

# BOARD OF GOVERNORS

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

**Tuesday, November 16, 2010**

**Alan A. Borger Sr. Executive Conference Room**

**E1-270 Engineering Information and Technology Complex**

**4:00 p.m.**

## OPEN SESSION

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

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**OFFICE OF THE UNIVERSITY SECRETARY**



UNIVERSITY  
OF MANITOBA

# BOARD OF GOVERNORS

Alan A. Borger Sr. Executive Conference Room  
E1-270 Engineering Information and Technology Complex  
Tuesday, November 16, 2010  
4:00 p.m.

# OPEN SESSION

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## AGENDA

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*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.*

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

**MOTION TO ADJOURN**



**Minutes of the Meeting of the Board of Governors  
Open Session  
September 28, 2010**

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The meeting was held at 4:00 p.m. in the Alan A. Borger Sr. Executive Conference Room, E1-270 EITC.

Present: J. Lederman, Chair  
J. Leclerc, University Secretary

M. Ates      D. Barnard      A. Berg      T. Bock      P. Bovey      E. Bowness  
R. Dhalla      N. Halden      J. Hoskins      S. Jasper      M. Labine      H. Laube  
D. Sauer      H. Sector      R. Zegalski

Assessors Present:

B. Austin-Smith      J. Sealey

Officials Present:

S. Foster      T. Hay      D. Jayas      J. Kearsey      J. Keselman      D. McCallum

Regrets:

M. Forsen      G. Hatch      M. Robertson

**1. Announcements**

Ms. Lederman welcomed the new members of the Board: Ted Bock, Sharon Jasper, and David Sauer. She also noted that the terms of Terry Sargeant, Tom Strutt, and Richard Mahé had come to an end and that they would be recognized at the Board of Governors dinner on November 24<sup>th</sup>.

**2. Approval of the Agenda**

The Chair asked whether any member had concern with any of the items on the Consent Agenda. Ms. Laube requested that item 7.1 be removed from the Consent Agenda.

It was moved by Ms. Bovey and seconded by Mr. Berg:

**THAT the agenda for the September 28, 2010 Open Session be approved as amended.**

CARRIED

3. Minutes

3.1 Open Minutes

It was moved by Ms. Bovey and seconded by Mr. Bowness:

**THAT the minutes of the June 22, 2010 Open Session be approved as circulated.**

CARRIED

4. Unanimous Consent Agenda

It was moved by Ms. Bovey and seconded by Chancellor Secter that the Board of Governors approve and/or receive for information the following:

**THAT the Board of Governors approve sixteen new offers and eighteen amended offers, as set out in Appendix A of the Report of the Senate Committee on Awards [dated May 10, 2010].**

**THAT the Board of Governors approve the Report of the Senate Committee on Awards - Part B [dated May 10, 2010].**

**THAT the Board of Governors approve eight new offers, nine amended offers, and the withdrawal of one offer as set out in Appendix A of the Report of the Senate Committee on Awards [dated June 16, 2010].**

**THAT the Board of Governors approve one new offers as set out in Appendix A of the Report of the Senate Committee on Awards [dated July 5, 2010].**

**THAT the Board of Governors approve the Report of the Senate Committee on Awards - Part B [dated July 5, 2010].**

**THAT the Board of Governors approve the establishment of an Endowed Research Chair in Hepatology.**

**THAT the Board of Governors receive for information the notice of Implementation of Bachelor of Arts: Integrated Studies.**

**THAT the Board of Governors receive for information the notice of Implementation of Ph.D. in Food Science and Ph.D. in Human Nutritional Sciences.**

CARRIED

5. Report from the President

Dr. Barnard added to the written report included in the agenda, noting that the annual senior leadership retreat had recently taken place and that documentation would be forthcoming on

their discussions around ROSE, OARS, and other academic matters. Dr. Barnard also reported on the status of some of the major construction projects on campus, noting in particular that the stadium is on schedule; construction in Taché Hall will commence in May, and the structure of the Pembina Hall residence is to be finished in early November.

Mr. Dhalla asked a question in relation to recent news that catering services had been contracted out, specifically whether the employees remained University employees or if they became Aramark employees. Mrs. McCallum responded that although management had been contracted out, the staff remain employees of the University, and she added that a percentage of Aramark's sales will come to the University. This new arrangement will result in annual savings to the University of \$230,000 to \$250,000.

Mr. Dhalla commented on the closure of Wise Guys on Campus, adding he felt that students need somewhere licensed on campus. Mrs. McCallum responded that there has been no decision to reopen the bar under different management, but a decision on moving forward will be made in the next four to six months. She added that Degrees restaurant is licensed, plans for a Bistro in University Centre include table service, and the new stadium will include licensed establishments, so there are options available to students. She also stated that the space would be made available for student special events.

Mr. Ates commented on the recent changes to Waste Management on campus, indicating that he is pleased the service will become more professional and that the students would find a good use for the levy they will pay.

## 6. From Senate

### 6.1 Proposal for a Bachelor of Science (Major) and a Major Co-op Genetics

Dr. Barnard asked Dr. Keselman to speak to this item. Dr. Keselman indicated that the matter was quite straightforward, no additional resources would be required and it would provide expanded opportunities for students to study genetics.

It was MOVED by Dr. Barnard and seconded by Dr. Hoskins:

**THAT the Board of Governors approve the proposal for a Bachelor of Science (Major) and a Major Co-op in Genetics [as recommended by Senate September 8, 2010].**

**CARRIED**

## 7. For Information

The Board of Governors received the following items for information:

### 7.1 Tuition Fees - Professional Programs

Ms. Laube asked why this item is for information only, not for approval. Mr. Leclerc responded that the matter had been approved by the Executive and Governance Committee of the Board and, to clarify due process, that it is general practice that items such as this be submitted to the entire Board of Governors for information.

9. **Reports**

9.1 Update from the UMSU and GSA Presidents

Ms. Laube reported that the executive of UMSU had met with the President's Executive Team and were looking forward to working together during the year. She added that UMSU Orientation week had just ended and that UMSU had collaborated with other units with much success. Ms. Laube also reported that the renovations to the third floor University Centre were on schedule, and that advance polling for the municipal election would be available on campus to help students get involved.

The Chair invited Ms. Labine to provide her report to the Board. Ms. Labine stated that the GSA had been busy doing orientation events in collaboration with UMSU. She also reported that the first council meeting would take place the following day with a number of new department representatives, and noted that the bylaws and constitution would be revamped. In addition, the GSA had met with the Dean of the Faculty of Graduate Studies to identify some areas for collaboration and common initiatives. Ms. Labine added that the GSA Executive would be meeting with President Barnard and his Executive Team the following week.

Motion to Move to Closed and Confidential Session

It was moved by Ms. Bovey and seconded by Mr. Zegalski:

**THAT the Board of Governors move into Closed and Confidential Session.**

**CARRIED**

Motion to Adjourn

It was moved by Ms. Bovey:

**THAT the meeting adjourn.**

**CARRIED**

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Chair

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University Secretary

## PRESIDENT'S REPORT: November 16, 2010

### GENERAL

The Association of Universities and Colleges of Canada (AUCC) organized a week-long mission to India in early November, involving the largest delegation of Canadian university and college presidents ever to travel abroad. Its intent was to solidify existing relationships, forge new exchange and research partnerships and raise the profile of Canadian universities in India, the world's second most populous country and included a series of targeted meetings with Indian educators, government officials and business leaders. The University of Manitoba's already strong partnerships in India were enhanced through the signing of a Memorandum of Understanding (MoU) with the Indian Institute of Crop Processing Technology (IICPT) and the Ministry of Food Processing Industries of India (MoFPI) to train IICPT staff and students at the U of M as well as to exchange faculty members between the two organizations for long-term research into better crop storage and processing systems at the IICPT.

Dean Glenn Feltham of the I.H. Asper School of Business and I represented the University of Manitoba during the mission to Israel organized by the Winnipeg Jewish Federation to strengthen ties between Manitoba and Israel. We participated in a series of meetings with representatives from academic and research institutions which will assist us in exploring new or expanded relationships with partners in Israel. While there, the University of Manitoba signed a cooperation agreement with the Hebrew University of Jerusalem which enables future cooperation in a variety of ways, ranging from the development of mutually beneficial academic programs to the exchange of research information.

At the November 4 Town Hall, members of the University of Manitoba community were updated on activities and progress related to the priorities outlined in the strategic planning framework since its approval in 2009. They also were provided with a more in-depth examination of issues relevant to the student experience and strategic enrolment management by Susan Gottheil, Vice-Provost (Students), and an identification of planned next steps.

The search for a new Executive Lead, Aboriginal Achievement now is underway. Assisting with the search process is Higgins International Inc., a Winnipeg-based search firm with particular expertise in Aboriginal executive searches. Joining me on the search committee are: Michael Robertson, Board of Governors; Harvy Frankel, Dean, Faculty of Social Work; Susan Gottheil, Vice-Provost (Students); John Alho, Associate Vice-President (External); Catherine Cook, Faculty of Medicine, First Nations, Metis and Inuit Health; Kali Storm, Director, Aboriginal Student Centre; Lindsay Bristow, University of Manitoba Aboriginal Students' Association.

### ACADEMIC MATTERS

- Dean Jay Doering, Graduate Studies, was elected President of the Canadian Association for Graduate Studies.
- Dietmar Straub and Anna Thurmayr, architecture, winners of the Landscape and Urban Design competition for Chenshan Botanical Garden Shanghai, China in 2005/06, saw the efforts of their works open in April 2010. This 206 hectare garden is part of Expo 2010 in Shanghai and actually the world's biggest botanical garden.

- Warren Cariou, Director of the Centre for Creative Writing and Oral Culture, Neil McArthur, Associate Director of the Centre for Professional and Applied Ethics, and students Katie Mann and Teddy Zegeye-Gebrehiwot are currently making a documentary which asks, "What are human rights?" This question is at the crux of current political and social debate and although scholars, politicians, lawyers and activists insist on the importance of such rights, the concept of human rights is difficult to define and all definitions are contested. A series of interviews will be conducted with the intention of assembling a definition of human rights that is as diverse and complex as our multicultural society. Using the symbolism of the construction of the Canadian Museum of Human Rights, many of these interviews will be conducted with people who are visiting The Forks.
- Allen Harrington, music, returned from Europe where his saxophone performances included a concert at the internationally renowned Paris Conservatoire, accompanied by collaborative pianist and colleague, Laura Loewen.
- Grace Nickel, Art, has her commissioned artwork, Donor's Forest, unveiled this fall at the Beechwood National Cemetery of Canada in Ottawa. Nickel received the commission after winning a national competition for a commemorative work for the entranceway to the new Beechwood National Memorial Centre. The National Military Cemetery, the RCMP National Memorial Cemetery and the Canadian Veterans and War Dead are located in this cemetery.
- Rick Linden, sociology, has served as chair and co-chair of the Manitoba Auto Theft Task Force since 2003. A major initiative of the task force has been the Winnipeg Auto Theft Suppression Strategy (WATSS), which is a comprehensive program that includes intensive supervision of high-risk offenders, a mandatory immobilizer program for the most at-risk vehicles, and a broad range of community intervention strategies. This program received the 2010 International Association of Chiefs of Police (IACP)/Motorola Webber Seavey Award for Quality in Law Enforcement - or Webber Seavey Award which is presented to agencies and departments worldwide in recognition of promoting a standard of excellence that exemplifies law enforcement's contribution and dedication to the quality of life in local communities.
- The Humanoid Robotic Team led by Jacky Baltes, computer science, won the Champion of the Taiwan Micro-Mouse and Robot Contest: Humanoid Robot Explorer Challenge Contest – International Group, on October 2, 2010 in Tainan, Taiwan. The team consists of Jacky Baltes and his students, Chi Tai Cheng, Andrew Winton and Hanbyeol Stela Seo.
- Silvia Barcellos Rosa, plant science student, has just been awarded the 2011 Jeanie Borlaug Women in Triticum Award. This award is named after Jeanie Borlaug, daughter of Nobel Prize winner Norman Borlaug, and is awarded to deserving women scientists in early careers working with wheat. It will be presented at the 2011 Borlaug Global Rust Initiative meeting in St. Paul, MN, June 13, 2011. Silvia is a Ph.D. graduate student supervised by Anita Brulé-Babel working on the genetics of leaf rust resistance in the South American cultivar Toropi.
- Elijah Easton, music student, made a return visit to perform at the White House at the invitation of Michelle Obama. Elijah first attended a White House event in 2009 where he volunteered to go to the stage and perform with jazz legend Wynton Marsalis. The Obamas and Marsalis remembered Elijah's playing and invited him for the return visit.



- An agreement with four Chinese institutions to create a research consortium that will greatly improve grain storage capacity and research was signed by the University of Manitoba. The China-Canada Research Centre for Stored-Grain Ecosystems's memorandum of understanding was signed in September and will foster collaborations with the Academy of State Administration of Grain in Beijing, the Nanjing University of Finance and Economics, the Henan University of Technology and the Chengdu Grain Storage Research Institute.
- The first intake of physician assistants graduated from the University of Manitoba in October 2010. The ten graduates have completed the country's first Master's level education program for physician assistants. The two-year Master of Physician Assistant Studies degree is administered by the University of Manitoba faculties of Medicine and Graduate Studies and was launched in September 2008. These graduates are an important component to addressing our province's health care human resource needs.
- Funding from the Canada-Manitoba Western Economic Partnership Agreement of nearly \$1 million was announced in September for a new Agricultural Byproducts Processing and Demonstration Facility. The facility will be constructed at the Glenlea Research Station as part of the National Centre for Livestock and the Environment and in partnership with the Manitoba Pork Council. The new infrastructure will allow researchers to test and evaluate livestock byproduct treatment and management technologies in Manitoba's climate.
- Agricultural and Food Sciences hosted "Agriculture in the Classroom" – a very popular and hands-on Amazing Agriculture Adventure at the Glenlea Research Station in September. More than one thousand elementary school students from urban and rural Manitoba schools learned first-hand about a variety of agriculture topics.
- Starting this fall term, Asper School of Business is involved in an international project entitled Cross Atlantic Partnership in Network Systems and Information Management (CAPNSIM). The CAPNSIM project involves two other Canadian universities and three from Europe. The Human Resources and Skills Development Canada is funding Canadian partners through a \$200,000 grant. The main goal of the project is to increase student mobility between partner universities in France, Finland, and Hungary.
- The Asper School is pleased to be offering a pilot session of the Bridge to Professional Accounting (BPA) program for the September 2010/2011 academic year. The program prepares internationally trained accountants to enter the programs of professional studies for a Certified General Accountant, Certified Management Accountant or Chartered Accountant Designation.
- The Faculty of Law and the Law Society of Manitoba have partnered to create a unique program that will see students from remote Manitoba communities receive free legal education. Under the Law Society's "Forgivable Loans Program", if the chosen students return to their home communities after graduation, 20 per cent of their tuition and living costs while attending school will be reimbursed annually for five years.

