

BOARD OF GOVERNORS

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

Tuesday, June 21, 2011

**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.

OFFICE OF THE UNIVERSITY SECRETARY



**UNIVERSITY
OF MANITOBA**

Alan A. Borger Sr. Executive Conference Rm.
E1-270 EITC
Tuesday, June 21, 2011
4:00 p.m.


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<u>FOR APPROVAL</u>			
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<p><i>If any member of the Board wants to ask a question, discuss or oppose an item that is marked for the consent agenda, the member can have an item removed from the consent agenda by contacting the Secretary of the Board prior to the meeting or by asking that it be removed before the Chair calls for a mover and seconder for the motion to approve or receive, by unanimous consent, the items listed.</i></p>			
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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
May 17, 2011**

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

Present: P. Bovey, Acting Chair
J. Leclerc, University Secretary

D. Barnard T. Bock P. Bovey E. Bowness E. Collins R. Dhalla
J. Embree M. Forsen N. Halden G. Hatch J. Hoskins S. Jasper
M. Labine H. Laube B. Passey M. Robertson H. Secter R. Zegalski

Assessors Present:

B. Austin-Smith J. Sealey

Officials Present:

J. Danakas S. Foster D. Jayas J. Kearsey J. Keselman D. McCallum

Regrets:

A. Berg D. Sauer J. Lederman

1. **Announcements**

Ms. Bovey welcomed the three new Board members, Ms. Camilla Tapp, Ms. Nour Rashid, and Mr. Peter Nawrot, who took office on May 1. She also thanked Dr. Brenda Austin-Smith and Ms. Janet Sealey for their work as assessors and acknowledged their valuable contributions to the Board.

2. **Approval of the Agenda**

It was moved by Dr. Hoskins and seconded by Dr. Embree:

THAT the agenda for the May 17, 2011 Open Session be approved as circulated.

CARRIED

3. **Minutes**

3.1 Open Minutes

It was moved by Ms. Jasper and seconded by Mr. Robertson:

THAT the minutes of the April 19, 2011 Open Session be approved as circulated.

CARRIED

4. **Unanimous Consent Agenda**

The Chair asked whether any member had concern with any of the items on the Consent Agenda. No items were identified to be dealt with separately.

It was moved by Mr. Zegalski and seconded by Ms. Tapp that the Board of Governors approve and/or receive for information the following:

THAT a \$3.00 per credit hour contribution be assessed against the students in the School of Art for a two year term commencing in the fall of 2011 as outlined in the letter from Paul Hess, Director, School of Art, dated April 5, 2011.

CARRIED

5. **Report from the President**

Dr. Barnard began by stating that time has been consumed by budget development and that his written report covers other recent activity across the University. He then invited questions from members of the Board. Mr. Robertson asked for an update on the status of surface parking for the Stadium. Mrs. McCallum responded that the land to the west of Smartpark has been designated for parking on the grass surface during game days.

Referring to page 19 of the agenda materials, Mr. Zegalski asked for clarification of the role the University of Manitoba will have with respect to the BBB Stadium loan. Mrs. McCallum responded that details of how business will flow have now been settled and all agreements have been signed. She added that Tom Hay, the Comptroller, has been very involved in managing this issue and that there is no risk to the University.

Mr. Zegalski asked another question about whether the Residential Tenancies Act would supercede the authority of the Board of Governors to set residence rates (referring to page 22). Dr. Barnard responded that the process has not yet begun, but that an extensive document was submitted to Minister Selby which explained the University's position. He added that the University had no issues with the principles but that the important question is what would be set as the base rate and what would be the escalator to that base.

6. **FROM FINANCE, ADMINISTRATION, & HUMAN RESOURCES**

6.1 Operating Budget and Financial Plans: 2011/2012

Mr. Zegalski stated that the Finance, Administration, and Human Resources (FAHR) Committee had spent a great deal of time in considering the operating budget and financial plans. He added that Management had done a great job of being open and transparent and that the framework document discussed at the previous Board meeting has made it much easier to understand the submission. He then stated that the FAHR Committee supported the submission unanimously.

Mrs. McCallum introduced the submission, highlighting a few items within the document. She stated that the operating estimates were prepared with the best information available at the time and that it is important to remember that this is done a year in advance. The assumptions used in development are as follows: the University will bring in a balanced budget, strategic investments will be made with a focus on organizational transformation, and planning framework priorities, and some funding will be realigned or reallocated.

Mrs. McCallum then discussed the significant investments that will be made in transforming the organization infrastructure, including addressing the underfunding in Physical Plant, support for the Office of Institutional Analysis in their work supporting the U15, and increases to the investment in External Relations. Additionally, Mrs. McCallum identified particular items related to Academic Enhancement, namely increased support for graduate students, support for the collaborative cluster initiatives, increased research start up funds, funding to support the work of the Executive Lead for Aboriginal Achievement, enhanced student services, increased funding for counseling for students to enhance the student experience. She added that additional funding will be allocated to lean or underfunded units, in some cases reallocated from specific faculties. Lastly, Mrs. McCallum told the Board that some changes had been made to agreements with Extended Education for fee sharing which will result in additional funding to the faculties and centrally as well.

Mrs. McCallum referred to page 43, indicating it showed a schedule which detailed all allocations and reallocations, which amount to \$11,070,000. She added that 66% of the allocations went to faculty support or to support strategic priorities in the Strategic Planning Framework, and that 34% went to support organizational infrastructure. Mrs. McCallum then noted that the Specific provisions fund will be approximately \$81.1 million dollars as shown on page 31. She added that a list of all sources of operating funding could be found in Attachment 4 on page 47. Mrs. McCallum also touched on the Capital Asset Fund (p. 33 & 34), the Trust and Endowment funds (p. 35 & 36), and indicated that a quarterly report on each fund would be provided to the Board.

Dr. Barnard stated that this is generally a good news budget, relative to those in past years, and that every part of the three fold structure of the Strategic Planning Framework is seeing investments. This is a good start on all the priorities. He added that the University is still underfunded compared to peer institutions, although this year is better.

Dr. Embree stated that most of the people in the Faculty of Medicine understand why some cutbacks are necessary, but added that the Faculty had received additional government funding years ago when the government needed more doctors trained and that approximately one third of that amount has been cut by the University. She then asked whether the Faculty of Medicine may get some funding back in the future. Dr. Barnard responded that this year's budget tried to respond to pressures on Arts and Sciences as well as Student Services on the Bannatyne campus. Dr. Embree then stated that her colleagues were usually quite innovative in securing other sources of funding.

Ms. Passey indicated that the budget package was excellent and comprehensive and was very helpful for a new Board member going through it for the first time. Referring to page 37, she asked whether there was any forecasting or modeling done to ensure that the deficit in investment in infrastructure is addressed in the future. Mrs. McCallum indicated that no modeling had been done but that her office has done some benchmarking and determined that the University of Manitoba underfunded in some areas, particularly Physical Plant and Information Technology relative to other universities. These investments are an attempt to address that and some ROSE initiatives are also underway to address these issues. Mrs. McCallum added that there is a long way to go to get the University of Manitoba up to the norm.

Dr. Barnard noted that it was necessary to do some balancing of needs and priorities and that more units would have to be squeezed in order to invest more in infrastructure. Ms. Bovey extended her thanks and compliments to Mrs. McCallum and all others who had a part in developing the budget.

It was moved by Mr. Zegalski and seconded by Mr. Nawrot:

THAT the Board of Governors approve:

- **a tuition fee increase on all programs of 1% excluding specific professional program fees which were approved in 2010 to be effective 2011;**
- **the operating budget based on total revenue, fund transfers and expenditures of \$537,776,744; and**
- **financial plans for Research and Special, Trust and Endowment and the Capital Budget for the year ending March 31, 2012 as set out in Attachment 6.**

CARRIED

6.2 Revisions to Parking Regulations

Mr. Zegalski informed the Board that this item had been reviewed twice by the FAHR Committee and is now being recommended for approval. He added that Management did a good job of including the comments from the Committee in the revised submission.

It was moved by Mr. Zegalski and seconded by Mr. Robertson:

THAT the Board of Governors approve the Parking Regulations.

CARRIED

FOR INFORMATION

7. UPDATES

7.1 Update from the UMSU President & the GSA President

Ms. Tapp stated that the new Executive had been in office for just over two weeks and is still in transition. She added that discussions related to the Graduate Students Association (GSA) Autonomy agreement were underway.

Mr. Nawrot reported that renovations to the GSA office and lounge are going forward and that the office will be open until 10:00 p.m. and will be staffed by an undergraduate student. He

added that a student workplace placement student is currently working on digitizing the records of the GSA. Mr. Nawrot then stated that an orientation is being planned in conjunction with the Faculty of Graduate Studies, and that more social events will be planned for next year at the request of the graduate students.

Mr. Dhalla inquired as to the status of the pub development. Ms. Tapp replied that an agreement had been signed with University Administration and that it would be a community pub open in the fall.

Ms. Bovey thanked Ms. Tapp and Mr. Nawrot for their reports and wished them well for the coming year on behalf of the Board of Governors.

MOTION TO MOVE TO CLOSED AND CONFIDENTIAL SESSION

It was moved by Ms. Tapp and seconded by Dr. Hoskins:
THAT the meeting move into Closed and Confidential Session.

CARRIED

Chair

University Secretary

PRESIDENT'S REPORT: June 21, 2011

GENERAL

The University's Spring Convocation ceremonies took place during the first week of June, during which we awarded degrees and certificates to over 2,800 graduates, the second-highest number of graduates during the past ten years. We also celebrated the contributions of Dr. Richard Lobdell to the University of Manitoba by awarding him the Chancellor's Award; Dr. Saumen Mandal and Dr. Rodney Kueneman by awarding them the Dr. and Mrs. H.H. Saunderson Award for Excellence in Teaching; and Mr. Howard Harmatz by awarding him the Olive Beatrice Stanton Award for Excellence in Teaching. A particular highlight of the Convocation ceremonies was the opportunity to hear from our honorary degree recipients: Hon. Gary Filmon, Mrs. Janice Filmon, Hon. Philip S. Lee, Dr. Allan Ronald, Ms. Catherine Delaney, Mr. Stu Clark, Dr. Izzeldin Abuelaish, Mr. Terry Sargeant and Claude Bernier.

The University of Manitoba was well-represented at the "Manitoba Bold" conference hosted by the Winnipeg Chamber of Commerce. In addition to the Chair of the Board of Governors, Dr. Ron Britton, Associate Dean of Engineering, Dr. George Maclean, Department Head of Political Studies and Vice-President (Research) Digvir Jayas were in attendance. Dr. Jayas was invited to present to the conference, during which he proposed three concepts that would help to make the University of Manitoba an even stronger engine for economic growth by asking the province to invest strategically in areas of research strength, in more funding for graduate students, and to bring business together with the university to work on reducing barriers to research collaboration.

I was pleased on May 30 to enter into, on behalf of the University of Manitoba, an agreement with the Canadian Museum for Human Rights that allows our two organizations to formally begin a partnership that will aid in human rights research and education. The agreement includes working together on educational and training programs, research, library and archival collections, conferences and workshops, student internships and other opportunities for students, and developing exhibitions.

As part of the University's Outstanding Workplace Initiative, charged with pursuing the priority outlined in the Strategic Planning Framework to ensure the University of Manitoba is an outstanding employer, an employee satisfaction survey will be issued during the month of June which will gauge employees' satisfaction and provide valuable insight into what next steps the University should pursue. This survey will be conducted and analyzed by Probe Research.

At this time of year, the University takes the opportunity to recognize special achievements of members of its community. On June 8, we celebrated academic faculty members who had achieved important career milestones – both tenure and promotion – in the previous year. The next night, at the Awards of Excellence, we recognized the contributions and achievements of support staff. The honourees are listed later in this report.

ACADEMIC MATTERS

- Jae Sung Chon, architecture, and a local Winnipeg architecture firm have been selected to represent Canada at the 2012 Venice Biennale in Architecture. Their project called "Migrating Landscapes" was shown at the prestigious event in Italy on May 9, 2011.

- Nick Turner, business administration, recently received the *Early Career Achievement Award*, offered jointly by the American Psychological Association (APA) and the National Institute of Occupational Safety Health (NIOSH).
- Birna Bjarnadóttir, Icelandic studies, was the recipient of a YMCA-YWCA Women of Distinction Award in the category of Culture. The annual awards salute women for their achievements in fields ranging from education and arts to science and health. Twelve awards were handed out on May 4th at the 35th annual ceremony, which brought together hundreds of attendees for a gala dinner at the Winnipeg Convention Centre.
- The Bachelor of Environmental Science program in the Clayton H. Riddell Faculty of Environment, Earth, and Resources has been granted Accreditation by the Canadian Environmental Accreditation Commission and the Environmental Careers Organization of Canada (ECO Canada). Accreditation has been awarded for a five-year term to May 16, 2016. The Riddell Faculty program becomes the fifth environmental science program in Canada to attain this important status.
- La maison rouge, Paris, France, is launching a new series of exhibitions focusing on the arts scene in major provincial cities with Winnipeg as its first subject. "My Winnipeg" is a program of exhibitions, screenings, performances and other events that will be presented to the Paris public from June 23 to September 25, 2011. The School of Art is represented through its Gallery One One One collection. Sigrid Dahle, current gallerist and associate curator of "My Winnipeg", has assembled "There's No Place Like Home", an exhibition curated from the Gallery's Collection. Her aim is to build a portrait of Winnipeg through history, geography, climatology, sociology, and art.
- The Honourable Philip S. Lee, Lieutenant Governor of Manitoba, acknowledged the Division of Extended Education as a leader in the recruitment and employment of people with disabilities. A recognition award was presented to Extended Education by the Joint Community and Government Members Committee on Disability.
- Jennifer West, physics and astronomy, won the "Dark Sky Defender Student Award" from the International Dark Sky association. The Dark Sky Association is a recognized authority on light pollution. Founded in 1988, it is the first organization to call attention to the hazards of light pollution.
- Jason Eizenbart and Kara Burman, environmental design undergraduate students, have been selected as one of the top six finalists in the *SHIFTboston Barge International Competition*. As a finalist their work was recently presented as part of the SHIFTboston Float Forum at the Institute of Contemporary Art/Boston.
- Due to the unrest in Libya, the University has been notified by the Canadian Bureau of International Education that funding support for 30 Libyan students studying at the University of Manitoba has been frozen. These students are enrolled in medicine, graduate studies and English language programs. Until such times that funding is released, the University has established an emergency funding system for these affected students.

RESEARCH MATTERS

- Marc Del Bigio, (pathology) and Canada Research Chair in Developmental Neuropathology, was selected by a group of peers to receive the 2009 CSF-Physiology Award for his outstanding research efforts in CSF (Cerebrospinal Fluid) anatomy and physiology. Commonly known as "The Pudenz Award." This award, presented annually since 1989 by Medtronic NT, is named in honor of Robert H. Pudenz, who was a recognized pioneer in the field of pediatric neurosurgery, research in cerebrospinal fluid physiology and cerebrospinal fluid shunt technology for the treatment of hydrocephalus. The award will be presented at a Medtronic-sponsored reception on June 2, 2011.
- On May 13 and 14, the Richardson Centre for Functional Foods and Nutraceuticals celebrated their 5th anniversary with an open house and by signing two memoranda of understanding with Beijing Academy of Agriculture and Forestry Sciences in China, and Maastricht University Medical Centre in the Netherlands. Both MOUs will allow parties to collaborate on research and training.
- The Office of the Vice-President (Research) partnered with the Canadian Institutes of Health Research's Institute of Infection and Immunity on May 24, with a Café Scientifique titled *Antibiotics: How the Bugs are Fighting Back*. Panelists included Sergio Fanella (pediatrics and medical microbiology), Brian Mark (microbiology), Michael Mulvey (medical microbiology), with moderator Eric Brown (McMaster University).
- Six research contracts received a total of \$615,796 in funding from six sponsors:

Researcher (s)	Funder	Project Title	Funding
Arntfield, Susan (Food Science)	Canadian International Grains Institute	Effect of various pretreatments on the properties of milled pulse flowers	\$24,000
Halas, Joan (Dean's Office – Faculty of Kinesiology and Recreation Management)	Public Health Agency of Canada	University of Manitoba "Rec and Read" mentor programs	\$50,000
Jones, Peter (Richardson Centre for Functional Foods and Nutraceuticals)	Enzymotec Ltd.	Assessment of bioavailability of krill oil compared to fish oil in healthy volunteers	\$113,360
Kobinger, Gary (Medical Microbiology)	University of Pennsylvania (Penn)	Development of a universal seasonal influenza vaccine	\$93,960
Ominski, Kimberly (Animal Science)	Food Development Centre	Use of residual feed intake technology to improve viability of the beef cattle sector in Manitoba	\$265,280

Tenuta, Mario (Soil Science)	Saskatchewan Pulse Growers	Determination of the host status of field pea and its associated rotation crops and weeds to the stem and bulb nematode in the Canadian prairies	\$69,196
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- Another 9 projects received a total of \$1,332,376 in funding from nine different sponsors. The projects are as follows:

Researcher (s)	Funder	Project Title	Funding
Forget, Evelyn (Community Health Sciences)	CIHR	Is a guaranteed income feasible and sustainable in Canada?	\$180,000
Glavin, Gary (Vice-President's Office, Research)	Government of Canada, Interagency Advisory Panel on Research Ethics	Manitoba and Northern Ontario Regional Research Ethics Workshop - TCPS 2 (May 19, 2011)	\$34,196
Guzman, Randolph (Surgery)	Heart and Stroke Foundation of Canada	Nutrigenomic & retrospective approach to understanding the prevention and management of vascular disease	\$90,000
Keijzer, Richard (Surgery)	University Medical Group	Epigenetics in pulmonary hypoplasia and congenital diaphragmatic hernia	\$20,000
Kobinger, Gary (Medical Microbiology)	University of Pennsylvania (Penn)	Development of a universal seasonal influenza vaccine	\$93,960
Malisza, Krisztina (Psychology)	Alcoholic Beverage Medical Research Foundation	Stop, look and remember - Neuroimaging cognitive function in children with ARND and ADHD	\$56,000
Plummer, Francis (Medical Microbiology)	CIHR	Determining the role of serpin antiproteases in resistance to HIV-1 infection in the female genital tract to aid in the development of novel vaginal microbicide candidates	\$683,220

Roberts, Daniel (Internal Medicine)	Multiple Sclerosis Society of Canada	CIHR team in the epidemiology and impact of comorbidity on MS in Canada (ECoMS)	\$150,000
Werbowski-Ogilvie, Tamra (Biochemistry and Medical Genetics)	Brain Tumour Foundation of Canada	Comparing the stem cell properties of the most invasive and non-invasive malignant brain tumour cells	\$25,000

ADMINISTRATIVE MATTERS

Budget Development – The 2011-2012 operating budget and financial plans for all other fund types (Research and Special, Capital, Trust and Endowment) were approved by the Board of Governors (BoG) on May 17, 2011. The 2011-2012 Operating Budget of just under \$538 million was developed on the basis of a 5% base grant increase and a 1% tuition increase. In an effort to continue progress on organizational transformation and strategic planning priorities, the approved operating budget included investments in a number of areas such as: information technology, physical plant, academic enhancement, aboriginal achievement, student experience, outstanding workplace, external relations, institutional analysis as well as strategic allocations to a number of faculties.

