergraduate students</i>	July 31, 2020
Faculty of Graduate Studies Submission Deadline*	Aug 27, 2020
Convocation Ceremony (Fort Garry Campus)	Oct 20 to 22, 2020
Convocation Ceremony (Bannatyne Campus)	October 30, 2020

For students graduating February 2021:

Deadline to apply online to graduate <i>for most Undergraduate students</i>	Sept 22, 2020
Faculty of Graduate Studies Submission Deadline*	Jan 5, 2021
Graduation date for students graduating in February	Feb 3, 2021
Convocation Ceremony (Fort Garry Campus)	June 3 – 8, 2021

For students graduating Spring 2021:

Deadline to apply online to graduate <i>for most Undergraduate students</i>	Jan 22, 2021
Faculty of Graduate Studies Submission Deadline*	Apr 1, 2021
Convocation Ceremony –Agriculture Diploma	May 7, 2021
Convocation Ceremony –Bannatyne Campus	May 20, 2021
Convocation Ceremony – Fort Garry Campus	June 3 – 8, 2021
Convocation Ceremony – Université de Saint-Boniface	June 14, 2021
Graduate Studies Submission Deadline* for students graduating Fall 2021	Aug 30, 2021
Annual Traditional Graduation Pow Wow in honour of Indigenous graduates	May 1, 2021

* Last date for receipt by Graduate Studies of Theses/Practica and reports on Theses/Practica, comprehensive examinations, and project reports from students, and lists of potential graduands from departments.

Dates for Summer 2021 Pending Review

1.3 Dates applicable to Agriculture Diploma:

1.3.1 Orientation

Sept 15, 2020

1.3.2 Start and End Dates

Fall Term

Sept 16 to Dec 9, 2020

Field Trips (regular classes cancelled)

Oct 13 to 16, 2020

Winter Term

Jan 5 to Apr 1, 2021

Field Trips (regular classes cancelled)

Jan 19, Feb 3 & 4, 2021

1.3.3 Registration and Withdrawal Dates

Regular Registration Period

Fall Term and Fall/WinterTerm classes

Ends Sept 15, 2020

Winter Term classes

End Jan 4, 2021

Late Registration/Registration Revision Period

A financial penalty may be assessed on late registrations. Students may use this period of time to make changes to their selected courses or class schedule.

Fall Term and Fall/WinterTerm classes

Sept 16 to Oct 6, 2020

Winter Term classes

Jan 5 to Jan 25, 2021

Last Day to Drop without Penalty

Last date to drop and have class excluded from transcripts; VWs will be recorded on transcripts for classes dropped after this date.

Fall Term and Fall/WinterTerm classes

Oct 5, 2020

Winter Term classes

Jan 22, 2021

Last Date to Register/Registration Revision Deadline

Fall Term and Fall/WinterTerm classes

Oct 6, 2020

Winter Term classes

Jan 25, 2021

Voluntary (VW) Withdrawal deadline

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

Fall Term classes

Nov 20, 2020

Winter Term and Fall/WinterTerm classes

Mar 12, 2021

1.3.4 Term Breaks

The academic and administrative offices will be open during this period, but there will be no classes/examinations held for students.

Fall Term Break

n/a

Winter Term Break

See section 1.2.5

1.3.5 Examination and Test Dates

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

Dec 10 to 21, 2020

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

Apr 5 to 15, 2021

1.3.6 Convocation Ceremony - Agriculture

May 7, 2021

1.4 Dates applicable to Architecture

1.4.1 Important Dates (Mandatory for all ED2 Students)

Orientation	Aug 21, 2020 (subject to change)
Pre-term EVDS 2100	Aug 24, 2020 (subject to change)

1.5 Dates applicable to Art (School of):

1.5.1 Important Dates

First Year Field Trip	Oct 14 to 17, 2020
Registration Workshop for Incoming Students	June 15, 2020

1.6 Dates applicable to Business Administration and Finance (M.B.A. and M.Fin.):

1.6.1 Orientation

Fall Term	Week of Aug 10, 2020
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1.6.2 Start and End Dates

Fall Term	Aug 10 to mid-Dec, 2020
Winter Term	Jan 5 to mid-Apr, 2021

1.7 Dates applicable to Dental Hygiene:

1.7.1 Start and End Dates

Year 2

Fall Term Classes	Aug 17 to Nov 27, 2020
Winter Term Classes	Jan 5 to Apr 1, 2021

Year 3

Fall Term Classes	Aug 10 to Nov 27, 2020
Fall Term Clinics	TBD to Dec 4, 2020
Winter Term Classes	Jan 5 to Apr 1, 2021
Winter Term Clinics	Jan 5 to Apr 9, 2021

1.7.2 Term Breaks

The academic and administrative offices will be open during this period, but there will be no classes/examinations held for students.

Fall Term Break	n/a
Winter Term Break	Mar 1 to 5, 2021

1.7.3 Examination and Test Dates

Year 2

Fall Term (includes tests and midterm exams for Fall/Winter Term classes)	Nov 30 to Dec 11, 2020
Winter Term	Apr 5 to 9, 2021

Year 3

Fall Term (includes tests and midterm exams for Fall/Winter Term classes)	Dec 7 to 11, 2020
Winter Term	Apr 12 to 16, 2021

1.7.4 Convocation Ceremony – Bannatyne Campus	May 20, 2021
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1.8 Dates applicable to Dentistry (including International Dentist Degree Program):

1.8.1 Start and End Dates

DENT 2440 IDDP Orientation	TBD
Years 1 and 2 Classes and Clinics	
Fall Term	Aug 10 to Nov 27, 2020
Winter Term	Jan 5 to Apr 30, 2021
Year 3/IDDP 1 Classes and Clinics	
Fall Term	Aug 4 to Nov 27 (classes) & Dec 4 (clinics), 2020
Winter Term	Jan 5 to Apr 30, 2021
Year 4/IDDP 2 Classes and Clinics	
Fall Term	Aug 4 to Dec 4, 2020 (classes & clinics)
Winter Term	Jan 5 to Apr 23, 2021

1.8.2 Term Breaks

The academic and administrative offices will be open during this period, but there will be no classes/examinations held for students.

Fall Term Break	n/a
Winter Term Break	Mar 1 to 5, 2021

1.8.3 Examination and Test Dates

Years 1, 2 and 3/IDDP 1

Fall Term (includes tests and midterm exams for Fall/Winter Term classes)	Nov 30 to Dec 11, 2020
Winter Term	May 3 to 14, 2021

Year 4/IDDP 2

Fall Term (includes tests and midterm exams for Fall/Winter Term classes)	Dec 7 to 11, 2020
Winter Term	Jan 11 to 15, 2021

1.8.4 Convocation Ceremony – Bannatyne Campus

May 20, 2021

1.9 Dates applicable to Education (B.Ed. only):

Note: Unless registered in a B.Ed. course, PBDE students follow the dates listed in Section 1.2: Dates applicable to most U of M students.

1.9.1 Orientation

Year 1	Sept 1 & 2, 2020
Year 2/Integrated 5	Sept 3 & 4, 2020

1.9.2 Start and End Dates

Note: Practicum dates may vary by practicum placement.

Fall Term

Practicum Block	Sept 8 to 11, 2020
Practicum Mondays	Sept 28 & Oct 26, 2020
MTS PD Day	Oct 23, 2020
Day Classes	Sept 14 to Nov 6, 2020
Practicum Block	Nov 16 to Dec 15, 2020

Winter Term

Program Day	Jan 25, 2021
Day Classes	Jan 12 to Mar 19, 2021
Practicum Mondays	Jan 11, 18; Feb 1, 8 & 22; March 1, 8 & 15, 2021
Practicum Block	Mar 22 to 26; Apr 5 to 27, 2021

1.9.3 Term Breaks

The academic and administrative offices will be open during this period, but there will be no classes/examinations held for students.

Fall Term Break <i>Note: Dates may vary by practicum placement.</i>	see section 1.2.5
Winter Term Break	see section 1.2.5
Winter Practicum Break <i>Note: Dates may vary by school division and/or practicum placement.</i>	Mar 29 to Apr 2, 2021

1.9.4 Examination and Test Dates

Fall Term (as required)	Nov 7, 2020
Winter Term (as required)	Mar 20, 2021

1.10 Dates applicable to Medicine (excludes Family Social Sciences and Interdisciplinary Health Programs):

Note: Family Social Sciences and Interdisciplinary Health Programs students follow the dates listed in Section 1.2: Dates applicable to most U of M students.

1.10.1 Orientation

Year 1	Aug 18 to 21, 2020
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1.10.2 Start and End Dates

Year 1

Fall Term	Aug 24 to Dec 18, 2020
Winter Term	Jan 4 to May 28, 2021
Rural Week	May 24 to 28, 2021

Year 2

Fall Term	Aug 24 to Dec 18, 2020
Winter Term	Jan 4 to May 21, 2021

Year 3

Fall Term	Aug 17 to Dec 20, 2020
Winter Term	Jan 4 to May 28, 2021

Year 4

Fall Term	July 27 to Dec 18, 2020
Winter Term	Jan 4 to May 14, 2021

1.10.3 Term Breaks

The academic and administrative offices will be open during this period, but there will be no classes/examinations held for students.

Year 1 & 2

Fall Term Break	n/a
Winter Term Break	Mar 15 to 19, 2021

Year 3 & 4 Fall & Winter Term Break

n/a

1.10.4 Examination and Test Dates

Year 1 & 2

n/a

Year 3

Fall Term	Oct 16 to Nov 27, 2020
Winter Term	Jan 22, Mar 5, Apr 16, May 28, 2021

Year 4

Fall Term	Sept 4, 2020
Winter Term	May 3 to 16, 2021

1.10.5 Convocation Ceremony – Bannatyne Campus

May 20, 2021

1.11 Dates applicable to Nursing:

1.11.1 Orientation

Year 2 Students admitted for Fall Term	September 1 to 3, 2020
Year 2 Students admitted for Winter Term	December 15 to 17, 2020

1.11.2 Start and End Dates

Fall Term Classes	Sept 9 to Dec 11, 2020
Winter Term Classes	Jan 11 to April 14, 2021

Nursing Practice

Fall Term Practicum	starts Sept.9, 2020
Winter Term Practicum	starts Jan 11, 2021

1.12 Dates applicable to Occupational Therapy:

1.12.1 Start and End Dates

Year 1

Fall Term Classes	Aug 24 to Nov 20, 2020
Basic Fieldwork	Nov 23 to Dec 18, 2020
Winter Term Classes	Jan 5 to Apr 30, 2021
Intermediate Fieldwork 1	May 3 to June 25, 2021

Year 2

Fall Term Classes	Aug 24 to Dec 18, 2020
Intermediate Fieldwork 2	Jan 11 to Mar 5, 2021
Winter Term Classes	Mar 15 to June 25, 2021
Advanced Fieldwork	<i>flexible start and end dates between</i> June 28 to Sept 10, 2021

1.12.2 Term Breaks

The academic and administrative offices will be open during this period, but there will be no classes/examinations held for students.

Fall Term Break	n/a
Winter Term Break	March 8 to 12, 2021

**Note: Some students may need to complete fieldwork during the mid-term break depending on availability of fieldwork sites.*

1.12.3 Convocation Ceremony – Bannatyne Campus	October 30, 2020
------------------------------------------------	------------------

1.13 Dates applicable to Pharmacy:

1.13.1 Orientation

Year 1 Aug 31, 2020

1.13.2 Start and End Dates

Year 1

Fall Term Classes Aug 31 to Dec 11, 2020

Winter Term Classes Jan 11 to April 15, 2021

Year 2

Fall Term Classes Aug 31 to Dec 4, 2020

IPPE Community Jan 4 to 29, 2021

Winter Term Classes Feb 1 to May 6, 2021

Year 3

Fall Term Classes n/a

Winter Term Classes n/a

Year 4

Fall Term Classes Aug 31 to Oct 26, 2020

SPEP 4 – Block 1 Nov 2 to Dec 11, 2020

Electives – Block 1 Nov 2 to Dec 18, 2020

Winter Term Classes n/a

SPEP 4 – Block 2 Jan 5 to Feb 12, 2021

Electives – Block 2 Jan 5 to Feb 19, 2021

SPEP 4 – Block 3 Feb 22 to Apr 1, 2021

Electives – Block 3 Feb 22 to Apr 9, 2021

1.13.3 Term Breaks

The academic and administrative offices will be open during this period, but there will be no classes/examinations held for students.

Year 1 see section 1.2.5

Year 2

Fall see section 1.2.5

Winter March 29 to April 2, 2021

Year 4

n/a

1.13.4 Examination and Test Dates

Year 1

Fall Term Exams Dec 14 to 23, 2020

Winter Term Exams April 19 to 30, 2021

Year 2

Fall Term Exams Dec 7 to 18, 2020

Winter Term Exams May 10 to 21, 2021

Year 3

n/a

Year 4

Fall Term Exams Oct 28 to 30, 2020

Winter Term Exams n/a

1.14 Dates applicable to Physical Therapy:**1.14.1 Orientation**

n/a

1.14.2 Start and End Dates**Year 1**

Fall Term Classes

Aug 4 to Dec 18, 2020

Winter Term Classes

Jan 5 to Mar 27, 2021

Clinical Placement

2x6 week placement between
Apr 5 to July 30, 2021**Year 2**

Fall Term Classes

Aug 4 to Oct 9, 2020

Clinical Placement

1x5 week placement block
+ 1x5 week research block between
Oct 12 to Dec 18, 2020

Winter Term Classes

Jan 5 to Mar 27, 2021

Clinical Placement

2x6 week placements between
Apr 5 to July 30, 2021**1.14.3 Term Breaks***The academic and administrative offices will be open during this period, but there will be no classes/examinations held for students.***Fall Term Break**

n/a

Winter Term Break

Mar 29 to Apr 2, 2021

1.14.3 Convocation Ceremony – Bannatyne Campus

October 30, 2020

1.15 Dates applicable to Physician Assistant Studies**1.15.1 Orientation**

Year 1

Aug 24 to Sept 8, 2020

Clinical Year 2 Orientation

Aug 15 to 19, 2020

1.15.2 Start and End Dates**Fall Term**

See section 1.2.2

Winter Term

See section 1.2.2

Clinical Year 2 Rotations

Starts Aug 20, 2020

1.15.3 Convocation Ceremony – Bannatyne Campus

October 30, 2020

1.16 Dates applicable to Respiratory Therapy:

1.16.1 Orientation

Year 1	Sept 3 & 4, 2020
Year 3	Aug 19, 2020

1.16.2 Start and End Dates

(Includes clinical placement and classes)

Year 1

Fall Term	Sept 8 to Dec 18, 2020
Winter Term	Jan 6 to May 28, 2021

Year 2

Fall Term	Sept 8 to Dec 18, 2020
Winter Term	Jan 6 to June 25, 2021

Year 3

Fall Term	Aug 20 to Dec 18, 2020
Winter Term	Jan 4 to May 28, 2021

1.16.3 Term Breaks

The academic and administrative offices will be open during this period, but there will be no classes/examinations held for students.

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

1.16.4 Convocation Ceremony – Bannatyne Campus

October 30, 2020

1.17 Dates applicable to Social Work:

1.17.1 Orientation

Fort Garry, Inner City Field Instruction Orientation	Sept 8, 2020
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1.17.2 Start and End Dates

Field Instruction*

Fall Term	Sept 8 to Dec 18, 2020
Winter Term	Jan 11 to Apr 23, 2021

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

Section 2: Dates for Summer Term

Pending Review



Approval Discussion/Advice Information

AGENDA ITEM:

Closure of Doctor of Philosophy (Ph.D.) in Cancer Control

RECOMMENDED RESOLUTION:

For information only.

CONTEXT AND BACKGROUND:

The closure of the Doctor of Philosophy (Ph.D.) in Cancer Control was approved by the Board of Governors at its meeting of April 23, 2019. The University received notification on October 7, 2019 that Manitoba Education and Training had approved the University's request to close the program.

RESOURCE REQUIREMENTS:

N/A

CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:

N/A

IMPLICATIONS:

N/A

ALTERNATIVES:

N/A

CONSULTATION:

N/A

ROUTING TO THE BOARD OF GOVERNORS:

<u>Reviewed</u>	<u>Recommended</u>	<u>By</u>	<u>Date</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>Senate Executive</u>	<u>November 20, 2019</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>Senate</u>	<u>December 4, 2019</u>
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

SUBMISSION PREPARED BY: University Secretary on behalf of Senate

ATTACHMENTS:

- Correspondence from Provost and Vice-President (Academic) to Acting Dean, Faculty of Graduate Studies RE: Closure of the Ph.D. program in Cancer Control [dated October 15, 2019]
- Correspondence from Assistant Deputy Minister, Manitoba Education and Training [dated October 7, 2019]



**University
of Manitoba**

| **Provost & Vice-President (Academic)**

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

Date: October 15, 2019

To: Louise Simard, Acting Dean, Faculty of Graduate Studies

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

Subject: Closure on the Ph.D. program in Cancer Control

Please find attached Manitoba Education and Training's approval of the UM proposal to permanently close the Ph.D. in Cancer Control. This decision follows Senate's recommendation on April 3, 2019 and the Board of Governor's approval on April 23, 2019 to close the program.

The Ph.D. program in Cancer Control was initially implemented in 2004, in partnership with Community Health Sciences to build on existing structures, expertise, and relationships. The program provided a valuable platform for the development of a stand-alone Ph.D. in Nursing (in 2012) which has since replaced the need for the Cancer Control program.

As there are currently no students enrolled in the program, the closure of the program is effective September 1, 2019.

Thank you to everyone involved in the process.

Cc.: Dr. David Barnard, President and Vice-Chancellor
Dr. Todd Mondor, Deputy Provost (Academic Planning and Programs)
Dr. Brian Postl, Dean, Rady Faculty of Health Sciences & Vice-Provost (Health Sciences); Dean, Max Rady College of Medicine
Dr. Netha Dyck, Dean, College of Nursing
Mr. Jeff Leclerc, University Secretary
Mr. Jeff Adams, Director, Enrolment Services
Mr. Neil Marnoch, Registrar
Mr. Randy Roller, Executive Director, OIA
Ms. Cassandra Davidson, Academic Programs Specialist



Assistant Deputy Minister, Post-Secondary Education and Workforce Development Division
405 – 800 Portage Avenue, Winnipeg, Manitoba, Canada R3G 0N4
T 204-945-3047 F 204-945-1557
www.manitoba.ca

October 7, 2019

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

Dear Dr. Barnard:

I am writing to advise that Manitoba Education and Training has approved the University of Manitoba's proposal to permanently cease the PhD in Cancer Control program, as submitted.

It is understood that the proposed cessation will reduce content overlap and redundancy. I appreciate the University's proactive and ongoing commitment to provide excellent education.

Should you have any questions regarding this approval, please contact Ms. Sonya Penner, Executive Director of Post-Secondary Education and Labour Market Outcomes at 204-945-1839 or at Sonya.Penner@gov.mb.ca.

Sincerely,

Colleen Kachulak

- c. Ms. Sonya Penner, Executive Director, Post-Secondary Education and Labour Market Outcomes, Manitoba Education and Training
Dr. Todd Mondor, Deputy Provost (Academic Planning and Programs)



AGENDA ITEM: Information Security Policy and Procedure

RECOMMENDED RESOLUTION:

That the Board of Governors approves the new Information Security Policy and Procedure effective upon approval of the Board.

Action Requested: Approval Discussion/Advice Information

CONTEXT AND BACKGROUND:

There has been a global trend towards more frequent and more serious cyber incidents. Canadian post-secondary institutions have not been immune, and several have suffered very significant attacks. The consequences of these incidents have been costly for the institutions involved, and the research, teaching and learning of academics and students have been compromised. The University of Manitoba has been fortunate in not suffering a recent serious incident, but smaller occurrences have been frequent. It would probably be more accurate to say that the University is under constant cyber-attack. As more information is used and shared by the University Community, a focused effort must be made to protect the information.

The best way to combat these threats is to have organization-wide policies and standards around information security, along with a strong awareness campaign. As a result, an overarching Information Security Policy and Procedure has been created for the Board of Governors' review and approval. This Policy enhances the University's ability to provide system-wide security protections above those already in place under the Use of Computer Facilities Policy and Procedure.

This Policy will:

- Ensure the security, protection, and privacy of Information and University Information Systems;
- Identify responsibility and accountability for adopting and applying Information Security Policy, Procedure and Standards; and
- Support the success and conduct of the University in teaching, learning, research, outreach and business processes which rely on University Information and Information Systems.

The role of Information Users, Owners, Trustees, External Parties using the University's systems, and Information Services and Technology are also identified; all members of the University Community play a role in maintaining the security of the University's Information and Information Systems.

Nothing in this policy is intended to impede upon the academic freedom of Faculty and Instructors

at the University of Manitoba, but rather to maintain the security of systems and information.

RESOURCE REQUIREMENTS:

Information Services and Technology and IT Support will provide the resources required to implement and maintain the Information Security Policy and Procedure. There is no significant change in resource allocation anticipated in the execution and support of the policy.

CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:

This policy will assist in the University mission to create, preserve and communicate knowledge by protecting University Information and Information Systems.

IMPLICATIONS:

This policy will help support the University of Manitoba's legal position and maintain the University's reputation by ensuring the security and integrity of University Information and Information Systems.

ALTERNATIVES:

N/A

CONSULTATION: *[delete if not applicable]*

Information Services and Technology has consulted with Human Resources, Access and Privacy, the Office of Legal Counsel, and the Copyright Office. UMFA and CUPE have both reviewed the policy and have not raised any objections to its contents.



Board of Governors Submission

Routing to the Board of Governors:

<u>Reviewed</u>	<u>Recommended</u>	<u>By</u>	<u>Date</u>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<u>Mark Olson</u>	<u>NOV 4/2019</u>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<u>[Signature]</u>	<u>NOV 5/2019</u>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<u>[Signature]</u>	<u>January 7, 2020</u>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<u>David [Signature]</u>	<u>July 7, 2020</u>
<input type="checkbox"/>	<input type="checkbox"/>		

Submission prepared by:

Patrick McCarthy, Director, IT Security and Compliance

Submission approved by:

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

Attachments

- Information Security Policy
- Information Security Procedure

UNIVERSITY OF MANITOBA POLICY

Policy¹:	Information Security
Effective Date:	
Revised Date:	
Review Date:	
Approving Body:	Board of Governors
Authority:	The University of Manitoba Act
Responsible Executive Officer:	Vice-President (Administration)
Delegate: (If applicable)	Chief Information Officer
Contact:	Director, Information Security and Compliance
Application:	All students, employees, and all individuals holding an academic appointment (even if unpaid), Academic Staff, teaching staff, researchers, administrative and other staff, all employee groups, post-doctoral fellows, adjunct appointments, nil-salaried appointments, senior scholars, professor emeriti, University retirees, External Parties, volunteers, contractors and suppliers, Board of Governors members, Senate members, and Faculty/College/School Councils

Part I Reason for Policy

- 1.1 Access to University networks, computing facilities, University Information, Academic Information and Information Systems are necessary for the University Community to do their work. This Policy is necessary to ensure the security, protection, and privacy of all Information and University Information Systems and to identify responsibility and accountability for adopting and applying the Information Security Policy, Procedure and Standards.
- 1.2 Information, and the supporting Information Systems used to process, store, retrieve, and transmit that Information play a vital role in the conduct and success

¹ If the Governing Document is a By-Law or Regulation use the applicable term in place of the "Policy" reference throughout the document.

of the University of Manitoba's teaching, learning, research, outreach and Business Processes. As more Information is used and shared by the University Community, both within and outside the University, a focused effort must be made to protect that Information.

- 1.3 Nothing in this Policy is meant to infringe or impede upon the academic freedom of Academic Staff at the University, nor to monitor, censor or restrict the use of Academic Information at the University. Academic Information differs in nature from other Information retained on the University's Information Systems and may be the Intellectual Property of Academic Staff.
- 1.4 Confidentiality Protection, Integrity Protection, and Availability Protection of Information are essential to maintaining the University's reputation, legal position, and ability to conduct its operations. Failure to protect the University of Manitoba's Information could have financial, legal, and ethical ramifications.

Part II Policy Content

- 2.1 The following terms have the following defined meanings for the purpose of this Policy:
 - (a) **"Academic Information"** includes information and data that is retained on the University's Information System for a research, scholarly or educational purpose, and can exist in many forms including but not limited to written or printed on paper, stored electronically, recorded on magnetic disk or tape, or spoken in conversation. Academic Information may be the Intellectual Property of Academic Staff.
 - (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) **"Availability Protection"** is protection to ensure that access to Information and Information Systems is provided in a timely manner.