## RESEARCH MATTERS

- Three University of Manitoba professors have been elected as Fellows of the Royal Society of Canada (RSC), the country's most esteemed association of scholars and scientists, and one has been declared an award winner. The new Fellows and award winner will be officially inducted and honoured November 27 at the National Gallery of Canada in Ottawa. The University of Manitoba currently has 43 Royal Society Fellows. This year's Fellows and award winner are:
  - Terry Cook (history), has transformed our understanding of archives from being storehouses of old records to becoming themselves the focus for close scholarly attention. Seeing archives as sites of power, and archivists as agents of interpretation rather than passive curators, Cook has been able to reposition his profession—in Canada and internationally—to cope with the super-abundance of modern records to discern the tiny percentage that will survive as archives, and to respond to the challenges of digital records and of critical theory. He has developed a distinctive voice for Canadian archival scholarship worldwide and is also a pioneer in writing archival history.
  - Distinguished Professor Leslie Roos (community health sciences), co-founded the Manitoba Centre for Health Policy (MCHP) in Manitoba in the early 1990s. MCHP houses the Population Health Data Repository. This database allows researchers to examine the social determinants of health and the efficacy of the healthcare system. A revolutionary concept that helped transform research using data routinely collected by multiple ministries, the Repository continues to lead to important findings in health policy and prevention. Other leading scholars in Canada and countries around the world have since followed Roos' groundbreaking lead.
  - Distinguished Professor George Toles (English, film and theatre), is an accomplished scholar and artist with an international reputation for his critical and creative work. For more than 25 years he has been the scriptwriter, story consultant and script editor for director Guy Maddin and in the process helped shape one of the most innovative and highly-praised bodies of work in recent Canadian film history. Toles is also a major voice in contemporary film criticism. His book *A House Made of Light* is regarded as an essential text on the medium of film and appears on course reading lists around the world.
  - Distinguished Professor Frank Hawthorne (geological sciences), has addressed some of the most fundamental problems in mineralogy, and has made major contributions to our understanding of energetic and mechanistic factors affecting the stability of crystalline materials. His experimental work has involved a wide range of rock-forming and accessory minerals. In particular, he has addressed major issues in the crystal chemistry of many groups of these rock-forming minerals, revolutionizing our understanding of their structure and behaviour. He was listed by Thomson Scientific as 'the World's most cited Geoscientist of the Decade 1997-2006' and received the Killam Prize in Natural Sciences in 2008.
- Three professors have been elected fellows of the Canadian Academy of Health Sciences (CAHS). Election to Fellowship in the CAHS is considered one of the highest honours for individuals in the Canadian health sciences community. Fellows are elected by their peers in recognition of outstanding career accomplishments and exceptional leadership, creativity and commitment to advancing academic health sciences. The new Fellows are:

- Allan Becker (pediatrics/immunology), among Canada's premier academic pediatric allergists, is widely recognized for pioneering studies in, and active practice of, pediatric medicine, with a focus in early childhood asthma and allergies. He has made seminal contributions to allergy and asthma research and education, including an influential asthma education program across Canada, and highly cited research into gene-environment interactions. His accomplishments have impacted the scientific community, health educators and, most importantly, patients and their families.
- Hani El-Gabalawy (internal medicine) is an internationally-recognized leader in rheumatoid arthritis research. He has published landmark studies on synovial biology, the pathogenesis of early arthritis, and has recently established a unique First Nations cohort to study gene-environment interactions in the pre-clinical phase of arthritis. His research has been dedicated to understanding the mechanisms involved in initiating and sustaining rheumatoid arthritis and helping patients with this disorder.
- Distinguished Professor Leslie Roos (community health sciences) co-founded the Manitoba Centre for Health Policy (MCHP) in Manitoba in the early 1990s. MCHP houses the Population Health Data Repository. This database allows researchers to examine the social determinants of health and the efficacy of the healthcare system. A revolutionary concept that helped transform research using data routinely collected by multiple ministries, the Repository continues to lead to important findings in health policy and prevention. Other leading scholars in Canada and countries around the world have since followed Roos' groundbreaking lead.
- Professor Emeritus Allan Ronald (medical microbiology) and renowned infectious disease researcher will be inducted into the Canadian Medical Hall of Fame in a ceremony held in Ottawa in April 2011. Ronald pioneered the University of Manitoba's world-renowned infectious disease research program, changing the landscape of this research field he has helped steer its future as a mentor to academics across Canada and globally. He has spent the better part of the last three decades studying infectious diseases in hard-hit Africa. His early work to control an outbreak of the sexually transmitted disease chancroid in Winnipeg in the mid-1970s provided a strategy that proved important later in the prevention and control of HIV infection. In 1980, he established one of the first clinical investigation units exploring sexually transmitted infections in Africa. The program put the University of Manitoba on the world stage as a leader in the field of HIV epidemiology and immunology, as well as improves disease prevention and care. Lessons learned have been used widely throughout Kenya and around the world. The Manitoba/University of Nairobi group has made major discoveries, including recognizing the importance of breast milk in the transmission of HIV from mothers to infants, the role of male circumcision in reducing the risk of HIV infection among men, and the role of the immune system in protecting some individuals from acquiring HIV infection.

Since his retirement from the University of Manitoba in 2000 he has been fostering the comprehensive HIV/AIDS Care and Prevention Program in Uganda. Ronald led the department of medical microbiology (1976-85) and then the department of internal medicine (1985-90) before serving as the faculty's associate dean of research (1993-99). He also led programs in Winnipeg's teaching hospitals, initially as head of clinical microbiology and later as physician-in-chief at the Health Sciences Centre and subsequently at St. Boniface Hospital as head of infectious diseases.

Ronald joins University of Manitoba Canadian Medical Hall of Fame laureates Dr. H. Bruce Chown (deceased) and Distinguished Professor Emeritus Henry Friesen.

- Joan E. Durrant, (family social sciences) and Acting Director of RESOLVE, is the recipient of the 2010 Ian Logan Memorial Award for Leadership. The award was established in 1987 by the Provincial Advisory Committee on Child Abuse to recognize the tremendous contributions made by Sergeant Ian Logan. Sgt. Logan was a respected police officer, a child abuse consultant, and an advocate for children. He was the Coordinator of the Child Abuse Unit for the Winnipeg Police Service for many years. The award is given to an individual who has made a significant contribution in the field of child maltreatment prevention and who exemplifies the qualities which were so much a part of Sgt. Logan's life: dedication to children, personal and professional discipline, and good citizenship.

Durrant's research has focused on the psychological and cultural factors that contribute to parents' use of corporal punishment, and she has published many academic papers on the issue. She has lived in Sweden for extended periods to study the context, history and implementation of the world's first corporal punishment ban, a law that reflects the child-rights focus of Sweden's social policy framework. Durrant was the principal researcher and co-author of the *Joint Statement on Physical Punishment of Children and Youth*, an initiative of 6 national Canadian organizations. The *Joint Statement* has been endorsed, to date, by more than 160 professional organizations across Canada. Durrant is also the author of several public education materials, including *What's Wrong with Spanking?* published by the Canadian departments of Justice and Health, and *Spanking: Should I or Shouldn't I?* a brochure that has reached a circulation of more than 300,000 in Canada.

- On October 21, 2010 the Manitoba Institute of Child Health hosted its 6th Annual Child Health Research Day. This successful and well-attended event showcased the latest in pediatric research conducted here in Manitoba and with collaborating partners across the world. A poster display and competition featured dozens of advances in medical research and a mid-day awards presentation honoured recipients of the Manitoba Institute of Child Health's research grants and awards, funded through the Children's Hospital Foundation of Manitoba. This free event was open to all audiences and was well-received by local researchers, students, and support staff.
- Ruth Ann Marrie (internal medicine/community health sciences) and Health Sciences Centre was awarded \$1,499,773 in funding from the Canadian Institutes of Health Research (CIHR) and the Rx&D Health Research Foundation (HRF) to study the impact of comorbidity (co-existing health conditions) on people with MS. Marrie will lead a national multidisciplinary team of researchers who will focus on three objectives: to develop methods for using health claims data to identify and monitor comorbidities among persons with MS and in the general population; to identify the type and frequency of comorbidities among those with MS compared to the general population (determining how this varies by age, gender, region and socioeconomic status); and then assessing the impact of these comorbidities on MS in terms of quality of life and how they influence health and disease-specific treatments for MS, and how they influence treatment decisions and access. Findings will be disseminated via a partnership with decision makers and the MS Society of Canada.
- The Dr. Paul H.T. Thorlakson Foundation Fund recently awarded \$232,666 to research projects led by ten faculty members and eight BSc students. The \$3.3 million Dr. Paul H.T. Thorlakson Foundation Fund was established in 1994. The fund supports new researchers as well as established scientists who are embarking on research projects in new territory. Beginning next year, the fund will provide a \$5,000 travel award for students or speakers to attend the Canadian National Medical Student Research Symposium, hosted by the Faculty of Medicine. The recipients are:

Researcher(s)	Project	Funding
James Bolton (psychiatry) and Gregory Finlayson (community health sciences)	Physical Disease and the Risk of Suicide: A Study of the Manitoba Population	\$27,629
Silvia Cardona (microbiology)	Construction of a <i>Burkholderia cenocepacia</i> Conditional-Growth Mutant Library to be Used in Antimicrobial Drug	\$28,833
Malcolm Xing (mechanical & manufacturing engineering/biochem)	Development of Tissue-Engineered Bone Graft Based on Stem Cells, Nanomedicine and Natural Polymer Scaffolds	\$30,000
McManus, Kirk (internal medicine)	Generation and Initial Characterization of a Murine <i>Rnf20</i> Knockout Model	\$30,000
Donna Martin and Roberta Woodgate (nursing)	A Family Health Needs Assessment with a First Nation Community Using Critical and Indigenous Methodologies	\$24,063
Zahra Moussavi and Karen Ethans (electrical and computer engineering)	Plasticity of the Spinal Neural Circuitry after Injury	\$22,507
Steven Whyard (biological sciences)	The Role of MicroRNAs in Regulating Responses to Oxidative Stress in the Brain	\$29,634

Student & Supervisors	Project	Funding
Alicia Barnard & Shaundra Popowich (obstetrics & gynecology)	Comparing of Cisplatin and Adriamycin with Carboplatin and Taxol for the Treatment of Carcinosarcoma. A Historical Cohort with Control from the University of Manitoba	\$5,000
James Bras & Ethan Rubinstein (internal medicine/medical microbiology)	Viral Co-Morbidity as a Factor Effecting Acute Respiratory Distress Syndrome in H1N1 Influenza Cases Requiring Intensive Care Treatment	\$5,000
Brett Houston & Ryan Zarychanski (internal medicine)	Phenotypic and Genotypic Evaluation of a Manitoban Kindred with Haemolytic Anaemia Associated with Decreased Osmotic Fragility	\$5,000
Lynda Kong & Michelle Porter (kinesiology & rec mgt)	Physical Function and Driving in Older Adults	\$5,000
Elaine Liu & Donna Wall (immunology/pediatrics)	Evaluating the Impact of Post Processing Events on Cord Blood Potency and Cord Blood Transplant Outcomes	\$5,000
Lisa Freeman & Shyamala Dakshinamurti (pediatrics/physiology)	Hypoxic Calcium Sensitization of Pulmonary Arterial Smooth Muscle Cells -- An Important Determinant of Pulmonary Hypertension	\$5,000
Kailun Jiang & Janice Safneck (pathology)	Components of Drusen Cause Over-Expression of Inflammatory Cytokines in RPE	\$5,000
Mark Lipson & Marshall Pitz (internal medicine)	Molecular Markers of Prognosis and Treatment Response in Glioblastoma	\$5,000

- On October 26, Minister Dave Chomiak announced provincial funding from the Manitoba Research and Innovation Fund (MRIF) of \$9.4 million to 25 projects at the University of Manitoba. These MRIF projects have been previously approved for funding through the Canada Foundation for Innovation. Projects and principal investigators are:

Researcher(s)	Project Name	Funding
Pat Martens (community health sciences)	The Manitoba Centre for Health Policy's "LEADERS" Initiative: Leading-Edge Access and Data Enhancement Research Strategy	\$ 1,453,776
Sabine Mai (cell biology/physiology)	Three-Dimensional NanoBioMedical Imaging Node (3D-Nbmin)	\$1,226,064
Aaron Marshall (immunology/biochemistry/medical genetics)	Manitoba Integrated Cell Purification and Analysis Unit	\$ 596,245
Peter Eck (human nutritional sciences)	Nutrigenomics Research Laboratory	\$ 125,000
Verena Menec (community health sciences)	The Canadian Longitudinal Study on Aging (CLSA): Understanding the Complexity of Aging and Health Through Interdisciplinary Research	\$ 684,940
Greg Bridges (electrical & computer engineering)	emSYSCAN - Enabling Canadian Microsystems Technology Development through Multiple-Technology Platform Infrastructure	\$ 450,000
Jeffrey Marcus (biological)	Phylogenomics Research Laboratory (CRC?)	\$ 125,000

sciences)		
Zahra Moussavi (electrical & computer engineering)	Brain Function Laboratory	\$ 125,000
Prashan Chelikani (oral biology)	Biochemistry Laboratory for G-Protein Coupled Receptors (GPCRs) research	\$ 252,992
Paul Fernyhough (pharmacology/neurodegenerative disorders) and Peter Zahradka (physiology); St. Boniface Hospital Research	High Content and Non-invasive Bioimaging Facility	\$ 379,388
Sean McKenna (chemistry)	Protein/Nucleic Acid Biochemistry Laboratory	\$ 159,922
James Nagy (physiology)	Infrastructure for Advanced Research in Gap Junction Neurobiology	\$ 398,086
John Page (physics & astronomy) and Martin Scanlon (food science)	Mesosopic Wave Physics and Characterization of Complex Materials	\$ 399,525
Debbie Kelly (psychology)	Laboratory in Age-Related Spatial Degeneration	\$ 124,952
John Cadogan and Johan van Lierop (physics & astronomy)	Nanostructure Analysis Tools for Nanomagnetic Materials	\$ 244,297
James Davie (biochemistry/medical genetics/cell biology); Manitoba Institute of Cell Biology	Epigenetic Regulation and Human Disease	\$ 378,074
Denis Krause (animal science/medical microbiology)	Gut Microbiome Lab	\$ 337,150
Francis Lin (physics & astronomy)	Infrastructure for Analyzing Immune Cell Trafficking <i>in vitro</i> and <i>in vivo</i>	\$ 157,367
Suresh Mishra (internal medicine)	Signal Transduction Lab in Diabetes Research	\$ 128,220
Helene Perreault (chemistry)	Rapid Characterization of Post-Translational Modifications in Proteins Using a Tandem Time-Of-Flight/Time-Of-Flight MALDI Mass Spectrometer	\$ 325,546
Mojgan Rastegar (immunology/biochemistry/medical genetics)	Epigenetics and Stem Cell-Based Gene Therapy of Neurological Disorders: Establishment of Gene Transduction and Analysis Lab	\$159,521
Sherif Sherif (electrical & computer engineering)	Infrastructure for Biophotonic Computational Imaging Lab	\$ 128,370
Barbara Triggs-Raine (biochemistry/medical genetics) & Andrew Halayko (internal medicine/physiology); Manitoba Institute of Child Health	Murine MicroCT/Optical Imaging Lab	\$ 511,193
Francis Zvomuya (soil science)	Controlled Environment Lysimeter Facility	\$ 181,796
Pourang Irani (computer science)	Collaborative Visual Analytics (CoVA) Lab	\$ 376,790

- Ten researchers received contract funding for 29 projects totalling \$2,669,817:

Researcher	Funder	Project Title	Amount
Richard Baydack (environment & geography)	Province of Manitoba	Establishing a Process for a Wetland Vegetation Rehabilitation & Management Program Focused on Reed Canary Grass: A Parkland Mews Case Study	\$12,000
Paul Bullock (soil science)	Canola Council of Canada	Enhancing canola Emergency with Innovative Stubble Management Practices and Use of Crop Establishment Aids	\$188,400
Paul Bullock (soil science)	Canola Council of Canada	Weather Based Assessment of Sclerotinia Stem Rot Risk	\$441,750
Alfredo Camacho (geological sciences)	Universita di Padova	Dating of Pseudotachylytes from Central Australia	\$4,190
Martin Entz (plant science)	Agriculture & Agri-Food Canada	Land Preparation and Seeding of Organic Wheat and Oat Nurseries at UofM Glenlea Research Station and UofM Carman Research Station	\$14,529
Donald Flaten (soil science)	Canola Council of Canada	Improving Nutrient Management in Canola and Canola-Based Cropping Systems	\$89,125
Gordon Goldsborough (biological sciences)	Province of Manitoba	Fisheries and Water Quality Studies Leading to the Restoration of Delta Marsh by the Exclusion of Common Carp (Cyprinus Carpio)	\$25,000
Xiaochen Gu (pharmacy)	Nanjing Aosaikang Medicinal Group Co.Ltd.	Solid lipid nanoparticles of fluconazole and lidocaine	\$93,900
Robert Gulden (plant science)	Canola Council of Canada	Improving Canola Establishment and Uniformity Across Various Soil-Climatic Zones of Western Canada	\$38,000
Robert Gulden (plant science)	Canola Council of Canada	Integrated Crop Management Systems for Wild Oat Control	\$60,000
Robert Gulden (plant science)	Canola Council of Canada	Developing Methods to Estimate Pod Drop and Seed Shatter in Canola	\$92,000
Robert Gulden (plant science)	Canola Council of Canada	Evaluation of Harvest Losses and Their Causes in Canola Across Western Canada	\$87,167
Can-Ming Hu (physics & astronomy)	Shanghai Weining Technology Dev. Co. Ltd.	Spintronic Microwave Near-Field Testing System	\$100,000
Digvir Jayas (biosystems engineering)	Canola Council of Canada	Storage and Handling Characteristics of New Varieties of High Oil Content Canola	\$159,000



Digvir Jayas (biosystems engineering)	Canola Council of Canada	Feasibility of Bag Storage System of Canola Under Prairie Conditions	\$238,500
Soheila Karimi- Abdolrezaee (physiology)	Neilsen (The Craig H.) Foundation	Therapeutic strategies to activate endogenous neural stem cells after spinal cord injuries	\$100,313
Genyi Li (plant science)	Manitoba Assoc. of Agricultural Societies/ARDI – ARDI Growing Forward	Transferring of Clubroot Disease Resistance Genes of B. Rapa and B. Oleracea into Canola Using Synthetic B. Napus	\$75,000
Joe LoVetri (electrical & computer engineering)	Kraus Global Inc.	Automated Fuel Management System for Compressed Natural Gas Fuel Dispensing with Machine Learning Algorithms and Wireless Vehicle Recognition	\$18,000
Jeannette Montufar (civil engineering)	Environment Canada	Development of inputs for modelling vehicle emissions: spatial, temporal, and vehicle-specific factors for Saskatoon & refinement of vehicle activity data for Winnipeg	\$70,000
Peter McVetty (plant science)	Manitoba Assoc. of Agricultural Societies/ARDI – ARDI Growing Forward	Natural Cropping Systems Grain Crop Breeding for Manitoba	\$210,000
Michael Namaka (pharmacy)	Pfizer UK	The Molecular Mechanisms Underlying Neuropathic Pain Associated with Multiple Sclerosis	\$228,607
Ahmed Shalaby (civil engineering)	Province of Manitoba	Alternative Methods for Portland Cement Concrete Partial Depth Repairs	\$15,000
Mario Tenuta (soil science)	Environment Canada	Greenhouse Gas Fluxes at Churchill, Manitoba in a Changing Environment	\$12,000
Jane Ursel	Centre for Aboriginal Human Resource Development Inc.	Statement gathering training initiative	\$33,668
Jane Ursel	Truth & Reconciliation Commission of Canada	Truth and reconciliation phase 1 statement gathering: Winnipeg	\$35,000

## ADMINISTRATIVE MATTERS

- **Project ROSE** – As the University of Manitoba embarks on its continuous improvement journey, enhanced project management, change management and communication strategies are required to ensure successful implementation of the planned ROSE initiatives. It is also anticipated that as we move forward, further opportunities for improvement will be identified. An Office of Continuous Improvement will be established over the next few months. A project director will be hired and in house project leads to spearhead the implementation of the various project initiatives will be

identified. Many of these initiatives can be implemented over the next six to twelve months but some of the more complicated ones will take several years to fully implement.