Awards of Excellence - The following awards were presented this year:

The President's Award:

Janet Sealey, Executive Assistant to the Dean, Faculty of Arts

Leadership Award:

Lois Ward, Program Coordinator, International Centre for Students

Carol Anne Northcott, Program Manager, Faculty of Medicine

Janice Sisson, Director, IST Client Services

Service Awards:

Mary Kuzmeniuk, Administrative Assistant, Department of Psychology

Bev Getty, Assistant to the Director, Aboriginal Student Centre

Elizabeth Boyle, Senior Career Advisor, Career Services

Dennis Kohut, Architectural Technician, Physical Plant

Jason Jorgenson, Student Affairs Coordinator, Faculty of Environment, Earth and Resources

Susie Petrychko, Student Services Coordinator, Extended Education

Team Awards:

OPAL Project Team

Student Advocacy Team

Project ROSE - Throughout the last month, many of the ROSE project streams experienced significant movement and results within their initiatives. Some highlights include:

Finance and Supply Chain Management Stream

Travel Initiative:

- The team has been working with Concur to plan and configure the new integrated travel and expense management system. The team has finalized a new timeline of milestones and will soon be updating the project plan with the new milestone dates.

eProcurement Initiative:

- A tentative recommendation for an eProcurement supplier has been put forward for approval to the Board of Governors (BoG).

Monthly Reporting and Billing to Cash Initiative:

- The FAST 3.6 upgrade has been applied to the pre-production environment (FASNEXT) and FAST AR has been installed there as well. It is approximately one month until the go live date for these initiatives and everything is on target. In addition, the billing to cash team has updated the invoicing and collection policy and procedure documents which are currently under review by the comptroller's office and the security set up has been completed for monthly reporting.

Purchasing Operating Model Initiative:

- Ten new KPIs have been tested, debugged and finalized and the KPI reporting in Argos has also been finalized. In addition, a training document for KPI error tracking has been completed. A draft document on strategies for category management is currently under review.

Research Accounting Initiative:

- Over 400 notices and instructions were sent to researchers whose tri-council funding reports were eligible for online approval. This capability enables Financial Services and each researcher to complete this required compliance reporting directly on the Tri-Council website. In prior years Financial Services was required to centrally print the reports and mail them to each researcher for signature. Over 60 researchers have provided a positive response to the new Form 300 approval process and lab space has been booked to provide assistance to researchers who would like additional help approving their reports. The coming weeks will see the continuation of unit summary report creation using the Argos software.

Digital Imaging Initiative:

- A draft of this project plan has now been completed. The team has been in communication with U of M legal counsel on digital imaging policy considerations for all the finance initiatives promising scanned documents.

Human Resources Stream

Employee Self-Service and Management Information Portal Initiative / eRecruitment Initiative:

- Project team members are busy as all three components of the HR initiative run in parallel (VIP upgrade, employee self-service/managers information portal and eRecruitment). Most activity will occur over the summer months, with key emphasis placed on system documentation and staff training across the university. The project continues to progress according to plan with no major problems/issues encountered to date.

Information System Technology (IST) Stream

Print Management

- Xerox is presenting their future state recommendations to the units included in the assessment. A final steering committee is planned for June 17 to receive their recommendations. Recommendations will then be made to the ROSE Steering Committee or VP as appropriate.

Physical Plant Stream

Work Order Management Initiatives

- Development of the single point of contact database is almost complete; responses have been received from most departments. Documentation preparation is underway and internal training took place the week of June 13.
- The testing of the work requester module, and associated website, is nearing completion. Documentation is being prepared, and internal training of work order desk staff took place during the week of June 13. Testing with select participants took place during the week of June 20, with go-live scheduled for the week of July 4.
- The physical plant service requests and charging policy and procedures have been approved and installed on the University of Manitoba governance website. Information regarding the new estimate fee has been distributed.
- The Requisition 7 (requisition for new work) form has been revised to include information related to the estimate fee and Canadian Foundation for Innovation (CFI) details.

Project Management Initiatives

- Procedures for use of cross-functional teams to scope potential projects have been finalized and a training and communication plan is in development. Opportunities for standardization of project management procedures have been identified, and new tools are being considered. Although new processes are evolving through the evaluation of current processes, the full implementation, including training and communication, will be complete by early fall.
- The tender process is under review, objectives being improvement of the quality of construction projects and reduction of post-tender costs. Models from other organizations are being studied. A new approach is being drafted and should be ready for review by early July.
- Although a business case for hiring additional in-house designers has been confirmed, a resolution to space constraints is still being sought.

Research Services Stream

Contracting Initiative

- The collaborative research agreement template has been posted on the office of research services (ORS) website. The sponsored research agreement template is being worked on. The overhead policy is in its final draft.

Pilot Workflow Software Initiative

- The implementation strategy for the software system that supports human ethics protocol review is finalized. The implementation strategy for animal protocol review as well as animal facility management is ongoing. Vendor negotiations for animal facilities management software have begun. A new copier/scanner/printer unit is being leased from Xerox as a long-term scanning solution for the human ethics Bannatyne office. Workflow analysis of the animal ethics office has begun and setup in InfoEd for that workflow which began during the month of June.

Student Services Stream

The ROSE student stream continues to work towards the implementation of its four initiatives: financial aid and awards, customer relationship management (CRM), admissions and classroom scheduling. Please find a brief update below. A more detailed update will be available in July.

- Classroom Scheduling – Implementation planning is underway.
- Financial Aid – The next implementation phase is under way. The current task is addressing how to utilize the banner rules engine to handle eligibility rules.
- CRM – The RFP is closed and vendor demonstrations are scheduled for June.
- Admissions – A discovery process was conducted with SunGard consultants. The process will help determine what functionality within Banner and OCAS can be used to meet Admissions' requirements and where additional support will be needed.

Legal Affairs Stream

Initiatives include:

- With a goal of going "paperless", the Office of Fair Practice and Advisory Services is examining software options like Microsoft Sharepoint. A final report was submitted to IST on the testing of Sharepoint and the office hopes to adopt the system as soon as possible.
- Developing new procedures relating to developing, reviewing and managing Board of Governors and Senate policies.
- Training on the new signing of agreements policy continues and standard agreements are being posted to the website.

Caretaking Services Management Agreement – ARAMARK Canada Inc. assumed responsibility for management of caretaking services at the University as of June 4th. The contract between the University and Aramark includes charge out (and charge-in) costs, APPA standards of cleaning by type of space, determining scope and frequency for each type of space, inventory lists, detailed maps, information about specialized cleaning services required by stakeholder groups (athletic facilities, residences), CAW Agreement job descriptions, accounting processes, and the establishment of an

ARAMARK /University Joint Committee to review all issues, schedules and act as the initial dispute resolution mechanism. Three meetings were held with caretaking staff from Bannatyne Campus, Fort Garry Campus, and Residence Caretaking staff May 31st and June 1st 2011 to introduce the new ARAMARK management team. Overall staff response at those meetings was positive.

Campus Beautification Day - The 14th annual Campus Beautification Day took place on May 26, 2011. Approximately 1300 staff, students, faculty and retirees participated by planting flowers and trees, pulling weeds, raking, sweeping, picking up litter etc. This highly popular event provides an opportunity for staff, students and retirees to work together to beautify the campus instilling a sense of pride in the University. One of the innovative projects for Campus Beautification Day was the planting of a wild flower “butterfly” garden near the Education Building. A noon hour barbeque featuring a “low waste” lunch sponsored by ARAMARK was held in the quadrangle on the Fort Garry Campus and in front of the Brodie Centre on the Bannatyne Campus. The donations this year were exceptional with a total of 15 nurseries donating plants and gift certificates. The Book Store and other campus businesses donated “door” prizes for the event. The grand prize of two airline tickets was donated by West Jet.

Sustainability Committee - Vision/Action templates compiled from all four theme groups were due June 15th 2011. A public consultation of the draft strategy is scheduled for the Fall of 2011 with the goal of having a comprehensive Sustainability Strategy in place by the Spring of 2012.

Tainted Water - A bottle of water owned by a staff member at Bannatyne Campus was tested and discovered to be tainted. It contained a number of toxic substances and an emergency notification was sent out to the university community. The investigation continues but it is believed to be an isolated incident. A second unrelated report of tainted water was reported – but the test came back negative.

Laptop Thefts - Two individuals have been arrested in connection with theft of laptops on campus. CCTV footage was instrumental in making the arrests.

Space and Construction Updates

Winnipeg Free Press Editorial Board Capital Construction Visit - 7 members of the Winnipeg Free Press Editorial Board were given a tour by the President and John Danakas around the University’s capital projects including the Pedway, Pembina Hall Residence and the ART Lab. The WFP Editorial Board members were very impressed with the new campus landscape. At a subsequent meeting, the President and Vice-President (External) focused on the vision for the future of the University of Manitoba.

Pembina Hall Residence - BIRD Construction recently confirmed that the construction/completion schedule will be met for a September 2011 opening and occupancy date. Student Housing has received 486 applications for the new 360-room residence (343 new students and 143 returning), illustrating that demand for student housing exceeds supply. The cutoff date for applications is not until May so there may be many more applications forthcoming. The new furniture has been ordered with a significant portion of the furniture being produced by a local manufacturer. A mock up room is currently being prepared for site visits and should be ready by mid-June.

ART Lab - Phase 3 Schedule is on track. The building is almost closed in and the curtain wall on the North side is currently being installed. Furniture has been ordered for the spaces and an October 30th completion date is still on track.

177 Lombard 2nd Floor Interior Fit Up - Donor upgrade work expected to be completed this summer. The space will remain open for classes until June 30th and then will be shut down until August 24th.

Campus Planning Office -The Director of Campus Planning, Michelle Richard, started in mid-May. She is working in the VP (Admin) office and will relocate to the Smartpark event centre by mid-June. Currently, she is developing the short term 6 month work plan that will include consideration of a broad-based campus planning advisory committee and review of the existing Fort Garry Campus plan.

Innovation Plaza - Hardscaping and landscaping is nearing completion at Innovation Plaza in Smartpark. A bust of Baldur Stefansson has been commissioned and is in the casting stage. The Plaza will be formally opened in September of this year to coincide with the installation of the first bust.

Rogers/AirSource

New tenants are moving into the old Crave space in University Centre and will open for business September 1st 2011. The retailer will sell cellular devices and phone plans to staff and students.

Financial Services

BBB Stadium Loan – Financial Services has established procedures to allow the loan from the Province to BBB Stadium to flow physically through the University. Until now, the Province has been sending the funds directly to BBB. Approximately \$32 million of stadium financing has now been provided directly from the Province to BBB Stadium.

CAURA West – The University will be hosting the Canadian Association of University Research Administrators (West) conference in November. This is a well-attended conference of research administrators from Western Canada at which participants tackle common issues in supporting researchers and complying with expectations of external sponsors.

Human Resources

Environmental Health and Safety Reorganization – Judy Shields has taken over responsibility for the EHSO's Biological Safety Program and has made significant progress in preparing for the revised permit process. The newly established Occupational Hygiene Consultant position is being advertised.

Safety Committee Initiative - Bannatyne Campus Safety Committee was disbanded after its February 24, 2010 meeting. Manitoba Workplace Safety and Health Division had expressed concerns about composition and size of the committee. A new committee was formed according to the University's Safety Committee Procedures and met on May 26.

Labour Relations - The University was recently successful at arbitration in the matter of the method of deductions from pay for AESES Security Staff during their lockout. The arbitrator agreed with the University's method of calculating the deductions from pay instead of the Union's method which would have been more beneficial to the employees.

Bargaining

CUPE 3909 – Teaching Assistants- The Union recommended ratification of the new Collective Agreement and the members voted in favour of the ratification. The new agreement extends from September 1, 2010 to August 31, 2014. It provides salary adjustments of 0% in years 1 and 2, 2.9% in years 3 and 4.

CUPE 1482 – Engineering Support Staff Collective Agreement expired in September of 2010. An initial meeting took place on April 12, 2011, with a follow up meeting on June 6th. A settlement is anticipated soon.

UMDCSA –Dental Clinical Staff Association – Collective Agreement expired on March 31, 2010. A first meeting was held on March 23, 2011 and a subsequent meeting is scheduled for June 8th.

AESES Collective Agreement expired on April 8, 2011. Several meetings have been held and future meetings have been scheduled for Wednesdays of each week. The University has been advised that John Urkevich has been replaced by Mr. Tony Marques as spokesperson for the AESES bargaining team. Mr. Marques acts as legal counsel for AESES.

EXTERNAL MATTERS

- Alumni Affairs staff have now moved to their new office at 177 Dysart Rd (Chancellor's Hall).
- As of June 1, 2011, the university has raised \$2,862,811.06.
 - The 2011 faculty/staff giving campaign raised a total of \$1,604,420.23, with 530 donors participating.
 - A gift of \$150,000.00 has been directed to the President's Fund.
 - Planned Giving has raised a total of \$493,286.53 between April 1, 2011 and May 30, 2011. Of that, \$369,830.53 is current gifts and \$123,456.00 is future gifts.
- This year, the annual Isbister Legacy Society luncheon is being changed to a dinner on September 14th to coincide with that night's presentation at *Thinking Big*, the new President's symposium series. The Isbister Legacy Society recognizes donors who have informed us that they have remembered the University of Manitoba in their wills, or through another type of planned gift. ILS members will receive formal invitations in summer.
- On May 17, a special breakfast hosted by the President was held for members of the Business Council of Manitoba. The event was attended by nine Executives representing nine companies, and allowed an opportunity for members to learn more from the President about what is happening at the University.
- On May 19 the Government and Community Engagement office made a presentation to the Fort Garry Community Network to update neighbouring community groups on the wide-range of construction projects underway on campus. The group included representatives from 22 different support organizations in the Fort Garry area and Kerri Irvin-Ross, Minister of Housing and Community Development was also in attendance.

- Representatives from both orders of government have visited the UM campuses at a number of recent events, including the RCFFN 5th Anniversary (Hon. Erin Selby, Minister of Advance Education and Literacy) and Campus Beautification Day (Mr. Rod Bruinooge, MP – Winnipeg South, Hon. Kerri Irvin-Ross, Ms. Marilyn Brick, MLA – St. Norbert)
- Spring Convocation 2011 was used as an opportunity to launch locally the new University of Manitoba brand story, based on the theme of *where* you are shapes *who* you are. The mini-campaign began with the “I am a Trailblazer” ad in the May 26th edition of the *Winnipeg Free Press*, followed on May 31st with a second ad, featuring a recent graduate in cap and gown speaking about how well prepared she feels by her education at the University of Manitoba. The ads also were featured at the Spring Convocation Dinner.
- Also at Convocation, the announcement during the ceremony that the news was official that Winnipeg would soon be home to a new NHL franchise garnered attention from *Maclean’s*, Global, CTV, the *Winnipeg Sun* and *Winnipeg Free Press* all and the event has received almost 4,000 hits on the University of Manitoba’s YouTube channel.
- Finally with respect to Convocation, Public Affairs conducted media relations that resulted in considerable local media coverage, most notably a full page in the *Winnipeg Free Press*. Among other stories, the first Ph.D. graduate in peace and conflict studies was featured, thus solidifying the University of Manitoba’s preeminent position as an institution dedicated to furthering understanding of human rights issues.
- Peter Dalla-Vicenza has joined Public Affairs as the Communications Officer responsible for the Office of the President. Peter comes to the University of Manitoba after many years as a communications professional and policy analyst for the Province of Manitoba where he was responsible for a number of cabinet portfolios and for communications and policy within the Premier’s office. Peter also brings experience as a reporter and editor. He will be responsible for all communications activities as they relate to the Office of President and senior administration at the University.
- Please mark your calendars for Homecoming 2011: September 14 through 18.



AGENDA ITEM: Rescinding Outdated Policies

RECOMMENDED RESOLUTION:

That the Board of Governors rescind the following Board approved Policies:

**Leasing of Space by Union Groups (dated September 19, 1977);
Provision of Typing Services on a Contract Basis (dated September 7, 1976);
Use of the President's #1 Form (dated March 7, 1989);**

Action Requested: Approval Discussion/Advice Information

CONTEXT AND BACKGROUND:

The Leasing of Space by Union Groups Policy was approved at a time where requests for space by the Unions was an unusual event. The University has since developed practices for leasing of University space for many outside organizations and a special policy for leasing space to Union Groups is no longer necessary.

The Provision of Typing Services on a Contract Basis was approved at a time where there was a need to differentiate this specific independent contractor arrangement from employment circumstances. The University now has a Policy and Procedure on Independent Contractors and as a result this very specific policy is no longer needed.

The Use of the President's Form #1 was a policy that provided instructions on payroll and human resource changes for university staff. It was replaced several years ago after the introduction of the University's integrated Human Resource Information System (VIP).

RESOURCE REQUIREMENTS:

No additional funding or resources are required.

CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:

The elimination of outdated policies and procedures will provide greater clarity for new employees in their orientation to the University community.

IMPLICATIONS:

n/a

ALTERNATIVES:

n/a

CONSULTATION: *[delete if not applicable]*

Consultation has taken place with the Director of Human Resource Services, and the Office of the Vice-President (Administration).



Board of Governors Submission

Routing to the Board of Governors:

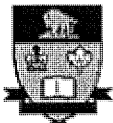
<u>Reviewed</u>	<u>Recommended</u>	<u>By</u>	<u>Date</u>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<i>Kerry Voss</i>	<i>June 3/11</i>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<i>Richard McCall</i>	<i>June 3/11</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>DD/EA</i>	<i>June 3, 2011</i>
<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>		

Submission prepared by: _____

Submission approved by: _____

Attachments

1. Leasing of Space by Union Groups (dated September 19, 1977);
2. Provision of Typing Services on a Contract Basis (dated September 7, 1976);
and
3. Use of the President's #1 Form (dated March 7, 1989).



Centre Heading

POLICY:	PROVISION OF TYPING SERVICES ON A CONTRACT BASIS
Effective Date:	September 10, 1976
Revised Date:	
Review Date:	
Approving Body:	Vice-President (Administration)
Authority:	
Implementation:	
Contact:	Human Resources Department
Applies to:	All Staff

The University has received from Revenue Canada Taxation two rulings regarding the applicability of the provisions of the Unemployment Insurance Act and the Canada Pension Plan to persons providing typing services to the University on a contract basis and performing these services during non-business hours. One ruling is based on services performed at home using one's own equipment and the other is based on services performed on campus using University equipment.