- (d) **“Business Processes”** are a collection of related, structured activities or tasks that in a specific sequence produces a service or product (serves a particular business goal such as receiving orders, invoicing, shipping products, updating employee information, or setting a budget).
- (e) **“Confidentiality Protection”** is protection to ensure that Information and Information Systems is/are accessible only to those persons authorized to have access.
- (f) **“Cyber Attack”** is an attack, via cyberspace, targeting an enterprise’s use of cyberspace for the purpose of disrupting, disabling, destroying, or maliciously controlling a computing environment / infrastructure; or destroying the integrity of the Information and/or Information Systems; or stealing Information.
- (g) **“Exceptions”** are the circumstances under which an Information Owner has identified the inability to adhere to the Information Security Policy, Procedure or Standards, and if the Exception is approved, has formally accepted the risks associated with non-compliance.
- (h) **“Executive Staff”** means the Executive or Administration Excluded Academic Staff, including the President, Vice-Presidents, Associate Vice-Presidents, Vice-Provosts, Comptroller, and Executive Directors.
- (i) **“External Parties”** are external to the University. This includes business partners, vendors, third party services, contractors, consultants, guests, volunteers and those affiliated with the University that are not also students or employees accessing or using Information and Information Systems.
- (j) **“Information”** includes all records and data in the custody and/or control of the University and can exist in many forms including but not limited to written or printed on paper, stored electronically, recorded on magnetic disk or tape, or spoken in conversation.
- (k) **“Information Owners”** are those individuals who have primary responsibility for Business Processes through which Information is received, created, stored, handled, or discarded, whether in physical or electronic form. When Information crosses multiple Business Processes, Information may have multiple Information Owners under this Policy.
- (l) **“Information Security and Compliance”** is a section within Information Services and Technology (IST), led by the Director of Information Security and Compliance.
- (m) **“Information Security Breach”** is an incident in which sensitive, private, confidential or otherwise protected Information has been accessed, disclosed and/or released in a manner that is not authorized by the Information Security Policy, Procedure or Standards. Information Security

Breaches can involve Information, University Information, Academic Information or Intellectual Property.

- (n) **“Information Security Standards”** are the compliance standards authored by Information Security and Compliance to provide guidance to the University Community.
- (o) **“Information Systems”** are the technology and data owned, controlled and/or used by the University to create, maintain and disseminate Information which include, but are not limited to, computer systems and networks.
- (p) **“Information Trustees”** are the Executive Staff at the University, along with the deans, department heads and directors of the individual Academic Faculties and Administrative Units.
- (q) **“Information Users”** are individuals who have been granted access to specific Information resources in the performance of their assigned duties. All members of the University Community are Information Users of some part of the University of Manitoba’s Information resources, even if they do not have responsibility for managing those resources.
- (r) **“Integrity Protection”** is protection and safeguards to ensure that Information is accurate and complete.
- (s) **“Intellectual Property”** means all original literary, dramatic, musical and artistic works, performances, communication signals and sound recordings capable of Copyright protection under the *Copyright Act* (Canada).
- (t) **“IST (Information Services & Technology)”** is an Administrative Unit reporting to the Vice-President (Administration). IST provides information technology and communication resources and expertise in support of the educational, research and administrative activities of the University. The department is comprised of four sections: Information Security and Compliance; Planning and Governance; Client Services; and Technology Services
- (u) **“University Community”** means all students, employees, and all individuals holding an academic appointment (even if unpaid), Academic Staff, teaching staff, researchers, administrative and other staff, all employee groups, post-doctoral fellows, adjunct appointments, nil-salaried appointments, senior scholars, professor emeriti, University retirees, External Parties, volunteers, contractors and suppliers, Board of Governors members, Senate members, and Faculty/College/School Councils.
- (v) **“University Information”** includes all records and data in the custody and/or control of the University which are used in Business Processes, and can exist in many forms including but not limited to written or printed on

paper, stored electronically, recorded on magnetic disk or tape, or spoken in conversation

2.2 The primary purpose of this policy is to:

- a) ensure the protection of all Information and Information Systems (including but not limited to all computers, mobile devices, networking equipment, software and Information) and to mitigate the risks associated with the theft, loss, misuse, damage or abuse of these systems;
- b) ensure Information Users are aware of, and comply with, any current and relevant provincial and federal legislation;
- c) minimize the University's exposure to Cyber Attacks;
- d) ensure that Information Users understand their own responsibilities with respect to Confidentiality Protection, Integrity Protection and Availability Protection of the Information, and Information Systems they handle; and
- e) protect the University from liability or damage through misuse of its Information and Information Systems.

2.3 Policy Statement:

The University is committed to protecting the University Information, Academic Information, and Information Systems used in its teaching, learning, research, outreach and Business Processes and the Information User groups we support, including the University Community and the public. The use of Information Systems imposes certain responsibilities and obligations on users of the Systems. Such use is granted by the University of Manitoba subject to compliance with University policies and procedures as well as with provincial and federal laws.

2.4 This policy applies to:

- a) the University Community who access or in any way make use of University Information Systems;
- b) the protection and security of Academic Information on University Information Systems, but not as to the content (subject to compliance with relevant legislation and University policies or procedures) or ownership of Academic Information stored on the University Information Systems;
- c) all Information and Information Systems, including those used by the University under license or contract. Information and Information Systems can be in any form and recorded on any media, and all computer hardware, computer software, and communications networks owned or operated by the University or on the University's behalf; and
- d) any device, regardless of ownership and including equipment privately owned by University Community members (e.g., laptop computers, tablet computers,

smart phones, USB storage devices, etc.), but only with respect to the ways in which they connect to or access Information and Information Systems and the activities they perform with the Information and Information Systems.

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 Vice-President (Administration) is responsible for the implementation, administration and review of this Policy.
- 3.3 Information Trustees are accountable to ensure the exercise of due diligence in protecting all Information that falls within their respective Faculties or Administrative Units by:
 - a) understanding and mitigating risks associated with the loss of Confidentiality Protection, Integrity Protection, or Availability Protection of University Information and Information Systems used in the Faculty or Administrative Unit;
 - b) determining, in coordination with other responsible Administrative Units (e.g., Office of Legal Counsel, Information Security and Compliance, Access and Privacy Office, Audit Services etc.) and through participation in risk assessment activities, the proper levels of protection for Information (including Academic Information) and Information Systems that are owned and managed within their areas;
 - c) actively promoting and visibly supporting Information security awareness in the Faculty or Administrative Unit and ensuring that all Information Users participate in relevant security training; and
 - d) ensuring that the Information Security Procedure and Standards that are referred to by this Policy are communicated to and followed by the Faculty or Administrative Unit.
- 3.4 Information Owners are responsible for:
 - a) Assigning University Information classification categories;
 - b) maintaining records of University Information in all classification categories, their locations, and who has access to them;
 - c) reviewing and authorizing Information User access to Information and Information Systems based on Business Processes;
 - d) reviewing and authorizing privileged Information User access to Information Systems;
 - e) controlling changes to University Information and Information Systems;

- f) defining recovery time objectives and recovery point objectives for University Information, Academic Information and Information Systems and ensuring that backup and recovery processes can meet those objectives;
- g) ensuring compliance with applicable record retention policies and schedules;
- h) documenting Exceptions that identify risks and controls due to the inability to follow the Information Security Policy, Procedure and Standards in their respective Faculties and Administrative Units;
- i) ensuring that Information and Information Systems that are no longer needed are disposed of securely; and
- j) ensuring that essential Business Processes can continue in the event that the existing Information and Information Systems are unavailable.

3.5 Information Users have a responsibility to:

- a) review, understand, comply, and conduct themselves in a manner consistent with the Information Security Policy, Procedure or Standards;
- b) use Information Systems only for authorized purposes as defined by the University;
- c) comply with the terms of software licenses;
- d) comply with legal and regulatory obligations that apply to them including, but not limited to, *The Freedom of Information and Protection of Privacy Act (FIPPA)*, *The Personal Health Information Act (PHIA)*, and the *Copyright Act*;
- e) protect their userid (the access word assigned to each user of the Information Systems by IST) password and system from unauthorized use. Users are responsible for all activities on their userid that originate from their system with their knowledge;
- f) participate in security awareness, training, and education sessions as appropriate to their job functions and as directed by their supervisors and/or management;
- g) promptly report lost or stolen University owned devices to the University's IST Service Desk;
- h) promptly report lost or stolen non-University owned devices used for connecting to the University's network and Information Systems or for accessing University Information to the University's IST Service Desk;
- i) promptly notify the University's IST Service Desk or the Director of Information Security and Compliance of any known or suspected Information Security Breach, Cyber Attack, incident or issue.
- j) comply with all University policies regarding Intellectual Property;
- k) access only Information that is their own, that is publicly available or to which they have been explicitly granted access by the owner of the Information;
- l) ensure that systems under their control have current security updates and anti-virus software installed regardless of ownership of the equipment; and

- m) engage in ethical workplace behaviours when using University Information Systems reflecting:
 - (i) academic honesty;
 - (ii) acceptable language of discourse;
 - (iii) restraint in the consumption of shared Information System resources by refraining from monopolizing systems and/or overloading networks with excessive data or activity, degrading services, or wasting any other related resource;
 - (iv) respect for Intellectual Property and ownership of data; and
 - (v) respect for individual rights to privacy and freedom from harrasment in such forms as intimidating, disrespectful or obscene messages, jokes or images.

3.6 IST is responsible for:

- a) ensuring that Information technology architecture components are designed and implemented to protect the Information they process in accordance with the Information Security Policy, Procedure or Standards.
- b) the safety, integrity and security of Univesity owned and operated Information Systems and networks;
- c) defining, implementing, and testing disaster recovery plans and making contingency arrangements to manage the prolonged unavailability of Information or Information Systems, critical computer facilities, equipment, or communications services;
- d) coordinating the investigation of alleged unauthorized use of University computer systems and network under the authority of the Vice President (Administration);
- e) providing current security information and anti-virus updates to the University Community and where possible installing these updates on machines conneted to the campus network automatically via the network;
- f) periodically informing and reminding the University Community of current Information Security Standards to be followed to ensure the integrity of University computing and networking facilities;
- g) maintaining an accurate and up-to-date inventory of Information System hardware and software in use; and
- h) ensuring that all implementations, maintenance, enhancements, and other Business Processes within its purview are conducted in accordance with the Information Security Policy, Procedure or Standards.

3.7 External Parties must:

- a) comply with the Information security and data protection requirements of the contracts, service agreements, and non-disclosure agreements that govern their relationship with the University;
- b) exercise due care and caution when accessing Information and Information Systems; and
- c) ensure that the Confidentiality Protection, Integrity Protection and Availability Protection of University Information is in place and that Information and Information Systems are adequately safeguarded.

3.8 The Information Security and Compliance section is responsible for developing a University-wide Information security vision, strategy, program, and Standards. Information Security and Compliance must:

- a) perform oversight and governance functions for Information assurance and protection, Information risk management, security incident investigations, and disaster recovery across the entire University;
- b) work in cooperation with the Office of Legal Counsel, Access and Privacy Office, and Audit Services to interpret laws and regulations governing Information security and privacy and provide appropriate compliance oversight;
- c) produce and maintain University-wide Information Security Standards that specify required and recommended Information security measures and controls;
- d) develop methodologies and processes to help the University of Manitoba's Faculty and Administrative Units comply with Information Security Procedure and Standards in a consistent and effective manner;
- e) provide expertise and knowledge of current higher education trends in Information security and Business Processes to ensure parity with peer organizations and improve control processes across the University; and
- f) respond to, investigate, and report on Information Security Breaches.

Part IV Authority to Approve Procedures

4.1 The Chief Information Officer may approve Procedures, if applicable, which are secondary to and comply with this Policy.

Part V Review

5.1 Governing Document reviews shall be conducted every ten (10) years. The next scheduled review date for this Policy is _____, 2029.

5.2 In the interim, this Policy may be revised or repealed if:

- (a) the Chief Information Officer or the Approving Body deems it necessary or desirable to do so;
 - (b) the Policy is no longer legislatively or statutorily compliant; and/or
 - (c) the Policy is now in conflict with another Governing Document.
- 5.3 If this Policy is revised or repealed all Secondary Documents, if applicable, shall be reviewed as soon as possible in order that they:
- (a) comply with the revised Policy; or
 - (b) are in turn repealed.

Part VI Effect on Previous Statements

- 6.1 This Policy 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 VII Cross References

- 7.1 This Policy should be cross referenced to the following relevant Governing Documents, legislation and/or forms:
- (a) Information Security Procedure
 - (b) Use of Computer Facilities Policy
 - (c) Use of Computer Facilities Procedure
 - (d) Custody and Control of Electronic Devices and Media Policy
 - (e) Custody and Control of Electronic Devices and Media Procedure
 - (f) Records Management Policy
 - (g) Access and Privacy Policy
 - (h) Access and Privacy Procedure

- (i) Data Security Classification
- (j) Use of Copyright Protected Materials Policy

UNIVERSITY OF MANITOBA PROCEDURE

Procedure:	Information Security
Parent Policy:	Information Security Policy
Effective Date:	
Revised Date:	
Review Date:	
Approving Body:	Chief Information Officer
Authority:	The University of Manitoba Act
Responsible Executive Officer:	Vice-President (Administration)
Delegate: (If applicable)	Chief Information Officer
Contact:	Director, Information Security and Compliance
Application:	All students, employees, and all individuals holding an academic appointment (even if unpaid), Academic Staff, teaching staff, researchers, administrative and other staff, all employee groups, post-doctoral fellows, adjunct appointments, nil-salaried appointments, senior scholars, professor emeriti, University retirees, External Parties, volunteers, contractors and suppliers, Board of Governors members, Senate members, and Faculty/College/School Councils

Part I Reason for Procedure

- 1.1 To enforce the responsibilities of Information Users to act in accordance with the Information Security Policy, Procedure and Standards.
- 1.2 To identify the Information Security Standards that will apply to all Information Users.
- 1.3 To identify the Information Security Standards that will be used for IST support. The details of these Information Security Standards will be available to IST Support personnel only, or on request.

Part II Procedural Content

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

- (a) **“Academic Information”** includes information and data that is retained on the University’s Information System for a research, scholarly or educational purpose, and can exist in many forms including but not limited to written or printed on paper, stored electronically, recorded on magnetic disk or tape, or spoken in conversation. Academic Information may be the Intellectual Property of Academic Staff.
- (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) **“Availability Protection”** is protection to ensure that access to Information and Information Systems is provided in a timely manner.
- (d) **“Business Processes”** are a collection of related, structured activities or tasks that in a specific sequence produces a service or product (serves a particular business goal such as receiving orders, invoicing, shipping products, updating employee information, or setting a budget).
- (e) **“Confidentiality Protection”** is protection to ensure that Information and Information Systems is/are accessible only to those persons authorized to have access.
- (f) **“Cyber Attack”** is an attack, via cyberspace, targeting an enterprise’s use of cyberspace for the purpose of disrupting, disabling, destroying, or maliciously controlling a computing environment / infrastructure; or destroying the integrity of the Information and/or Information Systems; or stealing Information.
- (g) **“Exceptions”** are the circumstances under which an Information Owner has identified the inability to adhere to the Information Security Policy, Procedure or Standards, and if the Exception is approved, has formally accepted the risks associated with non-compliance.

- (h) **“Executive Staff”** means the Executive or Administration Excluded Academic Staff, including the President, Vice-Presidents, Associate Vice-Presidents, Vice-Provosts, Comptroller, and Executive Directors.
- (i) **“Information”** includes all records and data in the custody and/or control of the University and can exist in many forms including but not limited to written or printed on paper, stored electronically, recorded on magnetic disk or tape, or spoken in conversation.
- (j) **“Information Owners”** are those individuals who have primary responsibility for Business Processes through which Information is received, created, stored, handled, or discarded, whether in physical or electronic form. When Information crosses multiple Business Processes, Information may have multiple Information Owners under this Policy.
- (k) **“Information Security and Compliance”** is a section within Information Services and Technology (IST), led by the Director of Information Security and Compliance.
- (l) **“Information Security Breach”** is an incident in which sensitive, private, confidential or otherwise protected Information has been accessed, disclosed and/or released in a manner that is not authorized by the Information Security Policy, Procedure or Standards. Information Security Breaches can involve Information, University Information, Academic Information or Intellectual Property.
- (m) **“Information Security Decision”** is a decision of Executive Staff at the University to grant an Exception to the Information Security Policy, Procedure or Standards. Information Security Decisions are based on the contents of Information Security Decision Requests submitted by Information Owners and setting out the reasons for the requested Exception.
- (n) **“Information Security Standards”** are the compliance standards authored by Information Security and Compliance to provide guidance to the University Community.
- (o) **“Information Systems”** are the technology and data owned, controlled and/or used by the University to create, maintain and disseminate Information which include, but are not limited to, computer systems and networks.
- (p) **“Information Trustees”** are the Executive Staff at the University, along with the deans, department heads and directors of the individual Academic Faculties and Administrative Units.
- (q) **“Information Users”** are individuals who have been granted access to specific Information resources in the performance of their assigned duties.

All members of the University Community are Information Users of some part of the University of Manitoba's Information resources, even if they do not have responsibility for managing those resources.

- (r) **Integrity Protection** is protection and safeguards to ensure that Information is accurate and complete.
- (s) **“IST (Information Services & Technology)”** is an Administrative Unit reporting to the Vice-President (Administration). IST provides information technology and communication resources and expertise in support of the educational, research and administrative activities of the University. The department is comprised of four sections: Information Security and Compliance; Planning and Governance; Client Services; and Technology Services
- (t) **“University Community”** means all students, employees, and all individuals holding an academic appointment (even if unpaid), Academic Staff, teaching staff, researchers, administrative and other staff, all employee groups, post-doctoral fellows, adjunct appointments, nil-salaried appointments, senior scholars, professor emeriti, University retirees, External Parties, volunteers, contractors and suppliers, Board of Governors members, Senate members, and Faculty/College/School Councils.
- (u) **“University Information”** includes all records and data in the custody and/or control of the University which are used in Business Processes, and can exist in many forms including but not limited to written or printed on paper, stored electronically, recorded on magnetic disk or tape, or spoken in conversation.

2.2 Adherence to the Information Security Policy, Procedure and Standards is mandatory for the University Community.

Definition of **“Authorized Use”**

2.3 For the purposes of this Procedure, Authorized Use of University Information, Academic Information and Information Systems means University purposes associated with:

- (a) Teaching and learning support;
- (b) University approved research including graduate theses;
- (c) Community services in furtherance of or related to the above;

(d) Administration of the University; and

(e) Outside professional activity in accordance with University policy.

2.4 Information Users may use the University Information Systems for non-University matters except where such use would be prohibited by this or other University policy or where such use unreasonably interferes with academic uses, job performance, Business Processes, or system performance/operations.

Definition of “Unauthorized Use”

2.5 Unauthorized Use of University Information and Information Systems means use of University Information and Information Systems in ways not associated with University purposes, including but not limited to:

(a) Failure to adhere to the Information Security Policy, Procedure and Standards when using the Information and Information Systems owned and operated by the University;

(b) Use of or access to another Information User’s Information System, userid, password, files, email or other Information without that Information User’s permission unless authorized by the Vice-President (Administration);

(c) Attempting to circumvent security controls on any Information System or failing to keep current security controls on University owned equipment or Information Systems;

(d) Engaging in any activity that might be purposefully harmful to Information Systems or to any Information stored thereon;

(e) Placing any destructive or nuisance programs such as viruses or worms into an Information System;

(f) Sending fraudulent, harassing, threatening or obscene messages using the University Information Systems;

(g) Transmitting commercial advertisements, solicitations or promotions for any other commercial purpose that is not permitted pursuant to the Commercial Advertising Policy, or authorized by the Vice-President (Administration) ;

(h) Intentionally accessing or collecting illegal material or material that violates University policy or procedure;

(i) Sending unauthorized bulk email (spam);

(j) Using the system to excess in non-University related activities;

- (k) Unauthorized use of the “University” logo or name;
- (l) Using the systems or networks for personal financial gain in a manner which purports to represent the University’s involvement without the University’s prior written approval, excluding outside professional activity as defined above; and
- (m) Engaging in any other activity that does not comply with the Information Security Policy, Procedure and Standards.

Consequences of Unauthorized Use

- 2.6 Persons found to be not acting in accordance with the Information Security Policy, Procedure and/or Standards are subject to University discipline up to and including dismissal/expulsion and/or any other action in accordance with applicable University governing documents and collective agreements.
- 2.7 In cases of financial loss to the University, restitution may be sought.
- 2.8 The University may disconnect any machine connected to a University Information System, including, but not limited to, Academic Staff owned computing and networking equipment which does not have current security controls installed and in the opinion of the University could jeopardize the integrity and operation of the Information and/or Information Systems.
- 2.9 Lack of awareness of the Information Security Policy, Procedure and Standards is not an excuse for non-compliance.
- 2.10 Where an Unauthorized Use is alleged, IST shall be responsible for coordinating the investigation of the Unauthorized Use with other University Administrative Units including the Office of Legal Counsel, Access and Privacy, and Human Resources, under the authority of the Vice President (Administration). When non-compliance is suspected, you should contact the Information Security Team at infosec@umanitoba.ca.

Part III

Awareness and Education

- 3.1 The Director of Information Security and Compliance works with the Marketing and Communications Office, Information Services and Technology Staff, the Office of Risk Management, and the Access and Privacy Office to develop and distribute security awareness and educational materials.

Exceptions

- 3.2 Any Information Owner engaging in Business Processes for a Faculty or Administrative Unit of the University that cannot comply with any portion of this Policy, Procedure or Standards must request an Exception and submit a written Information Security Decision Request to the Director of Information Security and Compliance for review.
- 3.3 Requests that, if granted, pose a high level of risk to the University Information System, or a generalized risk beyond the Information Owner's Faculty or Administrative Unit may be referred to Executive Staff of the University for an Information Security Decision.
- 3.4 Information Security Decision Requests must include the scope and duration of the Exception, the business reason for the Exception, and a committed remediation plan and time frame to achieve adherence to the Information Security Policy, Procedure and Standards.

Information Security Standards applicable to all University Community members

- 3.5 The following Information Security Standards apply to all University Community members. Revisions or additions to these Information Security Standards may be undertaken by Information Security and Compliance under the authority of the Director of Information Security and Compliance.
 - (a) Password Standard;
 - (b) Mobile Encryption Standard;
 - (c) Electronic Transmission of Data Standard; and
 - (d) Use of Non-University Owned Devices Standard.

Information Security Standards which apply to IT Support

- 3.16 The following Information Security Standards apply to IT Support. Revisions or additions to these Information Security Standards may be undertaken by Information Security and Compliance under the authority of the Chief Information Officer.
 - (a) Workstation Patch Management Standard;
 - (b) Server Patch Management Standard;
 - (c) Software Patch Management Standard;
 - (d) Backup Standard;
 - (e) Vulnerability Management Standard;
 - (f) Antivirus Protection Standard;

- (g) IT Change Management Standard;
- (h) Threat and Risk Assessment Standard;
- (i) Security Incident Handling Standard; and
- (j) Data Centre and Facilities Access Standard.

Part IV Accountability

- 4.1 The Office of Legal Counsel is responsible for advising the President that a formal review of this Procedure is required.
- 4.2 The Vice-President (Administration) is responsible for the implementation, administration and review of this Procedure.
- 4.3 The University Community is responsible for complying with this Procedure.

Part V Review

- 5.1 Governing Document reviews shall be conducted every ten (10) years. The next scheduled review date for this Procedure is _____, 2029.
- 5.2 In the interim, this Procedure may be revised or repealed if:
 - (a) the Chief Information Officer 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 VI Effect on Previous Statements

- 6.1 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 VII
Cross References

- 7.1 This Procedure should be cross referenced to the following relevant Governing Documents, legislation and/or forms:
- (a) Information Security Policy
 - (b) Password Standard
 - (c) Mobile Encryption Standard
 - (d) Electronic Transmission of Data Standard
 - (e) Use of Non-University Devices Standard
 - (f) Workstation Patch Management Standard
 - (g) Server Patch Management Standard
 - (h) Software Patch Management Standard
 - (i) Backup Standard
 - (j) Vulnerability Management Standard
 - (k) Antivirus Protection Standard
 - (l) IT Change Management Standard
 - (m) Threat and Risk Assessment Standard
 - (n) Security Incident Handling Standard
 - (o) Data Centre and Facilities Access Standard
 - (p) Custody and Control of Electronic Devices and Media Policy
 - (q) Custody and Control of Electronic Devices and Media Procedure
 - (r) Data Security Classification
 - (s) Commercial Advertising Policy
 - (t) Use of Computer Facilities Policy
 - (u) Use of Computer Facilities Procedure



AGENDA ITEM:

Increase the spending rate of the University Investment Trust for Fiscal 2020/2021

RECOMMENDED RESOLUTION:

THAT the Board of Governors approve increasing the spending rate of the University Investment Trust (endowment fund) for fiscal 2020/2021.