PricewaterhouseCoopers has been instrumental in assisting the various functional areas to assess opportunities and identify a vision for the future state in each area. The University, subject to Board approval, will enter into a contract with PricewaterhouseCoopers to provide project management and change management support to the various streams over the next six months. Part of the responsibility of PwC will be to provide the necessary training to the in house staff so that they can take ownership of the project and continue to lead the various initiatives following the 6 month contract with PwC. The continued engagement of PwC for 6 months will ensure that the ROSE project does not lose momentum. It is also anticipated that a number of the initiatives will be completed during this 6 month time frame.

The total cost savings associated with the ROSE project initiatives are significant, in the range of \$8-15 million annually if all projects are successfully implemented. Annual savings of \$1.1 million have been achieved to date. Furthermore, based on changes already implemented related to International student recruitment and support from the endowment fund for hiring additional fundraising staff, increased revenue of \$10-12 million is anticipated.

Equally if not more important are the significant service enhancements associated with these changes which will undoubtedly translate into increased enrolments, more satisfied users and employees.

- **Wallace Building Flood** – Large amounts of rain the week of October 24<sup>th</sup>, coupled with ongoing construction, resulted in significant water damage to the Wallace Building. The water penetrated the temporary roof membranes that had been put in place by PCL Construction. The water ran down most of the exterior support pillars and down some of the interior support pillars and then entered various classrooms, labs, offices, lecture theatres and hallways. The damage will necessitate the removal of a large amount of drywall, carpeting, ceiling tiles, furniture and fixtures from a number of offices, classrooms and labs throughout the building. An early estimate of the damage is \$3 to \$3.5 million.

Any material showing any sign of mould growth has been targeted for specialized abatement activities. Rooms on the north side of the building have been most directly impacted, although all floors have experienced some water damage. The fourth floor has suffered the brunt of the damage so faculty, administration and student groups within the Centre for Earth Observation Science (CEOS) will be temporarily reassigned to rooms 357, 358, 356, 348 and 344 of the Wallace Building. The Dean's office has moved to the boardroom in room 453.

The 300, 200, and 100 levels have also been impacted. Rooms such as 315 and 323 sustained serious damage and are, for the foreseeable future, unusable. Classes normally held in these rooms have been moved and impacted students have been notified of the change of location.

- **Security Services** – received a report that someone was in possession of a gun in a residence building. The Emergency Response Manager was contacted, along with the Winnipeg Police Service Tactical Unit. The building was evacuated and searched but no gun was found. Follow up information received confirmed no evidence of a weapon and information was placed of the U of M home page for the community.

- **Outstanding Workplace Initiative** – Dr. Stan Amaladas has been appointed to a one-year term effective November 1, 2010 as Learning and Change Consultant in support of the University's priority to become an employer of Choice. Dr. Amaladas has a PhD in Leadership and Organizational Change from Walden University and a MA in Sociology from the U of M. He is currently on a one-year leave from his position as an Associate Professor in the School of Leadership Studies at Royal Roads University in Victoria. He also has over 20 years of experience as a human resources and learning advisor with the Government of Canada and various other client groups.
- **UMFA Bargaining** – Ratified a new three year agreement from April 1, 2010 to March 31, 2013. The agreement was ratified by over 85% of the members that voted. The agreement contains support from UMFA for a proposal to increase pension contributions by both the employee and the University of January 1 of 2011, 2012 and 2013. The total increase will be 2% from each of the employees and the University. The proposed Pension Plan amendment was passed by the Staff Benefits Committee on November 2, 2010. A resolution will be forwarded to the Board of Governors for approval.
- **Sun Life Financial – Group Retirement Options** - A new University of Manitoba Sponsored Group Retirement Income Plan is now available. The University has entered into an agreement with Sun Life Financial to provide retirees with an opportunity to participate in a Group Retirement Income Plan which offers; Life Income Funds (LIF's), Retirement Income Funds (RRIF's) and Prescribed Retirement Income Funds (PRIF). The University of Manitoba Pension Plan allows for transfers to these products as retirees may elect to receive a monthly pension from the Pension Plan or transfer funds to another institution.
- **U of M Retirees Presentation** – Deborah McCallum attended the Retirees Reception on October 16 and presented an overview of the changes at the U of M in the last six months as well as information regarding the new Sun Life Group retirement option.
- **E-paystubs** – have been provided to all employment groups now. There are 6,600 employees fully converted plus 2,200 students. Just over 300 individual have opted out (CAW being the large majority).
- **Electronic Monthly Operating Reports (MORs)** - continue to move towards electronic MORs with a target completion of January 2011. Security profiles have been established for signing authorities and other responsible individual and are asking Faculty to identify individuals who don't have access or are inactive. After discontinuing the paper reports, the next phase will target monthly Research financial reports.
- **Responsible Alcohol Consumption on Campus** - As part of the UM "Action Plan to Promote Responsible Alcohol Consumption on Campus", Professor Robert Solomon from the Faculty of Law, University of Waterloo, and Director of Legal Policy for MADD, presented an in-depth workshop to Dean's, Directors, \*MSU and Student Councils. Professor Solomon delivered 2 workshops entitled "Campus Alcohol Policies and Practices: Responding to the Risks of Alcohol-Related Liability". The workshops were well attended and included 4 inspectors from the MLCC. Conference and Catering Services, Risk Management, UMSS and UMSU work together with the MLCC to offer the UMSAFE and Student Risk Event Planning Workshops. This training is a requirement of the Campus Alcohol

Policy and certifies all students who serve alcohol at events on campus. An ad hoc working group is currently reviewing University practices and policies.

- **Stadium Event Day Parking Plan** – An open house is planned on November 25<sup>th</sup> from noon until 1:00 p.m. for all Faculty, staff and students to review the preliminary plans drawn up by Creswin to manage parking on campus during Bomber games at the stadium. A parking lot utilization study was conducted by student patrols on October 23<sup>rd</sup> to count and assess usage of University parking lots during a game day --- in this case a Saturday afternoon Bomber game. The results of this study will be presented at the Open House.
- **Pembina Hall Residence** – The construction schedule is still on track, with steel erection slated for completion the last week of November. The Dining Hall will reopen to residence students in January 2011. In order to meet the aggressive schedule, steel crews are now working on weekends.
- **Bistro two o five** - A preview luncheon was held Thursday, October 21<sup>st</sup> for special guests at the new bistro two o five in University Centre. It officially opened for business on Monday, October 25<sup>th</sup>. The bistro offers a sit-down lunch service with daily specials and coming soon, a prix fixe menu. The venue is open from 11:30 am – 2:00 pm Monday through Friday, and is available for special events/functions that can be booked through Catering and Conference Services.
- **CityChase Event** - CityChase is an urban adventure series similar to “The Amazing Race” that films competition sequences around the world. This year Winnipeg has been chosen for the finals of the Canadian leg of the race and one event was filmed on campus on Saturday, October 30<sup>th</sup>. The event was a car pull challenge coordinated around the ring road from St. Andrew’s College to the Welcome Centre.
- **Campus Planning** - A new Campus Planning and Real Estate department is being set up. A job description and advertisement have been created for the new position of Director, Campus Planning and Real Estate.
- **Smartpark** – Construction has begun on the new Meeting Centre. The Monsanto expansion will be complete by mid-November, ahead of schedule. Work has begun on additional landscaping around the second retention pond. Hard landscaping has begun on Innovation Plaza at the first retention pond. About 3,200 cubic meters of stadium topsoil was delivered in September to the stripped site to south half of Parcel B west of Lake 2 retention pond at Smartpark.
- **Wise Guys Space** – The Office of the Vice-President (Administration) is awaiting a proposal from UMSU and GSA for consideration of a community-style pub to replace Wise Guys in University Centre. No other expressions of interest are being considered at this time. UMSU has been given a deadline of December 1<sup>st</sup> to submit a proposal, based on a list of key criteria that includes strict adherence to Liquor Control Act regulations.
- **Waste Reduction Week** – Waste Reduction Week was held October 18-24 with Campus Sustainability Day on October 20. During this period waste diversion/recycling was promoted to students, faculty and staff via posters, UMFM info bulletins, contests, Mount Trashmore and a re-shop open house. Pamphlets on recycling, magnets and notepads were distributed to attendees and contest winners.

- **Sustainability** - Maire McDermott, Sustainability Coordinator, has been appointed the University Representative on the City of Winnipeg's Comprehensive Integrated Solid Waste Management Stakeholder Advisory Committee
- **Domino Project Update**
  - **ART Lab** – Tiles, vertical wall pours, slab pours, pile cap cut offs, under slab plumbing and electrical conduit installations are all complete. The schedule has been delayed by 34 days to date due to weather related site closures. Project completion scheduled for October 2011.
  - **Biological Sciences Building** – The new tunnel concrete work and waterproofing is complete. Foundation waterproofing is ongoing while completed areas are being backfilled. The new window frames are approximately 80% complete. Mechanical and electrical rough-in work is underway on all levels of the building and tunnel.
  - **New Student Residence** – Erection of the steel members for East Tower is complete and West Tower is 95% complete. Level 10 steel spanning over Pembina Hall is now complete. Pouring of concrete floors is in progress.
- **CIO search** - The CIO search is ongoing for the Chief Information Officer to replace Gerry Miller, Executive Director of Information Services and Technology.
- **Print Management** – The University has entered into a contract with Xerox to perform a University-wide print management assessment.
- **Email Disruptions** – IST has had to deal with a number of service disruption issues including email phishing that resulted in spam and being blacklisted by some Internet Service Providers, website connection problems, and a storage device that had a hardware failure.

## EXTERNAL MATTERS

- **Alumni Affairs** - Lila Goodspeed, (BScHEc/64, CertEd/68, BEd/79), received the 2010 Distinguished Alumni Award on October 21 at Fall Convocation. During her career as an educator, Lila Goodspeed taught at the junior high, high school and post-secondary levels. A staunch advocate for volunteerism, Lila's commitment to her community has been demonstrated through her involvement with several prominent boards and committees including: the Winnipeg Art Gallery, Manitoba A.L.I.V.E., Junior League of Winnipeg, Lake Winnipeg Foundation, Gimli Film Festival, Manitoba Theatre Centre, Nellie McClung Foundation and the Alumni Association Inc. of the University of Manitoba. Approximately 100 people attended a reception in her honour, which included greetings from President Barnard and a tribute to Ms Goodspeed by Janice Filmon, (BScHEc/63), herself a previous recipient of the Distinguished Alumni Award with her husband, Gary (BScCE/64, MSc/67).
- **Public Affairs** - Our fall marketing campaign in support of recruitment began appearing in the local Manitoba market during the week of October 16<sup>th</sup>. Building on the "Be More" theme, and directing to the refreshed [itsmyfuture.ca](http://itsmyfuture.ca) micro-site, the creative will be featured on transit shelters, bus posters, and radio - Hot 103 as well as CKJS (ethnic radio) - in Winnipeg. Movie theatre video spots

will appear in Winnipeg and Brandon. Online strategies include web advertising on sites targeted demographically to youth; Google Adwords search advertising; and Facebook ads. Targeted print ads will support the campaign in selected local and national publications.

The [itsmyfuture.ca](http://itsmyfuture.ca) micro-site features eight student bloggers representing a range of faculties. Four students are new and four have returned from last year. The site is now live so you can check out their profiles and their blogs.

This flight of the campaign will run for 4-6 weeks and a second winter flight will start mid-January and run through February.

- **Development and Advancement Services** - On October 22, the University of Manitoba paid tribute to all that William and Helen Norrie have done for the university community by naming a walkway in their honour. A plaque dedicating the William and Helen Norrie Walkway, which runs between the Engineering and Information Technology Complex and University Centre, was unveiled at the event which was attended by approximately 80 people.
- **Government Relations Office** - On September 20, 2010 the Government Relations Office hosted eight senior public servants from Ottawa, who are part of the Advanced Leadership Program. The purpose of the visit was to broaden the knowledge and experience of the federal officials with programs taking place at the university. The itinerary included meetings with Aboriginal students and administrators, several members of the Arctic Research Team, and industry representatives from Smartpark.

The federal government announced that they will be contributing \$999,500 to the development of a new Byproducts Processing and Demonstration Facility at the University of Manitoba's Glenlea Research Station. This facility will conduct innovative research that will help to position Manitoba as a leader in the treatment of agricultural byproducts.

The University of Manitoba received \$75,000 from the Council on Post Secondary Education in support of the initiative to establish a Manitoba Institute for Policy Research. This matches a University contribution of \$75,000 from the Academic Enhancement Fund and \$25,000 from the Faculty of Arts.

The Honourable Stan Struthers has announced that the provincial government will provide a grant in the amount of \$100,000 in support of the *Human Ecology Centenary Legacy Fund*. This grant was awarded in recognition of the faculty of human ecology's 100<sup>th</sup> anniversary. The fund will generate revenue to support scholarship awards for students pursuing a baccalaureate degree in human ecology, science, health studies or health sciences in the faculty of human ecology.



**AGENDA ITEM:** Report of the Senate Committee on Awards [dated August 24, 2010]

**RECOMMENDED RESOLUTION:**

THAT the Board of Governors approve twelve new offers, three amended offers, and the withdrawal of five offers as set out in Appendix A of the Report of the Senate Committee on Awards [dated August 24, 2010].

**Action Requested:**       Approval     Discussion/Advice     Information

**CONTEXT AND BACKGROUND:**

At its meeting of August 24, 2010, the Senate Committee on Awards approved twelve new offers, three amended offers, and the withdrawal of five offers as set out in Appendix A of Report of the Senate Committee on Awards [dated August 24, 2010].

**RESOURCE REQUIREMENTS:**

Awards will be funded from the various sources of funding identified within the Report.

**IMPLICATIONS:**

N/A

**ALTERNATIVES:**

N/A

**CONSULTATION:** *[delete if not applicable]*

All of these award decisions meet the published guidelines for awards as approved by Senate and were reported to Senate for information on October 6, 2010.



## Board of Governors Submission

### Routing to the Board of Governors:

<u>Reviewed</u>	<u>Recommended</u>	<u>By</u>	<u>Date</u>
X	X	Senate Committee on Awards	August 24, 2010
X	X	Senate Executive	September 22, 2010
X	X	Senate	October 6, 2010
<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>		
		<b>Senate</b>	

Submission prepared by:

Submission approved by: University Secretary

### Attachments

- Report of the Senate Committee on Awards [August 24, 2010]



## 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 amended offers of awards that meet the published guidelines presented to Senate on November 3, 1999, and as thereafter amended by Senate. Where, in the opinion of the Committee, acceptance is recommended for new offers and amended offers which do not meet the published guidelines or which otherwise appear to be discriminatory under the policy on the *Non-Acceptance of Discriminatory Awards*, such offers shall be submitted to Senate for approval. (Senate, October 7, 2009)

### Observations

At its meeting of August 24, 2010, the Senate Committee on Awards approved twelve new offers, three amended offers, and the withdrawal of five offers, as set out in Appendix A of the *Report of the Senate Committee on Awards* (dated August 24, 2010).