The Director of Taxation has ruled that persons providing typing services on a contract basis performed at home using one's own equipment are

1. not in insurable employment for the purposes of the Unemployment Insurance Act, and
2. not employees for the purposes of the Canada Pension Plan,

and that persons providing typing services on a contract basis performed on campus using University equipment are

1. in insurable employment for the purposes of the Unemployment Insurance Act, providing their earnings are equal to or greater than the minimum insurable earnings for the pay period, and
2. employees for the purposes of the Canada Pension Plan.

In order to ensure that the handling of future cases is consistent with these rulings, please process payment requests as follows:

1. for at home typing services, on a Purchase Requisition accompanied by an invoice for the services rendered and
2. for on campus typing services on a duly completed Comptroller's #8 Form with a rate of pay appropriate to the classification within the employee group in which the work belongs.

All questions relating to the handling of individual cases or the completing of the appropriate forms should be directed to the Human Resources Office.



GOVERNING DOCUMENTS: OPERATIONS

POLICY:	LEASING OF SPACE BY UNION GROUPS
Effective Date:	September 19, 1977
Revised Date:	
Review Date:	
Approving Body:	Vice-President (Administration)
Authority:	
Implementation:	
Contact:	Human Resources Office
Applies to:	All Staff

Requests for the leasing of space on The University of Manitoba Campus from unions representing bargaining units of employees at the University will be accommodated provided that space is available. All such requests should be directed to the Department of Human Resources.

Leases will be drawn up for a specified term and a specified rental charge. The terms of the leases will provide for the recovery of all costs associated with the space.

Charges will also be made for all other University services used by the union groups, and such charges will include administrative overhead on the services provided. Examples of such services are the mail service, the duplicating service, telephone services, and accounting services.



GOVERNING DOCUMENTS: STAFF

POLICY:	USE OF THE PRESIDENT'S #1 FORM
Effective Date:	December 17, 1975
Revised Date:	March 7, 1989
Review Date:	
Approving Body:	Vice-President (Administration)
Authority:	
Implementation:	
Contact:	Human Resources Office
Applies to:	All Staff

The President's #1 form is to be used for the following types of appointments of staff who are on an annual, bi-weekly or monthly salary. All appointments on a Comptroller #8 form must be hourly paid or lump sum payment.

Definitions of Types of Staff Appointment

These definitions are for the purpose of completing appointment forms only and are not necessarily those found within collective agreements or other policies.

1. Full Time (full-time appointment for one year or more): The President's #1 Form is used for the following staff: Support, Academic (with rank), Administrative, Senior Administrative, Executive and Special Academic.
2. Regular Part-Time (part-time appointment on a regular basis for a period of one year or more): The President's #1 Form is used for the following staff: Support, Academic (with rank), Administrative, Senior Administrative, Executive and Special Academic.
3. Full Time Sessional (appointment for full hours of work for a period of less than one year): The President's #1 Form is used for the following: Academic (with rank), Administrative, Senior Administrative, Executive and Special Academic. Form #8 is used for Support staff.
4. Part Time Sessional (appointment for less than full hours of work on a regular basis for a period of less than one year): Form #8 is used for Support and Special Academic staff. The President's #1 Form is used for Academic (with rank), Administrative, Senior Administrative and Executive staff.
5. Casual (appointment for varying hours of work on an irregular basis): Form #8 is used for Support and Special Academic staff.

Special Instructions for President's #1 Form for Transfers

In order to reduce administrative workload and costs, the following procedures for processing President's #1 Forms are to be used in cases where a staff member transfers from one department or account to another department or account.

1. Where a staff member is transferred or promoted from one budget unit to another, only the budget unit receiving the staff member is required to process a President's #1 Form.

2. As only one Dean's Office copy is provided, the receiving budget unit should send a photocopy of the form to the budget unit the staff member is leaving.
3. The "Pay from Account Number's" section in the top right hand corner of the form should indicate the budget accounts transferred TO and FROM.
4. Item 5 "Rank/Position/Classification" must always be completed showing both TO and FROM.
5. Item 7 "Remuneration" must always be completed showing both TO and FROM.
6. If the Form does not provide sufficient space to explain the budgetary details of the transfer, a memorandum explaining the situation should be attached to the form.

Flow of President's #1 Form

The outline below explains the flow of the President's #1 Form and the action at each stage of the procedure.

The form may be originated at steps 1, 2 or 3. The President or Vice-Presidents should originate forms for staff in their offices and put the form into the procedure at step 3.

NOTE: When revisions are made to the form at any stage, all earlier signees must be informed.

For Academic Staff (with rank), Administration, Senior Administration and Executive Staff

(Note: Academic staff with rank are those designated on the President's Form #1 as Professor, Associate Professor, Assistant Professor, Lecturer or Instructor I, Instructor II and Senior Instructor. All other academic staff must be categorized as Special Academic.)

1. Supervisor or Grantee - prepare form and sign - (Instructions on completion of President's #1 Form should be referred to);
2. Department Head - revise or approve and sign - remove Department Head's copy;
3. Dean, Director or Head of Administrative Unit - revise or approve and sign - remove Dean's copy;
4. Vice-President - revise or approve and sign;
5. Vice-President (Administration) - revise or approve and sign;
6. Secretary, Board of Governors - for forwarding to the Board where required - sign;
7. Employee Relations - Records - check and sign - remove Employee Relations copy;
8. Payroll - remove Payroll copy;
9. Employee Relations - burst and distribute remaining copies.

For Support and Special Academic Staff (without rank)

1. Supervisor or Grantee - prepare form and sign - (Instructions on completion of President's #1 Form should be referred to);
2. Department Head - revise or approve and sign - remove Department Head's copy;
3. Dean, Director or Head of Administrative Unit - revise or approve and sign - remove Dean's copy; (for Health Sciences Campus only - Send to Employee Relations Office - Health Sciences Campus);

4. Employee Relations - Records - check and sign - remove Employee Relations copy;

5. Vice-President (Administration) - revise or approve and sign;

Note: Steps 4 and 5 apply to Support Staff only - for Special Academic Staff (Without Rank) Steps 4 and 5 are reversed.

6. Payroll - remove Payroll copy;

7. Employee Relations - burst and distribute remaining copies.

Instructions for Completing the President's #1 Form

General Instructions

Questions relating to the completion of these forms should be referred to the Employee Relations Department, local 8462. (For those in the Faculties of Dentistry and Medicine, 786-3690.)

Specific Instructions

Date: Enter the date of completing the form in the top left hand corner.

Pay from Account Number(s): Enter the account number(s) which is (are) the source(s) of funds for the appointment in the top right hand corner.

1. Action Recommended

Please check the appropriate description. In some cases more than one designation may be required.

New Appointment: To be checked only for appointments new to the University.

Re-Appointment: To be checked when the previous appointment has run out and the staff member is to be re-appointed to the same position.

Granting of Tenure: Self-explanatory

Special Term Appointment: Not normally used

Salary Change: To be checked for merit or step increases or reclassifications. The staff member remains in the same position and only the salary is changed.

Resignation: To be checked when the staff member resigned before the appointment has run out.

Leave: To be checked when the staff member goes on leave. Please explain in "other" the type of leave, i.e. research study leave, etc. (Note: Support Staff Leaves Without Pay are processed on Form ER109.)

Change in Position: To be checked when the staff member is moved from one budget position to another in the same department or is transferred to another department. (Note: a "position" is designated by a single number in the budget. No such designation exists for grant accounts.)

Termination: To be checked if the appointment of the staff member is being terminated due to lack of funds, end of term of the appointment, dismissal, etc. (Note: Support Staff Layoffs are processed on Form ER110.)

Change in type or length of appointment: To be checked when a change is made in the length or type of the

original appointment.

Transfer: See special instructions for transfers. Change in source of funds: To be checked when changing the account (s) from which the funds for the appointment are obtained or the distribution of funds from different accounts.

Leave Replacement: To be checked when the staff member is replacing another employee who is on leave from the University.

Promotion: To be checked when awarding a higher rank or position.

Other (or additional information): To be checked and completed when further information is required.

2. Name In Full

Please type the complete name to aid in identification.

Address: Enter the complete home address. Where the local home address is not yet known for a new staff member, enter the Departmental address and forward a correction to the Payroll Office as soon as the information is known.

3. Essential

Social Insurance Number: Must be entered on all forms processed to facilitate identification.

Employee Number: Will be entered by the Payroll Department.

Date of Birth: This information is essential for all new staff.

Employee Group/Union: State the union group appropriate for the staff member. If the staff member should be excluded from a union, indicate "Managerial", "Confidential" or "Professional" (if "Professional" enter the name of the professional association under Professional Affiliation).

Code: Will be entered by the Employee Relations Department. (This code is used to identify the employee group or union affiliation in the computerized record system.)

Budget Position Number: For appointments on the operating budget, a budget position number must be entered before the form is sent to the Employee Relations Department. (There is a unique budget position number for each position in the budget, e.g. 670-6700-001.) For appointments on grant accounts, this space should be left blank.

Full Time: For regular full time appointments, enter "F/T". For academic appointments that are sessional in nature (i.e. for less than 12 months) but full time during the period of employment, enter an "S". Note: Where a regular full time appointment begins part way through the year and the beginning and ending dates encompass less than 12 months because the ending date must correspond to the end of a fiscal or academic year, the appointment should be characterized as regular full time (F/T) if that is the intention.

Part Time: For regular part time academic appointments (i.e. continuing for 12 months or more), enter "P/T". For sessional part time academic appointments (i.e. for less than 12 months) enter "S-P/T". For part time support staff appointments, enter the number of hours per week the employee will be working.

Full Time Equivalent: Enter the full time equivalent for the appointment for all staff. (For full time staff enter 1.0. For part time staff enter the appropriate fraction thereof.)

Marital Status: Must be completed for all new staff.

Sex: Must be completed for all new staff.

Professional Affiliation: Enter the name of the professional associations or societies of which the staff member is a member or eligible to become a member.

Degree: The degrees obtained, with the date(s) and institution(s), must be listed.

4. Department:

Give the full name of the department to which the staff member is being appointed.

Faculty:

Give the name of the faculty to which the staff member is to be appointed.

5. Rank/Position/Classification:

For academic staff enter the rank of the staff member.

For managerial, confidential or professional support staff enter the position title and where appropriate the pay classification, (e.g. Confidential Secretary to the Dean.)

For managerial and confidential academic staff enter the rank and position title, (e.g. Professor, Dean.)

For unionized support staff enter the pay classification in accordance with the appropriate agreement. Also where there is a step range show the appropriate step, (e.g. Technician 3 Step 2).

Where there is a change in rank, position or classification state both the old and the new, (e.g. from Technician 2 to Technician 3).

6. Type of Appointment:

Check the type of appointment and enter the dates as appropriate. Note: Part time academic appointments should be identified as term or contingent, as appropriate. The academic designation should be used for those with rank of Professor, Associate Professor, Assistant Professor, Lecturer and Instructor I, Instructor II or Senior Instructor. All other academic staff must be categorized as Special Academic.

7. Remuneration:

State annual or sessional salary to be paid and check the appropriate box (annual or per session). Note: Sessional staff are those appointed for less than a full year. For academic staff enter the annual salary rate for those appointed for a full year or more, and the sessional rate for those appointed for less than a full year. For support staff, enter the annual salary rate.

Where there is a change in salary, indicate from to .

8. How Payable:

Check the appropriate box and calculate the amount from 7. above.

For monthly salaries divide the annual salary by 12 for the per session salary by the number of months involved.

For bi-weekly salaries, obtain the appropriate rate from the union agreement or, for excluded support staff, divide the

annual rate by 12 and multiply the result by .461538.

9. Salary Review Date: (For support staff only)

Enter the date for salary review.

For appointments this date will be in the letter of appointment.

For excluded support staff enter April 1st of the following year.

10. Effective Date(s):

For all actions other than appointments, enter the dates on which the action is to be effective. For promotions, changes in source of funds, salary changes, etc. put the date in the blank "from". For resignations or terminations, enter the effective date in the blank "ending". This date should be the last day worked, and the vacation accrued and owing (for support staff only) should be shown on an attached form No. ER 107 - Reconciliation of Vacation Pay.

11. New Position:

Check if the position being filled is new and has not been filled before.

Or person replaced: Enter the name of the previous incumbent's name for all positions other than new positions.

12. Does This Person Receive Remuneration From Any Other University Department or Research Grant?

Indicate yes or no.

If yes, indicate the amount(s) and the account(s) as appropriate.

Office of the University Secretary
312 Administration Building
University of Manitoba, Winnipeg, MB R3T 2N2 Canada
Tel 204-474-9593 Fax 204-474-7511 Email jouanl@ms.umanitoba.ca
umanitoba.ca/governance



AGENDA ITEM: Report of the Senate Committee on Awards – Part A [dated April 11, 2011]

RECOMMENDED RESOLUTION:

THAT the Board of Governors approve thirteen new offers, nineteen amended offers, and the withdrawal of three offers as set out in Appendix A of the Report of the Senate Committee on Awards – Part A [dated April 11, 2011].

Action Requested: Approval Discussion/Advice Information

CONTEXT AND BACKGROUND:

At its meeting on April 11, 2011, the Senate Committee on Awards approved thirteen new offers, nineteen amended offer, and the withdrawal of three offers, as set out in Appendix A of the Report.

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 May 18, 2011.



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	April 11, 2011
X	X	Senate Executive	May 4, 2011
X	X	Senate	May 18, 2011
<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>		
		Senate	

Submission prepared by:

Submission approved by: University Secretary

Attachments

- Report of the Senate Committee on Awards [April 11, 2011]

REPORT OF THE SENATE COMMITTEE ON AWARDS – PART A

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 April 11, 2011 the Senate Committee on Awards approved thirteen new offers, nineteen amended offers, and the withdrawal of three offers, as set out in Appendix A of the *Report of the Senate Committee on Awards - Part A* (dated April 11, 2011).

Recommendations

On behalf of Senate, the Senate Committee on Awards recommends that the Board of Governors approve thirteen new offers, nineteen amended offers, and the withdrawal of three offers, as set out in Appendix A of the *Report of the Senate Committee on Awards – Part A* (dated April 11, 2011). 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
April 11, 2011

1. NEW OFFERS

Dr. Jennifer Burton Bursary in Medicine

Dr. Jennifer Burton (M.D./94) has established an endowment fund at the University of Manitoba, with an initial gift of \$51,000 in 2010. The Manitoba Scholarship and Bursary Initiative has made a contribution to the fund. The fund will be used to provide bursary assistance to students in the Faculty of Medicine who have returned to university in order to pursue a second career in medicine. The donor has provided an additional gift of \$1,000 to offer the initial bursary (one) in the 2011/2012 academic session. In subsequent years, the available annual interest from the fund will be used to offer one or more bursaries to students who:

- (1) have spent at least ten years in the workforce or as a stay-at-home parent prior to returning to university to pursue a second career in Medicine;
- (2) are enrolled full-time in the Faculty of Medicine, in the Undergraduate Medical Education program;
- (3) have demonstrated financial need on the standard University of Manitoba bursary application form.

Candidates will be required to submit, in addition to the standard University of Manitoba bursary application form, a supplementary application to document that they have spent at least ten years in the workforce or as a stay-at-home parent prior to returning to university to study Medicine.

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

The selection committee will be named by the Dean, Faculty of Medicine (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.

Clinical Pharmacy I Award of Excellence

Mrs. Kristine Petrasko provides an annual contribution to offer the Clinical Pharmacy 1 Award of Excellence to a student in the Faculty of Pharmacy. One prize, valued at \$500, will be offered to a student who:

- (1) has completed the second year of the B.Sc. in Pharmacy;
- (2) has achieved a minimum degree grade point average of 3.0;
- (3) has shown outstanding merit in Clinical Pharmacy 1 (currently numbered PHRM 2310).

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

Philip and Marjorie Eckman Scholarship in Engineering

Marjorie Eckman has established an endowment fund at the University of Manitoba in honour of her husband Philip Eckman (B.Sc./38). Philip graduated with a Bachelor of Science in Geology from the University of Manitoba in 1938. In 1940, he returned to the University to complete a 'pre-Master's' year in geology. The purpose of the fund is to provide scholarships for Engineering graduate students. The available annual interest from the fund will be used to offer one scholarship to a graduate student who:

- (1) is a Canadian citizen;
- (2) is enrolled full-time in the Faculty of Graduate Studies in a Masters or Doctoral program delivered by one of the following departments in the Faculty of Engineering: Civil Engineering, Electrical and Computer Engineering, Mechanical and Manufacturing Engineering;
- (3) has achieved a minimum degree grade point average of 3.5 (or equivalent) based on the last 60 credit hours of study (or equivalent);
- (4) has demonstrated exceptional research ability, as determined by the selection committee.

Candidates will be required to submit an application that will include a description of their proposed or ongoing research (maximum 500 words), a current academic transcript(s), and an academic letter of reference from a professor at a post-secondary institution.

The selection committee will provide the donor with a copy of the recipient's research proposal.

The Dean of the Faculty of Graduate Studies (or designate) will ask the Chair of the Scholarships, Bursaries, and Awards Committee of the Faculty of Engineering to convene the selection committee for this award.

Elaine Goldie Entrance Bursary

In honour of Mrs. Elaine Goldie, an endowment fund has been established at the University of Manitoba to commemorate her tenure as Vice-President (External) of the University (2001 – 2010). The Manitoba Scholarship and Bursary Initiative has made a contribution to the fund. The purpose of the fund is to provide financial assistance to graduates of Dauphin Regional Comprehensive Secondary School who will undertake post-secondary studies at the University of Manitoba. The available annual interest from the fund will be used to offer one bursary to an undergraduate student who:

- (1) has graduated from Dauphin Regional Comprehensive Secondary School;
- (2) registers for full-time study in University 1 or any direct entry program;
- (3) has achieved a minimum average of 70 percent (or equivalent) on the high school courses used for admission;
- (4) has demonstrated financial need based on a government student loan assessment and has completed a 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.

Emil and Lynette Hain Graduate Scholarship for Engineering

Mr. Emil Hain (B.Sc.(C.E.)/59) and Mrs. Lynette Hain have established an endowment fund at the University of Manitoba, with an initial gift of \$25,000 in 2011. The purpose of the award is to provide scholarship support for Engineering graduate students. The available annual income 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 any Master's or Doctoral program delivered by a Department in the Faculty of Engineering;
- (2) has achieved a minimum degree grade point average of 3.5 (or equivalent) based on the last 60 credit hours (or equivalent);
- (3) has demonstrated exceptional research ability, as determined by the selection committee.

Candidates will be required to submit an application which will consist of (a) a description of their proposed or ongoing research (maximum 500 words), (b) a current academic transcript(s), (c) a current *curriculum vitae*, and (d) two academic letters of reference from professors at a post-secondary institution.