CONTEXT AND BACKGROUND:

The Trust Investment Committee has general authority over the investment and administration of the assets of the University Investment Trust ("UIT"). The Trust Investment Committee is an advisory committee accountable to the Board of Governors through the Finance, Administration and Human Resources Committee. One of the responsibilities of FAHRC is financial matters, which includes "the general investment policy and management of the University's investments". The Trust Investment Committee is chaired by the Vice-President (Administration), and the Trust Investment Committee acts as an advisory committee to the Chair, who will submit the recommendations to the Board of Governors for approval.

The spending policy of the UIT is as follows:

Annually, the UIT will make available for spending an amount of 4.25% of the average market values for the rolling 48-month preceding period. In addition, the Committee can recommend a change to the amount in any one year, with a floor set at 3.50% of the preceding 48-month period, and a ceiling of 5.00% of the preceding 48-month period. This change would only arise in circumstances where the net real rate of return of the fund had deteriorated or improved to the extent an adjustment to the rate of spending is warranted. This would depend on the net real return of the UIT over the past 5 and 10 year periods; current investment market conditions; the outlook of future investment markets; and assessing the effect of such an adjustment on current and future beneficiaries of the fund. Any one-year adjustment to the spending rate would have to be recommended by the Committee, and approved by the University's Board of Governors.

At the November 27, 2019 meeting of the Trust Investment Committee, a recommendation was made to increase the rate from 4.25% to 4.50% for fiscal 2020/2021, and then re-assess this rate increase in one years' time. This is a result of the favorable longer term investment returns the UIT has realized over the past 5 and 10 year periods. As at September 30, 2019, the annualized gross return over the past 5 years was 8.2%, and over 10 years it was 10.1%. To ensure the purchasing power of the UIT remains intact over longer periods, the fund must earn a net real return that exceeds these spending payout rates. To put that in simpler terms, the fund must earn a gross rate of return that equals or exceeds the payout rate + the inflation rate + expenses; this allows the fund to support both the current spending rate and expenses, and also grows the assets at the rate of inflation to ensure future students receive the same benefit as today's students.

On a 5-year annualized basis, the 8.2% investment return exceeded spending of 4.25% plus inflation of 1.77% plus investment/administration expenses of 0.73% (total 6.75%).

On a 10-year annualized basis, the 10.0% investment exceeded spending of 4.00% (average rate over 10 year period) plus inflation of 1.80% plus investment/administration expenses of 0.76% (total 6.56%).

Given the investment returns of the UIT had met its investment objectives over longer periods, the Committee felt it was time to increase the payout rate. This would be effective for one year, however the net real return of the fund would have to fall below its targets over 5 and 10 year periods for the Committee to recommend going back to the 4.25% rate. It would take a large downturn in the stock markets, or a few years of flat earnings to see the fund not reach its target return. Therefore, the Committee believes it is more likely to see the 4.50% rate continue for a few years.

RESOURCE REQUIREMENTS:

None.

CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:

The UIT supports all of the strategic priorities: Inspiring Minds, Driving Discovery and Insight, Creating Pathways, Building Community, and Forging Connections.

IMPLICATIONS:

The fund will increase its actual spending by 5.88% over last years' spending amounts just based on this policy change. This will be well received by the beneficiaries of the fund, and donors.

ALTERNATIVES:

The alternatives are to keep the spending rate at 4.25%, or increase it higher than 4.5%. The Committee felt that keeping the 4.25% spending rate the same isn't warranted, and that a 4.75% rate might be too large of a policy change at this time.

CONSULTATION:

Discussed the change with Aon Consulting at the past two Committee meetings.

ROUTING TO THE BOARD OF GOVERNORS:

<u>Reviewed</u>	<u>Recommended</u>	<u>By</u>	<u>Title</u>	<u>Date</u>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<u>Lance McKinley</u>	<u>Director, Treasury</u>	<u>Dec 6/2019</u>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<u>[Signature]</u>	<u>V.P (ADMIN)</u>	<u>Dec 9, 2019</u>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<u>Dave V. B...</u>	<u>President</u>	<u>Dec 9, 2019</u>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<u>FAHR</u>		<u>Jan. 14/2020</u>
<input type="checkbox"/>	<input type="checkbox"/>			

SUBMISSION PREPARED BY: Lance McKinley, Director, Treasury

ATTACHMENTS:

None.

AGENDA ITEM:

Proposal to Establish the Institute for Global Public Health

RECOMMENDED RESOLUTION:

THAT the Board of Governors approve the establishment of the Institute for Global Public Health, for a five-year term, from December 4, 2019 through December 3, 2024 [as recommended by Senate, January 8, 2020].

CONTEXT AND BACKGROUND:

- The establishment of research centres and institutes at the University is governed by the policy on *Research Centres, Institutes and Groups*, which states that:
[a] research centre/institute is a formally structured organizational unit of the University. It is established under the authority of the Board of Governors, normally on the recommendation of the Senate of the University. The purpose of a research centre/institute is to focus and sustain research in specific areas and to encourage research collaborations among disciplines and between Departments, Faculties and Schools. Research centres/institutes also provide unique training opportunities for students and serve as a valuable source for the community at large.
Research centres/institutes normally provide for the strengthening, coordination or facilitation of research scholarly activities not readily undertaken within the University's department structure, building upon the expertise, competence and staff interest existing at the University.
- Senate has approved and recommends that the Board approve the establishment of an Institute for Global Public Health.
- The proposed Institute, which is an initiative of the Rady Faculty of Health Sciences, would be established by (i) renaming the existing Centre for Global Public Health, in the Department of Community Health Sciences, Max Rady College of Medicine, as the "Institute for Global Public Health," (ii) transferring administrative responsibility to the Rady Faculty of Health Sciences, and (iii) restructuring the constitution and membership of the Centre/Institute to involve researchers from other departments in the College of Medicine, the College of Nursing, and other academic units across the University.
- The Centre for Global Public Health was established in 2008 prior to the University adopting a policy and procedure on *Research Centres, Institutes, and Groups* and was not formally established through Senate and the Board of Governors. The Rady Faculty of Health Sciences is seeking formal approval of the Institute in order to promote greater research collaboration across the University and increase the University's research impact in the areas of global public health and health equity.
- The Institute's mission would be "... to improve health equity in Canada and globally... by generating and translating knowledge to improve public health policies and programs through high quality research, ...education and training, and developing innovative program delivery models."
- The proposal details objectives and related goals to be pursued in order to achieve the mission, including in the areas of (i) research and knowledge translation, (ii) public health education, (iii) program delivery, and (iv) technical collaboration.

RESOURCE REQUIREMENTS:

- Resources to support the infrastructure and management of the Institute would primarily be derived from overhead funds generated by external funding, including research grants and funding from

governments in partner countries. Based on revenue for current projects and future projects up for renewal, the estimated annual operating revenue would be \$1.6 million, with annual increases of approximately 2 percent. The Institute would also have access to overhead funds carried over from previous years in the Centre (\$750,000 estimated to be spent over five years) and, in Year 1, from the Partners for Health and Development in Africa (PHDA) (\$50,000).

- Resources would be required for (figures are for Year 1):
 - administrative costs in the Faculty (45 percent of overhead revenue = \$720,000);
 - salaries and benefits for (i) core management positions (\$220,000), including for the Director, Management and Finance, and partial salaries other Directors (n=5) based in Winnipeg and internationally and (ii) administrative and research support staff (\$190,000);
 - office expenses (\$75,000);
 - international travel and logistics (\$30,000);
 - operating expenses at global hubs and offices in India, Pakistan, and Kenya/Nigeria, (\$525,000);
 - annual meeting for strategic planning and reviews (\$40,000)
- The Institute would be located at the Bannatyne Campus, in spaces currently occupied by the Centre for Global Public Health, including office spaces for faculty, management, research and administrative support staff, and students/trainees. It would have access to significant data resources and computing infrastructure, as detailed in the proposal.

CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:

The mission, objectives, and goals of the Institute are consistent with, and would support research in several of the core thematic and signature research areas for enhancement identified in the *University of Manitoba – Strategic Research Plan 2015 – 2020*, including the signature/established area of excellence in population and global health research, and the thematic areas of (i) integrative research in health and well-being, (ii) human rights and social justice, and (iii) safe, healthy, just and sustainable food systems.

IMPLICATIONS:

- The Institute would be established in the Rady Faculty of Health Sciences as a platform for researchers, initially in various departments in the College of Medicine, the College of Nursing, and other Colleges in the Faculty, to develop stronger interdisciplinary collaborations in global public health research.
- The Institute's global research would focus on six key countries: Canada (primarily in Manitoba, initially), Ukraine, Kenya, Nigeria, Pakistan, and India. A new structure for the Institute would involve three regional hubs, the Manitoba Hub, based at the Institute in Winnipeg, the African Hub, based in Nairobi, Kenya, and the Indian Hub, based in Delhi, India. Five core support teams, comprising a Director, Core Faculty, and management and technical support staff, would support the Institute's global initiatives in the areas of research, education, management and finance, technical collaboration, and program delivery. Three of these teams would be based in the Manitoba Hub and two at the Indian Hub.

ALTERNATIVES:

N/A

CONSULTATION:

This proposal is forwarded to the Board of Governors by Senate following consideration by the Senate Committee on University Research, the Senate Planning and Priorities Committee, and the Senate Executive Committee.

ROUTING TO THE BOARD OF GOVERNORS:

<u>Reviewed</u>	<u>Recommended</u>	<u>By</u>	<u>Date</u>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<u>Senate Committee on University Research</u>	<u>September 17, 2019</u>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<u>Senate Planning and Priorities Committee</u>	<u>October 28, 2019</u>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<u>Senate Executive Committee</u>	<u>December 11, 2019</u>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<u>Senate</u>	<u>January 8, 2020</u>
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

SUBMISSION PREPARED BY: University Secretary on behalf of Senate

ATTACHMENTS:

- Report of the Senate Committee on University Research on the Proposal to Establish the Institute for Global Public Health
- Report of the Senate Planning and Priorities Committee on a proposal to establish the Institute for Global Public Health
- Proposal to establish the Institute for Global Public Health

THE SENATE COMMITTEE ON UNIVERSITY RESEARCH
REPORT ON THE PROPOSAL TO ESTABLISH THE
INSTITUTE FOR GLOBAL PUBLIC HEALTH

Preamble:

1. The Policy for *Research Centres, Institutes and Groups*, stipulates that all new research Centres/Institutes are to be reviewed by the Senate Committee on University Research (SCUR) prior to being transmitted to the Senate Planning and Priorities Committee and to Senate, in order to be established by the Board of Governors.
2. At its meeting on September 17, 2019, SCUR received a proposal from the Rady Faculty of Health Sciences to establish the Institute of Global Public Health.
3. The Senate Committee on University Research establishes a review sub-committee for each new Centre/Institute proposed. In accordance with the Policy, the task of each sub-committee was to review the proposal to determine if the Centre/Institute should be established. The Committee was further charged with recommending to SCUR the establishment of the Centre/Institute.

Observations:

1. The review process followed that which is outlined in sections 2.3 and 2.4 of the Policy *Research Centres, Institutes and Groups*. The following was noted:
 - a) The proposed research institute will be named the Institute for Global Public Health (IGPH)
 - b) Description and Justification:
 - i) Mission and Objectives

The stated mission of the proposed IGPH will be to “improve health equity in Canada and globally”. Their proposal indicates a multi-pronged approach to fulfilling this mission. The proposal’s authors specify that the pursuit of this mission will be furthered by “generating and translating knowledge to improve public health policies and programs through high quality research, high quality education and training, and developing innovative program delivery models”.

- ii) Scope of Activities

The proposed institute will be established within the Rady Faculty of Health Sciences, providing a collaborative platform for multiple units within that Faculty, including the College of Medicine, the College of Nursing, the Department of Community Health Sciences, the Department of Medical Microbiology, the Department of Pediatrics, and the Department of Obstetrics and Gynecology. Within the proposal, there is an explicit assertion that the proposed Institute will strengthen partnerships with other faculties to enhance “interdisciplinary engagement in global public health”. Although the Institute will be headquartered in Winnipeg, the proposal includes a plan to establish Regional Hubs in Kenya and India. These three hubs will be aimed at coordinating technical collaborations and program delivery activities in those regions, as well as in Pakistan,

Ukraine, Nigeria, and South American countries, with a particular emphasis on developing partnerships in Peru.

iii) Description of research benefits and opportunities

The proposal lists several anticipated research benefits and opportunities arising from creation of the Institute, including:

- *advancement, translation, and dissemination of research in global health that focuses on reducing inequities in population health.
- *increasing high-quality peer-reviewed scholarly publications in global public health.
- *increasing the number and profile of presentations at international research and public health conferences.
- *strengthening research collaborations with faculties and departments across the university and fostering interdisciplinary research initiatives in global public health.
- *increasing the number of high-quality graduate students enrolled at the University of Manitoba in the area of global public health.
- *supporting the development of teaching of academic courses focused on global public health.
- *enhancing collaborative research training programs with partner institutions in other countries.
- *developing and maintaining a diverse portfolio of evidence-informed public health program implementation projects.
- *supporting governments to enhance evidence-informed program models.
- *developing and maintaining a network of program leaders and implementers to disseminate program innovations and models
- *creating a global Program Science network of Governments, national and international institutes, and academic institutions.
- *collaborating with the national or local government to improve the design, implementation, and evaluation of public health policies and programs.
- *collaborating with NGOs and other academic institutions to improve the generation and translation of knowledge to improve public health.

c) Constitution:

i) Organizational Structure

The proposed institute would be established within the Rady Faculty of Health Sciences and would provide a platform for collaborations between researchers from the units within that Faculty identified above, and would provide a context for the development of partnerships with members of other University of Manitoba faculties. The Institute will be led by an Executive Director and a group of Faculty of Health Science faculty members, who will seek to attract affiliate faculty members from across the university to work collaboratively on the Institute's projects. Members of the Institute will establish an Advisory Board, consisting of global leaders in public health from academia, government programs, international organizations, and from the community. This Board will meet annually to offer guidance for the Institute's strategic direction and to facilitate collaborative relationships with global partners.

With respect to the Institute's global structure, the proposal is for the University of Manitoba headquarters to coordinate the development of five core teams, each led by

a Deputy Director and consisting of members recruited from faculty and other experts affiliated with the Institute.

1. A *Research Team* will have responsibility for guiding technical strategies and providing technical support for knowledge transfer activities.
2. An *Education Team* will be tasked with establishing and fulfilling the educational agenda of the Institute.
3. A *Management and Finance Team* will lead the administrative and managerial support for global and regional teams, as well as having responsibility for managing the Institute's budget.
4. A *Technical Collaboration Team* will have responsibility for developing global and national technical collaborations with Governments, Academic and Public Health Institutions, NGOs, and communities.
5. A *Program Delivery Team* will develop Institute programs, will monitor and provide technical support to programs within partner countries, and will support regional teams by providing strategic input and guidance in program design.

The Institute will also establish three *Regional Hubs*, each led by a Deputy Director, to develop annual action plans and priorities for the Institute's projects within partner countries and will review and assess outcomes for these projects in cooperation with the project directors in those countries.

1. An *Indian Regional Hub* will be the main external global hub and will support technical collaboration and program delivery within India and Ukraine.
2. A *Kenyan Regional Hub* will coordinate the Institute's programs in Kenya and Nigeria.
3. A *Manitoba Hub* will support projects in Manitoba, Pakistan, and Peru.

Each of these Hubs will develop strategic and annual work plans for activities within their regions of responsibility, identify funding opportunities and knowledge transfer priorities, and coordinate with other IGPH teams in knowledge generation, synthesis, and dissemination.

In addition to the organizational components described above, the proposed IGPH will also benefit from existing CGPH partnerships with local organizations in their regions of operation, including the India Health Action Trust (IHAT) and Karnataka Health Promotion Trust (KHPT) in India, Partners for Health & Development in Africa (PHDA) in Kenya, the West African Centre for Public Health & Development (WACPHD) in Nigeria, and the Centre for Global Public Health – Pakistan (CGPH – Pakistan).

- ii) Categories of Membership, iii) Procedures for Appointments, and iv) Responsibilities of Membership

The proposal defines three categories of membership. *Core Full-Time Faculty Members*, appointed jointly by the Dean of Health Sciences and the Director of the Institute from Faculty of Health Science units, will have responsibility for leading or implementing research, education and service initiatives. *Affiliate Faculty Members* will be appointed, upon request, for three-year terms and may originate from any University of Manitoba faculty. These members will work collaboratively with Core Faculty Members on research and education projects. The proposal includes a commitment for Affiliate members to receive the Institute's support in accessing and

using global infrastructure for research and other global health scholarly activities. *Research and Administrative Staff* will be appointed by the Director or delegates within the Institute and will have defined responsibilities to support the Institute's research and education activities.

d) Management:

Appointed by and reporting to the Dean of Health Sciences, the management of the IGPH will be led by the Executive Director, and a team of Deputy Directors, jointly appointed by the Dean of Health Sciences and the Executive Director to lead each of the five core teams and the three regional hubs.

e) Proposed Membership

The proposal is for Dr. James Blanchard, Professor, Departments of Community Health Sciences and Medical Microbiology, to serve as the IGPH's first Executive Director and for a group of 9 faculty members from a number of Faculty of Health Science units, such as the Departments of Community Health Sciences, Pediatrics and Child Health, Medical Microbiology, and Obstetrics and Gynecology, to serve as Core Faculty Members.

f) Physical Resources

The proposed Institute will be headquartered at the Faculty of Health Sciences on the University of Manitoba's Bannatyne Campus, and will utilize physical resources already allocated to the existing Centre for Global Public Health (CGPH). These resources include 3,184 square feet of office space for faculty, management, research and support staff, and students/trainees. The proposed IGPH will also share office space, infrastructure, and support staff with partners at locations in India (in Delhi, Bengaluru, and Lucknow), Pakistan (in Islamabad), Kenya (in Nairobi), and Nigeria (in Abuja).

The proposal also lists sizeable data resources and computing infrastructure, including a data repository provided by funding from a CFI awarded to Dr. Blanchard, 30 data servers at the University of Manitoba and at the Regional Hubs, 41 personal computers, networked printers, a photocopier, and projection equipment.

g) Financial Resources

The proposed Institute will rely on an annual total of \$34.3 million, secured through the grant support that has been awarded to CGPH members. The objective of the IGPH will be to enhance the scope and impact of work currently being pursued by the CGPH, which will require raising additional funds. The proposal includes a detailed business plan and budget, with a description of available overhead revenues from investigators that will support the proposed IGPH, available overhead revenues to support projects in Kenya through an NGO (the Partners for Health and Development in Africa or PHDA), and projected overhead revenues from funded ongoing CGPH projects.

The proposal identifies a list of expenses, including the allocation of 45% of overhead revenue generated by the IGPH to the Faculty of Health Sciences for administrative

costs, University of Manitoba operating costs to provide budgets for the Deputy Directors of the Core Management team, administration and finance costs to support 25 ongoing projects in various countries, the salaries of Deputy Directors' research support staff, office expenses, international travel for meetings and management or partnership activities that are separate from travel required for specific projects, funds to support activities managed by the three Regional Hubs, and the cost of gathering the IGPH's global team for an annual strategic review and planning meeting.

h) Statements of Support and Commitment

We received letters of support from Dr. Stephen Moses, Professor and Head, Department of Community Health Sciences and Dr. Brian Postl, Dean, Faculty of Health Sciences.

2. The membership of the sub-committee was as follows:

- Dr. Jason Leboe-McGowan, Faculty of Arts (Chair)
- Dr. Andrew Halayko, Rady Faculty of Health Sciences
- Dr. Gary Glavin, Office of the Vice-President (Research and International)

3. The assessment of the sub-committee was as follows:

In the view of the sub-committee, the proposed Institute will conduct extremely valuable research, educational, and program delivery activities in the area of global public health, both in Manitoba and in several other countries. Overall, we were impressed with both the financial and physical resources available to fulfill the stated mission of the Institute and to facilitate interdisciplinary collaborations within the Faculty of Health Sciences and across the university of Manitoba. The Institute will benefit from relationships with several organizations across various countries that have already been established through the CGPH over the past two decades. Furthermore, we assess the existing physical resources described above that already support the CGPH as more than sufficient to support the proposed IGPH. We also anticipate that the existing financial support that has supported the operations of the CGPH will also be sufficient to ensure the long-term viability of the proposed IGPH. Efforts to broaden the scope of the Institute's activities will be supported by a stated commitment to secure additional funds.

The objectives and planned activities of the Institute fit very well with several pillars of the University of Manitoba's strategic plan, including the University of Manitoba's overarching mission "to create, preserve, communicate and apply knowledge, contributing to the cultural, social and economic well-being of the people of Manitoba, Canada and the world." The Institute will contribute in significant ways to fulfilling the University's strategic priority of "Inspiring Minds through Innovative and Quality Teaching" by providing excellent training opportunities for students in the area of global public health. It will support the University's goals to drive "Discovery and Insight through Excellence in Research". The global public health research, education, and program development and delivery activities of the proposed Institute will figure prominently in fostering the University's goal of "Forging Connections to Foster High Impact Community Engagement". Moreover, the Institute's mission to promote global health equity provides a superb fit with the University of Manitoba's strategic research priorities to advance "Human Rights and Social Justice" and to conduct "Integrative Research in Health and Well-Being". Our expectation is that the activities of the proposed Institute will also have high impact in furthering the University of Manitoba's strategic research priority to promote "Safe, Healthy, Just and Sustainable Food Systems".

Although these did not significantly impact on our decision regarding whether to recommend establishment of the proposed IGPH, the sub-committee members did identify some issues in the content of the proposal that the authors should address. We consider this list of items as suggestions for improvement of the proposal document, but should not impact upon the approval of the proposed Institute.

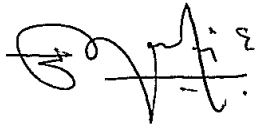
1. The organizational structure of the proposed Institute is quite complex and the description provided within the proposal would benefit from revisions aimed at making it easier for the reader to develop an understanding as to how the various components and organizational structure of the proposed Institute fit together.
2. The complexity of the organizational structure also raised concerns that the proposed Institute may not be capable of flexibly responding to rapid changes in circumstances and taking advantage of emerging opportunities. One suggestion that we have is for the proposed IGPH to plan for more frequent communication between the Executive Director and Deputy Directors, in addition to the planned Annual Meeting. Perhaps quarterly conference calls between the managers of the Institute's core teams and regional hubs would help to overcome the challenges of ensuring that such a complex organization can quickly adapt to changing circumstances.
3. There was a lack of clarity and specifics in the proposal with respect to how the proposed organizational structure of University of Manitoba faculty members, consisting of Core Members and Affiliate Members, and the Organizational Management Structure, consisting of the Executive Director, Deputy Directors, and those reporting to the Deputy Directors, will interact and coordinate their roles and responsibilities. Furthermore, it was unclear how the Advisory Board will contribute to the activities of the proposed Institute. For example, we were uncertain as to how the objectives developed by the Advisory Board would be implemented by the other organizational structures. More details about reporting plans for the various organizational components of the proposed Institute, and a more detailed description of how the Institute plans to integrate the contributions of these various components, would be useful.
4. It would be useful for the proposal to include a clearer and more detailed explanation as to how the creation of the proposed IGPH will enhance existing activities already advanced by the CGPH.
5. Sub-committee members viewed the plans for enhancing interdisciplinary collaborations with members from faculties other than the Faculty of Health Sciences as non-specific and underdeveloped. It would be useful for the proposal to include specific examples of initiatives arising from the establishment of the proposed IGPH that will enable the development of these collaborations.
6. The sub-committee members considered the proposal to be lacking in specific examples as to the type of research that would be pursued through the proposed IGPH. The proposal would be improved by the addition of illustrative examples of projects that members are currently leading. Doing so would provide assessors with a greater appreciation for the type of project that the IGPH can be expected to lead and facilitate. In particular, the type of work that will be conducted in India, in Ukraine, in Peru, and in African countries other than Kenya would be helpful.