### Recommendations

On behalf of Senate, the Senate Committee on Awards recommends that the Board of Governors approve twelve new offers, three amended offers, and the withdrawal of five offers, as set out in Appendix A of the *Report of the Senate Committee on Awards* (dated August 24, 2010). These award decisions comply with the published guidelines of November 3, 1999, and are reported to Senate for information.

Respectfully submitted,

Dr. Philip Hultin  
Chair, Senate Committee on Awards

**Appendix A**  
**MEETING OF THE SENATE COMMITTEE ON AWARDS**  
**August 24, 2010**

**1. NEW OFFERS**

**American Academy of Craniofacial Pain Prize**

The American Academy of Craniofacial Pain offers an annual prize for students in the Faculty of Dentistry at the University of Manitoba. The recipient will be offered a plaque, a one-year membership in the Academy of Craniofacial Pain, a one-year subscription to both *Cranio: The Journal of Craniomandibular Practice* and the *TMDiary, Journal of the American Academy of Craniofacial Pain*, and tuition for the American Academy of Craniofacial Pain annual symposium. The prize will be offered to the student who:

- (1) has completed the third year of the Doctor of Dental Medicine;
- (2) has achieved a minimum degree grade point average of 3.5;
- (3) has achieved high standing in the course Temporomandibular Disorders and Orofacial Pain (DDSS 3190);
- (4) has demonstrated an interest in learning about Temporomandibular (TMJ) Joint Syndrome.

The selection committee will be the Awards Committee of the Faculty of Dentistry.

**Kenneth Bergwall Memorial Scholarship**

In memory of Kenneth Bergwall (B.Sc.(G.E.)/81), members of the Faculty of Engineering Class of '81 have established an endowment fund of \$15,000 in 2010. The fund will be used to offer a scholarship for students in the Department of Geological Sciences who have an interest in engineering geology. The available annual interest from the fund will be used to offer one scholarship to an undergraduate student who:

- (1) is enrolled full-time in the Clayton H. Riddell Faculty of Environment, Earth, and Resources, in year four of the B.Sc. in Geological Sciences – Geology or Geophysics, in either the Major or Honours program;
- (2) has achieved a minimum degree grade point average of 3.0;
- (3) has achieved high standing in courses related to engineering geology such as geophysics, structural geology, engineering geology, and/or hydrogeology;
- (4) has demonstrated an interest in, and an aptitude for, engineering geology.

Preference may be given to a student who has contributed to the academic life of his or her class, the Department, and/or the Faculty.

The selection committee shall be the Department of Geological Sciences Awards Committee.

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.

## Vaughn Betz Engineering Centenary Award

In celebration of the Faculty of Engineering's centennial anniversary in 2008, Mr. Vaughn Betz [B.Sc.(E.E.)/91] established an endowment fund at the University of Manitoba with an initial gift of \$102,720, in 2010. The Manitoba Scholarship and Bursary Initiative has made a contribution to the fund. The purpose of the fund is to encourage engineering students to excel in their studies by providing scholarship support. The available annual interest from the fund will be used to offer two scholarships of equal value; one to a student in electrical engineering and one to a student in computer engineering. The scholarships will be offered to undergraduate students who:

- (1) have completed at least 112 credit hours toward a Bachelor of Science in Engineering (Electrical) or a Bachelor of Science in Engineering (Computer) degree ;
- (2) in the next ensuing year are enrolled full-time (minimum 24 credit hours) in the Faculty of Engineering, in either a B.Sc.E. (Electrical) or a B.Sc.E. (Computer) degree;
- (3) have achieved a minimum degree grade point average of 3.75;
- (4) have completed an outstanding design project in at least three of the following courses:

Digital Logic	(ECE 2220)
Microprocessing Systems	(ECE 3610)
Microprocessor Interfacing	(ECE 4240)
Digital Systems Design 1	(ECE 3760)

If in any given year there is no qualified candidate in either the B.Sc.E. (Electrical) or the B.Sc.E. (Computer), both scholarships may be offered to two students in the same program. If there is no qualified candidate in either program, the Award will not be offered in that year and the funds will be capitalized.

The Head of the Department of Electrical and Computer Engineering will strike a committee to review candidates for the Award and will recommend the recipients to the selection committee.

The selection committee will be the Scholarships, Bursaries, and Awards Committee of the Faculty of Engineering.

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.

## Civil Engineering Class of 1964 Bursary

The Civil Engineering Class of 1964 has established an endowment fund at the University of Manitoba. The available annual income from the fund will be used to offer one or more bursaries to undergraduate students who:

- (1) are enrolled full-time in the Faculty of Engineering, in the B.Sc.E. (Civil) degree;
- (2) have achieved a minimum degree grade point average of 2.0;
- (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 based on the available funds, with the *proviso* that the minimum value will be \$400.

The selection committee will be the Scholarships, Bursaries and Awards Committee of the Faculty of Engineering.

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.

### **Erskine / Vail Bursary for Education**

The Erskine/Vail Bursary for Education was established by Mary Lou Vail (B.Sc.Home Ec./53, B.Ped./54) in honour of her parents, Anne and Gerald Erskine with an initial gift of \$10,000. The available annual income from the fund will be used to offer one bursary to an undergraduate student who:

- (1) is enrolled full-time in the Faculty of Education;
- (2) has achieved a minimum degree grade point average of 2.5 (or equivalent);
- (3) has demonstrated financial need on the standard University of Manitoba bursary application form.

The selection committee will be the Academic Standing Committee of the Faculty of Education.

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.

### **Andrew Howden Business Scholarship**

W.A. Howden (M.B.A./91) has established an endowment fund at the University of Manitoba with an initial gift of \$75,000 in 2010. The purpose of the fund is to provide a renewable scholarship for graduates of Portage Collegiate Institute, Portage la Prairie, Manitoba. One scholarship, valued at one-fourth of the available annual interest from the fund, will be offered to a student who:

- (1) has graduated from Portage Collegiate Institute;
- (2) has achieved a minimum average of 80 percent on those courses considered for admission to the University;
- (3) is enrolled full-time (minimum 24 credit hours) in University 1;
- (4) has demonstrated an interest in entrepreneurship or business management and has stated an interest in pursuing post-secondary studies in the I.H. Asper School of Business.

The Scholarship, valued at one-fourth of the available annual interest from the fund, is renewable in each of the second, third, and fourth years of study provided that the recipient:

- (1) is enrolled full-time (minimum 24 credit hours) in the I.H. Asper School of Business, in the B.Comm.(Hons.);
- (2) has achieved a minimum sessional grade point average of 3.0.

In the event that a recipient does not qualify for continuation of the Scholarship, the University may offer that scholarship to the next qualified student, in the same year of study, either as a renewable scholarship for a student in the second, third and fourth years 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.

Portage Collegiate Institute will nominate one candidate each year. The nomination will be forwarded to the University of Manitoba early each spring.

The selection committee will be named by the Director of Financial Aid and Awards (or designate).

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.

### **Rose Mary and Frederick Allan Johnson Scholarship**

Dr. Frederick A. Johnson (B.Sc.(Hons.)/45) has established an endowment fund at the University of Manitoba, with a bequest of \$400,000, in 2010. The fund will be used to offer awards for graduates of the Bachelor of Nursing program who pursue graduate studies in health administration. The available annual income from the fund will be used to offer one or more entrance scholarships to students who:

- (1) are graduates of the Bachelor of Nursing degree at the University of Manitoba;
- (2) are enrolled full-time or part-time in the Faculty of Graduate Studies in the first year of one of the following: Master of Business Administration; Master of Nursing, in the Administration stream; Master of Science in Community Health Sciences; or Master of Public Health;
- (3) have achieved a minimum degree grade point average of 3.5 (or equivalent) based on the last 60 credit hours;
- (4) have demonstrated an interest in health administration.

Candidates will be required to submit an application that includes a current academic transcript(s), a current curriculum vitae, and a description of their career goals and how their current program of study will assist them in preparing for a career in health administration.

The selection committee will be named by the Dean of the Faculty of Graduate Studies (or designate).

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.

### **Jack A. Lewis Basketball Scholarship**

Friends and family of Jack A. Lewis have established an endowment fund at the University of Manitoba to offer a scholarship in his name to a member of the Manitoba Bison Men's Basketball team. The Manitoba Scholarship and Bursary Initiative has made a contribution to the fund. The donors will provide an additional contribution of \$1,000 to offer the initial Scholarship in the 2010/2011 academic session. In subsequent years, the available annual interest from the fund will normally be used to offer one or two scholarships, with a minimum value of \$1,000 and a maximum value equal to a recipient's full tuition and ancillary fees.\* The scholarships will be offered to undergraduate or graduate students who:

- (1) are Bison student athletes and members of the Bison men's basketball team;
- (2) are enrolled full-time in any Faculty or School;
- (3) (i) as continuing undergraduate students have achieved a minimum degree grade point average of 2.0 on a minimum of 18 credit hours in the previous year of study at the University of Manitoba or  
(ii) as entering undergraduate students have achieved a minimum average of 80 percent (or equivalent) on those high school courses used for admission to the University, or upon successful completion of 18 credit hours with a minimum degree grade point average of 2.0;

(iii) as graduate students have achieved a minimum degree grade point average of 3.0 (or equivalent) based on the last 60 credit hours.

\*In any given year that there is additional revenue available, additional scholarships, with a minimum value of \$1,000 and a maximum value equal to a recipient's full tuition and ancillary fees, may be offered.

The selection committee will be named by the Dean of the Faculty of Kinesiology and Recreation Management and will include the Athletic Director and the Head Coach of the Manitoba Bisons Men's Basketball team.

(The terms of this award will be reviewed annually against the Canadian Interuniversity Sport (CIS) Criteria governing University Academic Scholarships with an Athletic component, currently numbered 50.10 in the CIS Operations Manual).

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.

### **Pamela Margaret Mason Memorial Scholarship**

In memory of Pamela Margaret Mason, family, friends, and the Department of Anthropology have established an endowment fund at the University of Manitoba, with initial gifts totalling \$10,000 in 2010. In order to remember Pam and her dedication to the pursuit of graduate work in anthropology, especially in the area of gender and peace and justice, the available annual interest from the fund will be used to offer one scholarship to a graduate student who:

- (1) is enrolled full-time in the Faculty of Graduate Studies, in the Master's or Doctoral program delivered by the Department of Anthropology;
- (2) has achieved a minimum degree grade point average of 3.5 (or equivalent) based on the last 60 credit hours;
- (3) is undertaking or has proposed to undertake thesis research in one of the following subject areas: feminism, peace and justice, or women's issues and/or gender issues;
- (4) will be conducting fieldwork within one year of the application deadline or will have returned from fieldwork within six months of the application deadline.

Candidates will be required to submit an application that will consist of a description of their proposed or ongoing research (maximum 500 words), a budget listing fieldwork of related expenses, and a letter of support from his or her graduate supervisor.

In any given year that, in the judgment of the selection committee, there is no qualified candidate, the scholarship will not be awarded and the revenue will be capitalized.

The Dean of the Faculty of Graduate Studies (or designate) will ask the Head of the Department of Anthropology (or designate) to name the selection committee, which will include the Chair of the Graduate Programs Committee of the Department of Anthropology.

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.

### **Tom Phillips Scholarship**

In memory of Alfred Thomas Phillips, B.A./47, M.A./48, B.Ed/57, M.Ed/64, his daughter the Hon. Madam Justice Carolyn Phillips, family, and friends have established an endowment fund at the University of Manitoba. The fund will be used to offer a renewable entrance scholarship for Education students who have a particular interest in teaching Canadian history. The available annual interest from the fund will be used to offer one scholarship, with a minimum value of \$700, to an undergraduate student who:

- (1) is enrolled full-time in the Faculty of Education, in the first year of the Bachelor of Education degree, Senior Years Stream;
- (2) has achieved a minimum admission grade point average of 3.5;
- (3) has completed the admission requirements for a teachable major in History.

The scholarship is renewable in the second year of study provided that the recipient:

- (1) continues to be enrolled full-time in the Bachelor of Education program, Senior Years Stream;
- (2) has achieved a minimum degree grade point average of 3.5.

Only one recipient may hold the Scholarship at any one time. In the event that a recipient does not qualify for continuation of the Scholarship, the University will offer the scholarship to a new recipient who meets the selection criteria.

The selection committee will be the Academic Standing Committee of the Faculty of Education.

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.

### **Shell Canada Mechanical and Manufacturing Design Competition Award**

Shell Canada provides \$4,000 annually to offer an award at the University of Manitoba for the top student team in the annual Department of Mechanical and Manufacturing Engineering design competition. The donor has agreed to fund the award for a period of three years, beginning in 2009 – 2010 and ending in the 2011 -2012 academic session, with the right to renew the commitment at the end of the term.

Each year, one prize of \$4,000 will be shared equally among members of the team of undergraduate students who complete the best design project in Engineering Design (MECH 4860).

The Head of the Department of Mechanical and Manufacturing Engineering will strike a panel to judge the top three design projects as forwarded to the panel by the Engineering Design instructor. The panel will include three faculty members who did not serve as team advisors and one representative of Shell Canada. The Head of the Department of Mechanical and Manufacturing Engineering will recommend the recipient to the selection committee.

The selection committee will be the Scholarships, Bursaries, and Awards Committee of the Faculty of Engineering.

### **Dr. Paul M. Soubry Bursary**

In memory of Dr. Paul Soubry (LL.D./03), family and friends have established an endowment fund at the University of Manitoba, with an initial gift of \$25,367 in 2010. The fund will be used to provide

bursaries for graduate students in Engineering. The available annual interest from the fund will be used to offer one bursary to a graduate student who:

- (1) is enrolled full-time in the Faculty of Graduate Studies, in any Masters or Doctoral program delivered by a department in the Faculty of Engineering;
- (2) has achieved a minimum degree grade point average of 3.0;
- (3) has demonstrated financial need on the standard University of Manitoba bursary application form.

The selection committee will be named by the Director of Financial Aid and Awards (or designate).

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

### **Victoria C. Hull Memorial Award**

The value of the Victoria C. Hull Memorial Award, for students in the Bachelor of Environmental Design program, was changed from: \$650 to: the available annual interest from the fund. A number of editorial changes were also made.

### **Enid Nemy Bursary**

The following amendments were made to the terms of reference for the Enid Nemy Bursary:

- A statement was added to acknowledge that the Manitoba Scholarship and Bursary Initiative made a contribution to the endowment fund for the bursary, in 2004.
- The award value was amended from: the available annual interest to: the available interest (including any accumulated revenue).
- In any given year that there is no suitable candidate for the bursary, the selection committee has been given the discretion to hold the available funds and to use those funds to offer either a second award or a larger award in the following year.
- Criterion (2) was revised to clarify that the degree grade point average is to be used to assess candidates' academic standing.
- In addition to a statement outlining their journalism career goals and an explanation of how their degree relates to these goals, candidates for the bursary will now be required to provide one or more examples of writing submitted for publication to a print or online publication (including, but not limited to *The Manitoban*) or any personal blog created for a journalistic purpose.
- A number of editorial changes were made.

### **Faculty of Dentistry / School of Dental Hygiene Bursaries**

A number of revisions were made to the terms of reference for the Faculty of Dentistry / School of Dental Hygiene Bursaries:

- The number and value of Faculty of Dentistry Bursaries were amended from: 12 bursaries with a value of \$2,000 each to: a variable number of bursaries with values of \$2,000 and \$1,000. The



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

- Applicants for the Faculty of Dentistry Bursaries will now be required to submit, together with the University of Manitoba Bursary application, a one page letter detailing any special circumstances that they feel the selection committee ought to consider with their bursary application.
- Full-time enrolment, for the purpose of the Faculty of Dentistry Bursaries, will now be defined as a minimum 60 percent course load.
- The selection committee for both Bursaries was changed from: named by the Executive Director of Enrolment Services to: the Faculty of Dentistry Scholarship Committee.

### **3. WITHDRAWALS**

#### **AstraZeneca Canada Inc. Scholarship**

The AstraZeneca Canada Inc. Scholarship, an annually funded award for students in the Department of Chemistry, was withdrawn at the request of the donor.

#### **Edwin Cohen Scholarship in Finance**

The Edwin Cohen Scholarship in Finance, an annually funded award for undergraduate students in the I.H. Asper School of Business, was withdrawn at the request of the donor.

#### **Eli Lilly Book Award**

The annually funded Eli Lilly Book Award, for students in the Faculty of Pharmacy, was withdrawn at the donor's request.

#### **Evidence-Based Nursing Practice Chair Award**

The Evidence-Based Nursing Practice Chair Award, an annually funded scholarship for students in the Master of Nursing (Oncology Focus), was withdrawn at the request of the Faculty of Nursing.

#### **Therapista Paediatric Award**

The Therapista Paediatric Award, an annually funded bursary for students in the School of Medical Rehabilitation, Physical Therapy program, was withdrawn at the request of the donor.