Recipients may hold the Emil and Lynette Hain Graduate Scholarship for Engineering concurrently with any other awards, consistent with policies in the Faculty of Graduate Studies. The Scholarship is not automatically renewable but previous recipients may reapply.

The Dean of the Faculty of Graduate Studies (or designate) will ask the Chair of the Scholarships, Bursaries, and Awards Committee of the Faculty of Engineering to convene 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.

Kenneth Peaker Memorial Bursary

In memory of Dr. Kenneth Peaker (B.Sc/55, P.Eng), family, friends, and colleagues have established an endowment fund at the University of Manitoba. The fund will be used to provide bursary support to students pursuing graduate research in Civil Engineering. The available annual interest from the fund will be used to offer one bursary to a graduate student who:

- (1) is registered full-time in the Faculty of Graduate Studies in the first two years of an M.Sc. program or the first four years of a Ph.D. program delivered by the Department of Civil Engineering;
- (2) has achieved a minimum degree grade point average of 3.0 (or equivalent) based on the last 60 credit hours of study;
- (3) has demonstrated financial need on the standard University of Manitoba bursary application form.

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.

President's Award for Mentoring International Leadership Excellence through Sport (MILES)

The Office of the President and the Faculty of Kinesiology and Recreation Management at the University of Manitoba, together with the Canada Swahili Institute and the Kenyan Association of Manitoba, will offer three renewable scholarships, over a period of 12 years beginning in the 2011/2012 academic session, to provide access to post-secondary education in the areas of physical education, kinesiology, and recreation management, for students who completed high school under sponsorship of the Terik Essential Programmes Agency for Development (TEPAD).

Since 2005, the Faculty of Kinesiology and Recreation Management and the Bison Sport Track and Field Team at the University of Manitoba have supported TEPAD with fund raising activities to provide access to high school education, extracurricular track and field training programs, and sport participation in general, to children and youth in Nandi County of Kenya. Building on this foundation, *Sport Without Borders*, a partnership involving researchers, practitioners, and community groups in Canada and Kenya with interests in sport for development, started in 2008. The President's Award for Mentoring International Leadership Excellence through Sport (MILES) is intended to extend the aims of this collaborative sport and recreation initiative.

The Financial Aid and Awards office (Enrolment Services) and the Faculty of Kinesiology and Recreation Management will each provide \$10,000 per year for a period of twelve (12) years to support the scholarship. The Canada Swahili Institute will provide room and board for at least one, and up to four years, for each recipient.

One scholarship, with a value of \$20,000, will be offered to an undergraduate student who:

- (1) has successfully completed high school and has been recommended by Terik Essential Programs Agency for Development (TEPAD);
- (2) meets the requirements for admission to University 1 at the University of Manitoba;
- (3) is enrolled full-time (minimum 24 credit hours), in the first year of study, in either University 1 or the Faculty of Kinesiology and Recreation Management;
- (4) has demonstrated leadership skills and commitment to sport that furthers his or her personal aspirations and the community.

The scholarship is renewable at the same value 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 Faculty of Kinesiology and Recreation Management, in any undergraduate program offered by that Faculty;
- (2) maintains satisfactory academic progression toward his or her degree program;
- (3) demonstrates continued leadership on inter-cultural exchange and sport development.

Candidates will be required to submit an application that includes: (i) a copy of their high school transcript; (ii) a statement (maximum 500 words) outlining how they have demonstrated leadership skills and a commitment to sport and how these qualities have furthered their personal aspirations and the community; and (iii) two letters of reference, one from a high school teacher familiar with their academic work and one from a member of the community.

Only one student may hold the President's Award for Mentoring International Leadership Excellence through Sports (MILES) at any one time.

In the event that a recipient does not qualify for continuation of the Award, the award may not be offered, and a new recipient will be identified for a subsequent academic session.

TEPAD will nominate at least three and at most five candidates who will be forwarded to the University of Manitoba for final selection by the selection committee.

The selection committee will be the Undergraduate Academic Awards Committee of the Faculty of Kinesiology and Recreation Management.

UMSU International Student Award

The University of Manitoba Students' Union (UMSU) provides an annual contribution to the University of Manitoba, to offer the UMSU International Student Award. The purpose of the award is twofold; to offset increasing tuition fees paid by international students and to recognize international students who have made significant contributions to student life. Two scholarships, valued at \$1,000 each, will be offered to undergraduate students who:

- (1) are international students;
- (2) are enrolled either full-time or part-time in any faculty or school at the University, excepting the Faculty of Graduate Studies, and are members of UMSU;
- (3) have achieved a minimum degree grade point average of 3.0;
- (4) have enhanced student life at the University of Manitoba through their active participation in one or more student initiatives, campaigns, or organizations.

Candidates must submit an application form for the UMSU International Student Award, a statement (maximum 500 words) outlining how they meet the requirements for the award, and two letters of recommendation from people with first-hand knowledge of how the candidate has enhanced student life at the University, preferably from members of the campus community.

The UMSU International Student Award may not be held in the same academic session (i.e. September 1 through August 31) as any of the following awards: Social Justice Activism Award, the UMSU Student Movement Award, the UMSU Student Involvement Award – Governance (Ed Anderson), or the UMSU Student Involvement Award – Campus Community.

The selection committee will be the voting members of the Board of Trustees of the UMSU Scholarship and Bursary Fund and the UMSU Endowment Fund.

UMSU Social Justice Activism Award

The University of Manitoba Students' Union (UMSU) provides an annual contribution to the University of Manitoba, to offer the UMSU Social Justice Activism Award. The purpose of the award is to recognize students who have shown exemplary skill, initiative, hard work, and leadership qualities through their involvement in initiatives that promote social justice and equity. Two prizes, valued at \$1,000 each, will be offered to undergraduate students who:

- (1) are enrolled either full-time or part-time in any faculty or school at the University, excepting the Faculty of Graduate Studies, and are members of UMSU;
- (2) have achieved a minimum degree grade point average of 3.0;
- (3) have demonstrated a commitment to the principles of social justice and equity through their leadership and by their active participation in initiatives and organizations, within the University and/or the broader community, that promote these principles.

Candidates must submit an application form for the UMSU Social Justice Activism Award, a statement (maximum 500 words) outlining how they meet the requirements for the award, and two

letters of recommendation from people with first-hand knowledge of how the candidate has demonstrated leadership and a commitment to social justice and equity.

The UMSU Social Justice and Activism Award may not be held in the same academic session (i.e. September 1 through August 31) as any of the following awards: the UMSU International Student Award, the UMSU Student Movement Award, the UMSU Student Involvement Award – Governance (Ed Anderson), or the UMSU Student Involvement Award – Campus Community.

The selection committee will be the voting members of the Board of Trustees of the UMSU Scholarship and Bursary Fund and the UMSU Endowment Fund.

UMSU Student Involvement Award – Campus Community

The University of Manitoba Students' Union (UMSU) provides an annual contribution to the University of Manitoba, to offer the UMSU Student Involvement Award – Campus Community. The purpose of the award is to recognize students who have demonstrated a combination of skill, initiative, and dedication to building campus community at the University. Two prizes, valued at \$1,000 each, will be offered to undergraduate students who:

- (1) are enrolled either full-time or part-time in any faculty or school at the University, excepting the Faculty of Graduate Studies, and are members of UMSU;
- (2) have achieved a minimum degree grade point average of 3.0;
- (3) have demonstrated a combination of skill, initiative, and dedication to building campus community as an avenue to improving the academic and/or non-academic lives of students through active service in a student organization and/or initiative, including but not limited to, an UMSU-recognized student group or student service group.

Candidates must submit an application form for the UMSU Student Involvement Award – Campus Community, a statement (maximum 500 words) outlining how they meet the requirements for the award, and two letters of recommendation from people with first-hand knowledge of how the candidate has demonstrated his/her dedication to building campus community.

The UMSU Student Involvement Award – Campus Community may not be held in the same academic session (i.e. September 1 through August 31) as any of the following awards: the UMSU International Student Award, the UMSU Social Justice and Activism Award, the UMSU Student Movement Award, or the UMSU Student Involvement Award – Governance (Ed Anderson).

The selection committee will be the voting members of the Board of Trustees of the UMSU Scholarship and Bursary Fund and the UMSU Endowment Fund.

UMSU Student Involvement Award – Governance (Ed Anderson)

The University of Manitoba Students' Union (UMSU) provides an annual contribution to the University of Manitoba, to offer the UMSU Student Involvement Award – Governance (Ed Anderson). The purpose of the award is to recognize students who have shown exemplary skill, initiative, and dedication working as part of, or in support of, various levels of collegial and student governance at the University. Two prizes, valued at \$1,000 each, will be offered to undergraduate students who:

- (1) are enrolled either full-time or part-time in any faculty or school at the University, excepting the Faculty of Graduate Studies, and are members of UMSU;
- (2) have achieved a minimum degree grade point average of 3.0;

- (3) have demonstrated a combination of skill, initiative, and dedication to student and/or collegial governance as an avenue to improving the academic and/or non-academic lives of students;
- (4) have demonstrated commitment to student and/or collegial governance, including but not limited to active participation in any of the following or their committees, subcommittees, or other subsidiaries: (a) UMSU Council; (b) faculty councils and student faculty councils; (c) the Board of Governors; and/or (d) the Senate.

Candidates must submit an application form for the UMSU Student Involvement Award – Governance (Ed Anderson), a statement (maximum 500 words) outlining how they meet the requirements for the award, and two letters of recommendation from people with first-hand knowledge of how the candidate has met the requirements set out in criteria (2) and (3).

The UMSU Student Involvement Award – Governance (Ed Anderson) may not be held in the same academic session (i.e. September 1 through August 31) as any of the following awards: the UMSU International Student Award, the UMSU Social Justice and Activism Award, the UMSU Student Movement Award, or the UMSU Student Involvement Award – Campus Community.

The selection committee will be the voting members of the Board of Trustees of the UMSU Scholarship and Bursary Fund and the UMSU Endowment Fund.

UMSU Student Movement Award

The University of Manitoba Students' Union (UMSU) provides an annual contribution to the University of Manitoba, to offer the UMSU Student Movement Award. The purpose of the award is to recognize students who have shown exemplary skill, initiative, and hard work in support of the student movement. Two prizes, valued at \$1,000 each, will be offered to undergraduate students who:

- (1) are enrolled either full-time or part-time in any faculty or school at the University, excepting the Faculty of Graduate Studies, and are members of UMSU;
- (2) have achieved a minimum degree grade point average of 3.0;
- (3) have demonstrated exceptional skills, initiative, and hard work in support of the student movement through their active participation in campaigns and other student initiatives as part of the student movement.

Candidates must submit an application form for the UMSU Student Movement Award, a statement (maximum 500 words) outlining how they meet the requirements for the award, and two letters of recommendation from people with first-hand knowledge of how the candidate has demonstrated exceptional skills, initiative, and hard work in support of the student movement.

The UMSU Student Movement Award may not be held in the same academic session (i.e. September 1 through August 31) as any of the following awards: the UMSU International Student Award, the UMSU Social Justice and Activism Award, the UMSU Student Involvement Award – Governance, or the UMSU Student Involvement Award – Campus Community.

The selection committee will be the voting members of the Board of Trustees of the UMSU Scholarship and Bursary Fund and the UMSU Endowment Fund.

Philipp and Anna Wiebe Scholarship

Philipp Ens, George D. Wiebe, and Alfred Schellenberg have established the Philipp and Anna Wiebe Endowment Fund with a gift to the Mennonite Foundation of Canada (MFC). A portion of the

earnings on the fund will be used to offer a scholarship for a student in the Marcel A. Desautels Faculty of Music, at the University of Manitoba. Normally, one scholarship will be offered each year. The scholarship will be offered to a graduate student who:

- (1) is enrolled full-time in the Faculty of Graduate Studies, in a Master of Music program;
- (2) has achieved a minimum degree grade point average of 3.5 (or equivalent) based on the last 60 credit hours of study (or equivalent);
- (3) has demonstrated outstanding musical and leadership abilities in choral conducting;
- (4) has demonstrated a strong interest in choral music, generally, embracing a variety of secular and sacred musical styles, and a particular interest in the music of the congregation.

In any given year that there is no qualified graduate student, the scholarship will be offered to an undergraduate student who:

- (1) is enrolled full-time in the Marcel A. Desautels Faculty of Music;
- (2) has achieved a minimum degree grade point average of 3.5;
- (3) has demonstrated outstanding musical and leadership abilities in choral conducting;
- (4) has demonstrated a strong interest in choral music, generally, embracing a variety of secular and sacred musical styles, and a particular interest in the music of the congregation.

Each year, the MFC will report the available earnings from the fund to Financial Aid and Awards at the University of Manitoba. In any given year that there is no qualified candidate at the University, the MFC may allocate the available earnings to a second institution designated in the Memorandum of Understanding between the donors and the MCF. In any given year that there is no qualified candidate at the other institution, a second scholarship may be available for a qualified candidate at the University of Manitoba. If no qualified candidates are identified at either institution, the earnings may be carried forward to the next year.

The Dean, Faculty of Graduate Studies (or designate) will ask the Dean, Marcel A. Desautels Faculty of Music (or designate) to name the selection committee for the graduate scholarship. The Dean, Marcel A. Desautels Faculty of Music (or designate) will name the selection committee for the undergraduate scholarship.

The Dean, Marcel A. Desautels Faculty of Music, with the written agreement of the Mennonite Foundation Canada, is authorized to recommend to the Senate Committee on Awards, for approval, amendments to the terms of the scholarship as changing circumstances may require.

2. AMENDMENTS

Ed Anderson Award Top-Up Fund

Following the withdrawal of the UMSU – Ed Anderson Award (Senate, April 6, 2011), the terms of reference for the Ed Anderson Award Top-Up Fund have been amended to indicate that the Fund will now be used to top-up the newly established UMSU Student Involvement Award – Governance (Ed Anderson). Editorial changes have also been made.

Athletic Therapy Students Association (ATSA) Scholarship

Criteria (1) and (2) of the terms of reference for the Athletic Therapy Students Association (ATSA) Scholarship have been amended to define full-time enrolment, for the purpose of this award, as a minimum 60 percent course load.

Allan Bronfman Family Bursary in the I.H. Asper School of Business

A number of changes have been made to the terms of reference for the Allan Bronfman Family Bursary in the I.H. Asper School of Business:

- The opening paragraph has been revised to acknowledge additional gifts made to the endowment fund since it was established ca. 1970. The revised paragraph reads:

Through the generosity of Messrs. Allan, Edward, and Peter Bronfman, a fund in support of the Allan Bronfman Family Bursaries was established at the University of Manitoba ca. 1970, with an initial gift of \$25,000. With subsequent contributions from the Bronfman family; including a gift of \$30,000 from Mr. David Bronfman through the Jewish Foundation of Greater Toronto, made in memory of his father Edward, in 2006; the fund is valued at \$81,845, in 2011...
- For the purpose of this entrance award, the academic year is now defined in the terms as beginning January 1 and continuing through December 31 (e.g., students admitted at any program entry point that falls within the 2011 calendar year would be considered for the scholarships for 2011/2012 regular academic session).
- The description of the selection committee has been changed to read: “The Dean of the Faculty of Graduate Studies (or designate) will ask the Chair of the M.B.A. Program Committee to convene the selection committee for this award.”
- A number of editorial amendments have been made.

Allan Bronfman Family Bursary in the Faculty of Law

The following revisions have been made to the terms of reference for the Allan Bronfman Family Bursary in the Faculty of Law:

- The opening paragraph has been revised to acknowledge additional gifts made to the endowment fund since it was established ca. 1970, as set out above for the Allan Bronfman Family Bursary in the I.H. Asper School of Business.
- The description of the selection committee has been changed to read: “The selection committee for this bursary will be the Faculty of Law Awards Committee.”

Allan Bronfman Family Bursary in the Faculty of Medicine

The following revisions have been made to the terms of reference for the Allan Bronfman Family Bursary in the Faculty of Medicine:

- The opening paragraph has been revised to acknowledge additional gifts made to the endowment fund since it was established ca. 1970, as set out above for the Allan Bronfman Family Bursary in the I.H. Asper School of Business.
- The description of the selection committee has been changed to read: “The selection committee for this bursary will be named by the Dean, Faculty of Medicine (or designate).”

Dr. Vivian Bruce Scholarship

Terms of reference for the Dr. Vivian Bruce Scholarship, which was formerly offered to the student graduating from the Bachelor of Human Ecology degree with the highest grade point average over the four years of the program, have been revised to offer the scholarship to the student who:

- (1) has completed between 54 and 87 credit hours toward one of the following degree programs: Bachelor of Health Sciences, Bachelor of Health Studies, Bachelor of Human Ecology ;
 - (2) has achieved a minimum degree grade point average of 3.25;
 - (3) in the next ensuing academic session, is enrolled full-time in the Faculty of Human Ecology in the third year of one of the degree programs listed in criterion (1).
- The revised terms specify that the selection committee will be the Student Standing and Awards Committee of the Faculty of Human Ecology.

Canadian Credit Management Foundation Asper MBA Fellowship

Two amendments have been made to the terms of reference for the Canadian Credit Management Foundation Asper MBA Fellowship:

- For the purpose of this entrance award, the academic year is now defined in the terms as beginning January 1 and continuing through December 31, as set out above for the the Allan Bronfman Family Bursary in the I.H. Asper School of Business.
- The description of the selection committee has been changed to read: “The Dean of the Faculty of Graduate Studies (or designate) will ask the Chair of the M.B.A. Program Committee to convene the selection committee for this award.”

The Berdie and Irvin Cohen Award in Peace and Conflict Studies

Several changes have been made to the terms of reference for the Berdie and Irvin Cohen Award in Peace and Conflict Studies:

- Criterion (1) has been revised to open the award to students in the Ph.D. in Peace and Conflict Studies, in addition to students in any Master’s or Ph.D. program delivered by a department in the Faculty of Arts.
- The description of the selection committee has been changed to read: “The Dean of the Faculty of Graduate Studies (or designate) will ask the Dean, Faculty of Arts (or designate) to convene the selection committee for this award, which shall be composed of the Dean, Faculty of Arts (or designate) as chair, the donor, two faculty members of the Faculty of Arts on regular appointment (one each from a Social Sciences and a Humanities department), and one faculty member of the Arthur V. Mauro Centre for Peace and Justice on regular appointment.”
- A number of editorial changes have been made.

Philip and Marjorie Eckman Scholarship in Honour of Justin DeLury

Several amendments have been made to the terms of reference for the Philip and Marjorie Eckman Scholarship in Honour of Justin DeLury:

- The opening paragraph has been revised to read:

Marjorie Eckman has established an endowment fund at the University of Manitoba in honour of her husband Philip Eckman (B.Sc./38). Philip graduated with a Bachelor of Science in Geology from the University of Manitoba in 1938. In 1940, he returned to the University to complete a 'pre-Master's' year in geology under J.S. DeLury, for whom he had a great admiration. The purpose of the fund is to provide scholarships for students in the Department of Geological Sciences. The available annual interest will be used to provide one or more scholarships...