7. The sub-committee members were concerned that the budget for the Institute is projected to be in a negative balance from Years 2 to 5. For assessors to develop full confidence in the financial resources available for the IGPH's activities, it will be necessary to address these projected shortfalls and to be provided with details about plans aimed at resolving these deficits.
8. The proposal describes the projected revenue for IGPH projects based on current annual revenue from ongoing CGPH projects as \$1.6 million and projects an annual 2% increase of this source of revenue, without explanation. The basis for such a projection should be specified.

Recommendation:

THAT the *Institute for Global Public Health* be established for a term of 5 years, from December 4, 2019 through December 3, 2024.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Digvir Jayas". The signature is stylized and includes a horizontal line across the middle.

Dr. Digvir Jayas, Chair
Senate Committee on University Research

Report of the Senate Planning and Priorities Committee on a proposal to establish the Institute for Global Public Health

Preamble:

1. The [terms of reference](#) of the Senate Planning and Priorities Committee (SPPC), which are found on the University Governance website, charge SPPC with making recommendations to Senate regarding any such studies, proposals or reports that it may initiate within itself, have referred to it by Senate, other Councils, Committees or Bodies, formal or otherwise.
2. The process for approving research institutes set out in section 2.1 of the procedure for [Research Centres, Institutes, and Groups](#) specifies the authority to establish research institutes resides with the Board of Governors, normally on the recommendation of Senate. Proposals for research institutes are transmitted from SCUR to the Chair of the SPPC to determine if SPPC review is required, and to Senate through its Executive Committee.
3. At its meeting on October 28, 2019, the SPPC considered a proposal from the Rady Faculty of Health Sciences to establish the Institute for Global Public Health.

Observations:

1. The proposed institute would be established by (i) renaming the existing Centre for Global Public Health, in the Department of Community Health Sciences, Max Rady College of Medicine, as the "Institute for Global Public Health," (ii) transferring administrative responsibility to the Rady Faculty of Health Sciences, and (iii) restructuring the constitution and membership of the Centre/Institute to involve researchers from other departments in the College of Medicine, the College of Nursing, and other academic units across the University.
2. The Centre for Global Public Health was established in 2008 prior to the University adopting a policy and procedure on *Research Centres, Institutes, and Groups* and was not formally established through Senate and the Board of Governors. The Rady Faculty of Health Sciences is seeking Senate and Board approval of the Institute in order to promote greater research collaboration across the University and increase the University's research impact in the areas of global public health and health equity.
3. The Institute's mission would be "... to improve health equity in Canada and globally... by generating and translating knowledge to improve public health policies and programs through high quality research, ...education and training, and developing innovative program delivery models." The proposal details objectives and related goals to be pursued in order to achieve the mission, including in the areas of (i) research and knowledge translation, (ii) public health education, (iii) program delivery, and (iv) technical collaboration.
4. The Institute would be established in the Rady Faculty of Health Sciences as a platform for researchers, initially in various departments in the College of Medicine, the College of Nursing, and other Colleges in the Faculty, to develop stronger interdisciplinary collaborations in global public health research. Revised membership categories signal an intent to establish university-wide research collaborations over time. They would include (i) Core Faculty from any department or College in the Faculty, (ii) Affiliate

Faculty Members from any faculty at the University, appointed for three-year terms to work collaboratively with Core Faculty, and (iii) Research and Administrative Staff from various academic units.

5. The Institute's global research would focus on six key countries: Canada (primarily in Manitoba, initially), Ukraine, Kenya, Nigeria, Pakistan, and India. The new structure for the Institute would involve three regional hubs, the Manitoba Hub, based at the Institute in Winnipeg, the African Hub, based in Nairobi, Kenya, and the Indian Hub, based in Delhi, India. Five core support teams, comprising a Director, Core Faculty, and management and technical support staff, would support the Institute's global initiatives in the areas of research, education, management and finance, technical collaboration, and program delivery. Three core support teams would be based in the Manitoba Hub and two at the Indian Hub.
6. The Executive Committee, comprising the Executive Director and Directors of core support teams, would meet at least three times annually to establish research priorities, review strategic plans, and approve annual work plans. An Advisory Board, including academic leaders from the University and leaders in global health would meet annually to review and make recommendations on the Institute's research and strategic priorities.
7. Resources to support the infrastructure and management of the Institute would primarily be derived from overhead funds generated by external funding, including research grants and funding from governments in partner countries. On the basis of revenue for current projects and future projects up for renewal, the Institute's estimated annual operating revenue would be \$1.6 million, with annual increases of approximately 2 percent. The Institute would also have access to overhead funds carried over from previous years in the Centre (\$750,000 estimated to be spent over five years) and, in Year 1, from the Partners for Health and Development in Africa (PHDA) (\$50,000).
8. Resources would be required for (figures are for Year 1):
 - administrative costs in the Rady Faculty of Health Sciences (45 percent of overhead revenue = \$720,000);
 - salaries and benefits for (i) core management positions (\$220,000), including for the Director, Management and Finance, and partial salaries other Directors (n=5) based in Winnipeg and internationally and (ii) administrative and research support staff (\$190,000);
 - office expenses (\$75,000);
 - international travel and logistics (\$30,000);
 - operating expenses at global hubs and offices in India, Pakistan, and Kenya/Nigeria, (\$525,000);
 - annual meeting for strategic planning and reviews (\$40,000).

The budget included with the proposal does not include project-specific activities supported by direct grant funds.

9. The Institute would be located at the Bannatyne Campus, in spaces currently occupied by the Centre for Global Public Health, including office spaces for faculty, management, research and administrative support staff, and students/trainees. It would have access to significant data resources and computing infrastructure, as detailed in the proposal.
10. The SPPC asked the proponents of the proposed Institute to consider whether the proposal might signal or clarify whether addressing disparities for Indigenous health outcomes might be a research priority or concern for the Institute, given its mission to improve health equity in Canada and globally. In response, the Faculty has revised the

proposal to communicate that the Institute would, in collaboration with *Ongomiizwin* (Indigenous Institute of Health and Healing), develop this as an area of focus as it expands its collaborative and interdisciplinary work in the area of health equity.

11. The SPPC asked about the benefits of converting the department-based Centre to a faculty-based Institution, with a different structure and composition. Representatives of the Office of the Vice-President (Research and International) present at the meeting said the new structure would (i) facilitate the operation of the unit, which was currently led by one individual, by distributing responsibility for managing research and administrative activities to several Directors; (ii) streamline research planning and implementation; and (iii) create efficiencies through the establishment of five core support teams (research, education, management and finance, technical collaboration, program delivery) that would support activities at the three regional hubs, rather than having separate teams for each of these functions at each of the regional hubs.

Recommendation

The Senate Planning and Priorities Committee recommends:

THAT Senate recommend that the Board of Governors approve the establishment of the Institute for Global Public Health, for a five-year period ending December 3, 2024. The Senate Planning and Priorities Committee recommends that the Vice-President (Research and International) not implement the proposal to establish this Institute until satisfied that there would be sufficient existing space and sufficient existing resources.

Respectfully submitted,

Professor David Watt, Chair
Senate Planning and Priorities Committee

Proposal to establish the Institute for Global Public Health

a) Name of Research Institute: Institute for Global Public Health

b) Description and Justification

Background

The Centre for Global Public Health (CGPH) was established in 2008 within the Department of Community Health Sciences at the University of Manitoba with the following objectives:

1. Establish an efficient and effective administrative and management structure to support existing programs and facilitate the development of new global public health initiatives;
2. Develop a strong academic faculty core to expand the capacity for research, service delivery, education and knowledge translation; and
3. Establish a program structure that will facilitate improved integration of global public health initiatives into the wider UM research and education programs.

The Centre's focus was three-fold: research, education, and service (programs). Since it was primarily centred within the Department of Community Health Sciences with collaboration with faculty members in other Departments within the Faculty, it was never formally established as a University of Manitoba Research Centre or Institute. Over the past decade the CGPH has greatly expanded its impact and scope, both geographically and with respect to the global public health areas it addresses. To promote enhanced collaboration across the University of Manitoba's departments, colleges and faculties and thereby increase the impact of the University of Manitoba's global public health research we propose to establish a Faculty level research institute: the ***Institute for Global Public Health (IGPH)***. Additional details on the IGPH model are provided in Appendix A. Based in the Rady Faculty of Health Sciences the new Institute will build on the previous success of the CGPH by expanding collaborations within the Faculty and with the wider University of Manitoba community and establishing a unique global platform for research, education and service.

Mission and Objectives

The mission of the IGPH is to ***improve health equity in Canada and globally***. The IGPH will achieve this by generating and translating knowledge to improve public health policies and programs through high quality research, high quality education and training, and developing innovative program delivery models. The impact of this work will be enhanced through strategic technical collaborations with government, non-government and academic institutions and organizations in key global geographies. The mission of the IGPH aligns well with the University of Manitoba's Strategic Research Plan 2015-2020. It provides a global scope for high impact in the "Integrative and Well-Being Research" theme. It also builds on the Signature Area of "Population and Global Health". Moreover, the IGPH will seek to strengthen the University of Manitoba's global impact in the research themes of "Human Rights and Social Justice" and "Safe, Healthy, Just and Sustainable Food Systems" by strengthening global platforms for research, knowledge translation and technical collaboration in these areas. Aligning with its mission the IGPH has established the following goals and objectives:

1. Research & Knowledge Translation

Goal: Advance, translate and disseminate research in global health with a focus on generating science for reducing inequities in population health.

- Increase the production of high-quality peer-reviewed scholarly publications in the area of global public health.
- Increase research funding in global public health, focusing on national and international research funding agencies.
- Increase the number and profile of presentations at international research and public health conferences.
- Strengthen research collaborations with faculties and departments across the university and creating and fostering high impact interdisciplinary research initiatives in global public health.

2. Education

Goal: Prepare leaders in public health science and practice to address current and future public health challenges.

- Increase the number of high-quality graduate students (Masters and Doctoral level) enrolled with the University of Manitoba train in the area of global public health.
- Increase the number of post-doctoral fellows that train at the University of Manitoba in the field of global public health.
- Support the development and teaching of academic courses focused on global public health, along with short courses in diverse geographies.
- Enhance collaborative research training programs with partner institutions in other countries.

3. Program Delivery

Goal: Design and implement comprehensive and scalable evidence-informed strategies to inform and influence public health outcomes.

- Develop and maintain a portfolio of evidence-informed public health program implementation projects in diverse geographic, social and cultural contexts.
- Support governments to scale up effective evidence-informed program models.
- Develop and maintain a network of program leaders and implementers to accelerate the dissemination of program innovations and models.

4. Technical Collaboration

Goal: Establish sustained partnerships with national and local government, institutions, non-governmental organization (NGO) and other academic partners to improve/optimize the health programs and generate evidence to inform public health policies and programs.

- Create a global Program Science network of Governments (National/Provincial) within the key geographies, national and international institutes and academic institutions.
- Collaborate with the national or local government to improve the design, implementation and evaluation of public health policies and programs.
- Collaborate with NGOs and other academic institutions to improve the generation and translation of knowledge to improve public health impact.

The establishment of an Institute for Global Public Health is expected to considerably enhance the activities that have already been advanced by the CGPH. These include:

- **Enhance collaborative research in global health within the UM** – By establishing the Institute, a wider range of interdisciplinary and interprofessional collaborations will be promoted. Whereas the current CGPH is primarily embedded within the Department of Community Health Sciences, a faculty-wide Institute will provide a platform to engage core

and affiliated faculty members from across the Rady Faculty of Health Sciences, and will enhance collaboration with other faculties from a more cross-cutting administrative platform. The Institute will pro-actively seek a wider base of faculty members and trainees to participate in collaborative research, leveraging the Institute's global research platforms and resources.

- **Strengthen global platforms** – The Institute will operate under a revised funding model that will allow it to strengthen and sustain its critical partnerships and platforms in core geographies. This will provide greater efficiency for collaborative initiatives, while elevating the profile of the UM in its focus countries.
- **Enhance research training** – As an Institute, new research training programs and opportunities will be provided for a wider set of disciplines, utilizing novel training methods, mobilizing interdisciplinary mentorship teams, and providing unique opportunities for trainees to work together in global public health initiatives.

c) Constitution

The proposed Institute of Global Public Health (IGPH) would be established under the Rady Faculty of Health Sciences (see Figure 1). The IGPH would be set up as a collaborative platform for various departments of the Max Rady College of Medicine, the College of Nursing, and other academic units within the Rady Faculty of Health Sciences. Further, the IGPH would establish stronger partnerships with other faculties, providing a stronger university-wide, interdisciplinary engagement in global public health.

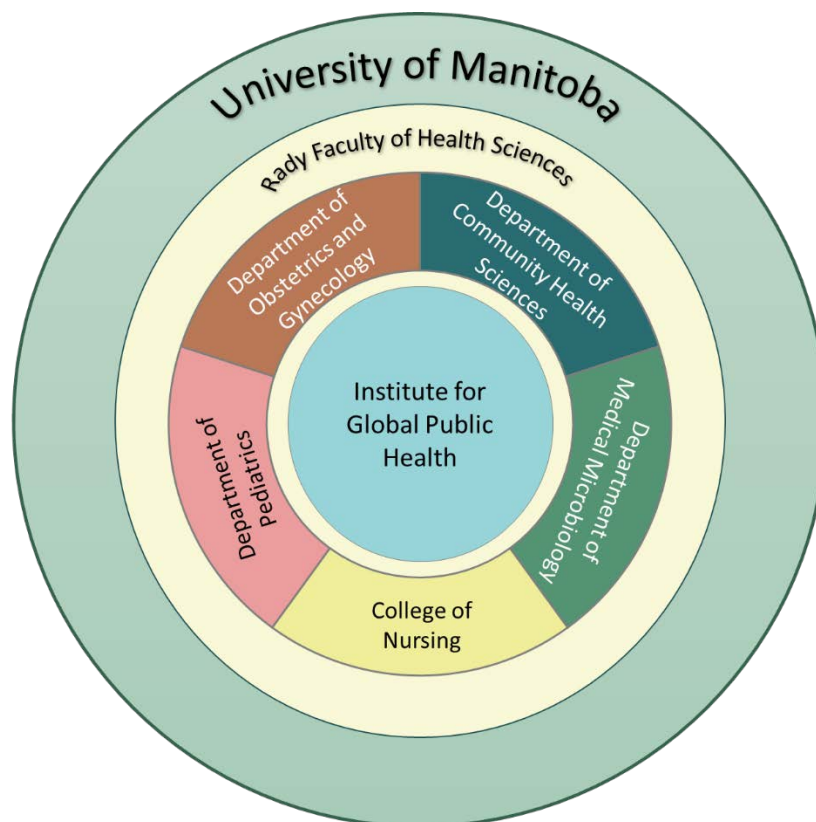


Figure 1: Institute of Global Public Health

Enhancing Interdisciplinary Collaboration

A core feature of the Institute will be the enhancement of interdisciplinary collaboration to address key global public health challenges, and positioning the University of Manitoba as a unique institution with respect to how it brings diverse perspectives and disciplines together to enhance health equity. Examples of collaborative initiatives envisioned under the auspices of the Institute include:

- **Strengthening health equity through primary care** – As countries across the world focus on initiatives to meet the Sustainable Development Goals, including Universal Health Coverage, there is a renewed emphasis on developing strong primary care systems that will provide better access to quality health care to the marginalized and disadvantaged. The Institute will be well-positioned to tackle this challenge by mobilizing professionals from across the health disciplines and professions to work together to study and apply ways to improve primary care. In India, the Institute will build on a large portfolio of public health programs to work with the national and state governments, NGOs and academic institutions to conduct research into the gaps in primary care coverage, to identify and test innovative solutions, and to build capacity for health systems to improve their coverage and equity. Faculty members and trainees from nursing, medicine, community health sciences, social work, and other disciplines can contribute to this initiative.
- **Improving maternal, newborn, child, and adolescent health (MNCAH)** – The UM (through CGPH) has established a large portfolio of research, technical assistance and program delivery in the area of MNCAH in India and Pakistan. New programs are being developed in sub-Saharan Africa, and opportunities are emerging through partnerships in Peru. Research into how best to improve the availability, quality and utilization of MNCAH services presents a key opportunity for interdisciplinary collaboration, bringing together clinicians from nursing and medicine, community health scientists, and social scientists to better understand how to improve the continuum of care in MNCAH. In addition, new opportunities in nutrition and early child development are anticipated.
- **Addressing risk and vulnerability of adolescent girls and young women** – The CGPH has created a portfolio of research initiatives in India, Kenya, Nigeria and Ukraine focusing on the risk and vulnerability of adolescent girls and young women in relation to HIV, reproductive health, and violence. There are important opportunities to engage researchers from across the health disciplines, while engaging with faculty members and trainees from the Centre for Human Rights Research, Social Work, and other disciplines.

As the Institute expands its collaborative and interdisciplinary work in the area of health equity, opportunities to address disparities in health outcomes for Indigenous populations will be developed as a focus area. The Institute plans to build on the UM's commitment in this area through collaboration with *Ongomiizwin*, the Indigenous Institute of Health and Healing, and drawing on the expertise and leadership available across the UM and in the broader Manitoba community to strengthen its global health work with Indigenous communities and building knowledge networks that will enhance exchange of experiences and knowledge between global and Canadian contexts.

Global Structure

The CGPH is currently working in many countries, particularly if we consider the many and diverse technical collaborations. However, as we move forward, we have planned to intensify our focus on six key countries: Canada, Ukraine, Kenya, Nigeria, Pakistan and India. The focus in Canada will be primarily on the province of Manitoba, but will expand to other provinces / territories as opportunities emerge. We also plan to expand into South America through collaboration in Peru. These countries have been selected because they exhibit areas of poor health with unique challenges and tremendous inequity, particularly among the most vulnerable populations. Additionally, these countries provide important distinct epidemiologic, cultural and social contexts in which to work and learn. Further, we have been working in these countries over the past 10 plus

years and have established important and sustained partnerships with government, non-governmental organizations and communities and we are committed to maintaining those partnerships and building on our previous work. Each country program and platform may be configured slightly differently but they will all have the four critical core elements discussed in Appendix A - technical collaboration, research, education and program delivery.

Figure 2 shows the operational structure and global architecture for the proposed Research Institute.

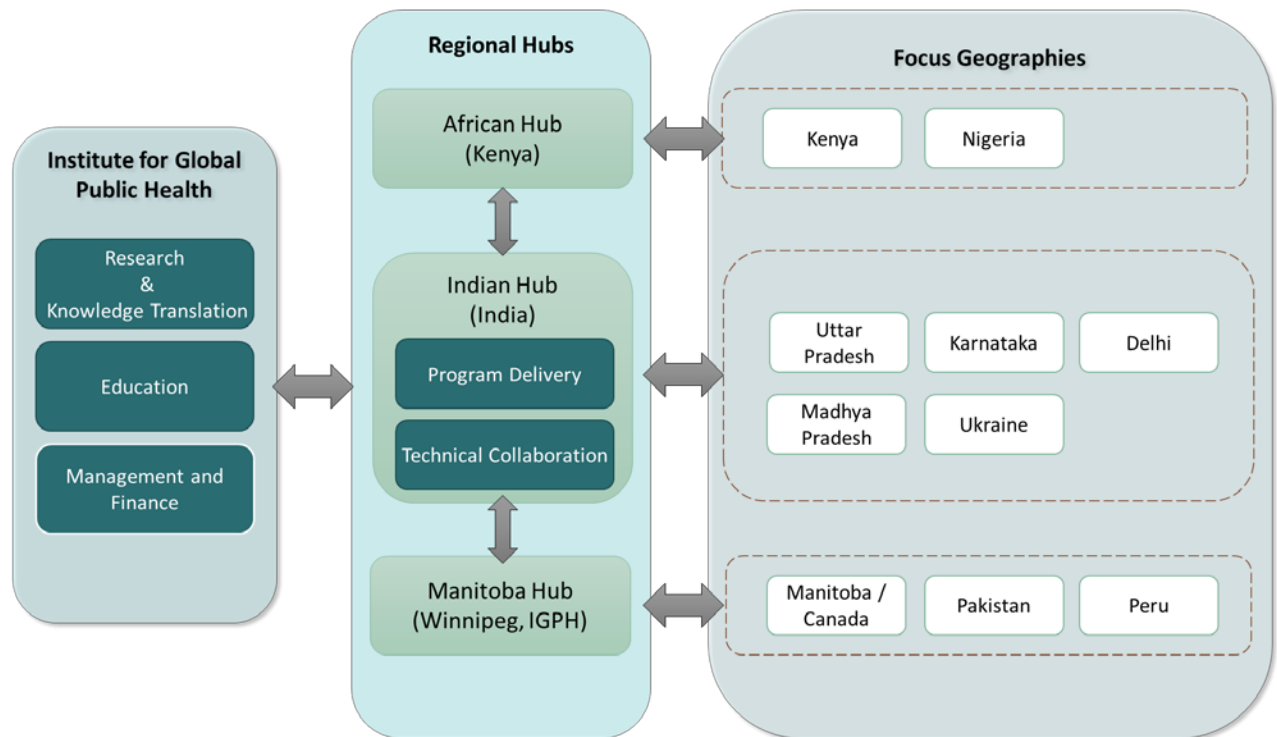


Figure 2. Global structure of the IGPH

Country Programs / Focus Geographies

The Institute will focus on programs in core geographies, where there have been important partnerships established and where there is already infrastructure and a portfolio of public health programs. These focus geographies with country programs include two African countries (Kenya and Nigeria), four states in India (Uttar Pradesh, Karnataka, Delhi and Madhya Pradesh), Ukraine, Pakistan, Peru, and Manitoba / Canada. Within each focus geography the Institute will continue to support and develop research and education programs embedded in public health programs, in partnership with governments, non-government organizations, and academic institutions.

At the country or sub-nationally at the province/state level, project directors will lead the projects under the supervision and direction of the Regional Hubs. They will also be responsible for coordinating with the local partners of IGPH. This aligns with our current management approach, while providing a more consistent structure across regions.

One of the unique strategies that has been established over the past two decades is the identification and partnership with local organizations for implementation of projects. Currently, there are five local organizations who are our key partners in our focus geographies. The UM engages in India through partnership with India Health Action Trust (IHAT) & Karnataka Health Promotion Trust (KHPT), in Kenya through Partners for Health & Development in Africa (PHDA), in

Nigeria through West African Centre for Public Health & Development (WACPHD) and in Pakistan through the Centre for Global Public Health – Pakistan (CGPH – Pakistan). CGPH/UM has been instrumental in working with, engaging and supporting local public health experts in developing and furthering the work of these institutions.

- *India Health Action Trust (IHAT)* was established in 2003 as a trust under the Indian Trust Act and is governed by a board of Trustees. University of Manitoba (UM) works with IHAT through a service and collaboration agreement wherein IHAT and UM by mutual consent may agree to collaborate on projects. UM funds as well as provides technical assistance on projects executed by IHAT. UM/CGPH faculty members and/or Independent Contractors have been members of the IHAT board of trustees. IHAT has projects on HIV/AIDS and RMNCH and Nutrition.
- *Karnataka Health Promotion Trust (KHPT)* was established in 2003 as a trust under the Indian Trust act and is governed by a board of Trustees. UM works with KHPT through a service and collaboration agreement wherein KHPT and UM by mutual consent may agree to collaborate on projects. UM has funded projects under KHPT but currently only provides technical assistance on a select number of projects. UM/CGPH faculty members and/or Independent contractors have been members of the board of trustees. KHPT has projects on HIV/AIDS, RMNCH, TB, Nutrition and non-communicable diseases (NCDs).
- *Partners for Health and Development in Africa (PHDA)* was established in 2014 as a Non-Governmental Organization under the Kenyan Non-Governmental Organization Co-ordination Act and is governed by a board of trustees. PHDA also has a formal executive structure with a chief executive officer responsible for the operations of the organization. UM works with PHDA through a project agreement wherein PHDA and UM by mutual consent may agree to collaborate on projects. However, PHDA is also fully controlled by UM. UM funds as well as provides technical assistance to projects in Kenya through PHDA. UM faculty are members of the board of trustees. PHDA has projects on HIV/AIDS and RMNCH.
- *West African Centre for Public Health and Development (WACPHD)* was established in 2014 as a charitable organization under Nigerian law and is governed by a board of trustees. UM works with WACPHD through a memorandum of understanding (MoU) wherein WACPHD and UM by mutual consent may work together on activities which may warrant a supplementary agreement. UM has funded projects under WACPHD and currently provides technical assistance to the organization. UM/CGPH faculty members and/or Independent contractors have been members of the board of trustees. WACPHD currently does not have any active projects.
- *Centre for Global Public Health Pakistan (CGPH-Pakistan)* was established in 2012 as a private limited company under “The Companies Ordinance, 1984” as per Pakistan’s law. CGPH-Pakistan has an executive structure wherein a chief executive officer is responsible for the operations of the organization. UM works with CGPH-Pakistan through a service and collaboration agreement wherein CGPH-Pakistan and UM by mutual consent may agree to collaborate on projects. UM funds as well as provides technical assistance on projects executed by CGPH-Pakistan. The company is governed through its board of directors. A UM contractor has been the Director of the Board for the company from establishment to date. CGPH-Pakistan works on projects related to HIV/AIDS and RMNCH.