**AGENDA ITEM:** Report of the Senate Committee on Awards [dated September 20, 2010]

**RECOMMENDED RESOLUTION:**

THAT the Board of Governors approve seven new offers, six amended offers, and the withdrawal of two offers as set out in Appendix A of the Report of the Senate Committee on Awards [dated September 20, 2010].

**Action Requested:**       Approval       Discussion/Advice       Information

**CONTEXT AND BACKGROUND:**

At its meeting of September 20, 2010, the Senate Committee on Awards approved seven new offers, six amended offers, and the withdrawal of two offers as set out in Appendix A of Report of the Senate Committee on Awards [dated September 20, 2010].

**RESOURCE REQUIREMENTS:**

Awards will be funded from the various sources of funding identified within the Report.

**IMPLICATIONS:**

N/A

**ALTERNATIVES:**

N/A

**CONSULTATION:** *[delete if not applicable]*

All of these award decisions meet the published guidelines for awards as approved by Senate and were reported to Senate for information on November 3, 2010.



## Board of Governors Submission

### Routing to the Board of Governors:

<u>Reviewed</u>	<u>Recommended</u>	<u>By</u>	<u>Date</u>
X	X	Senate Committee on Awards	September 20, 2010
X	X	Senate Executive	October 20, 2010
X	X	Senate	November 3, 2010
<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>		
		<b>Senate</b>	

Submission prepared by:

Submission approved by: University Secretary

### Attachments

- Report of the Senate Committee on Awards [September 20, 2010]

## 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 amended offers of awards that meet the published guidelines presented to Senate on November 3, 1999, and as thereafter amended by Senate. Where, in the opinion of the Committee, acceptance is recommended for new offers and amended offers which do not meet the published guidelines or which otherwise appear to be discriminatory under the policy on the *Non-Acceptance of Discriminatory Awards*, such offers shall be submitted to Senate for approval. (Senate, October 7, 2009)

### Observations

At its meeting of September 20, 2010, the Senate Committee on Awards approved seven new offers, six amended offers, and the withdrawal of two offers, as set out in Appendix A of the *Report of the Senate Committee on Awards* (dated September 20, 2010).

### Recommendations

On behalf of Senate, the Senate Committee on Awards recommends that the Board of Governors approve seven new offers, six amended offers, and the withdrawal of two offers, as set out in Appendix A of the *Report of the Senate Committee on Awards* (dated September 20, 2010). These award decisions comply with the published guidelines of November 3, 1999, and are reported to Senate for information.

Respectfully submitted,

Dr. Philip Hultin  
Chair, Senate Committee on Awards

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

**Appendix A**  
**MEETING OF THE SENATE COMMITTEE ON AWARDS**  
**September 20, 2010**

**1. NEW OFFERS**

**Jordan Anderson 'On the Ramp' Bursary**

Corporal Jordan James Anderson (3rd Battalion, Princess Patricia's Canadian Light Infantry) was killed along with five other soldiers when their armoured vehicle struck a roadside bomb in southern Afghanistan on July 4, 2007. Jordan's many friends, family, and colleagues have established a bursary in his memory and honour. This bursary will be his legacy for years to come, sharing his passion for learning. The available annual income from the fund will be used to offer one bursary to an undergraduate student who:

- (1) is a serving or retired member of the Canadian Forces (Regular and Reserve) or a cadet;
- (2) is enrolled full-time or part-time in the Faculty of Arts;
- (3) has achieved a minimum degree grade point average of 2.5;
- (4) has demonstrated financial need on the standard University of Manitoba bursary application form.

Preference will be given to students enrolled in a program offered through the Department of Political Studies.

A student may hold only one Jordan Anderson 'On The Ramp' Bursary in his or her lifetime.

Candidates must submit an application including documentation of their status as a current or retired member of the Canadian Forces, or a current member of the Cadet Program.

The selection committee will be named by the Director of Financial Aid and Awards (or designate).

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.

**Bill Babiuk Memorial Bursary**

In memory of William Babiuk, his son Alan Babiuk (B.Comm./88) has established an endowment fund at the University of Manitoba, with an initial gift of \$10,000 in 2010. The fund will be used to provide bursaries for students enrolled in the I.H. Asper School of Business. The available annual interest from the fund will be used to offer one bursary to an undergraduate student who:

- (1) is enrolled full-time in the I.H. Asper School of Business, in any year of the Bachelor of Commerce (Honours) program;
- (2) has achieved a minimum degree grade point average of 2.0;
- (3) has demonstrated financial need on the standard University of Manitoba bursary application form.

The selection committee will be named by the Dean of the I.H. Asper School of Business.

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.

### **Bayer CropScience - InVigor Canola Scholarship**

Bayer CropScience Canada provides an annual contribution of \$4,000 to offer the Bayer CropScience Canola Scholarship for students in the Faculty of Agricultural and Food Sciences at the University of Manitoba. Two scholarships, valued at \$2,000 each, will be offered to undergraduate students who:

- (1) are enrolled full-time in the Faculty of Agricultural and Food Sciences, in any degree program offered by the Faculty;
- (2) have achieved a minimum degree grade point average of 3.0;
- (3) have submitted one of the top two papers on a topic related to canola or the canola industry, to be set each year by Bayer CropScience, as determined by the selection committee.

In any given year that the papers submitted are not deemed worthy, the scholarship may not be offered.

Candidates must submit a response to an essay question (minimum 250 words and maximum 500 words) to be set by Bayer CropScience each year. The recipients' papers will be published by the *Western Producer*.

The Associate Dean, Faculty of Agricultural and Food Sciences (or designate) will strike a panel, which will include a representative of the Canola Council of Canada, to review the papers and recommend two recipients to the selection committee.

The selection committee shall be the Awards Committee of the Faculty of Agricultural and Food Sciences.

### **Cheryl Cruickshank Memorial Award**

An endowment fund has been established at The Winnipeg Foundation to provide bursaries for students in the Faculty of Social Work, at the University of Manitoba, who will pursue a career in the human services field and who are supportive of the gay, lesbian, bisexual, transgendered, and two-spirited (GLBTT) communities. Each year, The Winnipeg Foundation will report the available annual earnings from the fund to Financial Aid and Awards at the University of Manitoba. The available annual earnings from the fund will be used to offer one bursary to an undergraduate student who:

- (1) is enrolled full-time in the Faculty of Social Work, in the Bachelor of Social Work program;
- (2) has achieved a minimum degree grade point average of 2.5;
- (3) is supportive of the gay, lesbian, bisexual, transgendered, and two-spirited (GLBTT) communities, and who has made a contribution to the GLBTT community through involvement in one or more human services organizations;
- (4) has demonstrated financial need on the standard University of Manitoba bursary application form.

Candidates will be required to submit an application that includes a statement (maximum 500 words) describing their contributions to the GLBTT community and one or two letters of recommendation from a faculty member or a member of the broader community who can speak to how the candidate has met the requirements set out in criterion (3).

The selection committee will be named by the Dean of the Faculty of Social Work (or designate).

### **Faculty of Science Graduate Fellowship - Cangene**

The Faculty of Science has established an endowment fund at the University of Manitoba, with a lead gift from Cangene Corporation, to offer the Faculty of Science Graduate Student Fellowship – Cangene to graduate students in the department(s) that have the greatest need for additional graduate student support, as determined each year by the Dean of the Faculty of Science. The available annual interest from the fund will be used to offer one or more fellowships to graduate students who:

- (1) are enrolled full-time in the Faculty of Graduate Studies, in the first two years of any Masters program or the first three years of any Doctoral program delivered by a Department in the Faculty of Science;
- (2) have achieved a minimum degree grade point average of 3.5 (or equivalent) based on the last 60 credit hours;
- (3) have demonstrated exceptional research ability, as determined by the selection committee.

Research ability may be determined based on the candidate's undergraduate project courses, graduate research proposal, research publications, and/or presentations at professional conferences.

The selection committee will have the discretion to determine the number and value of awards offered each year based on the available revenue, with the *proviso* that the minimum value will normally be equivalent to the value established for the Faculty's contribution to the graduate fellowship program.

The Dean of the Faculty of Graduate Studies (or designate) will ask the Dean of the Faculty of Science (or designate) to name the selection committee for this award.

The Board of Governors of the University of Manitoba has the right to modify the terms of this award if, because of changed conditions, it becomes necessary to do so. Such modification shall conform as closely as possible to the expressed intention of the donor in establishing the award.

### **Greene Memorial Fellowship**

Joe Greene has established an endowment fund at The Winnipeg Foundation to provide scholarships for Nurses who pursue further studies in community health or public health, at the University of Manitoba. Each year, The Winnipeg Foundation will report the available annual earnings from the fund to Financial Aid and Awards at the University of Manitoba. The available annual earnings from the fund will be used to offer one or more scholarships for graduate students who:

- (1) hold a Bachelor of Nursing degree;
- (2) are enrolled full-time or part-time in the Faculty of Graduate Studies, in the first or second year of one of the following: Master of Science or Ph.D. in Community Health Sciences, Master of Public Health, Ph.D. in Applied Health Sciences, or Master of Nursing, with a focus on community and/or public health;
- (3) have achieved a minimum degree grade point average of 3.5 (or equivalent) based on the last 60 credit hours of study;
- (4) have demonstrated an interest in pursuing a career in community and/or public health.

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

Candidates will be required to submit an application that includes a description of how their current program of study will assist them in preparing for a career in community and/or public health (maximum 500 words), a current academic transcript(s), a current curriculum vitae, and two academic letters of reference from professors at a post-secondary institution.

Recipients may hold the Greene Memorial Fellowship concurrently with any other awards, consistent with policies in the Faculty of Graduate Studies. The Fellowship is not automatically renewable but previous recipients may apply.

The Dean of the Faculty of Graduate Studies (or designate) will ask the Head of the Department of Community Health Sciences (or designate) to name the selection committee for this award, which will include at least one representative from the Faculty of Nursing.

### **Dr. Paul M. Soubry Scholarship**

In memory of Dr. Paul Soubry (LL.D./03), family and friends have established an endowment fund at the University of Manitoba, with an initial gift of \$24,367 in 2010. Dr. Soubry had a long association with the University of Manitoba. In 1996 he was appointed to the first of two terms on the Board of Governors. He was elected chair in 1997, and continued in this role until 2002. The fund will be used to support students in the I.H. Asper School of Business pursuing studies in marketing or international business. The donors have provided an additional gift of \$1,000 to offer the initial award in the 2010-2011 academic session. In subsequent years, the available annual interest from the fund will be used to offer one scholarship to an undergraduate student who:

- (1) is enrolled full-time in the I.H. Asper School of Business, in the Bachelor of Commerce (Honours) degree and has declared either International Business or Marketing as his or her Major;
- (2) has achieved a minimum degree grade point average of 3.0;
- (3) has completed at least two of the required courses (6 credit hours) in the Major, with a minimum grade of 3.0 in each course taken in the Major;
- (4) has demonstrated community involvement through volunteering.

A student may hold only one Dr. Paul M. Soubry Scholarship in his or her lifetime.

The selection committee will be named by the Dean of the I.H. Asper School of Business (or designate).

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**

### **Association of Professional Engineers and Geoscientists of Manitoba First Year Scholarships**

The following amendments were made to the terms of reference for the Association of Professional Engineers and Geoscientists of Manitoba First Year Scholarships. There are two scholarships; one is offered to a student who has completed the first year of the direct entry program in Engineering and one to a student admitted to the Faculty of Engineering from University 1:

- The revised terms make clear that the recipients will have completed at least 24 credit hours in the first year, either in the direct entry program in Engineering or in University 1.
- The grade point average used to assess students' academic standing has been updated from: the weighted grade point average to: the degree grade point average, with a minimum of 3.5.



- The revised terms make explicit that the scholarships are to be offered to the student who has achieved highest standing in the direct entry program and to the student admitted to the Faculty of Engineering from University 1 with highest standing.
- The terms now identify the Scholarships, Bursaries, and Awards Committee of the Faculty of Engineering as the selection committee.
- A number of editorial changes have been made.

### **Helen Fowler Broughton Scholarship**

The terms of reference for the Helen Fowler Broughton Scholarship have been amended to open the award to students enrolled in the Food Industry Option of the Bachelor of Science (Human Nutritional Sciences), in addition to the Foods Option. A number of editorial changes were made.

### **David Ian MacKenzie Medal and Prize**

Terms of reference for the David Ian MacKenzie Medal and Prize have been amended to reflect administrative and curriculum changes that followed from the amalgamation of the Departments of Botany and Zoology, to create the Department of Biological Sciences, several years ago.

- The medal and prize will now be offered to a student who has successfully completed, with highest standing (minimum degree grade point average of 3.5), the requirements for a Bachelor of Science (Honours) in Biological Sciences with a focus in animal biology. Formerly, the medal and prize were offered to the student who completed a Bachelor of Science (Honours) degree in Zoology with highest standing.
- To be considered for the award, students must have completed an Honours thesis with a focus on animal biology.
- A number of editorial changes were made.

### **Abraham and Mary Mathai University Entrance Scholarships**

Terms of reference for the Abraham and Mary Mathai University Entrance Scholarships have been amended to open the awards to students admitted to any faculty or school, excepting University 1 and the Faculty of Graduate Studies, from the International College of Manitoba. Formerly, only students admitted to the Faculties of Arts and Engineering and the I.H. Asper School of Business were eligible to be considered for these scholarships. A number of editorial changes have been made.

### **MTS Mobility Scholarships**

Two changes have been made to the terms of reference for the MTS Mobility Scholarships, for students in the Faculty of Engineering.

- A statement in the opening paragraph that referred to the initial value of the award has been removed, to make clear that the value of the awards offered each year is determined based on the available revenue.
- Two references to ‘cumulative grade point average’ have been changed to ‘degree grade point average.’

### **Women's Canadian Club of Winnipeg Centennial Educational Fund**

A number of amendments have been made to the terms of reference for the Women's Canadian Club of Winnipeg Centennial Educational Fund bursary.

- A requirement that students be enrolled in the third or fourth year of a Bachelor of Arts degree, in the Canadian Studies Program, or in the Faculty of Graduate Studies with graduate research that will contribute to the field of Canadian Studies, has been removed.
- The award will now be open to undergraduate students in any faculty or school. Graduate students will no longer be eligible.
- To be considered for the award, students must have completed, in the previous academic session, at least one University of Manitoba course pertaining to any aspect of the study of Canada or Canadian issues (including, but not limited to arts, culture, economics, history, Native studies, language, and politics).
- A statement has been added giving preference to students in the Canadian Studies Program.
- In order to be considered for the bursary, candidates will be required to submit an application that identifies the course(s) pertaining to the study of Canada or Canadian issues that they have completed in the previous academic session.
- The description of the selection committee was amended from: named by the Coordinator of the Canadian Studies Program Committee to: named by the Director of Financial Aid and Awards (or designate).
- A number of editorial changes were made.

### **3. WITHDRAWALS**

#### **Cement Association of Canada Scholarship**

The Cement Association of Canada Scholarship, an annually funded award for students in the final year of the Bachelor of Science in Engineering (Civil) program, has been withdrawn at the request of the donor.

#### **Garry Winters Memorial Prize in Dentistry**

The Garry Winters Memorial Prize in Dentistry, an annually funded award for students in the Faculty of Dentistry, has been withdrawn. The award was established for a term of five years, which has now come to a close.



AGENDA ITEM: Annual Report of the Ombudsman April 1, 2009 – June 30, 2010

RECOMMENDED RESOLUTION: N/A

Action Requested:  Approval  Discussion/Advice  Information

**CONTEXT AND BACKGROUND:**

The Annual Report of the Ombudsman for the period ending June 30, 2010 is the fifth report forwarded to the Board under the by-law on the Ombudsman, approved by the Board on November 22, 2006. Section II states:

"The Ombudsman shall prepare an Annual Report that covers the activities of the past fiscal year and in particular:

- (a) sets out the number of complaints, actions taken and their resolutions; and
- (b) is submitted to the Board of Governors by September 30."

As the Office of the Ombudsman was permanently closed on June 30, 2010, this will be the final report.

RESOURCE REQUIREMENTS: N/A

CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK: N/A

IMPLICATIONS: N/A

ALTERNATIVES: N/A



### Board of Governors Submission

**Routing to the Board of Governors:**

<u>Reviewed</u>	<u>Recommended</u>	<u>By</u>	<u>Date</u>
<input type="checkbox"/>	<input type="checkbox"/>	<u><i>[Signature]</i></u>	<u>July 5, 2010</u>
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

**Submission prepared by:** Evelyn Bernstein

**Submission approved by:** *This must be the President, a Vice-President, or the University Secretary.*

**Attachments**

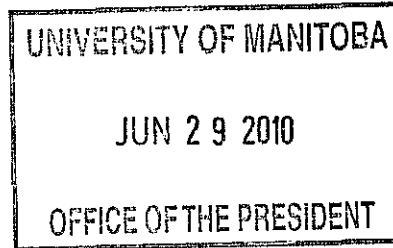
Letter dated June 29, 2010 and Annual Report from the Office of the University Ombudsman.