- At the request of the donor, a requirement has been added restricting the pool of eligible candidates to students who are Canadian citizens.
- In addition to undergraduate students, the Scholarship will also be open to graduate students who:
 - (1) are enrolled full-time in the Faculty of Graduate Studies, in a Master's or Doctoral program delivered by the Department of Geological Sciences;
 - (2) are undertaking thesis research pertaining to mining engineering (engineering geology, mining geology or geophysics) or hard rock geology;
 - (3) have achieved a minimum degree grade point average of 3.5 (or equivalent) based on the last 60 credit hours (or equivalent);
- One reference to cumulative grade point average has been updated to degree grade point average.
- A number of editorial changes have been made.

Christina Gow Community Health Nursing Scholarship

A number of changes have been made to the terms of reference for the Christina Gow Community Health Nursing Scholarship, for graduate students in Nursing:

- The available annual interest from the endowment fund will now be used to offer one scholarship on an annual basis. Previously, the interest earned over two years was disbursed biennially.
- Criterion (3) (formerly criterion (2)) has been revised to read: "[who] has completed 6 credit hours in the program with a focus in community health nursing."
- The application deadline of April 30 has been removed from the terms and replaced with 'the designated deadline date.'
- The description of the selection committee has been changed to read: "The Dean of the Faculty of Graduate Studies (or designate) will ask the Chair of the Graduate Studies Committee in the Faculty of Nursing to convene the selection committee, which will include one graduate faculty member teaching a community health nursing course and a family member of Professor Gow (or designate)."
- A number of editorial changes have been made.

Human Anatomy and Cell Science Merit Award

Two amendments have been made to the terms of reference for Human Anatomy and Cell Science Merit Award:

- The second paragraph has been revised to read: "The selection committee will have the discretion to determine the number and value of awards offered annually based on the number of students who have received a poster award at the [eligible] poster competitions and the available funding, with the *proviso* that the value of an individual award will not exceed \$500."

- The description of the selection committee has been changed to read: “The Dean of the Faculty of Graduate Studies (or designate) will ask the Head of the Department of Human Anatomy and Cell Science (or designate) to name the selection committee for this award.”

Introductory Political Studies Award

The following amendments have been made to the terms of reference for the Introductory Political Studies Award:

- The name of the award has been changed to the Lambert Prize in Introductory Political Studies.
- The value of the award has been changed to: \$250 from: \$150.
- In criterion (2), the course number POLS 1500 has been updated from 19.150. The course number 19.156 has been deleted.
- One reference to ‘cumulative grade point average’ has been updated to ‘degree grade point average.’

Judge Ross A. Johnston Prize for Family Law

Several revisions have been made to the terms of reference for Judge Ross A. Johnston Prize for Family Law:

- The available annual interest from the fund that supports the prize will now be used to offer one or more prizes. Previously, the terms directed that the full or partial amount of the revenue would be used to offer one prize.
- The selection committee will have the discretion to determine the number and value of awards offered each year.
- Course numbers for Family Law (LAW 2640, A01 and A02), Clinical Law (LAW 3250), Children and the Law (LAW 3090), and Advanced Family Law (LAW 3980, CRN 14307) have been updated from 45.256, 45.390, 45.309, and 45.325, respectively.

Howard Lees Scholarship in Microbiology

The following amendments have been made to the terms of reference for the Howard Lees Scholarship in Microbiology:

- The revised terms explicate that the award value is equal to the available annual interest from the fund.
- Criterion (1) has been revised to stipulate that the recipient will have graduated from an eligible undergraduate program within the last 12 months.
- A criterion has been added to define the parameters of the entering year, for the purpose of this graduate award. Criterion (2) reads: “[who] is admitted to the Faculty of Graduate Studies on one of the preceding May, September, or January program entry dates and subsequently is enrolled full-time in the first year of a graduate program delivered by the Department of Microbiology.”
- A statement has been added to indicate that the award will normally be offered in February of each year.

- The description of the selection committee has been changed to read: “The Dean of the Faculty of Graduate Studies (or designate) will ask the Head (or designate) of the Department of Microbiology to name the selection committee for this award.”
- A number of editorial changes have been made.

Lockhart Award for Family Social Sciences

The value for the Lockhart Award for Family Social Sciences has been amended to: \$350 from: \$500, in the terms of reference.

John A. MacDiarmid Scholarship

Two changes have been made to the terms of reference for the John A. MacDiarmid Scholarship:

- In the opening paragraph, the name of the Faculty has been updated to the Faculty of Kinesiology and Recreation Management.
- Criterion (2) has been revised to define full-time enrolment, for the purpose of this award, as a minimum 80 percent course load.

M.B.A. Entrance Scholarships

Two amendments have been made to the terms of reference for the M.B.A. Entrance Scholarships:

- For the purpose of this entrance award, the academic year is now defined in the terms as beginning January 1 and continuing through December 31, as set out above for the the Allan Bronfman Family Bursary in the I.H. Asper School of Business.
- The description of the selection committee has been changed to read: “The Dean of the Faculty of Graduate Studies (or designate) will ask the Chair of the M.B.A. Program Committee to convene the selection committee for this award.”

Christine Michalchyshyn Memorial Bursary

The following amendments have been made to the terms of reference for the Christine Michalchyshyn Memorial Bursary:

- The revised terms clarify that the value of the award is equal to the available annual interest from the fund.
- In any year that there is no qualified candidate in the Master of Nursing program, the revised terms will allow the Faculty of Nursing to offer the bursary to an undergraduate student who:
 - (1) is enrolled full-time or part-time in the Faculty of Nursing, in Year 3 or Year 4 of the Bachelor of Nursing Program;
 - (2) has demonstrated excellence in scholarship;
 - (3) has demonstrated leadership;
 - (4) has demonstrated collegiality;
 - (5) has demonstrated financial need (i.e., according to bursary standards set by the University of Manitoba).

- The description of the selection committee has been changed to read: “The selection committee for the graduate bursary will be the Graduate Studies Committee in the Faculty of Nursing. The selection committee for the undergraduate bursary will be the Student Promotions and Awards Committee of the Faculty of Nursing.”

R.E. Waugh – University of Manitoba Scholarship

The following amendments have been made to the terms of reference for the R.E. Waugh – University of Manitoba Scholarship, which is offered to dependents of permanent employees of Scotiabank:

- The agreement with the donor has been renewed to offer this renewable entrance scholarship to one new recipient in each of the 2012/2013 and 2013/2014 academic sessions.
- Criterion (1) has been amended to allow students entering the I.H. Asper School of Business (direct entry, Business Year 1), in addition to students entering University 1, to hold the award.
- The revised criterion (2) opens the award to eligible dependents of permanent employees of Scotiabank, regardless of the location of employment. Previously, the award was restricted to dependents of Scotiabank employees at an office outside of Canada and the United States, excluding expatriate Canadians and Americans.
- An additional criterion (criterion (3)) requires that the recipient is fluent in either English and Spanish or English and Cantonese/Mandarin.
- The revised terms require that Financial Aid and Awards provide the donor with a copy of the scholarship application submitted by the student named to receive the award, for review.
- Several editorial changes have been made.

3. WITHDRAWALS

Enbridge Manitoba Archaeology Award

Terms of reference for the Enbridge Manitoba Archaeology Award, a one-time scholarship for graduate students in Anthropology have been withdrawn, as the award has been offered in the 2010/2011 academic session.

McCarthy Tetrault Leadership Awards

Terms of reference for the McCarthy Tetrault Leadership Awards, for undergraduate students in the Faculty of Law, have been withdrawn. The Scholarship was established for a terms of three years, which has come to a close.

Maxim Truck & Trailer Scholarship for Jazz Studies

Terms of reference for the Maxim Truck & Trailer Scholarship for Jazz Studies have been withdrawn. The Scholarship was established for a terms of three years, which has come to a close.

REPORT OF THE SENATE COMMITTEE ON AWARDS – PART B

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)

Observation

At its meeting of April 11, 2011, the Senate Committee on Awards reviewed six new offers that appear to be discriminatory according to the policy on the *Non-Acceptance of Discriminatory Awards*.

Recommendation

The Senate Committee on Awards recommends that Senate and the Board of Governors approve six new offers, as set out in Appendix A of the *Report of the Senate Committee on Awards- Part B* (dated April 11, 2011).

Respectfully submitted,

Dr. Philip Hultin
Chair, Senate Committee on Awards

Appendix A

MEETING OF THE SENATE COMMITTEE ON AWARDS April 11, 2011

1. NEW OFFERS

Dr. Christine Egan Memorial Scholarship

In memory of Dr. Christine Egan (Ph.D./99), who died tragically on September 11, 2001, her family, friends, and estate have established an endowment fund at the University of Manitoba. The purpose of the fund is to perpetuate her values of generosity and caring for others and her commitment to health and education in Nunavut. The purpose of the scholarship is to expand opportunities for the Inuit of Nunavut to study nursing by providing scholarship support to promising Nunavut nursing students. The available annual interest from the fund will be used to offer one or more scholarships to students who:

- (1) are Nunavut beneficiaries;
- (2) have completed at least one year of a Baccalaureate Nursing degree at a post-secondary institution in Canada;
- (3) have achieved a minimum degree grade point average of 2.5 (or equivalent) in their most recent year of full-time study;
- (4) are enrolled full-time in the second, third, or fourth year of a Baccalaureate Nursing degree at a post-secondary institution in Canada; or are nurses who are enrolled full-time in post-graduate study in Nursing or a related field at a post-secondary institution in Canada; and
- (5) have demonstrated that they are committed to a career in nursing in Nunavut.

Candidates must submit an application that includes: (a) a cover letter indicating why she or he would be a suitable recipient of this scholarship; (b) a completed application form; (c) a curriculum vitae; (d) an official copy of her or his current academic transcript(s); (e) confirmation of registration at a post-secondary institution in Canada; and (f) two confidential letters of reference from persons familiar with her or his academic and/or clinical work.

The selection committee will include the Program Coordinator of the Inuit Health Program in the J.A. Hildes Northern Medical Unit, Faculty of Medicine; the Head, Department of Community Health Sciences, Faculty of Medicine (or designate); the Dean of the Faculty of Nursing (or designate), and a family representative.

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.

(Attachments I and II)

Merck Entrance Scholarship for Aboriginal Medical Students

Merck has provided a one-time gift of \$40,000 to the University of Manitoba in 2011. One half (\$20,000) of the contribution will be used to offer the Merck Entrance Scholarship for Aboriginal Medical Students, and one half (\$20,000) will be used to offer the Merck Scholarship for Aboriginal Nursing Students. The purpose of the scholarships is to support top Aboriginal students who are pursuing careers in Nursing and Medicine and to allow the University to recruit

and retain these students. In the 2011/2012 academic session, four entrance scholarships valued at \$5,000 each, will be offered to undergraduate students who:

- (1) are of Aboriginal ancestry (First Nations, Métis, Inuit);
- (2) have been admitted to the first year of the Undergraduate Medical Education Program in the Faculty of Medicine;
- (3) have ranked high on the Admission Composite Score.

Eligibility requires submission of documentation (status card, Manitoba Métis Federation membership card or equivalent), or a letter of verification from their community as part of the application to the Aboriginal Applicant Pool.

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

(Attachment III and IV)

Merck Scholarship for Aboriginal Nursing Students

Merck has provided a one-time gift of \$40,000 to the University of Manitoba in 2011. One half (\$20,000) of the contribution will be used to offer the Merck Scholarship for Aboriginal Nursing Students, and one half (\$20,000) will be used to offer the Merck Scholarship for Aboriginal Medicine Students. The purpose of the scholarships is to support top Aboriginal students who are pursuing careers in Nursing and Medicine and to allow the University to recruit and retain these students. In the 2011/2012 academic session, four scholarships valued at \$5,000 each, will be offered to undergraduate students who:

- (1) are Aboriginal (Status, Non-Status, Métis, Inuit);
- (2) are enrolled full-time or part-time in the Faculty of Nursing, in the third or fourth year of the Bachelor of Nursing program;
- (3) have achieved a minimum degree grade point average of 3.0.

Applicants must provide proof of Aboriginal membership including, for example, a Status or Métis card, or equivalent, or a letter of support from a community member outlining how the applicant is connected to the Aboriginal community.

The selection committee shall be the Student Promotions and Awards Committee of the Faculty of Nursing.

(Attachment V and VI)

Petro-Canada Scholarship and Bursary Fund

Petro-Canada has established an endowment fund at the University of Manitoba, with a gift of \$205,700 in 2006. The fund will be used to provide scholarships and bursaries for students in the Engineering Access Program (ENGAP), to encourage Aboriginal students to pursue studies in Engineering. The fund will be used to offer the Petro-Canada Scholarship and the Petro-Canada Bursary.

Petro-Canada Scholarship

One half of the available annual interest from the Petro-Canada Scholarship and Bursary Fund will be used to offer the Petro-Canada Scholarship to one student who:

- (1) is enrolled full-time (minimum 24 credit hours) in the Faculty of Engineering, in any Bachelor of Science in Engineering degree, and is a member of the Engineering Access Program;
- (2) has completed at least 50 credit hours toward a Bachelor of Science in Engineering;
- (3) has achieved the highest degree grade point average, with a minimum degree grade point average of 3.5.

In the event of a tie, the scholarship will be offered to the student who has completed the greatest number of credit hours.

ENGAP upgrade courses will not be used in the calculation of either credit hours completed or degree grade point average.

The Petro-Canada Scholarship may not be held with the Petro-Canada Bursary or the ENGAP Awards.

The selection committee will be named by the Director, Engineering Access Program.

Petro-Canada Bursary

One half of the available annual interest from the Petro-Canada Scholarship and Bursary Fund will be used to offer the Petro-Canada Bursary to one student who:

- (1) is enrolled full-time (minimum 18 credit hours) in the Faculty of Engineering, in any Bachelor of Science in Engineering degree, and is a member of the Engineering Access 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.

ENGAP upgrade courses will not be used in the calculation of either credit hours completed or degree grade point average.

The Petro-Canada Bursary may not be held with the Petro-Canada Scholarship or the ENGAP Awards.

The selection committee will be named by the Director, Engineering Access Program.

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.

(Attachments VII and VIII)

Tribal Councils Investment Group Scholarship

The TCIG Charitable Foundation Inc. has established an endowment fund at the University of Manitoba, with an initial gift of \$20,000 in 2011. The Manitoba Scholarship and Bursary Initiative has made a contribution to the fund. The fund will be used to offer scholarships for students in the Aboriginal Business Education Partners (ABEP), in the I.H. Asper School of Business. The available annual interest from the fund will be used to offer one or more scholarships to undergraduate students who:

- (1) are members of the Aboriginal Business Education Partners;

- (2) have completed at least one year of full-time study (minimum 24 credit hours) at the University;
- (3) in the next ensuing year, are enrolled full-time (minimum 24 credit hours) in the I.H. Asper School of Business;
- (4) have achieved a minimum degree grade point average of 3.0.

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

The selection committee will be named by the Director, Aboriginal Business Education Partners.

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.

(Attachments IX and X)



Dr. Christine Egan Memorial Scholarship

Note on Exemption under the Policy on Non-acceptance of Discriminatory Awards

Proposing that the Dr. Christine Egan Memorial Scholarship be offered specifically to Nunavut beneficiaries raises the question of granting an exception as permitted under the University's policy on "Non-acceptance of Discriminatory Awards." http://umanitoba.ca/admin/governance/governing_documents/academic/370.htm

It is the intent of this provision in the draft Terms of Reference to allow this endowment to address socioeconomic and health disadvantage, exacerbated by the barrier of geographic remoteness from post-secondary education, faced by Inuit in Nunavut by providing scholarship funding for higher education in nursing. The focus on Nunavut (comparable to designating Canada or Manitoba) is appropriate for this scholarship as Christine Egan worked as a nurse in Nunavut (including areas of the then-NWT that subsequently became Nunavut) for many years, including a period serving as Program Director of Research and Education for the Kivalliq Regional Health Board just before and after her graduation from the University of Manitoba. The term "Nunavut beneficiary" designates Inuit who are eligible under the terms of Nunavut Land Claims Agreement (NLCA) for benefits under that agreement. It is standard and legal language used in Nunavut, and it is the intention here to respect this language and usage.

Data regarding the representation of Inuit or of Nunavut beneficiaries in higher education in Nursing is limited, but the committee may wish to note the following:

According to Institutional Analysis at the University of Manitoba, there was a total of eight Inuit students registered in the fall of 2009 and nine in the fall of 2010. <http://umanitoba.ca/admin/oia/publications/2806.htm> The University does not have specific figures for Inuit students in Nursing.

A wider study examining nursing education and measures to address disadvantage for aboriginal students in 2009 included Inuit but did not provide quantitative data specifically for Inuit nurses or nursing students. http://www.cna-nurses.ca/CNA/documents/pdf/publications/Review_of_Literature_e.pdf

A 2009 report on nursing education in Nunavut refers to the four-year baccalaureate program at Nunavut Arctic College in Iqaluit that began in 2002. By 2008, there were eighteen registered nurses who had graduated from this program, of whom seven were Inuit. http://www.tunnigavik.com/wp-content/uploads/2010/03/2010-02-nti-recruitment-retention-inuit-nurses-report_english.pdf In the 2006 Census, 83.6% of the population of Nunavut identified themselves as Inuit.



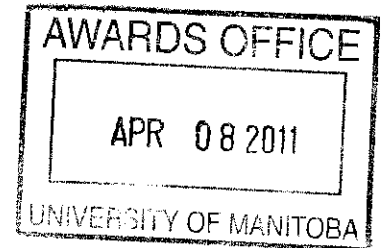
UNIVERSITY
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Faculty of Medicine

Office of the Dean
260 Brodie Center
727 McDermot Avenue
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Telephone (204) 789-3557
Fax (204) 789-3928

April 5, 2011

Dr. Phil Hultin, Chair
Senate Committee
c/o Shannon Coyston, Awards Establishment Coordinator
Financial Aid and Awards Office
422 University Centre
Winnipeg, Manitoba
R3T 2N2



Dear Dr. Hultin and Members of the Senate Committee on Awards:

RE: Merck Entrance Scholarship for Aboriginal Medical Students

The Faculty of Medicine at the University of Manitoba is committed to growth in Aboriginal education. Consistent with this priority, I am writing in support of the Merck Entrance Scholarship for Aboriginal Medical Students.