The IGPH is committed to working with these local partner organizations to develop strong technical and managerial capabilities.

Regional Hubs

To support the country programs in focus geographies, the Institute will work through three Regional Hubs, one for Africa (based in Nairobi, Kenya), one for India and Ukraine (based in Delhi, India), and one for Manitoba / Canada, Pakistan and Peru (based at the Institute in Winnipeg, Canada). The Regional Hubs will provide research, educational, administrative, and management support for each of the country programs, ensuring that there is coordination of strategies and efficient use of technical and managerial supports from the faculty and management and finance staff of the Institute. The Regional Hubs will also facilitate linkages between programs and organizations and institutions in the different countries and for knowledge translation and dissemination. These regional hubs will support the IGPH's aim to develop a network of premiere global public health institutions for knowledge exchange and to leverage and draw on global expertise and strengths.

Core Support Teams

The IGPH's global initiatives will be supported by five core support teams: Research and Knowledge Translation, Education, Management and Finance, Programs, and Technical Collaborations. Each team will consist of IGPH faculty members, along with management and technical staff drawn from IGPH programs and other support staff. Three of the teams will be based at the IGPH headquarters in Winnipeg, while two will be based at the regional office in Delhi, India.

- *The Research team* - This team will help shape the technical strategies, provide technical support for the country programs and identify the research priorities. It will also consist of core resources to enhance the efficiency of research at the IGPH, including support for grant development, preparation of protocols and materials for research ethics boards, and the development of knowledge products.
- *The Education team* - This team will be responsible to set up and fulfil the educational agenda of IGPH. This will include development of training programs and curricula in global public health, as needed, supporting the recruitment of high quality trainees, preparing trainees for engagement in global public health research, and enhancing career opportunities for trainees as they progress through training programs.
- *The Management and Finance team* - This team will be responsible for administrative and managerial support to the global and regional teams while also looking after the finances of the Institute. This will include ensuring that all fiduciary responsibilities are attended to, through coordination with the UM management and finance teams and with the country program teams.
- *The Technical Collaboration team* - This team will be responsible to develop the global and national technical collaborations with Governments, Academic and Public Health Institutions, local NGO partners and communities. This will include identifying key partnerships, shaping collaborative agreements, and developing joint initiatives.
- *The Program Delivery Team* - This team will be responsible for developing the programs across the focus geographies in coordination/guidance with the Regional Hub leadership and the Technical Collaboration team. These include technical support initiatives with government programs, and public health program implementation projects.

Organizational Structure

The IGPH will report to the Dean of the Rady Faculty of Health Sciences. Overall leadership for the IGPH will be provided by an Executive Director, who will be responsible for the overall strategic direction of the Institute, development of collaborations across the university, and ensuring that

there is effective and efficient management of all aspects of the Institute. Each Director will provide overall leadership for one of the core teams (i.e. Management and Finance, Technical Collaborations, Research and Knowledge Translation, Education and Training, Programs, and Regional Hubs), and will have three main responsibilities:

- Work with the Executive Director, and other faculty to develop overall strategies for their respective areas.
- Establish and lead processes to coordinate activities in their portfolios across geographies and program domains.
- Develop mechanisms to measure and communicate progress within their portfolios.

An Executive Committee will be formed, consisting of the Executive Director and Directors. The Executive Committee will be responsible for setting research priorities, reviewing strategic plans and approving annual Institute work plans, and reviewing and approving applications for Affiliate Faculty membership with the institute. The Executive Committee will convene at least three times annually. In addition, each Director will have regular communications with country programs and regional hubs to coordinate activities, monitor progress, identify issues that need to be addressed, and to share information about new initiatives. At least once annually, there will be a general Institute-wide meeting held to bring together key faculty members, technical and program staff, and trainees together to review major initiatives, discuss strategies, identify key management issues, and to strengthen partnerships.

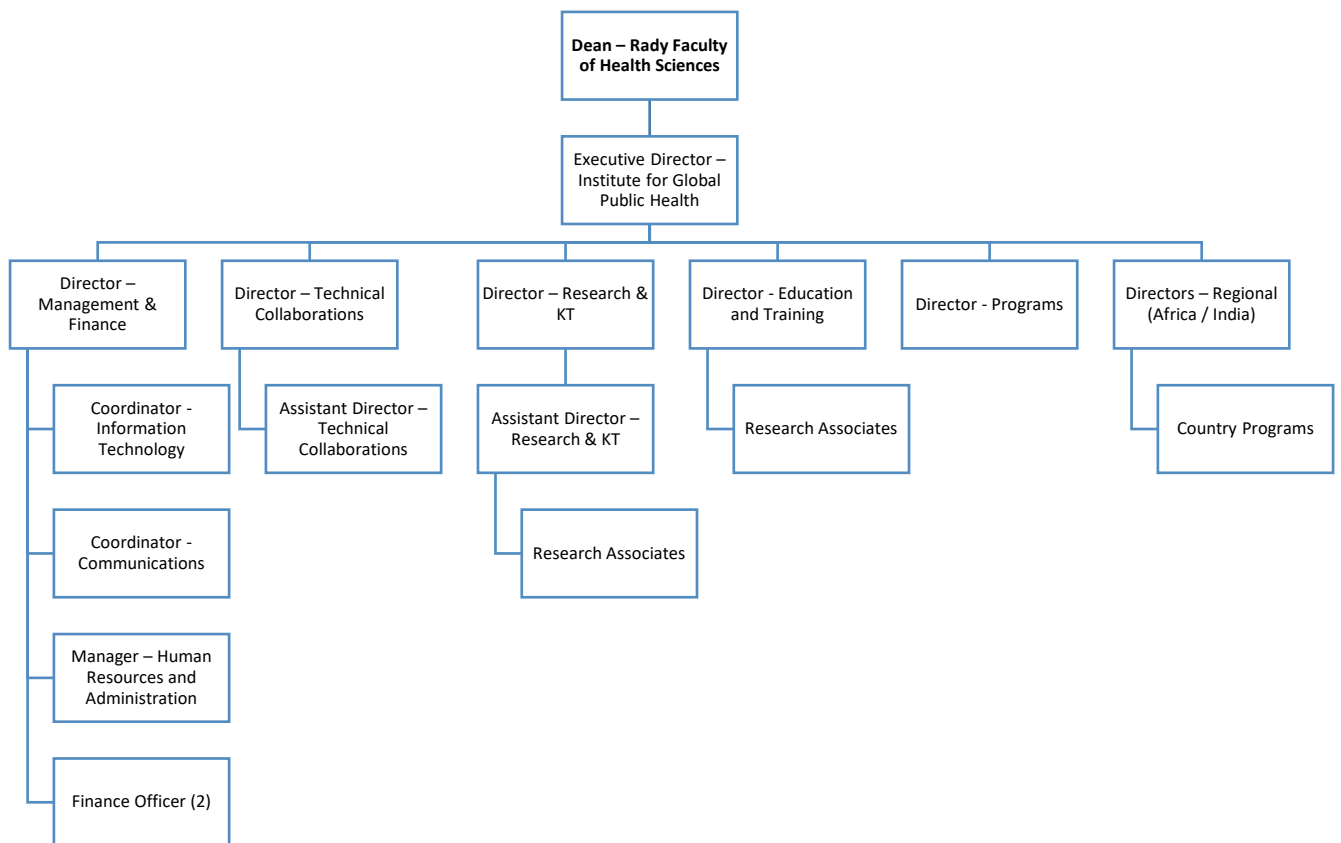


Figure 3: Organizational management structure of the IGPH

Each Director will have the support of a team of technical and support personnel, as outlined in the organogram below. The Director, Management and Finance will direct a team that includes coordinators for information technology, communications, human resources, and finance. Each will provide cross-cutting support to the Institute’s initiatives globally. The Directors for Technical Collaborations and Research and Knowledge Translation will each have a senior level Assistant

Director, providing leadership and support in each of those large portfolios. Research Associates will provide further support to the Research and Education teams, and for other teams as required.

Membership

The Institute will have three categories of members:

- 1) Core Full-time Faculty
- 2) Affiliate Faculty Members
- 3) Research and Administration Staff

Core Faculty will be identified and appointed jointly by the Dean of the Rady Faculty of Health Sciences in consultation with the Director of the Institute, and with the concurrence of their respective Department Heads and/or Deans. Core Faculty members can be appointed from any of the Departments / Colleges of the Rady Faculty of Health Sciences and will have designated responsibilities within the Institute for leading or implementing research, education and service initiatives. Those that have leadership / administrative responsibilities will normally have a portion of salary provided by the Faculty and/or Institute to support them in their roles. Core Faculty members will have access to the Institute's research and administrative resources to support them in the research and educational roles, including in particular support for their overseas initiatives through the Institute's global infrastructure. To begin, the following faculty members will constitute the core faculty of the Institute:

- James Blanchard (Executive Director) – Professor, Departments of Community Health Sciences and Medical Microbiology, Rady Faculty of Health Sciences (Tier 1 Canada Research Chair).
- Stephen Moses – Professor, Departments of Community Health Sciences and Medical Microbiology, Rady Faculty of Health Sciences.
- Ties Boerma – Professor, Department of Community Health Sciences, Rady Faculty of Health Sciences (Tier 1 Canada Research Chair).
- Robert Lorway – Associate Professor, Department of Community Health Sciences, Rady Faculty of Health Sciences (Tier 2 Canada Research Chair).
- Marissa Becker – Associate Professor, Department of Community Health Sciences, Rady Faculty of Health Sciences.
- Lisa Avery – Assistant Professor, Departments of Community Health Sciences and Obstetrics and Gynecology, Rady Faculty of Health Sciences.
- Maryanne Crockett – Associate Professor, Departments of Pediatrics and Child Health, Community Health Sciences and Medical Microbiology.
- Shiva Halli – Professor, Department of Community Health Sciences, Rady Faculty of Health Sciences.
- B.M. Ramesh – Assistant Professor, Department of Community Health Sciences, Rady Faculty of Health Sciences.
- Faran Emmanuel – Assistant Professor, Department of Community Health Sciences, Rady Faculty of Health Sciences.

Affiliate Faculty Members will be appointed after requesting an affiliate role with the Institute. Faculty members from any faculty in the University of Manitoba are eligible for an affiliate role with the Institute. They will normally be appointed for 3-year terms and will work collaboratively on research and education projects in collaboration with Core Faculty members, utilizing and strengthening the Institute's global research platforms. The Executive Committee of the institute will be proactive in identifying Affiliate Faculty members from diverse departments and faculties to strengthen the interdisciplinarity of the institute's research programs. Affiliate Faculty Members will

engage with the Institute as principal or co-investigators on institute projects, collaborating with Core Faculty Members. The IGPH will provide support for Affiliate members to access and use global infrastructure for research and other scholarly activities in global health. The IGPH will establish a formal mechanism to incorporate Affiliate Faculty Members, establish mechanisms for regular meetings and communications with all members to strengthen the development of collaborative initiatives across departments, colleges and faculties.

Research and Administration Staff will be recruited, appointed and managed by the Director or delegated managers within the Institute. They will have designated responsibilities in accordance with the Institute's strategic plan and annual workplans, and in support of the Institute's portfolio of research and education activities. Current leadership personnel include:

- Doris Kuzma (IGPH / UM) – Director, Management and Finance.
- Parinita Bhattacharjee (India/Kenya) – Director, Programs.

- Tahira Reza (Pakistan) – Country Lead.
- Kalada Green (Nigeria) – Country Lead.
- H.L. Mohan (India) – Senior Technical Advisor.
- Shajy Isac (India) – Senior Technical Advisor.
- Reynold Washington (India) – Senior Technical Advisor.
- Vasantha Kumar (India) – Executive Director, Uttar Pradesh Technical Support Unit.
- John Anthony (India) – Senior Technical Advisor.

Advisory Board

The IGPH will establish an Advisory Board, consisting of academic leaders from within the University of Manitoba, and selected leaders in global health. The Advisory Board will meet annually to review the Institute's overall strategy and portfolio and provide guidance and recommendations to the Executive Director and UM leadership regarding the strategic direction of the Institute. The Advisory Board will also consider and recommend opportunities for the formation of collaborative relationships within the UM, with other Canadian institutions, and with other global health institutions and organizations. The guidance from the Advisory Board would be integrated into the strategic plans and work plans of the Institute's Executive Committee and through the portfolios of the Directors. At each annual meeting of the Board the Institute will provide a report summarizing how the Institute has addressed the Board's recommendations and will also highlight key strategic questions to be addressed by the Board.

Physical Resources

The IGPH will be established at the Rady Faculty of Health Sciences, at the University of Manitoba's Bannatyne Campus. Currently, global public health staff affiliated with the CGPH have a total of 3,184 square feet of office space for faculty, management, research and support staff, and students / trainees. In addition, the IGPH shares office space and infrastructure and support staff with its partners at offices in India (Delhi, Bengaluru, Lucknow), Pakistan (Islamabad), Kenya (Nairobi) and Nigeria (Abuja).

The IGPH will also have access to a large set of data resources and computing infrastructure, including:

- A large data repository, established through a CFI grant to Dr. Blanchard.
- 30 data servers, distributed globally at the UM and in global hubs.
- Personal computers – 17 desktops and 24 laptops.

- Networked printers, photocopier, projection equipment.

Financial Resources, Business Plan, and Budget

As noted above, since its inception 10 years ago the CGPH has expanded rapidly in terms of the scope and complexity of its operations. In 2017/18 the CGPH was managing 26 projects across 5 continents with a total annual grant revenue of \$34.3 million. However, it has been largely managed as a collection of projects, rather than as the large, integrated global enterprise that it has become. Moving forward, it is important to clearly identify the core global infrastructure required for the management, operations and academic support necessary to sustain and expand the scope and impact of the UM's work in global health. This will entail both the development of stronger mechanisms to foster technical partnerships and a stable professional team for project management and business development. This will require 5 years of stable funding that supports core personnel and infrastructure beyond what is funded strictly through project funding. During that time, it is our goal to raise additional funds to develop a strong, stable long-term funding plan for the IGPH.

The business plan and budget for the IGPH is based on the strategy and organizational structure described in the above sections.

We propose a funding model that supports the IGPH out of existing revenue, relying on projected revenue from indirect costs (overheads) derived from IGPH projects. It should be noted that this budget does not include the project-specific activities that are supported by direct grant funds. Below is a proposed budget that outlines sources of revenue and expenses. On an annual basis, the budgets will be reviewed and adjusted to ensure that expenditures will be aligned with anticipated revenues, to ensure a sustainable long-term funding model.

Revenue

Projected revenue is from four sources:

A.1 Overhead funds on hand / CGPH – Over the past several years the CGPH has managed to accumulate and pool overhead funds from investigator portions, and these funds will be directed to supporting the overall IGPH infrastructure and management costs.

A.2 Overhead funds on hand / PHDA – Over the past few years, overhead funds on Kenya projects (mostly from CGPH projects) have accumulated to support PHDA. It is proposed that these be allocated for expenditure in year 1 to address some short-term transitional funding needs for the PHDA office and management in Nairobi.

A.3 Annual overhead revenue – We project that the total overhead revenue from CGPH projects will be approximately \$1.6 million annually, with annual increases of approximately 2%. This projection is based on the current portfolio of projects, and future projections of overhead revenue from projects up for renewal. As noted above, revenue projections will be updated annually and the budgets adjusted accordingly.

Expenses

B.1 Dean, Rady Faculty of Health Sciences – It is proposed that 45% of all overhead revenue generated by the IGPH would go to the Dean, Rady Faculty of Health Sciences to cover administrative costs.

B.2 IGPH / UM Operating Expenses – The IGPH operating expenses are separated into UM-based costs and costs for sustaining our critical operations in our global “hubs”.

For the IGPH / UM operating costs, we have included budgets for the following positions:

B.2.1 – Core Management – These include funds to support Deputy Directors as outlined above. The main costs will be for the Deputy Director for Operations / Management. The incumbent is Doris Kuzma (currently CGPH’s Senior Program Manager). In the new structure, her responsibilities are expanded to manage a larger portfolio and to take a larger role in the management of our regional hubs. In addition, we are projecting partial salaries for other Deputy Directors based in Winnipeg and overseas.

B.2.2 – Administration / Finance – We currently manage over 25 projects in several countries with a total annual budget of approximately \$35 million. Though we fund most of our admin/finance needs out of projects, the sheer volume of the administrative support (e.g. for travel, logistics, etc.) that is beyond project work necessitates some core funding for finance/admin.

B.2.3 – Research Support Staff – To help support each of the Deputy Directors, we require research support staff, to coordinate research activities, prepare new grant proposals, prepare annual reports for projects, manage ethical approval processes both in Canada and abroad, etc.

B.2.4 – Office expenses - To support all of the various communications, office running costs, etc.

B.2.5 – International Travel – This is to support travel to key meetings and activities outside of specific project activities, usually to deal with management processes and/or maintain relationships with key partners.

B.3 IGPH Global Hubs and Offices – We propose to support three global hubs to manage our research and program implementation projects. The India Hub will manage all projects in India, and provide additional support in other geographic regions including Africa and Ukraine. The Africa Hub will be based out of Nairobi and will support operations in Kenya, sub-Saharan Africa and Nigeria (west Africa). We have also budgeted for separate operating costs to support core activities for our office in Pakistan.

B.4 – Annual Meeting – We plan to bring our global team together annually for strategic reviews and planning.

Budget Projections

		Year 1	Year 2	Year 3	Year 4	Year 5
A.	Revenue					
A.1	Overhead funds (on hand - CGPH)	150,000	150,000	150,000	150,000	150,000
A.2	Overhead funds (on hand - PHDA)	50,000				
A.3	Estimated O/H annual revenue	1,600,000	1,632,000	1,664,640	1,697,933	1,731,891
	A. Subtotal	1,800,000	1,782,000	1,814,640	1,847,933	1,881,891
B.	Expenses					
B.1.1	Dean RFHS (45% of overhead revenue)	720,000	734,400	749,088	764,070	779,351
	B.1 Subtotal	720,000	734,400	749,088	764,070	779,351
B.2	IGPH / UM Operating					
B.2.1	Core Management	220,000	224,400	228,888	233,466	238,135
B.2.2	Administrative / Finance personnel	50,000	51,000	52,020	53,060	54,122
B.2.3	Research Support Staff	140,000	142,800	145,656	148,569	151,541
B.2.4	Office Expenses	75,000	76,500	78,030	79,591	81,182
B.2.5	International Travel / Logistics	30,000	30,600	31,212	31,836	32,473
	B.2 Subtotal	515,000	525,300	535,806	546,522	557,453
B.3	IGPH / Global Hubs and Offices Operating					
B.3.1	India	210,000	214,200	218,484	222,854	227,311
B.3.2	Pakistan	75,000	76,500	78,030	79,591	81,182
B.3.3	Africa (Kenya / Nigeria)	240,000	180,000	183,600	187,272	191,017
	B.3 Subtotal	525,000	470,700	480,114	489,716	499,511
B.4	Global Networking					
B.4.1	Annual Meeting	40,000	40,000	40,000	40,000	40,000
	B.4 Subtotal	40,000	40,000	40,000	40,000	40,000
	Projected revenues	1,800,000	1,782,000	1,814,640	1,847,933	1,881,891
	Projected expenditures	1,800,000	1,770,400	1,805,008	1,840,308	1,876,314
	Net	0	11,600	9,632	7,625	5,577

Appendix A

IGPH Model

IGPH's mission is **to improve health equity globally**. This mission will be achieved through our work as a committed global team based on principles, strategies, and core elements that have been developed over the past decades through the University of Manitoba's global health work. Three overarching **principles** will guide the future work of the institute: establishing key partnerships, ensuring sustained engagement, and focusing on community needs. Three main **strategies** will be employed to achieve our objectives: applying a program science framework, integrated knowledge translation, and defining priority populations and a geography-specific focus. These guiding principles and strategies form the operating parameters that will define our country-relevant program activities, comprised of four **core elements**: technical collaboration, research, education and program delivery. Figure A1 is a schematic representation of IGPH Model, with further description of the model below.

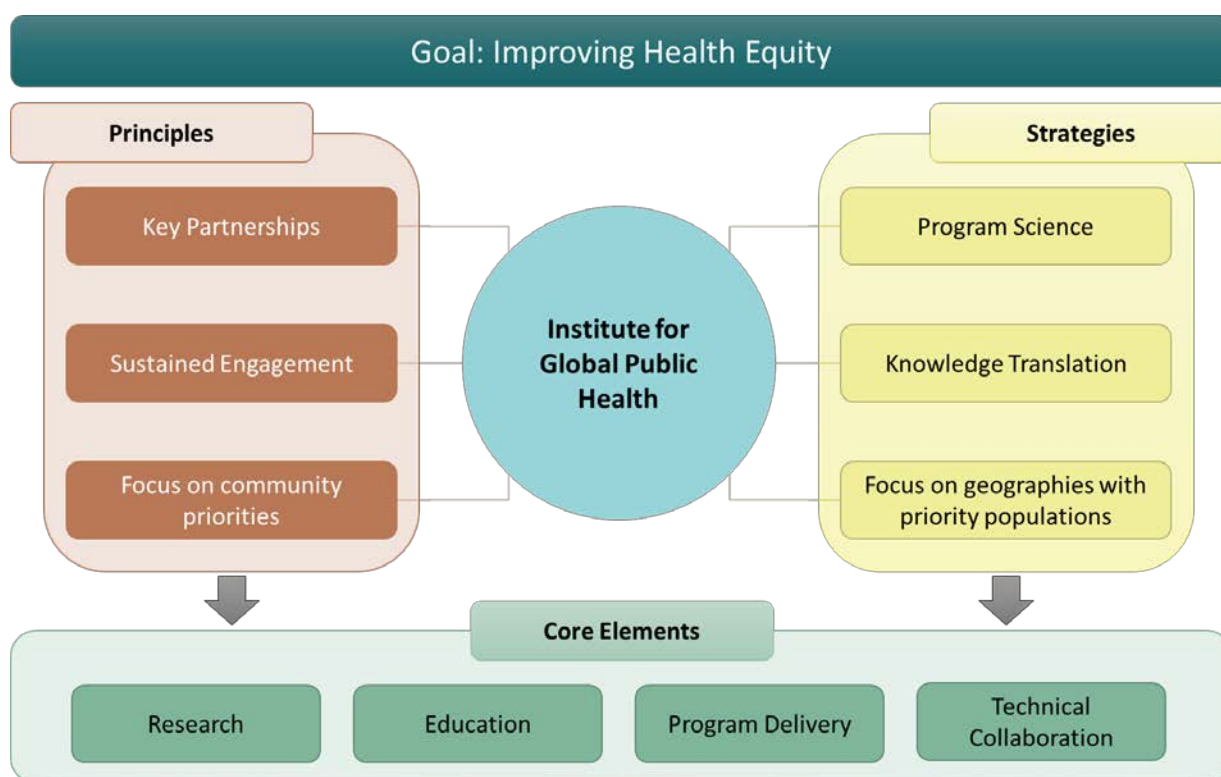


Figure A1: Institute of Global Public Health Model

Principles

The three overarching principles that will drive IGPH's strategies are: i) partnerships with governments, institutions and communities; ii) sustained engagement and; iii) community focus.

While there have been tremendous gains in public health over the past century, these health achievements have not been realized across all populations, all geographies or all health conditions. Often groups, or sub-populations, suffer disproportionately from many diseases and conditions resulting in higher rates of morbidity and mortality. Therefore, reducing disease burden and improving health outcomes among these groups is critical in order to improve population health and should be a cornerstone of public health programming and research. In addition to the public health benefits, there is a social and moral imperative to ensuring that the disparities in health outcomes

are reduced. As such, our IGPH model places the idea of **equity** as a driving force in setting our global agenda.