UNIVERSITY  
OF MANITOBA

Office of the Ombudsman

406 University Centre  
Winnipeg, Manitoba  
Canada R3T 2N2  
Telephone: (204) 474-8439  
Fax: (204) 474-7526  
E-Mail: Evelyn\_Bernstein@UManitoba.CA



June 29, 2010

Ms. Kerry McQuarrie Smith  
Office of the President  
202 Administration Building

Dear Kerry:

Enclosed is the Annual Report for the Ombudsman Office. Please arrange for the submission of my report to the Board of Governors. If you have any questions, please feel free to call me.

Thank you for your assistance.

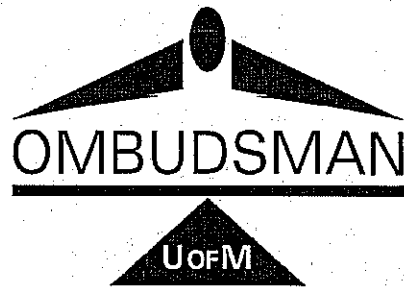
Sincerely,

Evelyn Bernstein, B.A., LL.B.  
Ombudsman, University of Manitoba

cc: David Barnard,  
President, University of Manitoba

University of Manitoba

# Office of the Ombudsman



Annual Report  
April 1, 2009 – June 30, 2010

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University Ombudsman  
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**ANNUAL REPORT  
OF THE  
OFFICE OF THE OMBUDSMAN  
APRIL 1, 2009 – JUNE 30, 2010**

This Annual Report is submitted to the Board of Governors of the University of Manitoba to detail the nature and activities of the Office of the Ombudsman. This report will cover the period from April 1, 2009 to June 30, 2010.

**INTRODUCTION**

The Office of the Ombudsman has been in operation for 11 years. Sadly, the University of Manitoba has opted to close the Ombudsman Office as of June 30, 2010. This report will be the last report of the Ombudsman Office.

As was the case in my prior reports, I will comment briefly on some of the services provided by the Office of the Ombudsman. In addition, I will report on statistical information concerning the contacts to the office.

**THE OMBUDSMAN MISSION STATEMENT, VISION STATEMENT, AND STATEMENT OF VALUES**

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The Ombudsman Office operated within the parameters set forth in its Terms and Conditions. A copy of the Terms and Conditions are attached to this report as Exhibit "A".

**Mission Statement**

The Ombudsman has been a confidential resource to help resolve problems and conflicts, particularly those that were not being adequately addressed through regular channels. The Ombudsman was available to all members of the University community, at both the Fort Garry and Bannatyne Campuses, including all staff, faculty, students, and administrators. The Ombudsman's Office served as a forum for grievances that were not specifically in the domain of the Equity Services Office, the Student Advocacy Office, or collective agreements. The office supplemented, but did not replace, the University's existing resources for conflict resolution. The Ombudsman made recommendations with regard to policies and procedures or otherwise in attempting to resolve problems. However, the Ombudsman had no authority to impose any change in policy, rule, or procedure. The office operated completely independent of all existing administrative structures of the University.



Essential characteristics of the Ombudsman role are independence, confidentiality, and impartiality. Independence is achieved through the autonomy of the Ombudsman from the constituents served and the lack of any personal benefit for the Ombudsman from any interaction with constituents. Confidentiality means that the identity of the contacts to the office as well as any specific details of their concern is not divulged to anyone without their explicit permission, unless there was cause to believe they intended to physically harm. Impartiality means that the Ombudsman operates without any bias for or against the issue under review or toward any party to the conflict.

### **SERVICES PROVIDED BY THE OMBUDSMAN**

#### **Unique Role**

The Ombudsman Office provided a unique service to the University community. While bearing some similarity to, and often collaborating with other offices, the Ombudsman role was truly distinct. Like Human Resources, the Ombudsman helped people to understand the policies, procedures and rights which applied to them. While the Ombudsman made policy recommendations, the office did not develop policies per se, provide official interpretations, participate in formal arenas such as grievances, arbitrations, or lawsuits nor advocate on behalf of any parties. The Ombudsman did, however, facilitate meetings between disputing parties, and advocated on behalf of fairness. Like Counseling Services or the Employee Assistance Program, the Ombudsman helped people to identify their underlying concerns and needs. However, the focus was not on psycho-social assessment and referral, but on practical, constructive methods for addressing workplace conflicts. The Ombudsman's main concerns were individual and institutional fairness. In a large complex organization as diverse as the University of Manitoba, certain individuals in the community have the potential to "fall through the cracks" of the organization's structures and procedures. I believe that the existence of an Ombudsman's Office served to eliminate that possibility.

The Ombudsman provided an array of services to assist the campus community in the resolution of problems by providing a confidential and neutral setting. The Ombudsman assisted members of the campus community to resolve individual, specific problems as they arose, as well as to identify broader systemic problems and made recommendations for addressing them.

#### **Addressing Individual Concerns**

The Ombudsman listened to concerns, answered questions, impartially analyzed situations, identified and explained pertinent University policies and procedures, and generated options and strategies for resolution. Persons who contacted the Ombudsman were often afraid of retaliation of a personal, professional, academic or economic nature

should their consultation or concerns become known. Due to the neutral and confidential role of the Ombudsman outside the formal University structure, people felt free to discuss sensitive issues regarding their work or academic environment. For some people, the Ombudsman Office represented an oasis where they felt safe to tell their story, which in itself was a great stress reducer. Most people left the office with an expanded view of their problems, additional ways of coping with them and/or options that might lead to a plan of action. The additional ideas and information that the Ombudsman and the visitor generated together often allowed the visitor to resolve the problem independently.

Some people chose not to follow through with any of the options, either because talking about it helped with coping or there was fear that things would get worse. In some cases the Ombudsman directed individuals to the institution's existing internal means to resolve concerns if they existed. In other cases, the Ombudsman intervened by investigation, facilitation and/or mediation. However, in the majority of cases, the Ombudsman helped visitors generate options for problem solving and provided them with specific tools needed to resolve conflicts on their own.

### **Consultative Role**

The Ombudsman was often used on a consultative basis by various members of the University community to request input on how to deal with a particular situation in their unit or department. Some supervisors contacted me for advice or assistance in resolving interpersonal conflicts among staff members who report to them; they wanted to learn about options to deal with the conflicts. In other cases I was contacted by faculty members who were experiencing problems with a graduate student and sought input on how to address these issues. I was also consulted by administrators seeking guidance and input on how to appropriately conduct an investigation within their own department/unit.

Consultations took place with individuals and groups. At times, I was asked to provide input on conflict resolution and communication and was invited to be part of the problem solving in a specific department or unit. In these meetings my role was to offer other perspectives, facilitate potentially heated conversations and generally be an informal resource. Coaching of managers or supervisors was an integral part of these meetings.

### **Agent of Change**

The Ombudsman received information from all members of the University community and therefore was in a unique position to identify trends or problem areas within the University that needed to be addressed. Consequently, a critical and significant role of the Ombudsman was to bring to the University's attention any gaps or inadequacies in existing policies, procedures or practices. Although I did not make University policy, I made recommendations for change.

## OFFICE OPERATIONS

The office operated on a part-time basis (0.6). In addition to having set and regular office hours, I also made myself available for appointments outside of these regular hours in special circumstances.

## PROFESSIONAL DEVELOPMENT

I have been a member of Association of Canadian College and University Ombuds (ACCUO), and have held the position as the Western Member-At-Large for the ACCUO executive. I am also a member of the International Ombuds Association (IOA), The Forum of Canadian Ombudsman (FCO), The Association for Conflict Resolution, and the Arbitration and Mediation Institute of Manitoba.

## DESCRIPTION OF CONTACTS TO THE OMBUDSMAN'S OFFICE

During the current reporting period, a total of 274 individuals contacted the Ombudsman's Office. Of these contacts, 103 files were ultimately opened. These are the contacts which are referenced in my statistical report. The additional 171 contacts were not included in my statistical analysis of cases as no file was actually opened. These types of contacts were primarily by phone or e-mail. The reason a file was not opened was that the matter was relatively straightforward and was usually disposed of by an immediate referral to another office or by providing some straightforward, informal information. In all such cases, I invited the individual to contact me again in the event the person to whom they were referred was not able to resolve their concern satisfactorily.

Attached to this Annual Report are four Tables. It is important to bear in mind that these statistics deal only with the overall numbers of cases. They do not indicate the relative complexity of the cases nor the time and effort required to conclude them. In some instances, I may only have had one meeting (either in person or on the phone). In other instances, I may have had several meetings with that one individual. Other matters required much more extensive involvement with a number of persons over an extended period of time. Many problems reaching this office were highly complex and required considerable time and follow-up efforts. Therefore, since individual cases may have required many hours, the total case volume understates the caseload burden.

Table 1 sets out Caseload by Problem or Concern. I note that behavioral/conduct issues remain significant, accounting for a total of 34% of cases. In addition, I also note that policy issues accounted for 12% of the cases.

The distribution of caseload across the University's Constituency Groups is set out in **Table 2**. Approximately 15% of cases were initiated by Faculty and Geographic Full-time Staff, approximately 4% are initiated by Research Associates, approximately 41% of cases were initiated by staff, approximately 29% of cases were initiated by students, approximately 10% of cases were others such as sports facility users, parents, alumni, and University applicants and the remaining 2% were Alumni.

Amongst student concerns, I note that the majority of concerns were from graduate students. Graduate student issues presented longer-term and more complex issues, involving more time and attention on my part. As I have stated in prior reports, a file was only opened for a student after it was determined that they had already contacted the Student Advocacy Office. (If they had not, I referred them to the Student Advocacy Office and I did not open a file). The types of student matters for which I became involved were those situations which were outside the jurisdiction of the Student Advocacy Office, where the student had exhausted all avenues of recourse with Student Advocacy, or where there was a breakdown in the relationship with the Student Advocacy Office.

**Table 3** sets out Caseload by Gender of Client. 54% of visitors were females whereas 43% of visitors were male. The remaining cases involve at least one female and at least one male.

**Table 4** sets out Caseload by Disposition. I provided support, direction, and/or advice in approximately 80% of the cases. Many 'support and advice cases' required a significant investment of time because the issues involved were complicated and/or ongoing. While in other such cases, my involvement was directed at identifying options and providing suggestions, from an impartial perspective, to help facilitate a visitor's resolution of his/her own issues and often at earlier points in the process prior to more formal and lengthy complaint resolution avenues. Providing visitors with advice included advising about policies, identifying their interests and goals, providing information needed to resolve their conflicts and problems, and helping to develop workable options and strategies, as well as coaching visitors on how to address the problem on their own. This often occurred in 1-2 sessions but in other cases this occurred over the course of several sessions depending on the complexity of the matter. Frequently, my efforts in these cases helped visitors to achieve earlier resolution of their own concerns at a point in the process prior to a more formal and lengthy process.

Overall the percentage of cases in which I intervened in some way (mediation, facilitation, or investigation) was 21%. I conducted 14 investigations, which is the largest number of investigations conducted by my office in any given year.

### **DESCRIPTION OF ISSUES AND CASES**

Set forth below are examples of issues and cases that my office addressed during this

reporting period. I selected these cases as they highlight the cross-section of matters that my office addressed. In order to protect the identity of the individuals, cases are described by general characteristics rather than by unique features of a particular case.

### **Parking Permits/Carpools**

A long-time employee contacted me regarding a concern involving his parking permit. He had a parking permit on his own for a number of years, which he gave up as he began carpooling with a co-worker. In anticipation of that employee leaving the University, he contacted Parking Services to find out if he needed to do anything to reflect this change. To his surprise he was advised that he would not be able to retain the permit, as it belonged to the original holder of the permit. He was then advised that he would be placed at the end of the waiting list for his preferred lot. He did not think this was fair as he felt penalized for his efforts to be environmentally conscious.

I reviewed the Parking Policies and the information posted on their website. Although there was a reference to Car Pools/Alternative Vehicles in the policy, the provision merely stated that people in car pools should contact the Parking Office for instructions. There was nothing in either the policy or on the website about forming carpools or what happens when a member leaves the carpool. I contacted the appropriate administrator about this matter. I was told that only one person can be registered as the owner of a parking permit and once that person leaves the University, the parking permit must be returned to the parking office; any other people who shared the permit must return to the bottom of the waiting list for a new permit. When I questioned the fairness of this practice, I was advised that the rationale was that there was no way to verify that the other person who wanted to retain the permit was actually carpooling with the permit holder. While I can understand the concern that there may be people who try to manipulate the system, I was concerned that the many honest people who carpool out of concern about the environment and to save costs are being unduly punished. I also questioned why carpoolers were not provided any notice about this and would only learn of this once the original permit holder was leaving. I raised these concerns with the administrator and suggested to her that at the very least the Parking Office should consider revising their policy and post information about carpooling so that people are aware of the process to follow to properly register a carpool in the parking office, and what will happen with the parking permit upon the departure of the registered owner of the permit.

I am pleased to report that Parking Services has now revised their website by adding two separate links for "Additional Vehicles to your Permit", and "Set up Carpool" which then link to a new form now established to document carpool members and additional vehicles on a permit. Further, the Parking Policy was revised by adding a Carpooling provision, which states, "Staff permits are not transferable to carpool members. If the staff member in a carpool cancels their permit, the permit is reassigned to the waitlist for the specific lot."

In addition to the above, I also investigated carpool policies and practices at other universities across Canada. I discovered that there was a trend to implement Ride Share or Carpool Programs and therefore, parking policies have been changing at these institutions to recognize these new programs.

In view of the above, I believe that the time is ripe for The University of Manitoba to likewise consider a Rideshare/Carpool Program.

### **Undue Delay of Respectful Work and Learning Environment Investigations**

Over this past year, I was contacted by a number of people, including both students and employees who expressed concern about the length of time it was taking to complete an investigation under the Respectful Work and Learning Environment Policy (RWLEP). Complainants to my office included not only those who filed the formal complaint, but also those who were named as the Respondent to the complaint. They all shared the common concern that the RWLEP investigation was taking too long and it was having an adverse impact on them, albeit in different ways. From the complainant's perspective, they needed to get closure; they reported feeling uncomfortable and unsettled upon seeing the Respondent. The longer the investigation took the more difficult it was to go to work or to classes. From the Respondent's perspective, notwithstanding the "confidential" component to the complaint and investigation, they felt that people around them (in their work or learning environment) were aware of the complaint. They felt people were treating them differently as a result and wanted to be able to clear their name if they were found not to have been in violation of the policy.

Upon investigating this matter, I discovered that the RWLEP investigations were taking over one year or longer to complete and in some cases were not yet complete after one year. This is far too long. I brought forward my findings to the appropriate administrator and explained the impact such undue delay was having on all concerned. I recommended that The University of Manitoba consider retaining an alternative investigator and also suggested that some time parameters be put in place for the completion of such investigations. I am pleased to report that the pending investigations were appropriately disposed of and that all new investigations would be conducted by other investigators.

### **Information Lacking about Pension Benefits**

A retired employee contacted my office about his post-retirement pension adjustment (PRPA). As a senior who relies heavily on his pension benefits, he was concerned that he had not received an increase in his PRPA and did not understand why he did not receive an increase or any information about the PRPA. He had attempted on his own to inquire into this matter, but no one was responding to his concern. I called the Staff Benefits Office to inquire about the PRPA component and the information that was provided to retirees. I was advised that although retirees are sent a letter in April each year setting out the amount they are receiving, it was acknowledged that there was no explanation concerning the current state of The University of Manitoba pension and the reason that

they would not receive an increase in the PRPA. I suggested that it would be helpful to set out this information in their annual letter so that the retirees would understand why they are not receiving an increase in their PRPA. The administrator agreed to change the letter that goes out to reflect that increases would not be provided due to economic conditions.

### **Mental Health**

Over this past year, once again I dealt with a number of matters where there was a concern about the individual's mental health. In some cases involving employees this was the primary issue and it became challenging for that individual to continue to work. As a result the employee took time off work. In most of these cases, the employee was not comfortable disclosing the nature of their illness to their supervisor, yet felt pressured to do so, which exacerbated the mental health issues they were experiencing and stifled recovery. Then when they returned to work they felt uncomfortable and judged by their supervisor and co-workers. In other cases, where students were involved, the mental health issue was an underlying concern in the matter I was addressing. The student voiced concern about how they were being treated by people in other offices. As I addressed the individual's primary concerns, I discovered that there was reluctance on the part of some staff to deal with these individuals; there was a tendency on the part of the staff to "get rid of them" as quickly as possible and not fully address their question. Feeling frustrated and angry, the student would then attend at other offices to try to get their questions answered. This only exacerbated their particular matter.