The Aboriginal population in Manitoba makes up 11.7% (approximately 150,045) of the total population of Manitoba. According to the Senate-approved General Terms and Conditions for Student Awards at the University of Manitoba, we can allow and encourage the establishment of discriminatory awards for designated groups such as Aboriginal students as long as the proportion of Aboriginal students to the total student population falls below 80 percent of the proportion of Aboriginal people within the total provincial population. Eighty percent of 11.7% is 9.36%, and the population of Aboriginal students on campus is still a long way from 9.36% of the total student population.

In 2010-2011, the student population in the Undergraduate Medical Education (UGME) Program at the Faculty of Medicine was 430. At 9.36% of this total student population, we would hope to have a population of at least 41 Aboriginal students. The actual number of self-declared Aboriginal students was 25, or 5.8% of the undergraduate population. First-year admission numbers are below:

	2010	2009	2008	2007	2006	2005
# of students admitted to first year UGME	110	110	110	100	101	94
Aboriginal students admitted to first year UGME program	7	6	6	6	3	2
Aboriginal student population in the first year UGME program by %	6.0	5.5	5.5	6.0	3.0	2.1

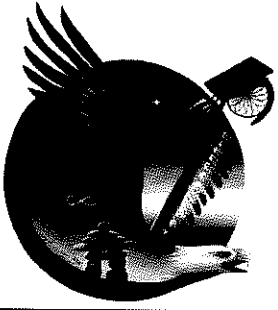
Dr. Phil Hultin, Chair
April 5, 2011
Page Two

Clearly, Aboriginal students are a highly under-represented group within the Undergraduate Medical Education Program at the Faculty of Medicine. Merck Entrance Scholarship for Aboriginal Medical Students will provide support to Aboriginal students enrolled in the first year of the Undergraduate Medical Education Program, who are also in the top ranking ten percent of Aboriginal applicants. I strongly support the establishment of the Merck Entrance Scholarship for Aboriginal Medical Students.

Yours truly,

A handwritten signature in black ink, appearing to read "B Postl". The signature is written in a cursive, somewhat stylized font.

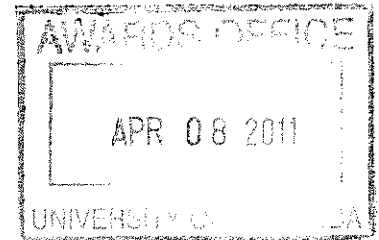
Brian Postl, MD
Dean



ABORIGINAL STUDENT CENTRE

April 7, 2011

Dr. Phil Hultin
 Chair of the Senate Committee on Awards
 C/o Ms. Shannon Coyston
 Awards Establishment Coordinator
 422 University Centre



Dear Dr. Hultin & Senate Committee:

Please accept this letter as formal support for the Merck Entrance Scholarship for Aboriginal Medical Students.

As the Director of the Aboriginal Student Centre, I can verify that financial strain is the leading cause for Aboriginal students leaving school before graduation. It is common knowledge that many Aboriginal peoples live in poverty and whereas a university education can help rectify this, most cannot afford to do so and few have the privilege of obtaining financial support from their families. Bursaries and scholarships are a major component of a successful retention plan.

The number of Aboriginal students attending the University of Manitoba continues to increase and, I believe, is partially due to the financial assistance made available through external business, programs or faculties. The Merck Entrance Scholarship for Aboriginal Medical Students will be offered to an Aboriginal student admitted to the first year of the Faculty of Medicine

As of November, 2010 there were 1912 self declared Aboriginal students attending the University of Manitoba with 26 in the Faculty of Medicine, or 1.4% (Office of Institutional Analysis, 2010).

I trust that the Senate committee will approve this scholarship and others like it, in the hopes of increasing the recruitment and retention of Aboriginal students, especially in the under-represented faculties such as Medicine.

In education, miigwetch!

Kali Storm, Director
 Aboriginal Student Centre

Aboriginal Student Centre
 45 Curry Place
 University of Manitoba
 Winnipeg, MB R3T 2N2

Phone: 204-474-8850
 Fax: 204-275-3142
 E-mail: asc@umanitoba.ca

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dauna_crooks@umanitoba.ca

January 13, 2011

Dr. David Hultin, Chair
Senate Committee on Awards

We have been given the opportunity of four \$5000 awards for Aboriginal students in the BN program from Merck. The one time offering of the Merck Award is considered a discriminatory award, because the pool of candidates is limited to Aboriginal students. Conditions for the Award are as follows:

Merck Scholarship for Aboriginal Nursing Students

Merck has provided a one-time gift of \$40,000 to the University of Manitoba in 2011. One half (\$20,000) of the contribution will be used to offer the Merck Scholarship for Aboriginal Nursing Students, and one half (\$20,000) will be used to offer the Merck Scholarship for Aboriginal Medicine Students. The purpose of the scholarships is to support top Aboriginal students who are pursuing careers in Nursing and Medicine and to allow the University to recruit and retain these students. In the 2011/2012 academic session, four scholarships valued at \$5,000 each, will be offered to undergraduate students who: are Aboriginal (Status, Non-Status, Métis, Inuit); and enrolled full-time in the Faculty of Nursing, in the third year of the Bachelor of Nursing program; and have achieved a minimum degree grade point average of 3.5. The selection committee shall be the Student Promotions & Awards Committee of the Faculty of Nursing.

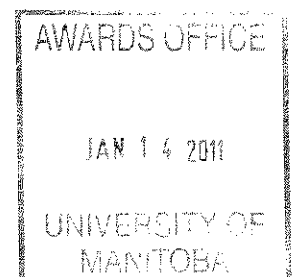
Given the policy on non-acceptance of discriminatory awards (http://umanitoba.ca/admin/governance/governing_documents/academic/370.htm), I am writing for permission to offer the Awards. Institutional Analysis indicates that in 2010, 4.7% of our student population has declared Aboriginal status. In 2009 we had 6.9%; 2008, 6.9%; 2007, 6.3%; 2006, 6.7%. Compared to provincial statistics our student population is under represented in the Aboriginal category. Our numbers though, exceed those of most professional programs.

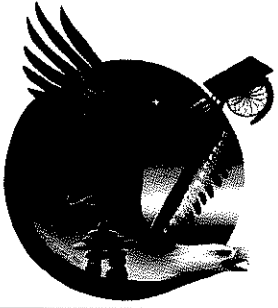
These awards will be a major factor in retention of students as many suffer economic hardship and have multiple personal responsibilities. We plan to make the award available to upper level students in year 3, a year that is seen by our students as the most demanding year of the program.

I look forward to your reply.

Sincerely,

Dauna Crooks, RN, DNSc
Dean

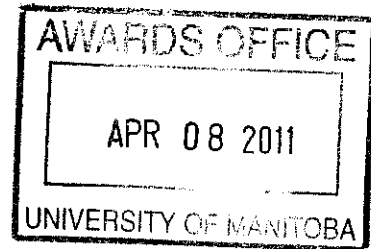




ABORIGINAL STUDENT CENTRE

April 7, 2011

Dr. Phil Hultin
 Chair of the Senate Committee on Awards
 C/o Ms. Shannon Coyston
 Awards Establishment Coordinator
 422 University Centre



Dear Dr. Hultin & Senate Committee:

Please accept this letter as formal support for the Merck Scholarship for Aboriginal Nursing Students designed to assist 3rd or 4th year Aboriginal students studying in the Faculty of Nursing.

As the Director of the Aboriginal Student Centre, I can verify that financial strain is the leading cause for Aboriginal students leaving school before graduation. It is common knowledge that many Aboriginal peoples live in poverty and whereas a university education can help rectify this, most cannot afford to do so and few have the privilege of obtaining financial support from their families. Bursaries and scholarships are a major component of a successful retention plan.

The number of Aboriginal students attending the University of Manitoba continues to increase and, I believe, is partially due to the financial assistance made available through business, programs or faculties. The Merck Scholarship for Aboriginal Nursing Students will be offered to 3rd or 4th year Aboriginal students in the Faculty of Nursing.

As of November, 2010 there were 1912 self declared Aboriginal students attending the University of Manitoba and 89 in the Faculty of Nursing, or 4.7% (Office of Institutional Analysis, 2010).

I trust that the Senate committee will approve this scholarship and others like it, in the hopes of increasing the recruitment and retention of Aboriginal students, especially in the under-represented faculties such as Nursing.

In education, miigwetch!

Kali Storm, Director
 Aboriginal Student Centre

Aboriginal Student Centre
 45 Curry Place
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 Winnipeg, MB R3T 2N2

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 Fax: 204-275-3142
 E-mail: asc@umanitoba.ca

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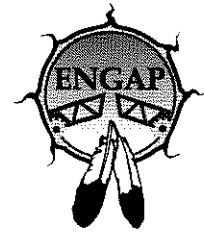


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Engineering Access Program



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Program Supported by:

Council on Post-Secondary
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Faculty of Engineering

IBM Canada

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Petro Canada

**Scholarships/Bursary
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Fund

Manitoba Hydro

Manitoba Aerospace Human
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Committee:

- Air Canada
- Standard Aero
- Magellan Aerospace
Corp / Bristol
Aerospace Limited
- Boeing Canada
Technology

Acres Manitoba Limited

Nexen Inc.

March 15, 2011

Senate Committee on Awards

Attention: Phil Hultin, Chair

Re: Petro-Canada Scholarship and Bursary

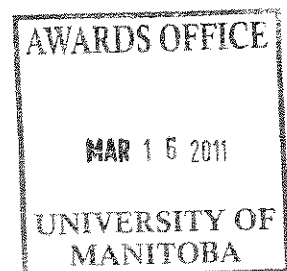
Dear Mr. Hultin:

The Engineering Access Program in the Faculty of Engineering is committed to assisting Aboriginal students in obtaining an Engineering Degree. Consistent with this is the recruiting and retention of Aboriginal students into the Faculty. One of the ways this can be accomplished is by providing scholarships and bursaries to deserving students, therefore, I fully support the creation of the Petro-Canada Scholarship and Bursary Fund.

As per the most recent statistical information garnered from the 2006 census, Aboriginal people comprise approximately 15% of the Manitoba population. Comparatively, over the last number of years, according to the Office of Institutional Analysis, the Faculty of Engineering had the following ratio of Aboriginal to total student population:

Fall 2003, 59 or 4.2% of the Engineering population
Fall 2004, 58 or 3.6% of the Engineering population
Fall 2005, 42 or 2.6% of the Engineering population
Fall 2006, 53 or 3.4% of the Engineering population
Fall 2007, 63 or 3.8% of the Engineering population
Fall 2008, 62 or 3.5% of the Engineering population
Fall 2009, 64 or 3.4% of the Engineering population

Clearly, Aboriginal students are presently and have been in the past under-represented relative to the proportion of Aboriginal people in Manitoba.

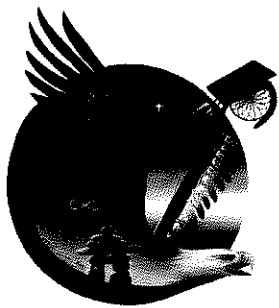


The Petro-Canada Scholarship and Bursary will provide some much needed financial support to Aboriginal students enrolled full-time in the Faculty of Engineering. Given the University of Manitoba's commitment to Aboriginal education and given that they are under-represented in the Faculty, I strongly support the offering of this award.

Regards

A handwritten signature in black ink, appearing to read 'Randy Herrmann', with a large, sweeping flourish extending to the right.

Randy Herrmann, P.Eng.
Director



ABORIGINAL STUDENT CENTRE

March 15, 2011

Dr. Phil Hultin
 Chair of the Senate Committee on Awards
 C/o Ms. Shannon Coyston
 Awards Establishment Coordinator
 422 University Centre

Dear Dr. Hultin & Senate Committee:

Please accept this letter as formal support for the Petro-Canada Scholarship and Bursary Fund for ENGAP students.

As the Director of the Aboriginal Student Centre I can verify that financial strain is the leading cause for Aboriginal students leaving school before graduation. It is common knowledge that many Aboriginal peoples live in poverty and whereas a university education can help rectify this, most cannot afford to do so and few have the privilege of obtaining financial support from their families. Bursaries and scholarships are a major component of a successful retention plan.

The number of Aboriginal students attending the University of Manitoba continues to increase and I believe this is partially due to the financial assistance made available through programs and faculties or external companies. The Petro-Canada Scholarship and Bursary Fund for ENGAP students is an example of a company wanting to assist with the financial difficulties faced by many students. The proposed scholarship and bursary are designed to assist Aboriginal students studying in the Faculty of Engineering through the Engineering Access program and for this I extend my full support.

As of November, 2010 there are 1912 self declared Aboriginal students attending the University of Manitoba and 72 in the Faculty of Engineering, or 3.8% (Office of Institutional Analysis, 2010).

I trust that the Senate committee will approve the proposal for the Petro-Canada Scholarship and Bursary Fund in order to assist with the retention efforts of the Engineering Access Program (ENGAP) for Aboriginal students.

In education, miigwetch


 Kali Storm, Director
 Aboriginal Student Centre

AWARDS OFFICE

MAR 18 2011

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Asper School of Business

Charles Mossman, PhD, FCGA, CFA
Acting Dean
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181 Freedman Crescent
Winnipeg MB R3T 5V4
Canada
T: 204-474-9985
F: 204-474-7928
E: charles_mossman@umanitoba.ca

MEMORANDUM

DATE: March 30, 2011

TO: Dr. Phil Hultin, Chair, Senate Committee on Awards

FROM: Dr. Charles Mossman, Acting Dean 

SUBJECT: TRIBAL COUNCILS INVESTMENT GROUP SCHOLARSHIP

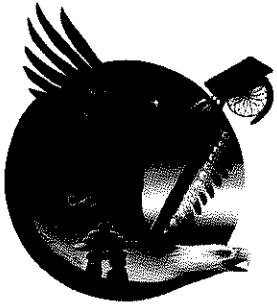
The Asper School of Business is committed to growth in Aboriginal Business Education. During 2010-2011, a total of 62 aboriginal students are studying in the Asper School of Business, only 3.2% of our total student population.¹ Over the past five years, the percentage of students enrolled in the Asper School of Business relative to the total number of students enrolled averaged 2.8%.¹ As aboriginal peoples represent 15.5% of Manitoba's population,² aboriginal students are under-represented at the Asper School of Business in comparison to the general population.

The Tribal Councils Investment Group Scholarship provides meaningful support to aboriginal students enrolled in the Bachelor of Commerce (Honours) program in the Asper School of Business. Given the Asper School's commitment to growth in Aboriginal Business Education, and given the under-representation of aboriginal students in the School, I strongly support the establishment of this scholarship.

¹Office of Institutional Analysis, University of Manitoba

²2006 Census, Statistics Canada





ABORIGINAL STUDENT CENTRE

March 15, 2011

Dr. Phil Hultin
 Chair of the Senate Committee on Awards
 C/o Ms. Shannon Coyston
 Awards Establishment Coordinator
 422 University Centre

Dear Dr. Hultin & Senate Committee:

Please accept this letter as formal support for the Tribal Councils Investment Group Scholarship for students in the Aboriginal Business Education Partners (ABEP) program.

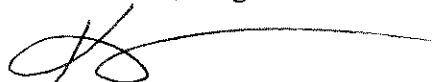
As the Director of the Aboriginal Student Centre I can verify that financial strain is the leading cause for Aboriginal students leaving school before graduation. It is common knowledge that many Aboriginal peoples live in poverty and whereas a university education can help rectify this, most cannot afford to do so and few have the privilege of obtaining financial support from their families. Bursaries and scholarships are a major component of a successful retention plan.

The number of Aboriginal students attending the University of Manitoba continues to increase and I believe this is partially due to the financial assistance made available through programs and faculties or external companies. The Tribal Councils Investment Group Scholarship for ABEP students is an example of a company wanting to assist with the financial difficulties faced by many students. The proposed scholarship is designed to assist Aboriginal students studying in the I.H. Asper School of Business through the Aboriginal Business Education Partners (ABEP) program and for this I extend my full support.

As of November, 2010 there are 1912 self declared Aboriginal students attending the University of Manitoba and 62 self declared Aboriginal students in the I.H. Asper School of Business, or 3.2% (Office of Institutional Analysis, 2010).

I trust that the Senate committee will approve the proposal for the Tribal Councils Investment Group Scholarship for students in the Aboriginal Business Education Partners (ABEP) program and assist with the retention efforts of the Faculty and program.

In education, miigwetch


 Kali Storm, Director
 Aboriginal Student Centre

AWARDS OFFICE

MAR 18 2011

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AGENDA ITEM: Report of the Senate Committee on Awards – Part B [dated April 11, 2011]

RECOMMENDED RESOLUTION:

THAT the Board of Governors approve the Report of the Senate Committee on Awards – Part B [dated April 11, 2011].

Action Requested: Approval Discussion/Advice Information

CONTEXT AND BACKGROUND:

At its meeting on April 11, 2011, the Senate Committee on Awards reviewed six new offers that appear to be discriminatory according to the policy on the Non-Acceptance of Discriminatory Awards.

Letters of support were received for the *Dr. Christine Egan Memorial Scholarship* (Dr. Ellen Judd, Chair, Department of Anthropology), the *Merck Entrance Scholarship for Aboriginal Medical Students* (Dean Postl, Faculty of Medicine, and Ms. Kali Storm, Director, Aboriginal Student Centre), the *Merck Scholarship for Aboriginal Nursing Students* (Dean Crooks, Faculty of Nursing, and Ms. Kali Storm, Director, Aboriginal Student Centre), the *Petro-Canada Scholarship and Bursary Fund* (Randy Herrmann, Director, Engineering Access Program, and Ms. Kali Storm, Director, Aboriginal Student Centre) and the *Tribal Councils Investment Group Scholarship* (Dean Mossman, Asper School of Business, and Ms. Kali Storm, Director, Aboriginal Student Centre).

RESOURCE REQUIREMENTS:

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

IMPLICATIONS:

The proposed awards are consistent with the University’s priority of increasing Aboriginal education.

ALTERNATIVES:

N/A

CONSULTATION: *[delete if not applicable]*

The establishment of these awards were approved by Senate on May 18, 2011.



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	April 11, 2011
x	x	Senate Executive	May 4, 2011
x	x	Senate	May 18, 2011
<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>		
		Senate	
Submission prepared by:		_____	

Submission approved by: University Secretary

Attachments

- Report of the Senate Committee on Awards – Part B [April 11, 2011]

REPORT OF THE SENATE COMMITTEE ON AWARDS – PART B

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)

Observation

At its meeting of April 11, 2011, the Senate Committee on Awards reviewed six new offers that appear to be discriminatory according to the policy on the *Non-Acceptance of Discriminatory Awards*.

Recommendation

The Senate Committee on Awards recommends that Senate and the Board of Governors approve six new offers, as set out in Appendix A of the *Report of the Senate Committee on Awards- Part B* (dated April 11, 2011).