Further, to meet our goal of improving health equity, we are required to set long term objectives for our work and our projects which can only be realized through meaningful and sustained engagement with partners in the places and countries in which we work. These **partnerships** include partnerships with local and national government as well as with communities and community-based organizations. We also intend to build on strong partnerships with institutes of national and global reputation. Sustained engagement and partnerships are made possible, in part, by our committed investments in formal country infrastructure which serves as the home to our country programs and technical support teams. By situating IGPH at the interface frontline program and government policy partners, we are able to provide timely technical and research support in response to the ever-changing needs “on the ground” and assist in translating new findings into policy and programs at scale. Thus, through **sustained engagement** with various partners by way of stable country platforms, trust is developed, and mutual long-term goals and objectives are established. The projects we develop, implement, monitor and refine, and the technical support we provide, enable us to work towards the main goal of improving health equity.

Partnerships and engagement with **community** are central to the way we work. We establish program and research priorities, objectives and activities through ongoing and meaningful engagement with community. This includes incorporating community knowledge and leadership in the design of research and for shaping policies and programs.

Within the university the institute will be the hub for drawing together the diverse research expertise across faculties and departments to form unique, high-impact interdisciplinary initiatives that will strengthen global partnerships and strengthen the university’s ability to address complex global public health challenges.

Strategies

Our strategy will focus on identifying priority populations and geographies using a program science framework. These strategic directions ultimately influence how we will develop our portfolios of work and how we will design and implement our projects.

The overarching principles outlined above will determine how we identify our **priority populations and geographies**. Focus populations may include key populations at risk of HIV, such as female sex workers, or may include broader groups such as women and children. This approach represents a commitment to focus on decreasing the disparities in health and improving health outcomes across the population. In addition to determining priority populations, we will also strategically decide on the locations/countries/regions in which we will work to ensure that investment in effort and resources will have the greatest impact. These decisions on population and geography will be influenced by the principles of equity, sustained engagement, partnership and based on community priorities.

Program Science will form the core of our work. Our academic commitment, through this framework, ensures that we are continuously learning to adapt the framework to different public health areas in different settings, addressing critical knowledge gaps and contributing to knowledge generation. This framework also ensures that our work is not based on stand-alone research- the research questions we pursue are shaped by the program queries, concerns and challenges faced across the program cycle. Science, and our scientists, will be embedded within our programs and this is true across the continuum of those involved, from the students with whom we work, to our

faculty and other scientists in other faculties and departments and with our external partners and collaborators.

Knowledge translation is inherently an integral part of the Program Science approach. Knowledge translation activities take place at each stage of the program cycle including strategic planning and priority setting, program implementation, management and monitoring. It also serves as the mechanism linking the four core elements underlying each country program: technical assistance, program delivery, research and education. Our audience for knowledge translation will include global normative bodies such as the WHO and the UN groups, funders, frontline program planners and implementers, government and policy makers at the national and state level, communities, civil society organizations and academia. A variety of knowledge translations approaches will be used to cater to the specific interests of our audience. These may include the development and implementation of learning sites, training courses, development of scientific publications, technical reports, convening scientific meetings and symposia, and dissemination events with stakeholders. These processes enable fluid and consistent exchange between our team and our stakeholders and audience to share learning and translate findings in to policy, program and further research.

Core Elements

Our principles and strategies shape our program of work which will consist of four core elements: technical collaboration, research, capacity strengthening and training, and program delivery (see Figure A2). Through **technical collaboration** we aim to transfer skills and assist in building capacity in governments, NGOs and other community organizations.

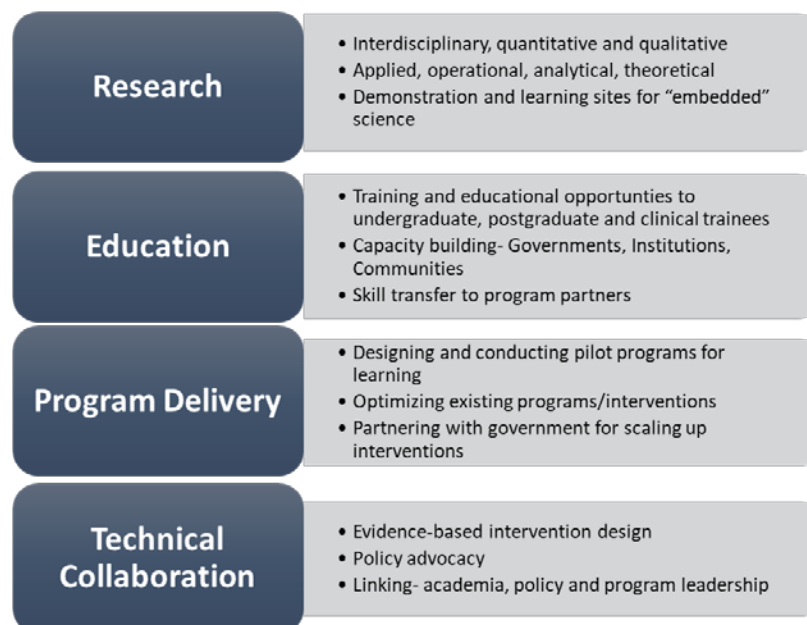


Figure A2: Core elements and Key activities

Research

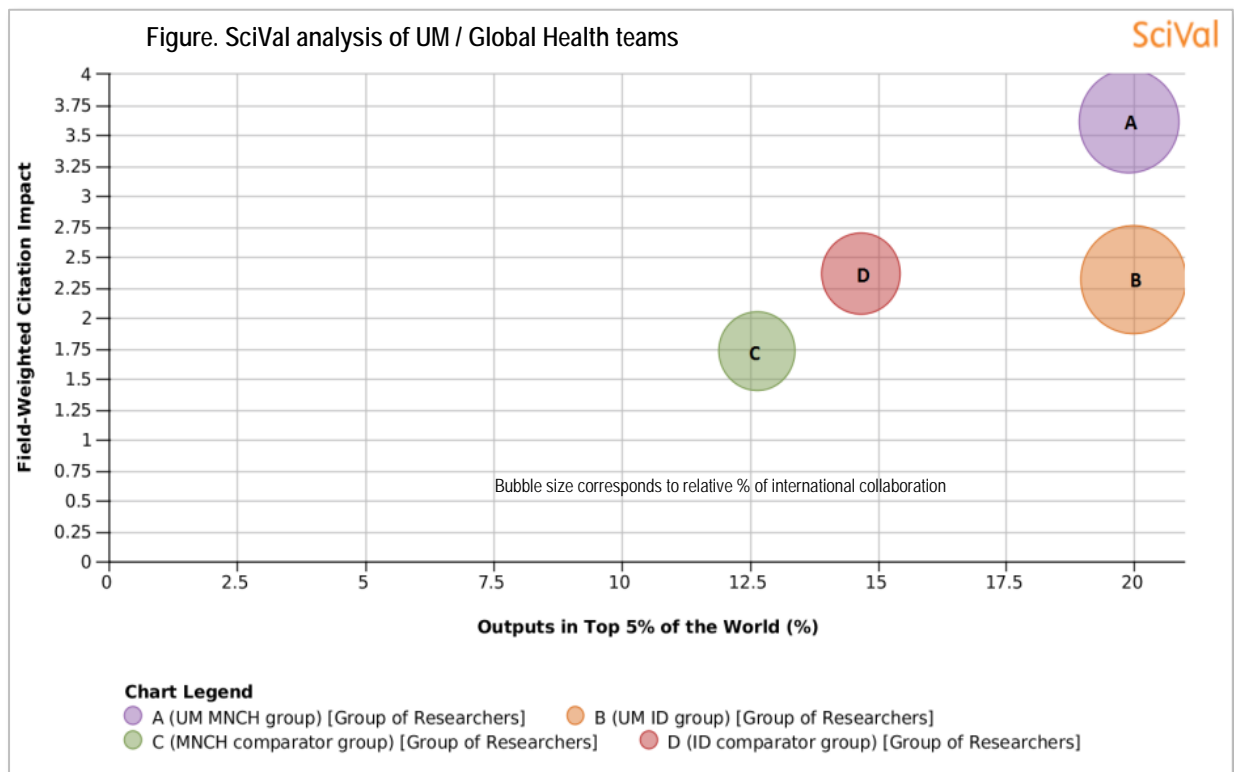
By tethering programs to **research** and by having embedded research within programs and through technical support, the institute will generate new and important knowledge which can lead to policy change and improved population health outcomes. The Institute will promote research and research expertise that are varied and multi-disciplinary. Research approaches will include operational

research to guide our programs, exploratory research to understand needs and priorities, evaluative research to help monitor programs and applied critical social theory to help advance our knowledge and understanding. Research methods may include both quantitative and qualitative approaches and the Institute will focus on ensuring that its research is community based and/or that research questions are driven by the needs, questions and challenges of communities and programs. The institute will build on a substantial body of work that has been developed by core faculty engaged in global public health research. The UM is recognized as a leader in global public health. Discoveries by the UM and colleagues in HIV prevention in Kenya have guided national HIV prevention and care programs in Africa and Asia, and now form core components of global HIV prevention strategies. Research by the UM and colleagues embedded in large programs to improve reproductive, maternal, neonatal and child health (RMNCH) is identifying novel methods to improve health care availability and quality, and is transforming the design and implementation of arguably the world's largest single RMNCH program, managed by the UM and colleagues, covering the state of Uttar Pradesh, in North India.

Through several embedded country programs, the university has developed a unique global infrastructure and through this infrastructure there has also been assembled a large and unique set of databases related to HIV, RMNCH, nutrition and tuberculosis in various countries. These databases provide an invaluable opportunity for further population level analyses to understand health inequities and examine public health interventions. The platforms and databases have attracted a network of researchers from leading academic institutions globally and have resulted in extremely productive collaborations. The establishment of the institute is intended to foster broader collaboration within the university, bringing together researchers from different disciplines to accelerate knowledge production and dissemination and to amplify global impact.

CGPH faculty currently hold 3 Canada Research Chairs (CRC): Dr. James Blanchard holds a Tier 1 CRC in Global Public Health, Dr. Ties Boerma holds a Tier 1 CRC in Population and Global Health and Dr. Robert Lorway holds a Tier 2 CRC in Global Intervention Politics and Social Transformation. CGPH has also recently been allocated an additional Tier 2 CRC and are currently recruiting for that position. In addition, two faculty members hold CIHR New Investigator Awards. University faculty that have been engaged in global health have been highly productive in comparison to researchers from other U-15 institutions, as evident by scholarly outputs with peer reviewed publications in top scholarly journals (see Figure A3).

Figure A3. Summary of the research productivity and impact of core IGPH faculty.



Education

Currently, faculty with the CGPH supervise Masters and PhD graduate level students in the Department of Community Health Sciences. Faculty with the CGPH currently supervise 7 PhD students and 1 MSc student and have graduated 3 PhD students in the past year. CGPH students have engaged in HIV and maternal, neonatal, child health research using quantitative and qualitative methodologies. Graduate students supervised by CGPH-affiliated faculty have been very successful in receiving both provincial as well as national level funding. In addition, the CGPH currently has 3 postdoctoral fellows working in the field of maternal, neonatal and child health. As well as supervising graduate students, CGPH-affiliated faculty members teach a graduate level course on global health (Core Concepts in Global: Populations, Policies, and Programs (CHSC 7200).

CGPH-affiliated faculty also supervise clinical trainees engaged in global health work within the Rady Faculty of Health Sciences. Clinical trainees include medical students who are a part of the BSc Medicine Research Program and medical residents and clinical fellows engaged in research. In addition, CGPH faculty provide supervisory support to undergraduate trainees participating in the Canadian Queen Elizabeth II Diamond Jubilee Scholarship Program (QES) and the International Infectious Diseases and Global Health Training Program (IIDGHTP). The QES Program at the University of Manitoba is hosted by the Indigenous Institute of Health and Healing- Ongomiizwin- and is focused on Indigenous and Global health. The IIDGHTP is hosted by the Department of Medical Microbiology and provides a unique interdisciplinary training environment for graduate level students from Canada, Kenya, India and Columbia. Global public health faculty members have contributed to the development and implementation of both programs, with faculty members acting as supervisors and mentors to students within these training programs.

The institute will be committed to furthering opportunities for education and training in global public health by engaging students at all levels within the UM and other academic institutions to participate global health research and program initiatives. By working with departments and

faculties the institute will create unique learning opportunities and actively engage learners in various disciplines to train together in various global contexts. Faculty affiliated with the institute will also support education by mentoring graduate students from various departments and faculties who have an interest in global public health, thereby supporting the university to offer unique educational opportunities for students in diverse disciplines. The vision is to develop a unique interdisciplinary training platform wherein faculty members from across departments and faculties in the university will collaborate to build a learning environment that will attract top students from around the world and produce high quality graduates ready to make an impact.

Program Delivery

We have over 20 years of experience with **program delivery** in critical areas of public health including HIV prevention and care, maternal, neonatal and child health, nutrition and adolescent health and over the next 5-10 years, we will work to diversify our program delivery. We use mixed implementation strategies including direct implementation as well as implementation through partnerships and technical support. Coverage and scale are key factors in our program delivery. We aim to ensure that our program delivery, or the delivery we inform, is comprehensive and integrated, involving a combination of services across a continuum. Further, our programs are based on research and sound evidence and we continue to ensure that research is embedded as an integral part of the program cycle so that we are continuously learning, refining and evolving. The Institute will build on an established record of excellence in global public health program delivery, which has resulted in a large platform for embedded research, education and technical collaboration. Since its inception in 2008 to date, CGPH has been awarded 58 projects from multiple funding agencies including CIHR, World Bank, WHO, Bill & Melinda Gates Foundation (BMGF), USAID, Grand Challenges, and others. Areas of program focus include HIV/AIDS, reproductive, maternal, neonatal, child health (RMNCH), nutrition, and a range of other public health domains are implemented in India, Pakistan, Nigeria, Kenya, Ukraine and Canada. The gross value of these projects is around \$250 million since 2008 (including projects funded directly through our implementing partners in India). These projects have spanned some or all stages of a public health program cycle, from epidemic appraisal, to program design and delivery, scale-up and program evaluation. Each step of program evolution adheres to the principles of key partnership, sustained engagement and focus on community, and the program as whole consists of the core elements of technical collaboration, research, education and program delivery.



AGENDA ITEM:

Proposal to create Departments of Occupational Therapy, Physical Therapy, and Respiratory Therapy in the College of Rehabilitation Sciences.

RECOMMENDED RESOLUTION:

THAT the Board of Governors approve the establishment of the Departments of Occupational Therapy, Physical Therapy, and Respiratory Therapy, in the College of Rehabilitation Sciences, Rady Faculty of Health Sciences, effective upon approval [as recommended by Senate, January 1, 2020].

CONTEXT AND BACKGROUND:

- The Board of Governors, under Section 16(1)(e) of *The University of Manitoba Act*, has the power to establish faculties and departments.
- During a recent review of current committee structures and terms of reference undertaken within the College of Rehabilitation Sciences, at the Dean's request, an ad hoc Governance Working Group discovered that the Departments of Respiratory Therapy, Physical Therapy, and Occupational Therapy had not been formally established by Senate and the Board of Governors.
- The current proposal to establish the Departments would address this oversight.
- Although not formally established, the "departments" have been operating as academic units for at least fifteen years, including with appointments of heads and faculty members to the units and by delivering degree programs. At present, the College offers Bachelor of Respiratory Therapy, Master of Occupational Therapy, and Master of Physical Therapy degrees through the "departments." It also offers a Master of Science in Rehabilitation Sciences and participates in the delivery of an interdisciplinary Doctor of Philosophy in Applied Health Sciences with the Faculty of Kinesiology and Recreation Management.

RESOURCE REQUIREMENTS:

- No new resources would be required. Arrangements for funding currently in place, within the Rady Faculty of Health Sciences and the College of Rehabilitation Sciences, to fund the three departments would continue following the formal establishment of the units by the Board.
- Existing faculty appointments would remain at the department level.

CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:

N/A

IMPLICATIONS:

- Pending the Board's approval of the proposal, it will be necessary for the College Council to establish Department Council Bylaws for each department. Draft bylaws have been developed and were reviewed by the Senate Committee on Rules and Procedures at its meeting on January 8, 2020.

ALTERNATIVES:

- After considering different options, the Governance Working Group made its recommendation to College Council of the College of Rehabilitation Sciences to formally establish the three departments considering that:
 - academic departments are organizational units of the University, with defined authorities in governing documents;
 - faculty and staff within the three disciplines of occupational therapy, physical therapy, and respiratory therapy prefer to continue to be recognized and have a presence as academic departments;
 - there would be minimal disruption to the operation of the College.

CONSULTATION:

This proposal is forwarded to the Board of Governors by Senate following consideration by the College Council of the College of Rehabilitation Sciences, the Faculty Council of the Rady Faculty of Health Sciences, and the Senate Executive Committee.

ROUTING TO THE BOARD OF GOVERNORS:

<u>Reviewed</u>	<u>Recommended</u>	<u>By</u>	<u>Date</u>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<u>College Council, College of Rehabilitation Sciences</u>	<u>October 15, 2019</u>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<u>Faculty Council, Rady Faculty of Health Sciences</u>	<u>November 26, 2019</u>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<u>Senate Executive Committee</u>	<u>December 11, 2019</u>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<u>Senate</u>	<u>January 8, 2020</u>
<input type="checkbox"/>	<input type="checkbox"/>	<u>_____</u>	<u>_____</u>

SUBMISSION PREPARED BY: University Secretary on behalf of Senate

ATTACHMENTS:

- Proposal for the creation of Departments in the College of Rehabilitation Sciences, Rady Faculty of Health Sciences

MEMORANDUM

Date: November 26, 2019

To: Jeff LeClerc, University Secretary

From: Dr. Brian Postl, Dean & Vice-Provost (Health Sciences, Rady Faculty of Health Sciences)

Re: College of Rehabilitation Sciences – Proposal to Create Departments

Please find enclosed a proposal to create Departments within the College of Rehabilitation Sciences.

We are requesting from the Senate (and the Board of Governors) approval to create the Departments of Occupational Therapy; Physical Therapy; and Respiratory Therapy.

The proposal was recommended for approval by the College of Rehabilitation Sciences Council on October 15, 2019 and recommended for approval by the Faculty Council, Rady Faculty of Health Sciences, on November 26, 2019.

Thank you.

Copy: Dr. Reg Urbanowski, Dean, College of Rehabilitation Sciences
Marcia Langhan, Director, Planning & Priorities, Rady Faculty of Health Sciences
Leanne LeClair, Department Head, Occupational Therapy
Barbara Shay, Department Head, Physical Therapy
Denise Mackay, Department Head, Respiratory Therapy

Encl.

Rady Faculty of
Health Sciences



UM

A Proposal for the Creation of Departments
in the College of Rehabilitation Sciences,
Rady Faculty of Health Sciences

October, 2019

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I. Introduction & Purpose

The purpose of this document is to present a proposal for the creation of three Departments within the College of Rehabilitation Sciences, Rady Faculty of Health Sciences, specifically the creation of:

- Department of Physical Therapy (“PT”)
- Department of Occupational Therapy (“OT”)
- Department of Respiratory Therapy (“RT”)

This has arisen as a result of consultations and feedback received within the College of Rehabilitation Sciences.

II. Background

The Dean, College of Rehabilitation Sciences requested a review of the current College of Rehabilitation Sciences committee structure and terms of reference, in order to ensure efficiency and currency. By way of background, the programs within the College of Rehabilitation Sciences are as follows:

- Occupational Therapy: the Master of Occupational Therapy (MOT) degree program is a graduate program that prepares students for entry to practice in the discipline of Occupational Therapy. The MOT is also offered through an Accelerated Program for qualified therapists holding a bachelor’s degree or equivalent in occupational therapy.
- Physical Therapy: the Master of Physical Therapy (MPT) degree program is a graduate program that prepares students for entry to practice in the discipline of Physical Therapy.
- Respiratory Therapy: the Bachelor of Respiratory Therapy (BRT) degree program is an undergraduate program that prepares students for entry to practice in the discipline of Respiratory Therapy. The BRT is also offered through a Degree Completion program for qualified therapists holding a diploma in Respiratory Therapy.

The College of Rehabilitation Sciences also offers the Master of Science: Rehabilitation Sciences graduate program, designed to provide research training to individuals in the field of rehabilitation. The program requires the completion of coursework and a research-based thesis, which entails the completion of an original scientific study in rehabilitation.

In conjunction with the Faculty of Kinesiology and Recreation Management, the College of Rehabilitation Sciences also offers a multi-unit, research-based Ph.D. in Applied Health Sciences. The program offered is a unique and timely Ph.D. program, which includes the treatment and discussion at a graduate level of applied health science as a multi-dimensional entity, while at the same time allows for individualized high-quality health science research with an individual researcher, or small group of researchers.

III. Process to Date

The first part of the initial review was reviewing documentation including the College of Rehabilitation Sciences Committees' terms of reference, organization charts provided and the College Council Bylaw. Marcia Langhan, Director, Planning & Priorities, facilitated the review. An important part of the review was the meetings with key University members to determine the approach that would work best for the College of Rehabilitation Sciences ("CoRS").

Consultations occurred with:

- CoRS Committee Working Group (February 1, 2018)
- University Secretary, Jeff Leclerc (April 3, 2018)
- Dean, CoRS, Reg Urbanowski (April 17, May 24, July 17, 2018)
- Professor Archie Cooper (April 18, 2018)
- Acting Department Head, OT, Pam Wener (May 3, 2018)
- Department Head, PT, Barb Shay (May 3, 2018)
- Vice-Dean, Academic Affairs, Sara Israels (May 10, 2018)
- Past Department Head, RT, Ken Chambers (May 23, 2018)
- Department Head, OT, Leanne Leclair (July 18, 2018)
- Dean & Vice-Provost (Health Sciences), Brian Postl and Dean, CoRS, Reg Urbanowski (July 26, 2018)
- All CoRS Faculty and Staff meeting (August 22, 2018)
- CoRS Governance Working Group¹ (October 23, 2018)
- Vice-Provost (Integrated Planning & Academic Programs) David Collins and Dean, CoRS, Reg Urbanowski (December 5, 2018)
- CoRS Leadership Council (February 19, 2019)
- CoRS Governance Working Group (February 27, 2019)
- CoRS Council meeting (April 29, 2019)
- All CoRS Faculty and Staff meeting (August 21, 2019)

¹ The Governance working group consists of :

- University Secretary, Jeff Leclerc
- Vice-Provost (Integrated Planning & Academic Programs), David Collins
- Dean, CoRS, Reg Urbanowski
- Department Head, OT, Leanne Leclair
- Department Head, PT, Barbara Shay
- Department Head, RT, Ken Chambers
- Director, Planning and Priorities RFHS, Marcia Langhan
- CoRS Office Manager, Maribel Abrenica
- Professor Emeritus, OT, CoRS, Juliette Cooper
- Professor, PT, CoRS, Tony Szturm
- Instructor II, Academic Fieldwork Coordinator, OT, CoRS, Margaret Anne Campell-Rempel
- Admissions/Recruitment Officer, CoRS, Kristen Stefanson
- PT Department Assistant, CoRS, Michelle Thomas

IV. Proposal Rationale

The University of Manitoba Faculties, Schools, Professional Colleges, Departments, Divisions and Institutes Policy provides the listing of approved Faculties, Divisions, Colleges, Departments, Divisions and Institutes within each Faculty.

For the College of Rehabilitation Sciences, it does not show approved Departments (or Divisions): [http://umanitoba.ca/admin/governance/media/Faculties_Schools_Professional_Colleges_Departments_Divisions_Institutes_Policy - 2018 04 17.pdf](http://umanitoba.ca/admin/governance/media/Faculties_Schools_Professional_Colleges_Departments_Divisions_Institutes_Policy_-_2018_04_17.pdf)

In discussions noted above, it appears that at some point, there were draft Department Council Bylaws that went through an approval process within the then School of Medical Rehabilitation and the then Faculty of Medicine, however, it does not appear they were ever reviewed by the Senate Committee on Rules and Procedures or approved by Senate. This occurred in approximately 2005.

Therefore, even though CoRS has been operating for many years as if it has approved Departments, it appears that there are no approved formalized Departments. Each unit has a Department Head that has been appointed by way of search process. Faculty have been appointed to the units as if they were formalized Departments.

The recommendation from the Governance Working Group is to formalize the Department structure, as this is the way the units have been operating, and institute the Department Councils by way of approved bylaws. This was taken to the CoRS Council meeting on April 29, 2019, on an informal basis.