I continue to be concerned about how mental health problems are dealt with on campus. The stigma of mental health issues makes it difficult for staff, students and faculty members to identify a problem, seek appropriate treatment, and deal effectively with the consequences of the problem in their work and/or learning environments. Often, staff or faculty members are uncomfortable disclosing health problems, particularly mental health issues, which can prevent them from benefitting from sick leave/disability protection. In addition, incomplete understanding of mental health issues can cause anxiety for employees, conflict between employees and supervisors, and misunderstanding with co-workers. More needs to be done to educate all levels of staff and faculty. Once again I suggest that The University of Manitoba work to reduce barriers to its evaluation and management of individuals who have or may have mental illness by educating staff and faculty.

### **Health and Work Performance**

I have seen numerous examples this year of staff and faculty members who are caught in a downward spiral of poor health and poor work performance. It's frequently unclear what precipitates this cycle; sometimes it seems to be the onset of chronic physical or mental health problems (as stated above), while sometimes it may be a stressful work environment involving problems with co-workers, fears of downsizing or reorganization, or a bullying supervisor. The consequences, however, are clear: health problems worsen,

work performance deteriorates, and relationships with supervisors and colleagues deteriorate as well. Staff and faculty members are usually reluctant to talk openly about their health problems, so others around them may not know what is going on and how to explain the worsening job performance. Of particular concern to me are situations in which job problems seem to cause or exacerbate stress-related health problems, some of which become serious enough that employees leave the University for other employment or are no longer able to work.

### **Avoidance of Long-Standing Problems**

This year, 44% of my cases involved relationships between two (or more) people, one of whom evaluates the work of the other. In addressing these issues, I conferred with supervisors about issues raised by persons whose work they evaluate. Unfortunately, I have noticed reluctance on the part of those supervisors to engage on more than a superficial level with the problems. Though sometimes the superficial approach to a problem is due to insufficient understanding of its complexity, at other times the supervisors acknowledge their unwillingness to become more deeply involved and explain it by citing lack of resources to take on messy issues, the futility of additional attempts to tackle intractable problems, or the fact that the problem arose during a predecessor's time in office. Some supervisors even cite the longevity of problems as a reason not to address them.

Though it is certainly understandable, this sort of conflict avoidance is counterproductive. Despite the frequent hope that problems will go away (for example, through retirement) instead the problems typically fester. The popular notion of academia as benevolent and high-minded, along with the commendable tendency of those in academia to behave courteously, can contribute to conflict avoidance by over-valuing the appearance of collegiality. This year I have seen several examples of situations in which serious conflicts were avoided by supervisors over long periods of time and finally erupted in damaging ways. I suggest that managers and supervisors across the University undertake the hard work of conflict resolution and pursue timely and effective solutions to problems as they emerge.

### **Impact of Budget Cuts**

The most apparent long-term trend identified this year is the impact of budgetary cuts. As the number of staff decreases, the response time for requests for campus services increases. This resulted in more individuals contacting the Ombudsman with concerns about inattentiveness to concerns. I note that additional expectations have been placed on some faculty and staff to assume the roles and/or duties of departed co-workers who were not replaced. This can mean that they are not only doing additional work, but they may be directing or advising in new areas of knowledge and responsibility for the first time.

Further, as funding for offices that serve the University constituents' needs are simultaneously reduced, staff and faculty members find it more and more difficult to



effectively accomplish their departmental mission. This negatively impacts recruitment, retention, morale, and productivity throughout the institution. As the University of Manitoba continues to work through these challenging financial times, and as staff has to do more with fewer resources, the university needs to be careful not to overburden staff too much so that they can no longer provide timely and effective service to its members.

### OVERVIEW OF PAST RECOMMENDATIONS AND ACTION TAKEN

In view of the closure of the Ombudsman Office, I would like to take this opportunity to highlight the work this office accomplished in terms of policy issues and concerns. Since 1999, in addition to the many individual cases that I helped to resolve through facilitation or mediation, I have made more than 70 recommendations relating to policies and procedures. I will set out in Exhibit "B" (which is attached to this Report) examples of the types of recommendations the Ombudsman Office has made over the years.

### ACKNOWLEDGMENTS

I would like to thank the University of Manitoba for providing me with a unique and valuable opportunity over the last 11 years to make a difference in the lives of individuals as well as to the University as a whole. It took a lot of courage for an individual to step forward and make that phone call or visit to the Ombudsman Office; I appreciated being able to provide that safe and secure setting within which those individuals could share their situation without judgment or repercussion. Being able to assist in the resolution of those individual issues was truly gratifying. I wish to thank members of the University community for their support, understanding and assistance in resolving many of the cases that have come to the office or who made a referral to this office. Beyond that, where individual issues were symptomatic of bigger systemic issues, I put forward recommendations for change to policies, procedures and systems. I wish to thank those individuals or groups who contributed to the implementation of recommendations put forward by the Ombudsman's Office.

**Table 1: Caseload by Problem or Concern**

Problem or Concern (Files Opened)	Fiscal Year 2009/2010	
	# of Files	% of Files
Advisor/Instructor/Staff Conduct	11	11%
Academic (Admissions, Grades, Dishonesty, Disciplinary Action, Termination)	4	4%
Financial	1	0%
Campus Residence	0	0%
Textbooks/Booklists	0	0%
Student Conduct	2	2%
Hiring, Salary, Benefits, Payroll	12	12%
Interpersonal Issues (Harassment, Bullying, Personality Conflicts, Incivility, Disrespect, Inattentive/Unresponsive, Chilled Environment, Discrimination)	22	21%
Complaints About Other Offices/Service/Facility	18	17%
Unclear Job Responsibilities, Work Schedule, Performance, Disciplinary Action	3	3%
Traffic, Parking, Shuttle Bus	1	1%
Free Speech, Intellectual Property	0	0%
Policy Issues	12	12%
Miscellaneous	17	17%
<b>Total Files Opened</b>	<b>103</b>	<b>100%</b>
<b>Additional Contacts*</b>	<b>171</b>	
<b>Total Contacts</b>	<b>274</b>	

*\*This number reflects other contacts made to the Ombudsman Office where the person was provided basic information and /or referred to another office or service. In these cases, a file was not opened.*

**Table 2: Caseload by Constituency of Client**

Constituency	Fiscal Year 2009/2010	
	# of Files	% of Files
Faculty (Non-Tenured, Tenured and other Instructors)	10	10%
Geographic Full Time	5	5%
Research Associate	4	4%
Staff (Administration, Management, PC, Operating, Support)	42	41%
Students (Graduates, Under Graduates)	30	29%
Alumni	2	2%
Other (Sports Facility Users, Parents, Applicants)	10	10%
<b>Total</b>	<b>103</b>	<b>100%</b>

**Table 3: Caseload by Gender of Client**

Gender	Fiscal Year	
	# of Files	% of Files
Females	56	54%
Males	44	43%
Mixed	3	3%
<b>Total</b>	<b>103</b>	<b>100%</b>

Mixed refers to those files where there was more than one complainant (i.e. at least one male and at least one female)

**Table 4: Caseload by Disposition**

Disposition	Fiscal Year 2009/2010	
	# of Files	% of Files
Facilitation and Mediation	7	7%
Investigation	14	14%
Provided Advice	82	80%
<b>Total Files Opened</b>	<b>103</b>	<b>100%</b>
<i>Information/Referral*</i>	171	
<b>Total Contacts</b>	<b>274</b>	

*\* This number reflects other contacts made to the Ombudsman Office where the person was provided basic information and/or immediately referred to another office or services. In these cases a file was not opened.*

**EXHIBIT "A"**  
**The University Ombudsman**  
**Terms and Conditions**

As approved by the Board of Governors November 22, 2005

In accordance with the Board of Governors By-Law 19.00 entitled "The Ombudsman", the Ombudsman shall be independent of all existing administrative structures of the University. The Ombudsman shall act in an impartial manner and not be the advocate to any party in a complaint. The responsibilities and duties of the Ombudsman are as follows:

1. The Ombudsman may assist any member of the University community including students, faculty, support staff and administrators in matters such as:
  - (a) violations, misapplications or the absence of University policies or procedures;
  - (b) inter-personal relations; and
  - (c) other issues not in the purview of Equity Services, Student Advocacy Offices, or covered by collective agreements, the Grievance By-Law or the University's internal appeal processes.

The Ombudsman shall decline to make inquiries and/or to investigate frivolous or vexatious complaints or complaints where there may be a conflict of interest.

2. The Ombudsman shall have access to such files and information as may be reasonably required to fulfill the function of the Ombudsman's Office; provided that he/she shall respect and maintain the confidentiality of any information received from other offices within the University.
3. The Ombudsman may commence investigation only after all reasonable attempt at redress through existing administrative channels have been exhausted.
4. The Ombudsman may explain policies, rules or regulations to constituents in the course of inquiry and investigation of complaints.
5. The Ombudsman shall respect the confidentiality of all visitors to the office and consequent inquiries and recommendations. Also, the Ombudsman will respect the confidentiality of any confidential information or materials to which the Ombudsman has access. In this respect,
  - (a) files within the Ombudsman's Office are confidential;
  - (b) the University will not require access to the Ombudsman's files for matters which are purely internal to the University; and
  - (c) unless required by law, the Ombudsman shall not release any information regarding personal and personnel records without the written consent of

the person to whom the personal and/or personnel records pertain.

6. No destruction of a file or record within the Ombudsman's Office shall take place while there is a proceeding in the University, in a court of law or any outside tribunal and until after all rights of appeal are exhausted or times of appeal have expired.
7. When conducting inquiries or investigations, the Ombudsman may need to access information from individuals holding administrative authority in a Faculty, School or Administrative unit. In such instances the Ombudsman shall normally deal directly with these individuals. In the absence of cooperation from the administrative authority, the Ombudsman has recourse to the President, and/or may report such absence of cooperation in the Ombudsman's Annual Report, or do both.
8. The Ombudsman's access to information in the foregoing section is deemed to be a use consistent with the purpose for which the information was originally collected or compiled pursuant to section 43(a) of the *Freedom of Information and the Protection of Privacy Act*.
9. Interference with the conduct of an investigation or retaliation against a complainant or witness, whether the complaint was substantiated or unsubstantiated, may itself result in disciplinary action by the University. A breach of confidentiality by any individual with respect to a complaint may also constitute interference or retaliation.
10. Following an inquiry or investigation and, where appropriate, the Ombudsman may recommend changes in policies and procedures or otherwise make recommendations with regard to resolving problems. However, the Ombudsman shall have no authority to impose remedies or sanctions, or to enforce or change any policy, rule, regulation, or procedure.
11. The Ombudsman shall prepare an Annual Report that covers the activities of the past fiscal year and in particular:
  - (a) set out the number of complaints, actions taken and their resolutions; and
  - (b) is submitted to the Board of Governors by September 30,
12. The Ombudsman shall report to the President for administrative purposes. Findings arising from complaints involving the President shall be reported directly to the Chair of the Board of Governors. Complaints made with respect to the Ombudsman shall be referred to the President for handling.
13. The Ombudsman shall perform and provide such additional responsibilities and duties as may be required and approved by the Board of Governors.

## **EXHIBIT "B"**

### **OVERVIEW OF PAST RECOMMENDATIONS AND ACTION TAKEN**

#### **Incivility/Harassment**

For several years, I raised problems relating to incivility, lack of respect and personal harassment, which were pervasive in both the work and learning environments. In a number of my early Annual Reports, I recommended that the University adopt a policy governing respect and personal harassment. Ultimately in 2006, the University implemented The Respectful Work and Learning Environment Policy.

#### **Unprotected Employees**

**(Sessional Instructors, Research Associates, Contract Employees, EMAPS)**

Over the years, I was contacted by a number of academic and non-academic staff who were not covered by a collective agreement, including sessional instructors, members of the EMAPS Group (support staff and managers) and contract employees.

I recommended that the University consider implementing policies for each of these groups, which would include provisions for performance reviews and discipline and dismissal along with corresponding grievance procedures and dispute resolution processes.

A number of policies have now been revised which incorporate some of the recommendations above. First, the Employee Organization & Employee Groups Policy now includes all of the above groups. Secondly, the Employment Policy for Support Staff now includes all staff including those on contract or term positions and provides for performance reviews of all staff. A new Maternity and Paternity Leave Policy was implemented in 2001 (and revised in 2005 2007 and 2010) and in 2004 a new Vacation Policy for Academic staff was revised to include all academic staff. In addition, as stated below, a new Grievance Policy was implemented for all excluded staff.

#### **Discipline and Dismissal of Professional and Confidential Staff**

I had been involved in cases concerning the meaning and applicability of certain provisions of Policy re Discipline and Dismissal of Professional and Confidential Staff (now called EMAPS). As a result, I recommended amendments to provide further clarity to that policy. This policy was revised in January 2006.

#### **Grievance Procedure for Professional and Confidential Staff and, Faculty Grievance Policy**

In past years, the Ombudsman Office addressed matters relating to the grievance policies

which applied to employees not covered by a collective agreement (i.e., Personal & Confidential staff and Geographical Full-time staff ["GFT"]). Questions arose about the meaning and applicability of certain provisions in both policies. Consequently, I recommended revisions to both policies to provide for greater clarity.

Ultimately in 2007 a new Grievance Policy was implemented to cover all Academic and Support Staff Excluded from Bargaining Units, including Excluded Management, Administrative and Professional Staff ("EMAPS") as well as GFTs.

### **Sick Leave Policy**

I recommended changes to the Sick Leave Policy for support staff relating to the provision of medical certificates. I also brought forward concerns about the applicability of the current sick leave policy to Professional and Confidential Staff. In May 2007 a revised Sick Leave Policy for all staff was implemented.

### **Return from Medical Leave**

A corollary to a sick leave is the difficulties encountered by employees upon returning to work (especially after long-term disability). I also brought forward concerns relating to this matter which have been addressed in the new Sick Leave Policy. In addition, there has been an increase in the coordinated efforts between Human Resources, Staff Benefits and the specific units involved to assist employees upon their return to work.

### **Position Discontinuance Policy**

I brought forward concerns about the meaning and applicability of certain provisions in the Position Discontinuance Policy. I recommended changes to the policy to address these concerns. A new Position Discontinuance Policy was implemented in 2004.

### **Part-Time Employees**

I have brought forward a number of issues relating to part-time employees:

- a) **Benefits and Statutory Holidays:** previously a concern to part-time employees was their rights to statutory holidays and other benefits. The Human Resource Information System which was implemented now automatically tracks employment history to identify those employees who accumulated enough hours to receive additional benefits as well as those entitled to Statutory Holiday pay.
- b) **Performance Evaluations:** I recommended that Deans and Department Heads should conduct performance evaluations of non-unionized staff. The development and implementation of Performance, Planning and Review Policy addressed this concern. Human Resources undertook to review the performance review and planning process to ensure the implementation of performance



evaluations of all employees that have not otherwise been covered by this process.

### **Student/Employee Right to Union Membership**

Recently I raised a concern about the lack of notice and information provided to student-employees regarding eligibility requirements to union membership.

I recommended that where an employee no longer meets the eligibility requirements for union membership, that employee should be notified.

I also recommended that information regarding the union rules for eligibility for students needs to be publicized so that students can make informed decisions about course load and work load.

I raised these recommendations with the Executive Director of Human Resources who agreed with the recommendations. With respect to the former, I am advised that student status under the Banner Student Information system will flow into the HRIS, such that both HR and the departments can now look up the student's status when they are appointing a student to the job. Regarding the latter, HR has now created a handout available on the HR Website for units to provide to students outlining the criteria for student exclusion from the bargaining units.

### **Employee Assistance Program**

Employees who meet with me concerning difficulties in their work environment also expressed to me emotional difficulties that they were experiencing at the same time. Some employees were not fully aware of the existence of the Employee Assistance Program or, if they were, they had trouble accessing it in a timely manner.

I recommended that certain improvements be made to the Employee Assistance Program.

Steps were taken to increase awareness of the services offered and to ensure more timely and helpful responses to individuals who access this service.

### **Pension**

Recent years have been challenging around the world with the economic turn down. The University of Manitoba is certainly no exception and specifically the performance of its pension. A significant number of complaints were received in relation to pension settlement. People were surprised by the dramatic decline in pension values. This suggested that more needed to be done to ensure that employees were informed of current conditions and the impact on their pension. The University cannot assume that employees were fully aware of global economic issues and the ramifications on their own pension.