Respectfully submitted,

Dr. Philip Hultin
Chair, Senate Committee on Awards

Appendix A

MEETING OF THE SENATE COMMITTEE ON AWARDS April 11, 2011

1. NEW OFFERS

Dr. Christine Egan Memorial Scholarship

In memory of Dr. Christine Egan (Ph.D./99), who died tragically on September 11, 2001, her family, friends, and estate have established an endowment fund at the University of Manitoba. The purpose of the fund is to perpetuate her values of generosity and caring for others and her commitment to health and education in Nunavut. The purpose of the scholarship is to expand opportunities for the Inuit of Nunavut to study nursing by providing scholarship support to promising Nunavut nursing students. The available annual interest from the fund will be used to offer one or more scholarships to students who:

- (1) are Nunavut beneficiaries;
- (2) have completed at least one year of a Baccalaureate Nursing degree at a post-secondary institution in Canada;
- (3) have achieved a minimum degree grade point average of 2.5 (or equivalent) in their most recent year of full-time study;
- (4) are enrolled full-time in the second, third, or fourth year of a Baccalaureate Nursing degree at a post-secondary institution in Canada; or are nurses who are enrolled full-time in post-graduate study in Nursing or a related field at a post-secondary institution in Canada; and
- (5) have demonstrated that they are committed to a career in nursing in Nunavut.

Candidates must submit an application that includes: (a) a cover letter indicating why she or he would be a suitable recipient of this scholarship; (b) a completed application form; (c) a curriculum vitae; (d) an official copy of her or his current academic transcript(s); (e) confirmation of registration at a post-secondary institution in Canada; and (f) two confidential letters of reference from persons familiar with her or his academic and/or clinical work.

The selection committee will include the Program Coordinator of the Inuit Health Program in the J.A. Hildes Northern Medical Unit, Faculty of Medicine; the Head, Department of Community Health Sciences, Faculty of Medicine (or designate); the Dean of the Faculty of Nursing (or designate), and a family representative.

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.

(Attachments I and II)

Merck Entrance Scholarship for Aboriginal Medical Students

Merck has provided a one-time gift of \$40,000 to the University of Manitoba in 2011. One half (\$20,000) of the contribution will be used to offer the Merck Entrance Scholarship for Aboriginal Medical Students, and one half (\$20,000) will be used to offer the Merck Scholarship for Aboriginal Nursing Students. The purpose of the scholarships is to support top Aboriginal students who are pursuing careers in Nursing and Medicine and to allow the University to recruit

and retain these students. In the 2011/2012 academic session, four entrance scholarships valued at \$5,000 each, will be offered to undergraduate students who:

- (1) are of Aboriginal ancestry (First Nations, Métis, Inuit);
- (2) have been admitted to the first year of the Undergraduate Medical Education Program in the Faculty of Medicine;
- (3) have ranked high on the Admission Composite Score.

Eligibility requires submission of documentation (status card, Manitoba Métis Federation membership card or equivalent), or a letter of verification from their community as part of the application to the Aboriginal Applicant Pool.

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

(Attachment III and IV)

Merck Scholarship for Aboriginal Nursing Students

Merck has provided a one-time gift of \$40,000 to the University of Manitoba in 2011. One half (\$20,000) of the contribution will be used to offer the Merck Scholarship for Aboriginal Nursing Students, and one half (\$20,000) will be used to offer the Merck Scholarship for Aboriginal Medicine Students. The purpose of the scholarships is to support top Aboriginal students who are pursuing careers in Nursing and Medicine and to allow the University to recruit and retain these students. In the 2011/2012 academic session, four scholarships valued at \$5,000 each, will be offered to undergraduate students who:

- (1) are Aboriginal (Status, Non-Status, Métis, Inuit);
- (2) are enrolled full-time or part-time in the Faculty of Nursing, in the third or fourth year of the Bachelor of Nursing program;
- (3) have achieved a minimum degree grade point average of 3.0.

Applicants must provide proof of Aboriginal membership including, for example, a Status or Métis card, or equivalent, or a letter of support from a community member outlining how the applicant is connected to the Aboriginal community.

The selection committee shall be the Student Promotions and Awards Committee of the Faculty of Nursing.

(Attachment V and VI)

Petro-Canada Scholarship and Bursary Fund

Petro-Canada has established an endowment fund at the University of Manitoba, with a gift of \$205,700 in 2006. The fund will be used to provide scholarships and bursaries for students in the Engineering Access Program (ENGAP), to encourage Aboriginal students to pursue studies in Engineering. The fund will be used to offer the Petro-Canada Scholarship and the Petro-Canada Bursary.

Petro-Canada Scholarship

One half of the available annual interest from the Petro-Canada Scholarship and Bursary Fund will be used to offer the Petro-Canada Scholarship to one student who:

- (1) is enrolled full-time (minimum 24 credit hours) in the Faculty of Engineering, in any Bachelor of Science in Engineering degree, and is a member of the Engineering Access Program;
- (2) has completed at least 50 credit hours toward a Bachelor of Science in Engineering;
- (3) has achieved the highest degree grade point average, with a minimum degree grade point average of 3.5.

In the event of a tie, the scholarship will be offered to the student who has completed the greatest number of credit hours.

ENGAP upgrade courses will not be used in the calculation of either credit hours completed or degree grade point average.

The Petro-Canada Scholarship may not be held with the Petro-Canada Bursary or the ENGAP Awards.

The selection committee will be named by the Director, Engineering Access Program.

Petro-Canada Bursary

One half of the available annual interest from the Petro-Canada Scholarship and Bursary Fund will be used to offer the Petro-Canada Bursary to one student who:

- (1) is enrolled full-time (minimum 18 credit hours) in the Faculty of Engineering, in any Bachelor of Science in Engineering degree, and is a member of the Engineering Access 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.

ENGAP upgrade courses will not be used in the calculation of either credit hours completed or degree grade point average.

The Petro-Canada Bursary may not be held with the Petro-Canada Scholarship or the ENGAP Awards.

The selection committee will be named by the Director, Engineering Access Program.

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.

(Attachments VII and VIII)

Tribal Councils Investment Group Scholarship

The TCIG Charitable Foundation Inc. has established an endowment fund at the University of Manitoba, with an initial gift of \$20,000 in 2011. The Manitoba Scholarship and Bursary Initiative has made a contribution to the fund. The fund will be used to offer scholarships for students in the Aboriginal Business Education Partners (ABEP), in the I.H. Asper School of Business. The available annual interest from the fund will be used to offer one or more scholarships to undergraduate students who:

- (1) are members of the Aboriginal Business Education Partners;

- (2) have completed at least one year of full-time study (minimum 24 credit hours) at the University;
- (3) in the next ensuing year, are enrolled full-time (minimum 24 credit hours) in the I.H. Asper School of Business;
- (4) have achieved a minimum degree grade point average of 3.0.

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

The selection committee will be named by the Director, Aboriginal Business Education Partners.

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.

(Attachments IX and X)



Dr. Christine Egan Memorial Scholarship

Note on Exemption under the Policy on Non-acceptance of Discriminatory Awards

Proposing that the Dr. Christine Egan Memorial Scholarship be offered specifically to Nunavut beneficiaries raises the question of granting an exception as permitted under the University's policy on "Non-acceptance of Discriminatory Awards." http://umanitoba.ca/admin/governance/governing_documents/academic/370.htm

It is the intent of this provision in the draft Terms of Reference to allow this endowment to address socioeconomic and health disadvantage, exacerbated by the barrier of geographic remoteness from post-secondary education, faced by Inuit in Nunavut by providing scholarship funding for higher education in nursing. The focus on Nunavut (comparable to designating Canada or Manitoba) is appropriate for this scholarship as Christine Egan worked as a nurse in Nunavut (including areas of the then-NWT that subsequently became Nunavut) for many years, including a period serving as Program Director of Research and Education for the Kivalliq Regional Health Board just before and after her graduation from the University of Manitoba. The term "Nunavut beneficiary" designates Inuit who are eligible under the terms of Nunavut Land Claims Agreement (NLCA) for benefits under that agreement. It is standard and legal language used in Nunavut, and it is the intention here to respect this language and usage.

Data regarding the representation of Inuit or of Nunavut beneficiaries in higher education in Nursing is limited, but the committee may wish to note the following:

According to Institutional Analysis at the University of Manitoba, there was a total of eight Inuit students registered in the fall of 2009 and nine in the fall of 2010. <http://umanitoba.ca/admin/oia/publications/2806.htm> The University does not have specific figures for Inuit students in Nursing.

A wider study examining nursing education and measures to address disadvantage for aboriginal students in 2009 included Inuit but did not provide quantitative data specifically for Inuit nurses or nursing students. http://www.cna-nurses.ca/CNA/documents/pdf/publications/Review_of_Literature_e.pdf

A 2009 report on nursing education in Nunavut refers to the four-year baccalaureate program at Nunavut Arctic College in Iqaluit that began in 2002. By 2008, there were eighteen registered nurses who had graduated from this program, of whom seven were Inuit. http://www.tunnngavik.com/wp-content/uploads/2010/03/2010-02-nti-recruitment-retention-inuit-nurses-report_english.pdf In the 2006 Census, 83.6% of the population of Nunavut identified themselves as Inuit.



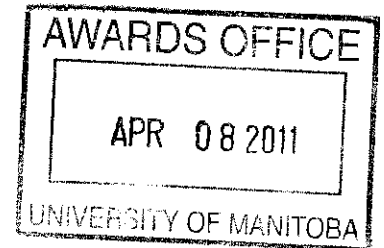
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April 5, 2011

Dr. Phil Hultin, Chair
Senate Committee
c/o Shannon Coyston, Awards Establishment Coordinator
Financial Aid and Awards Office
422 University Centre
Winnipeg, Manitoba
R3T 2N2



Dear Dr. Hultin and Members of the Senate Committee on Awards:

RE: Merck Entrance Scholarship for Aboriginal Medical Students

The Faculty of Medicine at the University of Manitoba is committed to growth in Aboriginal education. Consistent with this priority, I am writing in support of the Merck Entrance Scholarship for Aboriginal Medical Students.

The Aboriginal population in Manitoba makes up 11.7% (approximately 150,045) of the total population of Manitoba. According to the Senate-approved General Terms and Conditions for Student Awards at the University of Manitoba, we can allow and encourage the establishment of discriminatory awards for designated groups such as Aboriginal students as long as the proportion of Aboriginal students to the total student population falls below 80 percent of the proportion of Aboriginal people within the total provincial population. Eighty percent of 11.7% is 9.36%, and the population of Aboriginal students on campus is still a long way from 9.36% of the total student population.

In 2010-2011, the student population in the Undergraduate Medical Education (UGME) Program at the Faculty of Medicine was 430. At 9.36% of this total student population, we would hope to have a population of at least 41 Aboriginal students. The actual number of self-declared Aboriginal students was 25, or 5.8% of the undergraduate population. First-year admission numbers are below:

	2010	2009	2008	2007	2006	2005
# of students admitted to first year UGME	110	110	110	100	101	94
Aboriginal students admitted to first year UGME program	7	6	6	6	3	2
Aboriginal student population in the first year UGME program by %	6.0	5.5	5.5	6.0	3.0	2.1

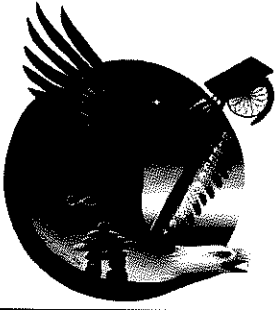
Dr. Phil Hultin, Chair
April 5, 2011
Page Two

Clearly, Aboriginal students are a highly under-represented group within the Undergraduate Medical Education Program at the Faculty of Medicine. Merck Entrance Scholarship for Aboriginal Medical Students will provide support to Aboriginal students enrolled in the first year of the Undergraduate Medical Education Program, who are also in the top ranking ten percent of Aboriginal applicants. I strongly support the establishment of the Merck Entrance Scholarship for Aboriginal Medical Students.

Yours truly,

A handwritten signature in black ink, appearing to read "B Postl". The signature is written in a cursive, somewhat stylized font.

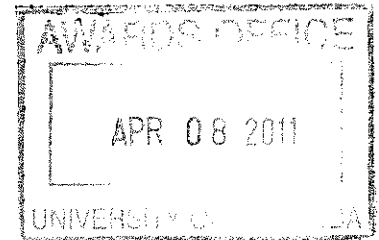
Brian Postl, MD
Dean



ABORIGINAL STUDENT CENTRE

April 7, 2011

Dr. Phil Hultin
 Chair of the Senate Committee on Awards
 C/o Ms. Shannon Coyston
 Awards Establishment Coordinator
 422 University Centre



Dear Dr. Hultin & Senate Committee:

Please accept this letter as formal support for the Merck Entrance Scholarship for Aboriginal Medical Students.

As the Director of the Aboriginal Student Centre, I can verify that financial strain is the leading cause for Aboriginal students leaving school before graduation. It is common knowledge that many Aboriginal peoples live in poverty and whereas a university education can help rectify this, most cannot afford to do so and few have the privilege of obtaining financial support from their families. Bursaries and scholarships are a major component of a successful retention plan.

The number of Aboriginal students attending the University of Manitoba continues to increase and, I believe, is partially due to the financial assistance made available through external business, programs or faculties. The Merck Entrance Scholarship for Aboriginal Medical Students will be offered to an Aboriginal student admitted to the first year of the Faculty of Medicine

As of November, 2010 there were 1912 self declared Aboriginal students attending the University of Manitoba with 26 in the Faculty of Medicine, or 1.4% (Office of Institutional Analysis, 2010).

I trust that the Senate committee will approve this scholarship and others like it, in the hopes of increasing the recruitment and retention of Aboriginal students, especially in the under-represented faculties such as Medicine.

In education, miigwetch!

Kali Storm, Director
 Aboriginal Student Centre

Aboriginal Student Centre
 45 Curry Place
 University of Manitoba
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 Fax: 204-275-3142
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dauna_crooks@umanitoba.ca

January 13, 2011

Dr. David Hultin, Chair
Senate Committee on Awards

We have been given the opportunity of four \$5000 awards for Aboriginal students in the BN program from Merck. The one time offering of the Merck Award is considered a discriminatory award, because the pool of candidates is limited to Aboriginal students. Conditions for the Award are as follows:

Merck Scholarship for Aboriginal Nursing Students

Merck has provided a one-time gift of \$40,000 to the University of Manitoba in 2011. One half (\$20,000) of the contribution will be used to offer the Merck Scholarship for Aboriginal Nursing Students, and one half (\$20,000) will be used to offer the Merck Scholarship for Aboriginal Medicine Students. The purpose of the scholarships is to support top Aboriginal students who are pursuing careers in Nursing and Medicine and to allow the University to recruit and retain these students. In the 2011/2012 academic session, four scholarships valued at \$5,000 each, will be offered to undergraduate students who: are Aboriginal (Status, Non-Status, Métis, Inuit); and enrolled full-time in the Faculty of Nursing, in the third year of the Bachelor of Nursing program; and have achieved a minimum degree grade point average of 3.5. The selection committee shall be the Student Promotions & Awards Committee of the Faculty of Nursing.

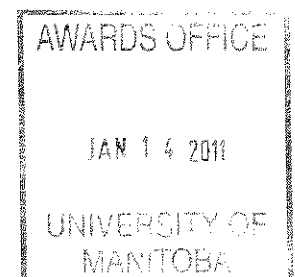
Given the policy on non-acceptance of discriminatory awards (http://umanitoba.ca/admin/governance/governing_documents/academic/370.htm), I am writing for permission to offer the Awards. Institutional Analysis indicates that in 2010, 4.7% of our student population has declared Aboriginal status. In 2009 we had 6.9%; 2008, 6.9%; 2007, 6.3%; 2006, 6.7%. Compared to provincial statistics our student population is under represented in the Aboriginal category. Our numbers though, exceed those of most professional programs.

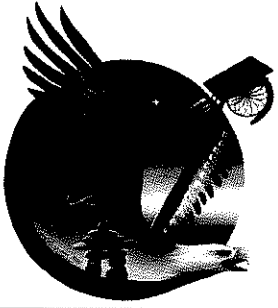
These awards will be a major factor in retention of students as many suffer economic hardship and have multiple personal responsibilities. We plan to make the award available to upper level students in year 3, a year that is seen by our students as the most demanding year of the program.

I look forward to your reply.

Sincerely,

Dauna Crooks, RN, DNSc
Dean

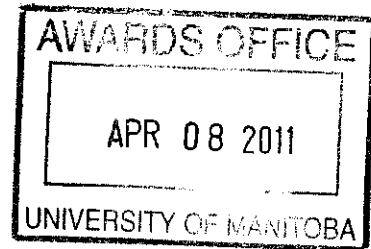




ABORIGINAL STUDENT CENTRE

April 7, 2011

Dr. Phil Hultin
 Chair of the Senate Committee on Awards
 C/o Ms. Shannon Coyston
 Awards Establishment Coordinator
 422 University Centre



Dear Dr. Hultin & Senate Committee:

Please accept this letter as formal support for the Merck Scholarship for Aboriginal Nursing Students designed to assist 3rd or 4th year Aboriginal students studying in the Faculty of Nursing.

As the Director of the Aboriginal Student Centre, I can verify that financial strain is the leading cause for Aboriginal students leaving school before graduation. It is common knowledge that many Aboriginal peoples live in poverty and whereas a university education can help rectify this, most cannot afford to do so and few have the privilege of obtaining financial support from their families. Bursaries and scholarships are a major component of a successful retention plan.

The number of Aboriginal students attending the University of Manitoba continues to increase and, I believe, is partially due to the financial assistance made available through business, programs or faculties. The Merck Scholarship for Aboriginal Nursing Students will be offered to 3rd or 4th year Aboriginal students in the Faculty of Nursing.

As of November, 2010 there were 1912 self declared Aboriginal students attending the University of Manitoba and 89 in the Faculty of Nursing, or 4.7% (Office of Institutional Analysis, 2010).

I trust that the Senate committee will approve this scholarship and others like it, in the hopes of increasing the recruitment and retention of Aboriginal students, especially in the under-represented faculties such as Nursing.

In education, miigwetch!

Kali Storm, Director
 Aboriginal Student Centre

Aboriginal Student Centre
 45 Curry Place
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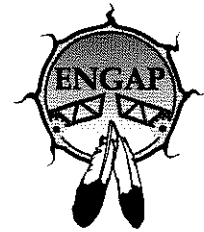


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Engineering Access Program



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Program Supported by:

Council on Post-Secondary
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Faculty of Engineering

IBM Canada

Inco Limited

Petro Canada

**Scholarships/Bursary
Funding Provided by:**

Association of Professional
Engineers & Geoscientists
of Manitoba

Engineering Endowment
Fund

Manitoba Hydro

Manitoba Aerospace Human
Resources Coordinating
Committee:

- Air Canada
- Standard Aero
- Magellan Aerospace
Corp / Bristol
Aerospace Limited
- Boeing Canada
Technology

Acres Manitoba Limited

Nexen Inc.