The rationale for the proposal to create the three Departments is:

- Historically, the disciplines have carried on their work as if they are Departments of CoRS and therefore faculty and staff within the three disciplines (OT; PT; RT) prefer to continue be recognized and have a presence as Departments.
- OT, PT and RT are each distinct professional disciplines, each with their own accreditation process and requirements.
- The University of Manitoba works within a Departmental structure with Departments having defined authority.
- Funding can remain as is currently funded through the Department (no change).
- Faculty appointments can remain at the Department level (no change).
- This will not pose any obstacles to the current accreditation requirements for the disciplines.
- There will be little disruption to the operation of CoRS.

CoRS is therefore proposing the Department of Physical Therapy, the Department of Occupational Therapy, and the Department of Respiratory Therapy, be officially created, and requests the attached draft bylaws establishing Department Councils for each Department, be approved.

V. Proposal Consideration & Approval

The authority regarding decisions on University academic structure rests with the Board of Governors, and the power to make recommendation on these matters rests with Senate.

This proposal was presented and was recommended for approval at the CoRS College Council meeting on October 15, 2019.

This proposal is now being submitted for approval to the Senate and the Board of Governors, through the University Secretary.



Approval Discussion/Advice Information

AGENDA ITEM:

Revision to the terms of reference of the Executive Committee, the Finance, Administration, & Human Resources Committee, and the Management Resources and Compensation Committee.

RECOMMENDED RESOLUTION:

THAT the Board of Governors approves the revision of terms of reference to include the Vice-President (Indigenous) as a resource person to the Executive Committee; the Finance, Administration, & Human Resources Committee; and the Management Resources and Compensation Committee.

CONTEXT AND BACKGROUND:

On September 24, 2019, the Board of Governors approved the creation of a Vice-President (Indigenous) position. The person appointed to this position will be a member of the President's Executive Team (PET). As is the case with the four existing vice-presidents, the Vice-President (Indigenous) will serve an important role as a resource person to the Board, the Executive Committee, the Finance, Administration, & Human Resources Committee, and the Management Resources and Compensation Committee. Currently, the terms of reference of these three committees stipulate that the Provost & Vice-President (Academic), the Vice-President (Administration), the Vice-President (Research & International), and the Vice-President (External) serve as resource people to the Committees. Therefore, it is necessary to revise the terms of reference to include the Vice-President (Indigenous) on the list of resource people to each of these committees.

Dr. Catherine Cook has assumed the role of Vice-President (Indigenous) as of January 1, 2020.

RESOURCE REQUIREMENTS:


none

CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:

The Vice-President (Indigenous) position supports the "Creating Pathways to Indigenous Achievement" pillar of the University's strategic plan. The Board of Governors will benefit from having an additional perspective to inform its discussions and ensure that important decisions are made in the best interest of all segments of the University community.

CONSULTATION:

ROUTING TO THE BOARD OF GOVERNORS:

<u>Reviewed</u>	<u>Recommended</u>	<u>By</u>	<u>Title</u>	<u>Date</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>		<u>University Secretary</u>	<u>10 Jan 2020</u>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<u>Governance & Nominating</u>		<u>14 Jan 20</u>
<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>			

SUBMISSION PREPARED BY: Shelley Foster, Associate University Secretary (Board of Governors)

PRESIDENT'S REPORT: February 3, 2020

GENERAL

The lives of those lost on Ukraine International Airlines flight PS752, that crashed near Tehran on January 8, were honoured at vigils held on the Fort Garry campus on January 10 and at the Bannatyne campus on January 17. The following alumni and students were on board Flight PS752:

- Dr. S Pedram Moosavi BaFrooei, M.Sc./1997, Ph.D./2001;
- Dr. Mojgan Daneshmand, M.Sc./2002;
- Dr. Forough Khadem, Ph.D./2016;
- Amirhossein Ghassemi, current graduate student in Biomedical Engineering; and
- Amirhossein Ghorbani Bahabadi, current student with the International College of Manitoba (ICM).

In the face of this tragedy, two groups within the UM and larger community have begun to raise funds to honour the lives we have lost. A fellowship will be established as an endowment fund to honour the memory of all the victims of Flight 752 from Manitoba, which will be awarded annually to a graduate student in a STEM related field at the University of Manitoba. A scholarship also will be established to celebrate the legacy of Dr. Forough Khadem, and will support international female graduate students enrolled at UM in the STEM disciplines.

On January 27, the Sexual Violence Resource Centre (SVRC) was opened to the UM community. The centre will provide access to coordinated services and supports to students, faculty and staff who have experienced sexual violence. It also will implement a range of education, outreach and prevention strategies. The establishment of a sexual violence resource centre was one of the recommendations made in [*Responding to Sexual Violence, Harassment & Discrimination at The University Of Manitoba: A Path Forward*](#), the independent report commissioned by the University to identify ways to improve the University of Manitoba's effectiveness in addressing sexual violence, harassment and discrimination

The University of Manitoba will welcome Dr. Robin DiAngelo to deliver the Robert and Elizabeth Knight Distinguished Visiting Lecture, on the topic "White Fragility". Dr. DiAngelo is an educator, author and activist on critical racial and social justice education, who holds a PhD in multicultural education. The lecture takes place at 3:00 on February 6, in the Investors Group Athletic Centre. Attendees are asked to RSVP at rsvp@umanitoba.ca.

The final Visionary Conversations of the 2019-2020 season will take place March 5 on the topic: "How can our community come together to combat the impacts of drug addiction?" at the UM Bannatyne Campus' Brodie Centre. More information, including the link to RSVP, may be found here: <http://umanitoba.ca/community/visionaryconversations>

ACADEMIC MATTERS

- Fabio Ragnelli, music, performed with JUNO Award winning jazz quartet, Allison Au Group, at the world-renowned SF JAZZ Center, Half Moon Bay, and the 62nd Monterey Jazz Festival (the only Canadian group to perform at the three-day festival).
- Kwene Appah, Sociology, student, won the Erasmus+, a Student Mobility Scholarship from the European Union. She will be starting a semester of study at the Central European University in Budapest Hungary in January.
- Dawne McCance, religion, was elected as a fellow to *The Royal Society of Canada (RSC)*. The fellowship of the RSC comprises over 2000 Canadian scholars, artists, and scientists, peer-elected as the best in their field. These are distinguished men and women from all branches of learning who have made remarkable contributions in the arts, the humanities and the sciences, as well as in Canadian public life.
- Four student graduates from the Faculty of Arts were awarded the *Willard J. Condo Award*: Shannon Furness, Jessica Johnson, Gonzalo Agrimbau, and Maria Nallim. The Willard J. Condo Award, which is designed to encourage students with career interests in public service to make innovative, original contributions to the field of public administration by examining the structures, processes and outcomes of public policy, management, and government.
- The Asper Master Business Administration (MBA) team finished in second place at the Ethics Challenge in Halifax in November. A total of six teams participated in the competition.
- The desautels composition students spent a week in Iceland, collaborating with UM architecture students to work on a project based on sound and interactive technology.
- The Decolonizing Lens presented *Freedom Road* at the Winnipeg Art Gallery. *Freedom Road* is a National Film Board of Canada five-film series presenting powerful accounts of lived history from band members of Shoal Lake 40 Anishinaabe First Nation – where Winnipeg gets its water. A post-screening panel with band members Daryl Redsky, Roxanne Greene, director Angelina McLeod and Winnipeg-based historian Adele Perry (History), highlighted the complex, ongoing work of Shoal Lake 40 in resolving a brutal colonial legacy – one that is inseparable from the history of this place.

The Decolonizing Lens is a monthly film series co-organized by Jocelyn Thorpe, women's & gender studies and Kaila Johnston, national centre for truth and reconciliation, that brings together Indigenous filmmakers, their films, and their audiences

- The Dr. George Yee Laboratory of Anatomical Sciences opened at the Bannatyne Campus. The \$4.3 million renovation gives students and faculty in the Rady Faculty a modern facility boasting high fidelity screens, 3D capabilities and interactive tools from which to learn the intricacies of the human body.
- The Winnipeg Foundation Martha Donovan Fund is a \$250,000 fund created to provide leadership development opportunities for women in the Rady Faculty of Health Sciences. Over the next five years, \$50,000 will be made available on an annual basis.

- The college of pharmacy, in partnership with the James W. Burns Leadership Institute, kicked off its inaugural Pharmacy Leadership Series for students. The series of four seminars aims to provide students with transferrable knowledge that they can take and apply to their future roles as pharmacists.
- The Rady Faculty hosted 379 Grade 11 and 12 students at the Canadian Medical Hall of Fame's Discovery Day to learn what it is like to be a health professional or biomedical scientist. Students from 87 schools from across Winnipeg and around the province took part in interactive workshops exploring careers in medicine, rehabilitation sciences, nursing, dentistry, research, anatomy and other health sciences.
- The Max Rady College of Medicine Undergraduate Medical Education (UGME) program received full accreditation of its program leading to a Doctor of Medicine (MD) degree until 2027-28 and received one of the most positive results nation-wide since new accreditation standards were implemented in 2013.
- The Desautels faculty of music hosted Indigenous Intersections week October 7-11, 2019, featuring presentations and workshops that explored the work of Indigenous musicians and research on depictions of Indigenous persons in music.

RESEARCH MATTERS

- Dr. F. Gigi Osler (Rady Faculty of Health Sciences) and PhD candidate and Vanier Scholar Taylor Morriseau (Graduate Studies; Rady Faculty of Health Sciences) were named among Women's Executive Network (WXN)'s 2019 Canada Most Powerful Women: Top 100 award winners.

Osler was recognized in the CIBC Trailblazers and Trendsetters category. Osler is the 151st President of the Canadian Medical Association (CMA), and the first female surgeon and the first woman of colour to take on the role. Through her leadership, the CMA began tackling equity, diversity and inclusion in medicine. Dr. Osler collaborated on projects such as The Lancet's work on advancing women in science, medicine and global health, and she led the first-ever CMA delegation to the 63rd Commission on the Status of Women at the United Nations.

Morriseau received the WXN's KPMG Future Leaders Award, which recognizes women under the age of 30 who have distinguished themselves early in their careers. Her research centers on the genetic and environmental factors that contribute to early-onset of type 2 diabetes (T2D) among Manitoban Indigenous youth, where incidences are approximately 20 times higher than the national average.

- More than 140 UM undergraduate students had the opportunity to practice their presentation skills at the annual 2019 Undergraduate Research Poster Competition. The format provides a unique opportunity for students to present their research in an event that focuses on the discoveries these students are making. Judges assess each project based on official judging criteria determining winners for cash prizes in five different categories: applied sciences, creative works, health sciences, natural sciences, and social sciences and humanities. The competition is sponsored by the office of the vice-president (research and international).

- The 2019 Research InfoSource rankings have UM moving up to 12th place in Canada’s Top 50 Research Universities. As well, UM realized a 63 per cent increase in corporate research income growth, a marker for the success of our research-industry collaborative approach led by the Partnerships & Innovation team (formerly Technology Transfer Office).
- Research grants and contracts, both pre- and post-award management – will be moving to a paperless, single sign-on software system beginning in mid-2020. The Research Administration System (RAS) project will integrate more than 100 forms—including the Funding Application Approval Form (FAAF)—animal and human ethics, contracts and internal grants (and all the associated attachments), with reviews and approvals happening within RAS. The project began in 2018, with identification of the need to move to an improved business workflow for research administration, that will meet the needs of PIs as well as those reviewing and approving proposals. Project details and timelines can be found at umanitoba.ca/research/ras
- The second annual Research and Scholarly Excellence Celebration took place on December 10 in the new Smartpark Innovation Hub to honour the 2019 inductees of national academic societies, new and renewed sponsored and endowed research chairs, new Distinguished Professors, and other special awardees. Seventeen honourees in total were recognized. They were: Drs. Tracie Afifi, Harvey Max Chochinov, Eric Collins, Dorte Dahl-Jensen, James Davie, Frank Deer, Ross Feldman, Thomas Hack, Carl Ho, Ekram Hossain, Digvir Jayas, Rick Linden, Susan Logue, Dawne McCance, Nicole Rosen, Kristy Wittmeier and Mr. Randy Herrmann.
- Fifty-five research projects led by thirty-nine investigators received a total of \$5,307,763 in grant funding from multiple sponsors. Those projects receiving more than \$25,000 are:

PI	Sponsor	Title	Awarded
Azad, Meghan (Pediatrics and Child Health, CHRIM)	Molly Towell Perinatal Research Foundation	Exploring the impact of matching donor human to maternal secretor status on microbiome development in early preterm infants: A pilot study	\$30,000
Bassuoni, Mohamed (Civil Engineering)	City of Winnipeg	Improving the process for cold weather concreting: Mixture design and curing of concrete - A new approach	\$30,000
Court, Deborah (Microbiology)	Mitacs Accelerate	Bacteriophage endolysin proteins development	\$30,000
Cowley, Kristine (Physiology & Pathophysiology)	Canadian Paraplegic Association (Manitoba) Inc.	Developing strategies to optimize exercise responses in persons living with tetraplegia	\$48,623
Doupe, Malcolm (Community Health Sciences; Manitoba Centre for Health Policy)	Canadian Institutes of Health Research	Evaluating subacute care hospital transitions for older adults: Understanding how, why and for whom a planned intervention is working	\$200,000
Doupe, Malcolm (Community Health Sciences; Manitoba Centre for Health Policy)	Canadian Institutes of Health Research	Using evidence to inform healthy policy: Supportive housing as a case study	\$108,500

Duhamel, Todd (Kinesiology and Recreation Management)	Canadian Institutes of Health Research	Examining biomarkers of frailty and cardiovascular health in older women	\$105,000
El-Gabalawy, Renee (Clinical Health Psychology)	Canadian Institutes of Health Research	A preoperative virtual reality simulation of surgery to reduce perioperative psychiatric sequelae	\$105,000
Elias, Brenda (Community Health Sciences)	Canadian Institutes of Health Research	Translating to the Community (T2C): A social epigenetic study of FASD	\$1,503,226
Ferens, Kenneth (Electrical and Computer Engineering)	Mitacs Accelerate	Cognitive and computationally intelligent algorithms for the detection of cyber threats	\$240,000
Fernyhough, Paul (Pharmacology and Therapeutics, St Boniface Hospital Albrechtsen Research Centre)	Mitacs Accelerate	Development of specific peptide antagonists of muscarinic receptors to repair the nervous system	\$180,000
Fraser, Kevin (Biological Sciences)	Delta Waterfowl Foundation	Migration ecology and chronology of geese	\$35,000
Gole, Aniruddha (Electrical and Computer Engineering)	Mitacs Accelerate	Real-time modeling of virtual synchronous generator type VSC converters for power supply to offshore platforms	\$30,000
Hanson, Mark (Environment & Geography)	Mitacs Accelerate	Floating wetland treatments to enhance remediation (FLOWTER) Project	\$173,333
Henriksen, Christine (Clinical Health Psychology)	Health Sciences Centre Foundation	Living with hope: A preliminary investigation of a novel, CBT-based psychoeducational skills class for individuals with a recent suicide attempt	\$64,139
Hicks, Geoffrey (Biochemistry and Medical Genetics)	Children's Hospital Research Institute of Manitoba	Vitamin A supplementation can significantly reduce or prevent Fetal Alcohol Spectrum Disorder outcomes following acute prenatal alcohol exposure	\$59,995
Ho, Juliet (Internal Medicine)	Canadian Institutes of Health Research	Multi-center validation of non-invasive surrogate biomarkers of renal allograft outcomes	\$237,151
Hu, Pingzhao (Biochemistry and Medical Genetics)	NSERC Engage	Deep learning for prioritizing small molecules candidates for drug repositioning	\$25,000

Jacobsohn, Eric (Anesthesia)	Montreal Heart Institute	Electroencephalography guidance of anesthesia to alleviate geriatric syndromes (ENGAGES-CANADA) study in cardiac surgery: A pragmatic, randomized clinical trial	\$40,000
Jiang, Depeng (Community Health Sciences, CHRIM)	Children's Hospital Research Institute of Manitoba	The effect of PAX program in promoting mental health for children in Manitoba	\$59,560
Kazem Moussavi, Zahra (Electrical and Computer Engineering)	Mitacs Accelerate	Developing a virtual reality simulator and an algorithm to assess visual vestibular interaction (VVI)	\$90,000
Kelly, Lauren (Pediatrics and Child Health)	Research Manitoba	Adaptive design in pediatric clinical trials	\$126,200
Khoshdarregi, Mohammad (Mechanical Engineering)	NSERC Engage	Improved dynamic positioning of high speed robots for the acoustic treatment of aerospace structures	\$25,000
Kordi, Behzad (Electrical and Computer Engineering)	NSERC Engage	Improvement of mechanical and electrical strength of the cap-and-pin type string insulators	\$25,000
Kowalec, Kaarina (Pharmacy)	Consortium of Multiple Sclerosis Centers	Understanding psychiatric comorbidity in multiple sclerosis using genetics	\$52,704
Lavoie, Josee (Community Health Sciences)	Canadian Institutes of Health Research	Sexual Health Empowerment (SHE) Project: Merging community and science	\$135,000
Levin, David (Biosystems Engineering)	Mitacs Accelerate	Floating Wetland Treatments to Enhance Remediation (FLOWTER) Project	\$160,000
Major, Arkadij (Electrical and Computer Engineering)	NSERC Engage	Compact and efficient laser source of UV radiation	\$25,000
Modirrousta, Mandana (Physiology & Pathophysiology)	Mitacs Accelerate	Assessing the impact of an immersive VR gaming experience on navigation ability and spatial cognition in an elderly population	\$45,000
Narvaez Bravo, Claudia (Food and Human Nutritional Sciences)	Mitacs Accelerate	Shiga-toxigenic <i>E. coli</i> persistence mechanisms and surface biofilm detection using near-infrared spectroscopy on beef processing facilities	\$213,333
Ng, Marcus (Internal Medicine)	Mitacs Accelerate	Using rapid eye movement (REM) sleep to enable and enhance clinical epilepsy surgery	\$60,000
O, Karmin (Physiology & Pathophysiology, St Boniface Hospital Albrechtsen Research Centre)	St. Boniface Hospital Albrechtsen Research Centre	Role of inflammatory response in human and animal health and disease	\$180,000

Saleem, Ayesha (Kinesiology and Recreation Management, CHRIM)	Children's Hospital Research Institute of Manitoba	Extracellular vesicles in prenatal fetal-maternal communication	\$60,000
Scribbans, Trisha (Faculty of Kinesiology and Recreation Management)	Research Manitoba	Whole muscle and individual motor unit variability in the shoulder complex with fatigue and training	\$49,990
Shafai, Cyrus (Electrical and Computer Engineering)	NSERC Engage	MEMS sensor for metal-ion detection in water	\$25,000
Shalaby, Ahmed (Civil Engineering)	NSERC Engage	Use of recycled plastic to modify the engineering properties of asphalt binders for road paving	\$25,000
Shen, Garry (Internal Medicine)	Canadian Institutes of Health Research	To determine the impact of breastfeeding, maternal food intake and infant gut microbiota on the risk of obesity and diabetes in First Nations women and children in rural communities	\$100,000
Strachan, Shaelyn (Kinesiology and Recreation Management)	Canadian Institutes of Health Research	Self-compassion among people undergoing cardiac surgery: Associations with physical activity, other health behaviors and health outcomes.	\$105,000
Strachan, Shaelyn (Kinesiology and Recreation Management)	Canadian Institutes of Health Research	Examining the impact of a self-compassion intervention on physical activity behaviour and reactions to health risk among people at risk for Type 2 Diabetes: A pilot and Feasibility Study	\$145,000
Thompson, Shirley (Natural Resources Institute)	Mitacs Inc.	First Nations Philanthropy Engagement Research Project	\$180,000
West, Christina (Nursing)	Children's Hospital Research Institute of Manitoba	Expressive healing network: Partnering to create meaningful change for children and families in bone marrow transplant	\$60,000
Zvomuya, Francis (Soil Science)	NSERC Engage	A greenhouse bioassay of advanced urease and nitrification inhibitors: Effects on ammonia volatilization and wheat biomass yield and N uptake	\$25,000

ADMINISTRATIVE MATTERS

- The Copyright Board has certified two Access Copyright final tariffs for the reproduction of materials in post-secondary education institutions for the years 2011-2017. The reasonableness of the tariffs may be subject to judicial review by the Federal Court. A certified tariff is not the same as a legislative change and the issue of whether the tariffs are mandatory is currently before the Federal

Court of Appeal (*Access Copyright v. York*). The certification of the tariffs do not mean there will be any changes to University of Manitoba copyright practices at this time. Most Canadian post-secondary educational institutions have taken the position that the tariffs are one option for copyright management but are not mandatory, as supported by Supreme Court of Canada case law. The Federal Court came to a different conclusion at the *Access Copyright v. York* trial. The Federal Court of Appeal's decision on this issue could be released in the near future.

- The Office of Sustainability continues to run the organics collection at the Fort Garry and Bannatyne campus. There are 45 collection bins in addition to UM Dining Services and all food service locations which are collecting pre-consumer organics. Almost 11 tonnes of organics have been diverted from landfill in the first six months of the program (approximately 10% of our total organics volume).
- The Office of Sustainability co-hosted an event with Sustainable Procurement Manitoba (SPM) focused on supporting low-carbon purchasing. Seventy-five people from a variety of sectors across Winnipeg attended the event featuring discussions on the importance of looking at low carbon purchases in your organization and some of the best practices associated with common products. David McLaughlin, former Director of Climate Change, Canada, for the International Institute for Sustainable Development and Dr. Bruno Silvestre, Professor in the Department of Supply Chain Management and the Director of the Transport Institute at the Asper School of Business, were the keynote speakers for the event.
- The Office of Sustainability has been working with an Indigenous Working Group to guide and offer feedback for methods of communicating traditional knowledge about the Fort Garry campus lands. Elders Stella Blackbird and Audrey Bone held a plants teachings to help gain an understanding of traditional healing, the important properties of the plants found in the riparian forest and sustainable harvesting methods. These teachings will be communicated to the university community through an educational banner installation set to be complete in February 2020. Raven Medicine Cloud was the name given to the project in a naming ceremony.
- The nomination period of the UM Sustainability Awards is now open. Categories include undergraduate, graduate, student group, teaching and staff awards. The Sustainability Committee will select the winners, which will be announced at Sustainability Night in early March.
- Human Resources partnered with the Support Staff Endowment Fund to offer the Support Staff Learning Exchange in Montreal from October 31 to November 3, 2019. Believed to be the only program of this kind in Canada, this year's exchange sent 21 UM support staff to meet with their counterparts at McGill University to share best practices for their roles. The UM has run this program since 1999 and many of the participants remain in contact with their counterparts to continue the exchange of ideas long after the formal learning exchange. It is an excellent way of sharing advancements and lessons learned that can lead to the refinement of services at both institutions.
- Alumni of the UM Leaders Learning Program (UMLLP) gathered on November 5 for a special workshop on "Settler Privilege" to explore how settler privilege continues to impact relationships and opportunities in contemporary Canada. The session included an inventory exercise on characteristics relating to settler privilege followed by discussion. This workshop was offered as part of our commitment to TRC Call to Action #57, Professional Development and Training for Public

Servants. Over 75 university staff and administrators have completed the UMLLP since its launch in February of 2016 and ongoing development opportunities are provided annually.

- On November 18, Learning & Organizational Development (LOD) hosted a Learning Lab on “Implicit Bias”, an interactive session covering topics relating to equity, diversity, inclusion, and interrupting bias to support university employees to follow best practices. The LOD Learning Labs are monthly short presentations on topics of interest and relevance for university staff. The Learning Lab was facilitated by the university’s Equity, Diversity & Inclusion Facilitator.

EXTERNAL RELATIONS

- Gifts made in the current reporting period include:
 - Mrs. MaryAnn Lippay Kanee made a gift of \$100,000 in support of the MaryAnn Lippay Kanee and Stephen Kanee Judaic Studies Endowment Fund.
 - Mr. Gerald McDole [BSc/60] made a gift of \$100,000 in support of the Gerald McDole Graduate Entrance Scholarship.
 - Arts and Crafts Production Inc. made a gift of \$100,000 in support of The Gord Downie Secret Path Fund for Truth and Reconciliation at the National Centre for Truth and Reconciliation.
 - Miss Alice Cheung [BSc (Hons.)/76, MSc/77] made a gift of \$131,824 in support of the Opportunity Scholarship in Computer Science.
 - The late Dr. Stephen Dawyduk bequeathed \$143,350 in support of the University of Manitoba.
 - The College of Pharmacists of Manitoba made a gift of \$168,200 to the College of Pharmacists of Manitoba Fund.
 - The John and Gabrielle Pashniak Foundation made a gift of \$400,000 in support of the construction of the Stanley Pauley Engineering Building.
 - The Price Family Foundation made a gift of \$600,000 in support of the Price Graduate Scholarships for Women in Engineering.
 - TD Bank made a gift of \$1 million in support of the Manitoba Kidney Check Program.
 - The Winnipeg RH Institute made a gift of \$1 million in support of the Dr. John M. Bowman Chair in Pediatrics and Child Health.
 - The Winnipeg Foundation made a gift of \$1 million to establish the Winnipeg Foundation Innovation Grants in the Rady Faculty of Health Sciences, and an additional gift of \$250,000 to support the Martha Donovan Women’s Leadership Awards.
 - Dr. Michael Nesbitt [B.Comm./56, BA/57, LLD/15] made a gift of \$2.5 million in support of the construction of the Desautels Concert Hall.
 - The Asper Foundation made a gift of \$5 million to establish The Asper Foundation Entrance Bursary.
- On April 2, we will celebrate the success of the Front and Centre campaign and unveil our final campaign total.

