



**University
of Manitoba**

Office of the University Secretary

312 Administration Building
Winnipeg, Manitoba
Canada R3T 2N2
T: 204-474-9593
F: 204-474-7511

Date: November 1, 2021
To: Members of Senate
From: Jeff M. Leclerc, University Secretary
Subject: Special Notice - Urgent Addendum to November 3, 2021 Senate Agenda

In accordance with the *Rules Governing Meetings of Senate*, the Chair has determined that a matter of sufficient urgency has arisen to be added to the Senate Agenda for the meeting scheduled for Wednesday, November 3.

The Chair of the Academic and Research Team of the Continuity Steering Committee has submitted a series of recommendations related to the UMFA Labour Action for consideration and approval by Senate. These recommendations are added to the Senate Agenda for Wednesday, November 3, 2021 and are appended to this special notice.

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




**University
of Manitoba**

Office of Provost and Vice-President (Academic)

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

Date: November 2, 2021

To: Jeff Leclerc, University Secretary

From: Mark Torchia, Vice-Provost (Teaching and Learning) and Team Lead, Academic and Research Team, Continuity Steering Committee 

Re: Academic Continuity in Response to UMFA Labour Action

Earlier this fall, the Academic and Research Team (*see Attachment 1 for membership list*), a sub-committee of the Continuity Steering Committee, was convened and began meeting to identify and discuss actions to protect students' academic interests and provide clarity to students throughout the course of the strike.

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

- That academic unit heads and academic staff ensure that students who choose not to cross picket lines, real or virtual, are reasonably accommodated with respect to any missed material, assignments, or tests and that all students, whether they choose to attend classes or to not cross the picket line, be treated fairly.
- That student requests for incomplete or continuing grade/course status be sympathetically considered, wherever appropriate, and that such requests not be unreasonably denied.
- That students be permitted to request deferred examinations and that such requests not be unreasonably denied.
- That section 2.6 of the Voluntary Withdrawal policy for the Fall 2021 Term be suspended, and that the Provost be authorized to amend the Voluntary Withdrawal date for the Fall 2021 and Winter 2022 Terms, if required and report thereon to Senate.
- That the verification of enrolment processes for Senate-approved scholarships and bursaries for the 2021-2022 academic year be suspended in response to a possible increase in the number of voluntary withdrawals (*see Attachment 2*).

Further,

- That the Senate Executive Committee, in accordance with its normal powers "to deal with contingencies that arise between meetings of Senate" is empowered to:

- approve revisions to the Academic Schedule for the Fall 2021 and Winter 2022 Terms, as recommended by the Academic and Research Team; including, but not limited to, changes in dates to the first and last days of classes, term breaks, exam periods, and any unit or program specific changes requested by the Faculties, Colleges and Schools; and
- approve the temporary modification or suspension of academic policies required to facilitate the completion of the Fall and Winter Terms.

It is understood that the agendas and minutes of these special Senate Executive meetings shall be made available on the University Governance website and that all members of Senate shall be informed of any actions taken in this regard by the Senate Executive Committee.

On behalf of the Continuity Steering Committee, the Academic and Research Team continues to work with the Office of the Registrar and Enrolment Services to model scenarios based on the potential duration of the strike, to identify the necessary revisions to the academic schedule, and to work through issues as they arise and bring forward the necessary changes for approval as required. The Fall 2021 Term break, scheduled from November 8-12, 2021, will proceed as planned.

Cc: Diane Hiebert-Murphy, Provost and Vice-President (Academic)
 Todd Mondor, Deputy Provost (Academic Planning and Programs) and Chair, Continuity Steering Committee
 Laurie Schnarr, Vice-Provost (Students)
 Jeff Adams, Registrar and Executive Director, Enrolment Services

Attachment 1: Academic and Research Team Committee Membership

Fall 2021

Committee Members:

- Mark Torchia, Lead, Vice-Provost (Teaching and Learning)
- Jeff Adams, University Registrar and Executive Director, Enrolment Services
- Hope Anderson, Vice-Dean, Graduate Studies, Rady Faculty of Health Sciences
- Lindsay Duke, Manager, Students and Faculties Communications, MCO
- Annemieke Farenhorst, Associate Vice-President (Research)
- Marcia Friesen, Dean, Price Faculty of Engineering
- Erica Jung, Director, Centre for the Advancement of Teaching and Learning
- Jeff Leclerc, University Secretary
- Kelley Main, Acting Dean, Faculty of Graduate Studies
- Heidi Marx, Associate Dean, Undergraduate Studies, Faculty of Arts
- Sean McKenna, Associate Dean (Undergraduate Programs), Faculty of Science
- Cary Miller, Associate Vice-President (Indigenous), Scholarship, Research and Curriculum (*for November 1, 2021*)
- Jillian Pearse, Staff Relations Officer, Staff Relations
- Christine Shaw, Associate University Librarian, Learning and User Services
- Reg Urbanowski, Dean, College of Rehabilitation Sciences

Committee Support:

- Susan Bengards, Confidential Assistant, Centre for the Advancement of Teaching and Learning
- Cassandra Davidson, Academic Programs Specialist, Office of the Provost and Vice-President (Academic)



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Office of the Registrar and
Enrolment Services

400 University Centre
Winnipeg, Manitoba
Canada R3T 2N2
T: 204-474-8820
F: 204-474-7554

TO: Jeff Leclerc, University Secretary

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

DATE: November 2, 2021

Subject: Verification of enrolment process for scholarships and bursaries

Background

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

Observations

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

Recommendation

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