I felt that more could be done to ensure not only that employees are fully aware of the documentation which is required to be completed and returned, but also the consequences of delay in submitting their forms, as a result of the current economic conditions on the University Pension Plan. Consequently, I raised the foregoing with the appropriate administrator and I recommended the following:

1. The forms and letters that go out to employees need to be stronger in setting out what is required and the consequences that a delay in the return of forms could have on their pension pay out. I suggested that all follow up letters should also include these statements.
2. Additional statements about the volatility of the market and impact on pension should also be added.
3. If possible, with each letter that goes out to an employee, include an updated value of their pension. I recognize that this may be difficult to do given resources available; however, some indication of the employee's fund performance should be provided.

I was advised that these recommendations will be considered.

### **Applicability of University Policies**

Over the years issues arose as to the applicability of certain University policies to entities which operate on University premises, including student-based entities such as UMSU, The Manitoba UFMF, and outside entities such as Aramark, Smart Park, The Focal Point, etc. The initial question that arose was whether the Respectful Work and Learning Environment Policy applied to the student-based entities. This led to the question whether the Respectful Work and Learning Environment Policy was also applicable to outside entities such as Aramark, Smart Park, The Focal Point, etc., as well as whether these entities were subject to other University policies.

I contacted the appropriate administrator and recommended that the RWLEP should apply to all external parties including student groups and leasees.

I am pleased to report that in 2009 the RWLEP was expanded to include external parties and contractors and suppliers as well as Faculty and School Councils.

### **Debarment Policy**

My office was involved in a matter revolving around a student's debarment from a particular program. The student had exhausted all avenues of appeal but still felt that the policies had not been properly applied. Although I did not have authority to overturn the final decision for this student, I found that a serious gap in the policy caused some of the difficulties that arose in this case. I therefore recommended that a policy be implemented

to prevent students who are in the process of being debarred, or, who have in fact been debarred, from being able to invoke the voluntary withdrawal rules.

A new policy was implemented which prohibited a student from being able to voluntarily withdraw from a course once the debarment process had been initiated

### **Return of Foreign Transcripts**

An international student contacted my office who applied to the University, but was denied admission. The student sought the return of the official transcripts supplied along with the application form. At the time, the policy in place prohibited the return of official transcripts to students. I recommended that the University revise its policy regarding the release of transcripts to international students who have difficulty obtaining their transcripts. A new procedure was developed to address this type of situation.

### **Banning Individuals from the University**

My office was involved in a matter regarding a visitor on University premises. The University of Manitoba determined that the individual's behavior was not appropriate and issued a letter banning him from the University. The individual wished to challenge the decision, but had not been apprised of his right to do so. At the time, letters banning individuals did not include information about appeals mechanisms which were in place. I therefore recommended that where an individual is banned from the University premises, the individual must be advised of the precise appeal mechanism that exists for their specific situation. I have been advised that from now on all letters relating to a ban issued against anyone (staff, student, or visitor) will include the appeal mechanism and the time within which such an appeal can be made.

Following this incident, the Violent and Threatening Behavior Policy was developed and implemented in 2006. I also provided input into the development of that policy.

### **Guidelines for Faculty of Graduate Studies**

Over the last several years, I had been contacted by many graduate students with various issues and concerns. Although the exact nature of the concerns may vary, the common thread was that their issues and concerns escalated primarily due to unclear expectations on the part of both student and advisor as well as the role and responsibility of the Department Head, Dean, Graduate Studies office. I recommended that the Faculty of Graduate Studies expand the Guide on Roles and Responsibilities to provide more specific details about the roles, responsibilities and expectations of all the parties involved in the graduate program, and to further set out guidelines about addressing problems which arise between a graduate student and their advisor.

In 2008, a Student Complaint Handling Guide was developed and implemented.

## **Graduate Studies Committee Guidelines**

I was involved in a matter that involved a question about the process undertaken in a particular department with respect to reviewing graduate student applications. (The question arose in the context of a dispute between a faculty member and a graduate chair.) There were no clear written guidelines regarding the review and selection process within the department. I recommended to the graduate committee chair to develop written guidelines for reviewing graduate student applications.

Those guidelines have now been implemented.

I further recommended that graduate committees in all departments develop written guidelines as to the protocol for reviewing graduate applications.

## **Graduate Advisors/Publications**

A graduate student contacted me with concerns about his advisor. The concerns related to intellectual property and authorship. The student had attempted to resolve this issue at many different levels prior to reaching my office. Ultimately, upon my involvement and recommendation, this matter was investigated by the appropriate administrators.

This case highlighted the issue of whether there is sufficient meeting of the minds between advisor and student regarding issues of intellectual property, ownership of data and authorship on publications. I looked at this from both the perspective of the faculty advisor as well as the graduate student. I wondered whether there was sufficient information provided to both an advisor and the student as to what the rules are about intellectual property, ownership of data, and authorship. In this case, the advisor and student had not discussed those matters at the outset of their working relationship nor at the commencement of the research project nor at any time thereafter. I feel that if they had done so at the outset, the problems experienced by the student would probably have been avoided.

I reviewed the University policies governing these issues as well the guidelines set out by the Faculty of Graduate Studies on Roles and Responsibilities. Although the latter sets out the University policies, it does not require the advisor and student to clarify their understanding and expectations in relation to same. Further, although there is a requirement for each department to set out their own rules and criteria covering these matters, most departments have not done so.

As a result of the foregoing, I met with the Dean of Graduate Studies and raised these areas of concern. I recommended the following:

1. As suggested in the Guidelines on Responsibilities on Research Ethics, all departments should develop regulations defining a set of criteria for authorship. Such regulations should be made available to all graduate

students and faculty. Further, guidelines should be set out in the Faculty of Graduate Studies Roles & Responsibilities Guide (advisor and department responsibility).

3. Information provided on the University website should be expanded and should be cross-referenced on both graduate studies and intellectual property sites.
4. The University should consider agreements between advisors and graduate students which include provisions about intellectual property, ownership of data and authorship.
5. Graduate advisors should receive comprehensive information and training regarding their roles and responsibilities including the need to ensure that such issues as intellectual property, ownership and authorship are clarified with their student at the outset of their relationship.

The Dean acknowledged these areas of concern and advised that the concerns and recommendations would be addressed.

### **Parking**

#### *Wait List Procedure:*

On occasion, the University requires employees to move from one parking lot to another. Some employees felt since this was not within their control, it was not fair to place them on the waiting list for a preferred lot as of the date of application (this was the existing policy for requests for change of parking lot). I recommended that instead, there should be a revision to the waiting list procedure to accommodate those individuals who were required by the University to move into another parking lot. The administrator agreed to change the waiting list procedure for those who had been "displaced" by the University and who requested another lot than the one into which they have been relocated. Therefore, those individuals were placed on the waiting list at the time period in which they were placed in their most recent parking lot (from which they were being moved).

#### *Handicap Parking:*

I received a complaint from an employee who worked at the Bannatyne Campus regarding the limited amount of handicap parking available at the Bannatyne Campus.

I raised this matter with the appropriate administrators. A survey and review of accessible parking was undertaken at both the Bannatyne and Fort Gary Campuses. As a result, two additional handicap parking stalls were added at the Bannatyne Campus next to the Basic Medical Sciences Building. At the Fort Gary Campus, two additional accessible stalls were added in "P" lot and one additional accessible stall was added into both "G" lot and "F" lot (which are for visitor parking area). Two new accessible stalls were also placed in the "F" Resident lot.

## **Wait List Confirmation Notices**

An issue arose as to whether a student had submitted an application for a parking permit. The student stated that an online application was submitted, yet the Parking Office had no record of same. I queried whether the student received any type of confirmation notice following the submission of the application. The student had not. When I contacted the Parking Office, I discovered that confirmation notices are provided in some cases, but not in all cases. Specifically, where there is student parking available, a student who applies on-line will be provided confirmation notice. However, where student parking is not presently available a student can still submit a parking application and will then be placed on a wait list; yet the student is not provided a confirmation.

As a result of the foregoing, I contacted the appropriate Parking Office administrator and recommended that confirmation notices should be provided to students who submit parking applications where no current spots are available and are placed on a waiting list.

## **Use of Computers**

Over the years, I received many complaints from individuals concerning inappropriate e-mails. Consequently, I recommended that the University develop and implement a policy specifically governing the appropriate use of e-mail. I recommended that the University develop clear guidelines for members of the University community as to the most appropriate process and procedures in addressing situations involving e-mail harassment or inappropriate use of computers. In addition, I recommended training and widespread publication about the proper and improper use of e-mail.

The Use of Computers Policy was revised in 2005 and includes specific provisions concerning the appropriate usage along with requiring those with e-mail accounts to sign a USER ID Agreement.

## **Employment Files**

I have received many questions from staff relating to their personnel files.

I raised this with the Executive Director of Human Resources. I recommended that information pertaining to access to employee's personnel files be made available to employees. A new Employment Files Policy and Procedure was implemented in January, 2009.

## **Investigations**

Over the years, I have been involved in various matters involving issues and concerns from staff, administrators, and students who felt that their matter had not been properly addressed. In many cases this was as a result of the person receiving the complaint not

knowing how to address it or not wanting to address it (as there is a natural tendency to avoid conflict). I recommended that the University consider developing a training module that could be available for those who are required to receive and address complaints and who accepts the responsibility of doing investigations on behalf of the University. This includes supervisors, Department Heads, and Deans.

These courses are now included in the Human Resources Development Series

I also recommended that following an investigation, Human Resources work with the area involved in the investigation to deal with issues that may arise following an investigation and to restore the unit to effective functioning. I am advised that this is now being done.

### **Payroll Deduction Not Available for Grant-Funded Positions**

Full-time continuing grant-funded positions/employees are not able to have their gym membership deducted from their pay. They felt it was not fair that those employees who were budget-funded were able to have payroll deduction for gym membership but those in grant-funded positions were not.

I queried whether there was a mechanism that could be established to alleviate the facilities' concern (about improper use by ex-employees) while at the same time allowing grant-funded employees to receive a payroll deduction for their gym membership. The Director agreed to explore this possibility. I am pleased to report that this has now been implemented.

### **Access to Employment Opportunities/Job Vacancies**

Individuals who did not have a computer did not have access to employment opportunities.

The University's automated telephone line listing all job vacancies had been discontinued as it was labor-intensive and it apparently was not used very often. In its place, the University set up an on-line resource for employment opportunities. However, by eliminating the automated telephone line, there was no mechanism available for those persons who did not have access to a computer to find out about job opportunities. I contacted the appropriate administrative authority who advised that when the automated line was discontinued and the general Human Resources voice menu was re-organized, a link for job opportunities was inadvertently omitted. He agreed to change the Human Resources voice menu to include this option (questions about employment opportunities or job vacancies) with a link to the receptionist on the general Human Resources voice menu. This has now been done.

## **Student Appeal Process**

I was involved in a matter where an issue arose about the ability of a student to appeal directly to the University Discipline Committee. The Student Discipline By-Law was silent on this, although the practice had been that in order for an appeal to take place at the University Discipline Committee level, the student must have been denied an appeal at the Local Discipline Committee level. I recommended that the policy be amended to clearly state that a student must appeal to the Local Discipline Committee prior to appealing to the University Discipline Committee.

The Student Discipline Policy was revised in January, 2009.

## **Intellectual Property**

On several occasions issues have arisen surrounding the rights or ownership by both professors and students (graduate and undergraduate) to a project (individual and group) produced for a class. The current Patents and Copyright Policy does not address the rights of students at all, but rather just the rights of staff members. I recommended that the policy be revised to address the rights of all members of the University community including faculty, staff, and students (both undergraduate and graduate). It would be helpful to set out the information in the context of the types of works in which the issues of intellectual property may arise as well as the process by which these rights are determined.

I also discovered that information about intellectual property was not easily accessible. Therefore, in addition to the above, I recommended that it would be beneficial to set out information about intellectual property (copyright, patents, etc.) in publications such as the Undergraduate and Graduate Calendars, the Student Guidebook, Faculty and Department Handbooks (especially those faculties or departments where these issues are likely to arise, such as Engineering, Management, Architecture, and Computer Science) as well as on the Student Affairs website and The University Industry Liaison Office's website. It would be helpful to cross-reference The University Industry Liaison Office website in those publications. I also recommended that it might be helpful to develop a FAQ section relating to student issues on The University Industry Liaison Office website.

Intellectual Property Guidelines were implemented in March 2010.

## **Privacy of Student Records**

Questions have arisen concerning access and disclosure of a student's academic record to others within the University and to what extent that can occur, if at all. The University of Manitoba's Policy Re Disclosure of and Security of Student Academic Records which previously covered this is now under review given the implementation of the new FIPPA legislation.



In the meantime, I recommended that the University develop guidelines which set out the circumstances when it is appropriate to access a student's prior academic record along with the proper procedure for doing so to ensure that the student's right to privacy is balanced against the need to have access on the part of the professor.

I also recommended that the FIPPA website (and other FIPPA publications) be expanded to include information for faculty and staff regarding their rights of privacy and the limitations on others ability to access their personal information.

I am advised that these recommendations are also under review.

### **Student Discipline**

I was involved in a matter concerning a student who was accused of plagiarism. The student's individual matter was ultimately addressed through the Student Advocacy Office but the student raised concerns to me about the process that occurred in this particular case. As a result of my investigation, I found that the Student Discipline By-Law which governs academic dishonesty was extremely ambiguous in setting out who has the authority to investigate matters of academic dishonesty and process to be followed. I recommended that the Student Discipline Policy pertaining to academic dishonesty be revised to provide, at the very least:

1. clear information as to who has the authority to investigate an allegation of academic dishonesty at first instance; and
2. a clearly defined process to be followed upon raising a suspicion of academic dishonesty with a student and in conducting an investigation of the allegation. It is suggested that such a process should include meeting with the student, setting out the facts which bear on the suspicion, assessing the student's mastery or understanding of the written material, the timing required to proceed with an investigation after a suspicion is raised and the timing required to proceed with disciplinary action, the right of appeal and a confirming letter to the student.

As stated above, in 2009, the entire Student Discipline By-Law was revised.

### **Mental Illness**

Over the years, I have worked with a number of visitors with identified and potentially unidentified mental illnesses. The impact of mental illness on a workplace or academic setting, especially if undiagnosed and/or untreated, is profound. This is not a problem unique to The University of Manitoba; universities across North America are experiencing an increase in mental health problems amongst staff and students. Many university resources are expended in an attempt to manage these individuals. Indeed the University Counseling Service, EAP, and Student Disability Services provide valuable services when those individuals voluntarily seek out their assistance. However, in some

instances, individuals are undiagnosed and/or untreated and therefore do not access these services. It is these individuals who create the greatest challenge for University personnel who do not have the necessary tools to properly deal with these issues. This can result in additional stress and confusion on an already problematic situation and cause an escalation of the original problem. In an attempt to manage these very difficult individuals, many University services become involved including campus security and legal counsel. This can be a significant burden on University resources.

I encourage the University community to recognize that mental illness at our University is a growing problem and can have a severe impact on the university as a whole. I suggest that the University of Manitoba work to reduce barriers to its evaluation and management of individuals who have or may have mental illness by educating staff and faculty.

I have raised these issues and concerns with Counseling Services and Disability Services. Although some limited awareness and educational programs currently exist, the University would benefit by the implementation of a campus-wide educational awareness and training program. I have recently been advised that such a program is being considered. Further, I have recently been advised that a program aimed at assessing and managing high risk students is also currently under consideration. I recommend that the University administration approve the implementation of these essential programs.

### **Changes in Organizational Structure** *Sensitivity Required in the Face of Change*

One trend I have noticed over the last two years relates to heightened cultural sensitivities between supervisors and employees as departments reorganize and try to bring about change. This trend plays out in two common ways:

1. some supervisors brought in from the outside report that employees seem stuck in outdated methods and are resistant to change; and
2. some employees report that new supervisors seem to have prematurely decided what needs to be done, and to be dismissive of their experience and knowledge. They also report feelings of not being adequately recognized for work accomplished.

There have been several high-level administrative changes in many areas across campus. While changes in important administrative positions can raise hopes and promote improvements within an organization, it can also raise fears and have other unintended consequences amongst staff such as feelings of not being adequately recognized for work accomplished. Questions such as, "Is my position safe?", "What will be the priorities of the new administrator?", and "Will I be given the opportunity to provide input about changes?" can be expected. Communicating about change is a challenge which can either allay or inflame fears.

I have raised these issues with the Executive Director of Human Resources. Specifically, I recommended the following:

1. The University should offer workshops in effective methods for bringing about change, including approaches to dealing respectfully with the inevitable stresses associated with change and effective communication, especially in the face of differing perspectives, experiences, and values.
2. When feasible, employees should be given an opportunity to provide input into decision making especially where changes are being considered.
3. Solicit feedback from staff affected by organizational changes about their perceptions of the communication about these transitions and the effects of structural or other changes made - and consider this information when managing future organizational changes.
4. Provide resources to help those making organizational changes to effectively anticipate, manage, and communicate about the change process

I am advised that these changes are under consideration.