- On December 11, President Barnard hosted a Visionary Conversations on the topic: “*What does a decolonized Canada look like?*” at the Canadian Museum for Human Rights. Our panel included: Dr. Michael Yellow Bird, Dr. Cary Miller, Dr. Emma LaRocque and Dr. Katherine Starzyk. Over 400 alumni and community members attended to participate in this very important conversation.
- Nominations for the 2020 Distinguished Alumni Awards closed on January 17. Recipients will be announced in March and the DAA 2020 Celebration of Excellence event is scheduled for October 1, 2020.



AGENDA ITEM:

Request to Increase Admission Target, Bachelor of Kinesiology, Faculty of Kinesiology and Recreation Management

RECOMMENDED RESOLUTION:

For discussion / advice

CONTEXT AND BACKGROUND:

- The Board policy on *Admission Targets* specifies that it is the President who has authority to approve changes to, or the introduction of, admission targets following consultation and discussion with the dean or director, with Senate and with the Board of Governors, subject to the provisions of the provincial Programs of Study Regulation.
- The President has received a request from the Faculty of Kinesiology and Recreation Management to increase the admission target for the Bachelor of Kinesiology program. Specifically, the Faculty is requesting to increase the admission target by 35 students, from 65 to 100 students, effective for the Fall 2021 intake.
- In May 2019, the President approved a temporary increase of 18 students, for this program, for the Fall 2019 and Fall 2020 intakes (as reported to the Board of Governors, June 25, 2019).
- In 2019, the Faculty completed an impact assessment, to determine how increased enrolment would impact program delivery and Faculty resources.
- Dr. Mondor, Deputy Provost (Academic Planning and Program Programs) supports the request, as reflected in his memo to President Barnard (dated October 29, 2019).

RESOURCE REQUIREMENTS:

- The Faculty would not require new resources to support an enrolment increase of 35 students. It has determined that there is capacity in core courses in the program. It might be necessary to add one course section to several (6) courses with laboratories. Associated cost increases would be offset by laboratory fees.
- The University Library has indicated that the proposed enrolment increase would not impact its ability to support the program.
- The Departments of Biological Sciences, Psychology, and Statistics, which deliver courses required for Advanced Entry admission to the program, have indicated that an enrolment increase of 35 students would have minimal impact on the demand for those courses.

CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:

N/A

IMPLICATIONS:

- The request to increase admission responds to increasing and sustained student demand for the Bachelor of Kinesiology program, as described in the supporting documentation.
- It would also respond to demand for graduates in the province. The Faculty notes that the Province of Manitoba Occupational Forecasts shows increasing demand for graduates through 2024.

ALTERNATIVES:

N/A

CONSULTATION:

The President consulted with Senate regarding the request to increase the admission target for the program at the meeting on December 4, 2019. Senate did not raise any concerns with the request.

ROUTING TO THE BOARD OF GOVERNORS:

<u>Reviewed</u>	<u>Recommended</u>	<u>By</u>	<u>Date</u>
<input checked="checked" type="checkbox"/>	<input type="checkbox"/>	<u>Senate Executive</u>	<u>November 20, 2019</u>
<input checked="checked" type="checkbox"/>	<input type="checkbox"/>	<u>Senate</u>	<u>December 4, 2019</u>
<input type="checkbox"/>	<input type="checkbox"/>	<u> </u>	<u> </u>
<input type="checkbox"/>	<input type="checkbox"/>	<u> </u>	<u> </u>
<input type="checkbox"/>	<input type="checkbox"/>	<u> </u>	<u> </u>

SUBMISSION PREPARED BY: University Secretary on behalf of Senate

ATTACHMENTS:

- Correspondence from President to University Secretary RE: Request to Increase Admission Target, Bachelor of Kinesiology [dated November 3, 2019]
- Correspondence from Deputy Provost (Academic Planning and Programs) to President RE: Request for Increase to Admission Target, Bachelor of Kinesiology [dated October 29, 2019]
- Correspondence from Executive Director, Enrolment Services to Deputy Provost (Academic Planning and Programs) RE: Bachelor of Kinesiology Admission Target Increase [dated October 22, 2019]
- Correspondence from Dean, Faculty of Kinesiology and Recreation Management to Executive Director, Enrolment Services [dated September 30, 2019]
- Application to Manitoba Education and Training for Significant Modification to a Program of Study re Bachelor of Kinesiology




202 Administration Building
Winnipeg, MB
Canada R3T 2N2
Telephone: 204-474-9345
Fax: 204-261-1318

UNIVERSITY
OF MANITOBA

Office of the President

Date: November 3, 2019

To: Jeff Leclerc
University Secretary

From: Dr. David Barnard, O.M., Ph.D., FRSC
President and Vice-Chancellor 

Re: Request to Increase Admission Target, Bachelor of Kinesiology

I attach a recommendation from Dr. Todd Mondor, Deputy Provost, to increase the annual admission target for the Bachelor of Kinesiology.

Under the Admission Targets policy, the President approves changes to, or the introduction of, enrolment limits following consultation and discussion with the dean or director and with Senate and the Board.

Accordingly, please place this item on the agenda for the November 20, 2019 Senate Executive meeting and the December 4, 2019 Senate meeting.

Cc.: Dr. Janice Ristock, Vice-President (Academic) and Provost
Dr. Todd Mondor, Deputy Provost
Dr. Douglas Brown, Dean Faculty of Kinesiology and Recreation Management
Mr. Jeff Adams, Director, Enrolment Services
Ms. Cassandra Davidson, Academic Programs Specialist



Office of Provost and Vice-President (Academic)

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

**University
of Manitoba**

Date: October 29, 2019

To: Dr. David Barnard, President and Vice-Chancellor

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

Re: Request for Increase to Admission Targets, Bachelor of Kinesiology

Under the Admission Targets Policy and at the request of Dr. Douglas Brown, Dean, Faculty of Kinesiology and Recreation Management, I am requesting that you consider an admission target increase of 35 students for the Bachelor of Kinesiology program effective the Fall 2021 intake.

In May 2019, the Faculty was granted a temporary increase to their target to undertake an impact assessment of effects of growth on program delivery and associated resources. As outlined in the attached proposal, the Faculty has determined that they can accommodate an additional 35 seats in the existing program to meet increasing demand without significant resource implications to their unit or others on campus. There is capacity in existing sections of core courses, and lab fees will offset costs for additional lab sections in identified courses.

Consistent with the Admission Targets Policy and Procedure, the President may approve changes to admission targets 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.

Please provide your advice concerning this matter to the Office of the University Secretary by Wednesday November 6, 2019 so that, if supported, the request may receive timely consideration by Senate and the Board of Governors.

Cc: Janice Ristock, Provost and Vice-President (Academic)
Douglas Brown, Dean, Faculty of Kinesiology and Recreation Management
Jeff Leclerc, University Secretary
Jeff Adams, Executive Director, Enrolment Services
Cassandra Davidson, Academic Programs Specialist

/cd



UNIVERSITY
OF MANITOBA

Enrolment Services

421 University Centre
Winnipeg, Manitoba
Canada R3T 2N2
Telephone (204) 474-8820
Fax (204) 474-7554

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

FROM: Jeff Adams, Executive Director, Enrolment Services *JA*

DATE: October 22, 2019

SUBJECT: Bachelor of Kinesiology admission target increase

I support the request from the Faculty of Kinesiology and Recreation Management, as outlined in their September 30th, 2019 memo, to increase the admission target for the Bachelor of Kinesiology degree program from 65 seats to 100 seats. The Faculty was granted a temporary increase last year and they used the year as a trial period to ensure that sufficient demand for seats existed to warrant the increase. I can confirm that from an admissions perspective there was sufficient demand.

Throughout the past year the Faculty consulted in detail with my office and I have no concerns with moving this request forward.

Cc: Laurie Schnarr, Vice-Provost (Students)
Cassandra Davidson, Academic Program Specialist, Office of the Provost



September 30th, 2019

Jeff Adams
Executive Director of Enrolment Services
University of Manitoba
Room 421 University Centre
Office: (204) 474-6382
Mobile: (204) 509-5517

Dear Mr. Adams

The Faculty of Kinesiology and Recreation Management would like to request an increase to our Bachelor of Kinesiology degree admission targets. Specifically we would like to admit 100 students into year two of the BKin Degree. This would be a 35 seat increase. As the attached application reveals, this increase will enable to faculty to meet demand for this program without major resource implications.

Sincerely,

A handwritten signature in black ink, appearing to read 'Doug Brown'.

Doug Brown, Dean
Faculty of Kinesiology and Recreation Management

CC. Christine Van Winkle Acting Associate Dean Undergraduate Education

SIGNIFICANT MODIFICATION TO A PROGRAM OF STUDY

Under The Advanced Education Administration Act

Universities and colleges requesting approval for a **significant modification** to 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 Vice-Provost (Integrated Planning & Academic Programs) and the Office of the University Secretary, (where indicated) along with the following supplemental documentation:
 - a. A cover letter justifying and summarizing the rationale behind the request for a significant modification.
 - b. Letters of support from internal and/or external stakeholders that were consulted as part of this proposal, if applicable.
2. Note that internal approval of the proposed modification will vary depending on the type of modification (see SECTION C). Please work with the Provost's Office and the Office of the University Secretary in advance, in identifying the appropriate procedures and approval processes. In general, please note the following for each type of modification:
 - a. **CHANGE OF SITE** – may require Senate approval if the site requires modifications to admission and/or program requirements (e.g. new admission category).
 - b. **CHANGE TO SEAT CAPACITY** – please refer to the Admission Targets Policy and Procedures (http://umanitoba.ca/admin/governance/governing_documents/academic/admission_targets.html). Changes may also require Senate approval if there are modifications to admission and/or program requirements.
 - c. **CHANGE TO TIME-TO-COMPLETION** – any addition to or reduction of hours to program requirements, requires Senate approval. For undergraduate programs, please refer to SCCCC Guidelines found at - <http://umanitoba.ca/admin/governance/forms/index.html>. For graduate programs, please contact FGS for approval process.
 - d. **CHANGE TO APPROVED DELIVERY MODEL** – please notify the Provost's Office of any significant changes to course or program delivery method.
 - e. **CHANGE TO STATUS OF JOINT PROGRAM** – depending on the significance of the changes resulting from the proposal, this will either require Senate approval as a program modification or will require the introduction of a new program. Please contact the Provost's Office with more details on how becoming a joint program or ceasing a joint program will impact the program.
 - f. **CHANGE TO CREDENTIAL**
 - g. **CHANGES TO CAPITAL OR OPERATING RESOURCES REQUIRED -**
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.


 UNIVERSITY
 OF MANITOBA

SECTION A – PROPOSAL DETAILS

Institution:

Applicable faculties/department with responsibility for the program: Faculty of Kinesiology and Recreation Management

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

Program name: Bachelor of Kinesiology

Credential awarded: Bachelor of Kinesiology Degree

Funding request: N/A

Office Use Only

One-time funding: _____

On-going funding: _____

Proposed start date: 2021-09-01

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

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

SECTION B – PROGRAM DESCRIPTION AND DELIVERY

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

The BKIN degree is designed for students interested in learning how to promote health and wellness, improve sport performance, prevent injuries and chronic disease. This request is to increase admission from 65 to 100 into this existing degree program.

B-2 Describe how this program serves and advances the academic, cultural, social and economic needs and interests of students and the province:

This program offers students interested in the fields of health, chronic disease prevention, physical activity promotion, community wellness and sport and exercise science the opportunity to pursue an undergraduate degree that emphasizes health and wellness promotion, improved sport performance, and chronic disease and injury prevention.

B-3 Describe the existing and anticipated post-secondary learning needs of students in Manitoba that this program addresses and responds to:

Students interested in careers in health and wellness, physical activity promotion, community wellness and exercise and sport social and physical science require a strong foundation in human movement. By studying growth and motor development, human anatomy and physiology, biomechanics, sociology of sport and physical activity, Kinesiology students are well positioned to pursue careers growing in Manitoba.

B-4 Will the program be available for part-time study?

Yes

B-5 Is there a cooperative education, work placement, internship or practicum component?

Students in the Kinesiology degree program can choose to participate in a 12 credit hour fieldwork placement program.

C-2 Change to seat capacity

C-2.1 - List originally approved or currently offered seat capacity and proposed seat capacity.

UM Internal Note: seat capacity as defined by your admission target. If you are not aware of the target, please contact Enrolment Services.

The current seat capacity is 65 incoming students (BKIN year 2). This proposal is for an increase of 35 students resulting in 100 incoming students in 2021. This proposal is to meet the increasing demand for this undergraduate degree program.

C-2.2 - Provide rationale for this change. *(Examples include changes in applications, enrolment and employer demand or alignment with the institution's strategic direction and priorities.)*

UM Internal Note: please ensure to address the following in your response:

- Student demand for places – identify how the current admission levels and the proposed changes compare to the number of qualified applicants to the program.
- Demand for graduates – identify how the current admission levels and the proposed changes reflect market demand for graduates.
- Outline any economic, demographic and/or geographical shifts in the student population that may impact on, or be impacted by, the proposed change.
- Student success – comment on success of current students (progression, time-to-completion, etc.) and graduates of the program (where known).

In 2019, the Faculty of Kinesiology and Recreation Management undertook an impact assessment to identify how an increase in enrolment could impact program delivery. As a result of this process the Faculty has decided to request a permanent increase from 65 admissions to 100.

In 2019 we had 125 qualified applicants for the 65 spaces (direct and advanced entry combined). Note there were an additional 14 'priority 2' applicants who had not completed their Kinesiology entry requirements at the time of applicant consideration and were therefor refused admission.

Below is a summary of admissions data since 2013. This demonstrates the sustained demand for the BKin degree program. Note: the decrease in advanced entry applications in 2018 is believed to reflect changing advanced entry admission requirements rather than decreasing demand for the program.

DirectEntry

	<u>Applications</u>	<u>Acceptances</u>	<u>Min Avg Admitted (85% min)</u>
Fall 2013	61	16	87.66%
Fall 2014	97	16	88.67%
Fall 2015	102	17	91.67%
Fall 2016	80	16	90%
Fall 2017	101	16	86.33%
Fall 2018	124	35	85%
Fall 2019	125	31	85%

AdvancedEntry

	<u>Applications</u>	<u>Acceptances</u>	<u>Min Avg Admitted (2.0 min)</u>
Fall 2013	130	50	3.33
Fall 2014	109	54	3.17
Fall 2015	102	55	3
Fall 2016	117	49	3.21
Fall 2017	108	52	3
Fall 2018	59	50	2.75
Fall 2019	77	50	2.94

The University of Manitoba has experienced increased enrolment year after year, and the demand for the Kinesiology degree program has been increasing with it. Our graduates are sought in graduate programs, after-degree allied health programs, as well as in the workforce.

According to the Province of Manitoba Occupational Forecasts careers pursued by graduates of the Kinesiology degree program will continue to see expansion demand through 2024. Across Canada professional and assisting occupations in health and paraprofessional occupations in community services will continue to increase according to Canadian Occupation Projections. This suggest ongoing demand for the Kinesiology degree program.

C-2.3 - Intake Information

C-2.3 (a) - What is the projected enrolment for the first intake?

If this proposal is accepted the enrollment for 2021 will be a maximum of 100 students (year 2 admissions).

C-2.3 (b) - What is the maximum seat capacity (defined as first-year enrolment capacity)?

Currently the maximum seat capacity is 65. We are requesting and increase to 100.

C-2.3 (c) - What is the anticipated date of maturity?

September 2021

C-2.4 UM Requirement: Address the impact of the proposed change on access to post-secondary education of under-represented groups. Identify any particular demographic experiencing special difficulties either in gaining admission to, or completing the requirements of, the program.

Admission to the BKin Degree is increasingly competitive. Additional seats will provide greater access.

Because our program admission requirements are often competitive for admission space, our Advanced Entry admission has an Individual Consideration admissions category to help students from underrepresented groups, who meet the minimum requirements, achieve admission to the program.

We offer to 10% of the available annual admission spaces to students who apply under this category, though many achieve admission through the regular competitive applicant pool.

A holistic review of these characteristics along with all required documentation is used for consideration of applications in the Individual Consideration category, with no particular weight to any one characteristic. Individual Consideration will include applicants who identify as one of the following underrepresented group: a) Canada Indigenous Peoples b) Racialized Minorities Those individuals, other than Indigenous/Aboriginal peoples, who, because of their ethnicity, are a "visible" minority in Canada; to include recent immigrants and refugees. c) Mature Students d) ACCESS Program Students e)

Persons with Disabilities Persons with disabilities are those who would consider themselves disadvantaged by reason of any physical, intellectual, mental, sensory or learning impairment. f) Exceptional Circumstances

SECTION D – MODIFICATION INFORMATION

D-1 Describe how this significant modification aligns with the strategic plans of your institution:

The University of Manitoba strategic plan identifies inspiring minds, driving discovery, creating pathways, building community and forging connections as priorities. By increasing admission to the BKIN degree we will work towards the inspiring minds priority by addressing the university's goal of optimizing enrolment by ensuring more space exist for students interested in this degree program. We will also be able to enhance student mobility within the University by ensuring University one and other degree program students interested in BKIN are able to be admitted to the program. Within the building community priority, a goal outlined by the University of Manitoba is to make the University of Manitoba the institution of first choice for potential students. Currently the University of Winnipeg also offers a BKIN degree and so students not able to be admitted to the University of Manitoba BKIN degree may choose to study elsewhere.

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

Decision-Making body: Senate (consultation only)

Decision:

Date:

Decision-Making body: Board of Governors (consultation only)

Decision:

Date:

Decision-Making body: President

Decision:

Date:

D-3 Responsibility to consult

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

This degree program is accredited by Canadian Council of Physical Education and Kinesiology Administrators (CCUPEKA). CCUPEKA accreditation is not dependent upon admission numbers.

D-3.2 What agencies, groups, or institutions have been consulted regarding the significant modification of this program?

UM Internal Note: the unit is to consult with other academic units to identify how the proposed changes might affect quality, access to, and resources associated with the programs offered by that unit, as well as impact on service teaching by supporting faculties/schools. Outline the consultation process with other units and append letters of support, as appropriate.

Students in the BKIN Degree are required to take introductory courses in Biology, Psychology and Statistics. Data on past program applicants indicates that the majority of the students seeking admission to the faculty are already enrolled at the University of Manitoba and therefore have access to these courses. It is possible that demand for these courses could increase slightly due to students transferring in from other institutions therefore support letters were sought from these units.

D-3.3 How have students and faculty been informed of the intent to modify this program?
During the September 2019 Faculty Council (which includes student representative) this proposal was discussed. Additional lab and TA support was discussed.

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

The University of Winnipeg offers a Bachelor of Kinesiology Degree Program. The University of Winnipeg does not have Direct Entry or Advanced Entry quotas for their 4-Year Kinesiology degree program. UW admits all students who meet the minimum requirements for admission. It is unknown whether they have the resources to meet demand for space in courses for all BKin students in any given degree year, but it certainly is more accessible for all applicants. Our admission quotas are carefully planned so that our faculty anticipates the resources to deliver enough required class enrolment space for all of our BKin students in all years of the program.

D-4.1 Describe any specific laddering, articulation and/or credit transfer options for Manitoban students that are anticipated to change as a result of the significant modification of this program:

No laddering, articulation and or credit transfer agreements exist for students transferring between BKIN programs. The University of Manitoba and Faculty of Kinesiology and Recreation Management does consider transfer credits on a course by course basis.

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

The following Universities in Canada offer Kinesiology degree programs:

University of Toronto, University of British Columbia, University of Saskatchewan, Queen's University, University of Ottawa, University of Calgary, University of Alberta, University of Waterloo Dalhousie University and others.

D-5.1 Describe any specific laddering, articulation and/or credit transfer options for Manitoban students that are anticipated to change as a result of the significant modification of this program.

None

D-6 Describe any changes in labour market demands in Manitoba for graduates of this Program as a result of this significant modification:

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

Kinesiology graduates work in varied fields including health care, community wellness and sport and physical activity professions. Kinesiology is also seen as an excellent undergraduate degree to prepare students for further study in medicine and allied health professions. The labour market outlook for careers in allied health professions and coaching and related professions is expected to continue to expand through 2024 according the Manitoba Labour Market Occupational Forecast.

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

No peer evaluations are being provided.

D-8 Does this significant modification entail an increase to tuition, or the establishment of or increase to fees that apply to students in this program of study?

UM Internal Note: Comment on potential impact on student access to and affordability of education that may result from the change.

No

SECTION E – REQUIRED RESOURCES AND FINANCIAL IMPLICATIONS

E-1 If one-time or pilot funding is being requested to support the significant modification of this program of study, please identify the amount of funding being requested:

No

E-2 If ongoing funding is being requested to support the significant modification of this program of study, please identify the amount of funding being requested:

No

E-3 If new funding is not being requested, how will the significant modifications to the program be funded? (Include such information as: where reallocated funding will come from, and the implications of reallocating that funding on other programs/activities of the institution.)

Tuition and lab fees from the newly admitted students will offset the additional costs of delivering the program to the additional 35 students. Existing lab fees to students will not be increased.

E-4 What are the resource implications to the institution in delivering the significantly modified program of study? (Include such information as; budget, IT, library, laboratory, computer, space, practicum liability insurance, student services, etc)

UM Internal Note: Identify how the proposed changes will impact on the *quality of operations* at both the unit level and institutional level (including impact on other affected units), where applicable. Comment on how units delivering service teaching in the program will be impacted by the proposed change.

As we are requesting an increase of 35 spaces to an existing program we do not foresee significant resource implications. Program core courses will be able to accommodate the additional 35 students in each cohort year. To ensure the on going delivery of a high quality program the following courses with laboratories may be expanded to include one additional section for each: KPER 2320 Human Anatomy, KPER 2330 Biomechanics, KPER 2350 Introduction to Research, KPER 2700 Motor Control and Learning, KPER 3470 Exercise Physiology, and KPER 3512 Principles of Fitness Training. Additional laboratory fees will offset the cost lab demonstrators and supplies.

E-5 Please describe new and existing staffing resources needed to provide this significantly modified program of stud:.(Include reallocation of existing faculty, hiring of new faculty, administrative and support services and any other considerations.)

UM Internal Note: Identify how the proposed changes will impact on the *quality of instruction* at both the unit level and institutional level (including impact on other affected units), where applicable. Comment on how units delivering service teaching in the program will be impacted by the proposed change.

Within the faculty we have a low advisor to student ration of 1:~450. The additional students will increase this to no more that ~1:500. We have the capacity to add 35 students to existing courses without requiring additional course sections and so no new instructors are needed. To ensure continued high-quality additional lab demos and TA may be hired to support instructors. This cost will be offset by the lab fee paid by these additional students.

E-6 Please describe the effect of the significant modification of this program on existing capital infrastructure and equipment:

UM Internal Note: Identify how the proposed changes will impact on the *quality of operations* at both the unit level and institutional level (including impact on other affected units), where applicable. Comment on how units delivering service teaching in the program will be impacted by the proposed change.

Students in the BKIN Degree are required to take introductory courses in Biology, Psychology and Statistics. Data on past program applicants indicates that most of the students seeking admission to the Faculty are already enrolled at the University of Manitoba and therefore have access to these introductory courses.

SECTION F – SIGNATURES

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

SUBMITTED BY:

President:

Name:

Signature:

Date: Click here to enter a date.

Vice-President/Academic:

Name:

Signature:

Date: Click here to enter a date.

For use by joint programs only:

President:

Name:

Signature:

Date: Click here to enter a date.

Vice-President/Academic:

Name:

Signature:

Date: Click here to enter a date.

SUBMIT COMPLETED FORM

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
- Program of Study Financial Form
- 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

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