March 15, 2011

Senate Committee on Awards

Attention: Phil Hultin, Chair

Re: Petro-Canada Scholarship and Bursary

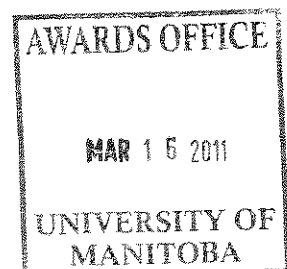
Dear Mr. Hultin:

The Engineering Access Program in the Faculty of Engineering is committed to assisting Aboriginal students in obtaining an Engineering Degree. Consistent with this is the recruiting and retention of Aboriginal students into the Faculty. One of the ways this can be accomplished is by providing scholarships and bursaries to deserving students, therefore, I fully support the creation of the Petro-Canada Scholarship and Bursary Fund.

As per the most recent statistical information garnered from the 2006 census, Aboriginal people comprise approximately 15% of the Manitoba population. Comparatively, over the last number of years, according to the Office of Institutional Analysis, the Faculty of Engineering had the following ratio of Aboriginal to total student population:

Fall 2003, 59 or 4.2% of the Engineering population
Fall 2004, 58 or 3.6% of the Engineering population
Fall 2005, 42 or 2.6% of the Engineering population
Fall 2006, 53 or 3.4% of the Engineering population
Fall 2007, 63 or 3.8% of the Engineering population
Fall 2008, 62 or 3.5% of the Engineering population
Fall 2009, 64 or 3.4% of the Engineering population

Clearly, Aboriginal students are presently and have been in the past under-represented relative to the proportion of Aboriginal people in Manitoba.

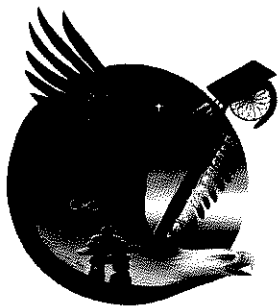


The Petro-Canada Scholarship and Bursary will provide some much needed financial support to Aboriginal students enrolled full-time in the Faculty of Engineering. Given the University of Manitoba's commitment to Aboriginal education and given that they are under-represented in the Faculty, I strongly support the offering of this award.

Regards

A handwritten signature in black ink, appearing to read 'Randy Herrmann', with a large, sweeping flourish at the end.

Randy Herrmann, P.Eng.
Director



ABORIGINAL STUDENT CENTRE

March 15, 2011

Dr. Phil Hultin
 Chair of the Senate Committee on Awards
 C/o Ms. Shannon Coyston
 Awards Establishment Coordinator
 422 University Centre

Dear Dr. Hultin & Senate Committee:

Please accept this letter as formal support for the Petro-Canada Scholarship and Bursary Fund for ENGAP students.

As the Director of the Aboriginal Student Centre I can verify that financial strain is the leading cause for Aboriginal students leaving school before graduation. It is common knowledge that many Aboriginal peoples live in poverty and whereas a university education can help rectify this, most cannot afford to do so and few have the privilege of obtaining financial support from their families. Bursaries and scholarships are a major component of a successful retention plan.

The number of Aboriginal students attending the University of Manitoba continues to increase and I believe this is partially due to the financial assistance made available through programs and faculties or external companies. The Petro-Canada Scholarship and Bursary Fund for ENGAP students is an example of a company wanting to assist with the financial difficulties faced by many students. The proposed scholarship and bursary are designed to assist Aboriginal students studying in the Faculty of Engineering through the Engineering Access program and for this I extend my full support.

As of November, 2010 there are 1912 self declared Aboriginal students attending the University of Manitoba and 72 in the Faculty of Engineering, or 3.8% (Office of Institutional Analysis, 2010).

I trust that the Senate committee will approve the proposal for the Petro-Canada Scholarship and Bursary Fund in order to assist with the retention efforts of the Engineering Access Program (ENGAP) for Aboriginal students.

In education, miigwetch


 Kali Storm, Director
 Aboriginal Student Centre

AWARDS OFFICE

MAR 18 2011

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Asper School of Business

Charles Mossman, PhD, FCGA, CFA
Acting Dean
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MEMORANDUM

DATE: March 30, 2011

TO: Dr. Phil Hultin, Chair, Senate Committee on Awards

FROM: Dr. Charles Mossman, Acting Dean 

SUBJECT: TRIBAL COUNCILS INVESTMENT GROUP SCHOLARSHIP

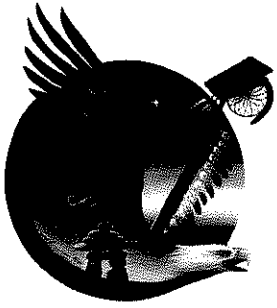
The Asper School of Business is committed to growth in Aboriginal Business Education. During 2010-2011, a total of 62 aboriginal students are studying in the Asper School of Business, only 3.2% of our total student population.¹ Over the past five years, the percentage of students enrolled in the Asper School of Business relative to the total number of students enrolled averaged 2.8%.¹ As aboriginal peoples represent 15.5% of Manitoba's population,² aboriginal students are under-represented at the Asper School of Business in comparison to the general population.

The Tribal Councils Investment Group Scholarship provides meaningful support to aboriginal students enrolled in the Bachelor of Commerce (Honours) program in the Asper School of Business. Given the Asper School's commitment to growth in Aboriginal Business Education, and given the under-representation of aboriginal students in the School, I strongly support the establishment of this scholarship.

¹Office of Institutional Analysis, University of Manitoba

²2006 Census, Statistics Canada





ABORIGINAL STUDENT CENTRE

March 15, 2011

Dr. Phil Hultin
 Chair of the Senate Committee on Awards
 C/o Ms. Shannon Coyston
 Awards Establishment Coordinator
 422 University Centre

Dear Dr. Hultin & Senate Committee:

Please accept this letter as formal support for the Tribal Councils Investment Group Scholarship for students in the Aboriginal Business Education Partners (ABEP) program.

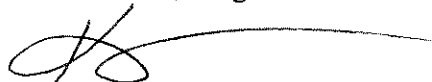
As the Director of the Aboriginal Student Centre I can verify that financial strain is the leading cause for Aboriginal students leaving school before graduation. It is common knowledge that many Aboriginal peoples live in poverty and whereas a university education can help rectify this, most cannot afford to do so and few have the privilege of obtaining financial support from their families. Bursaries and scholarships are a major component of a successful retention plan.

The number of Aboriginal students attending the University of Manitoba continues to increase and I believe this is partially due to the financial assistance made available through programs and faculties or external companies. The Tribal Councils Investment Group Scholarship for ABEP students is an example of a company wanting to assist with the financial difficulties faced by many students. The proposed scholarship is designed to assist Aboriginal students studying in the I.H. Asper School of Business through the Aboriginal Business Education Partners (ABEP) program and for this I extend my full support.

As of November, 2010 there are 1912 self declared Aboriginal students attending the University of Manitoba and 62 self declared Aboriginal students in the I.H. Asper School of Business, or 3.2% (Office of Institutional Analysis, 2010).

I trust that the Senate committee will approve the proposal for the Tribal Councils Investment Group Scholarship for students in the Aboriginal Business Education Partners (ABEP) program and assist with the retention efforts of the Faculty and program.

In education, miigwetch


 Kali Storm, Director
 Aboriginal Student Centre

AWARDS OFFICE

MAR 18 2011

UNIVERSITY OF
 MANITOBA

Aboriginal Student Centre
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 University of Manitoba
 Winnipeg, MB R3T 2N2

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**STUDENT
 AFFAIRS**

creating opportunities for student success



UNIVERSITY
 OF MANITOBA



AGENDA ITEM: Health and Safety Policy

RECOMMENDED RESOLUTION:

That the Board of Governors approve the revised Health and Safety Policy and receive for information a series of Health and Safety Procedures previously approved by the President

Action Requested: Approval Discussion/Advice Information

CONTEXT AND BACKGROUND:

The previous Health and Safety Policy was dated February 1, 2003 and required a review and update. In reviewing the Policy a number of companion Procedures also required updating or clarification.

RESOURCE REQUIREMENTS:

No additional funding or resources are required

CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:

The provision of a healthy and safe work environment is required by legislation and is a fundamental aspect of our Outstanding Workplace Initiative.

IMPLICATIONS:

n/a

ALTERNATIVES:

This policy statement is a requirement of the Workplace Safety and Health legislation and is a best practice initiative.

CONSULTATION: *[delete if not applicable]*

Consultation has taken place with the Director of Environmental Health and Safety Office, Legal Services, Workplace Safety and Health Division of the Manitoba Department of Labour and Immigration. All bargaining units at the University have been consulted and some changes resulted from the consultation.



Board of Governors Submission

Routing to the Board of Governors:

<u>Reviewed</u>	<u>Recommended</u>	<u>By</u>	<u>Date</u>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<i>Terry Voss</i>	<i>May 4/11</i>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<i>Richard McEl</i>	<i>May 20/11</i>
<input type="checkbox"/>	<input type="checkbox"/>	<i>DD R</i>	<i>May 25, 2011</i>
<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>		

Submission prepared by: _____

Submission approved by: _____

Attachments

1. Health and Safety Policy
2. Safety Management Procedure
3. Health and Safety Procedure – Employees
4. Health and Safety Procedure – Students
5. Health and Safety Procedure – Visitors
6. Health and Safety Procedure – Role of EHSO
7. Response to Health and Safety Concerns Procedure - Employees



Title: Health and Safety

Effective Date: Review Date:

Approving Body: X Board of Governors, Administration (specify):, Senate

Authority: X University of Manitoba Act Section # 16 (1) b, X Other Legislation [name and section #] Manitoba Workplace Safety and Health Act, Bylaw [name and section #], Regulation

Implementation: President; Delegated to Vice-President Administration

Contact: Executive Director of Human Resources

Applies to: X Board of Governors members, X Senate members, X Faculty/School Councils, X Students, X External Parties Contractors and Suppliers, X Employees All Employees

1.0 Reason for Policy

The reason for the Policy is to identify responsibility and accountability for the safety and health of academic and support staff, students and visitors at the University.

2.0 Policy Statement

The safety and health of all academic and support staff, students and visitors to the University campuses is a priority for the University.

The University shall:

- a) Comply with, or exceed, the requirements of any applicable workplace health and safety legislation;
b) Provide a safe and healthy environment in which to carry on the University's affairs so far as is reasonably practicable; and
c) Work to minimize workplace illness and injury at the University.

To achieve these objectives, the responsibility and accountability for health and safety shall be an integral part of the duties of supervisory staff at all levels, including the senior executive.

3.0 Accountability

- 3.1 The University Secretary is responsible for advising the President that a formal review of the Policy is required.
- 3.2 The Executive Director of Human Resources is responsible for the communication, administration and interpretation of this Policy.
- 3.3 All supervisors, employees, and students will be accountable for complying with the Policy and all Secondary Documents.

4.0 Secondary Documents

- 4.1 The Vice-President (Administration) may approve Procedures which are secondary to and comply with this Policy.
- 4.2 The Procedures approved under this Policy may include, but are not necessarily limited to, provisions relating to:
 - (a) the responsibility and accountability of supervisory staff for health and safety;
 - (b) the compliance responsibilities of employees, students and visitors;
 - (c) the supporting role and mandate of the Environmental Health and Safety Office;
 - (d) the establishment, role, and mandate of safety committees; and
 - (e) mechanisms for resolution of health and safety concerns.

5.0 Review

- 5.1 Formal Policy reviews will be conducted every ten (10) years. The next scheduled review date for this Policy is ____.
- 5.2 In the interim, this Policy may be revised or rescinded if:
 - (a) the Approving Body deems necessary; or
 - (b) the relevant Bylaw, Regulations or Policy is revised or rescinded.
- 5.3 If this Policy is revised or rescinded, all Secondary Documents will be reviewed as soon as reasonably possible in order to ensure that they:
 - (a) comply with the revised Policy; or
 - (b) are in turn rescinded.

6.0 Effect on Previous Statements

- 6.1 This Policy supersedes Safety and Health Policy (dated February 1, 2003).

7.0 Cross References

Safety Management Procedure _____

Health and Safety – Employees, Students, Visitors, EHSO Procedures

Safety Committees Procedure _____

Response to Health and Safety Concerns



Title: **Safety Management Procedure**

Effective Date: _____ Review Date: _____

Approving Body: Board of Governors Senate
 Administration (specify): Vice-President (Administration)

Authority Policy Health & Safety Policy
 Bylaw
 Regulation Manitoba Workplace Safety and Health Act

Implementation: The President delegated to the Vice-President (Administration)

Contact: Executive Director of Human Resources

Applies to: Board of Governors members Senate members
 Faculty/School Councils Students
 Department Councils
 External Parties _____
[specify applicable external parties]
 Employees All Employees (any person who directs the work of another)
[specify applicable employee organizations and employment group]

1.0 Reason for Procedure(s)

To set out procedures and responsibilities for managing safety and health at the University of Manitoba.

2.0 Procedure(s)

Responsibilities to manage health and safety at the University are outlined below:

2.1.1 The University

The President:

- a) accepts responsibility for the safety performance of the University;
- b) provides strategic leadership on health and safety issues that affect the University at an organizational level;
- c) monitors the health and safety performance of the organization as a whole
- d) holds Vice-Presidents accountable for the safety performance of areas under their control;
- e) acts as the ultimate decision-maker where agreement cannot be reached on health and safety issues that affect the organization as a whole;

- f) does such things as required to comply with all policies and procedures

2.1.2 Vice-Presidents

The Vice-Presidents (acting in areas under their authority):

- a) accept responsibility for safety performance
- b) provide strategic leadership on health and safety issues
- c) monitor the health and safety performance
- d) hold Deans, Directors and Department Heads accountable for the safety performance of areas under their control;
- e) act as the ultimate decision-maker where agreement cannot be reached on health and safety issues involving more than one department or faculty;
- f) determine the appropriate number of Local Area Safety and Health committees for their respective units.
- g) designate the appropriate number of management safety representatives for units reporting to him/her.
- h) do such things as required to comply with all policies and procedures

2.1.2 Deans, Directors and Department Heads

Deans, Directors and Department Heads (acting in areas under their authority):

- a) accept responsibility for the health and safety performance
- b) provide strategic leadership on health and safety issues
- c) support organizational health and safety initiatives;
- d) direct concerns that cannot be resolved or affect areas beyond their control to their VP
- e) report health and safety performance, objectives and progress to the VP;
- f) monitor health and safety performance;
- g) hold supervisory staff accountable for their safety performance;
- h) support supervisory staff in their efforts to meet the University's health and safety objectives;
- i) upon request, assign employer members for any workplace safety and health committee established in their department or faculty;
- j) do such things as required to comply with all policies and procedures

2.1.3 The Supervisor (Any person who directs the work of another)

Supervisors:

- a) accept responsibility for health and safety in the workplace(s) that they supervise by taking all steps reasonable to:
 - i. take the precautions necessary to protect the safety and health of employees under their supervision;
 - ii. ensure that all workers under their supervision are made aware of safety and health hazards in their workplace and the practices to minimize those hazards;
 - iii. ensure that employees follow the procedures;
- b) receive and act on employee concerns about safety;
- c) ensure that accidents and injuries are reported and investigated;
- d) ensure that visitors to their workplace(s) are aware of hazards associated with their workplace(s) and are properly equipped;
- e) do such things as required to comply with all policies and procedures

3.0 Accountability

- 3.1 The University Secretary is responsible for advising the President that a formal review of the Procedure is required.
- 3.2 The Executive Director of Human Resources is responsible for the communication, administration and interpretation of this Policy.
- 3.3 All supervisors, employees, and students will be accountable for complying with the Policy and all Secondary Documents.

4.0 Review

- 4.1 Formal Procedure reviews will be conducted every ten (10) years. The next scheduled review date for this/these Procedure(s) is/are _____.
- 4.2 In the interim, this/these Procedure(s) may be revised or rescinded if:
 - (a) the Approving Body deems necessary; or
 - (b) the relevant Bylaw, Regulation(s) or Policy is revised or rescinded.

5.0 Effect on Previous Statements

- 5.1 A This/these Procedure(s) supersede(s) the following:
 - (a) all previous Board/Senate Procedures, and resolutions on the subject matter contained herein; and
 - (b) all previous Administration Procedures, and resolutions on the subject matter contained herein; and
 - (c) all previous Faculty/School Council Procedures stemming from the Faculty/School Council Bylaw and academic and admission Regulations and any resolutions on the subject matter contained herein;

6.0 Cross References

Health and Safety Policy _____

Response to Health and Safety Concerns Procedure _____

Safety Committees Procedure _____

Health and Safety – Employees Procedure _____

Health and Safety – Students Procedure _____

Health and Safety – Visitors Procedure _____

Health and Safety - EHSO Procedure _____



Title: Procedure: Health and Safety - Employees

Effective Date: _____ Review Date: _____

Approving Body: Board of Governors Senate
 Administration (specify): Vice-President (Administration)

Authority Policy Health and Safety
 Bylaw
 Regulation Manitoba Workplace Safety and Health Act

Implementation: The President delegated to the Vice-President (Administration)

Contact: Executive Director of Human Resources

Applies to: Board of Governors members Senate members
 Faculty/School Councils Students
 Department Councils
 External Parties _____
[specify applicable external parties]
 Employees All Employees
[specify applicable employee organizations and employment group]

1.0 Reason for Procedure(s)

To clarify expectations regarding health and safety for the employees of the University of Manitoba.

2.0 Procedure(s)

It is the responsibility of all employees to:

- (a) use reasonable care so as to protect their own safety and health and the safety and health of others affected by their actions.
- (b) conduct all activities in accordance with safety and health rules and procedures established by the supervisor, Department Head and the University.
- (c) take an active part in practicing safe and healthy work habits.
- (d) immediately report any accident, injury or unsafe conditions to the appropriate supervisor.
- (e) properly use and adequately care for personal protective equipment that is required for their activities.
- (f) consult and cooperate with the Local Area Safety and Health (LASH) Committee.

3.0 Accountability

- 3.1 The University Secretary is responsible for advising the President that a formal review of the Procedure is required.
- 3.2 The Executive Director of Human Resources is responsible for the communication, administration and interpretation of this Procedure.
- 3.3 The Director of the Environmental Health and Safety Office is responsible for the implementation of this procedure.

4.0 Review

- 4.1 Formal Procedure reviews will be conducted every ten (10) years. The next scheduled review date for this/these Procedure(s) is/are _____.
- 4.2 In the interim, this/these Procedure(s) may be revised or rescinded if:
 - (a) the Approving Body deems necessary; or
 - (b) the relevant Bylaw, Regulation(s) or Policy is revised or rescinded.

5.0 Effect on Previous Statements

- 5.1 This/these Procedure(s) supersede(s) the following:
 - (a) all previous Board/Senate Procedures, and resolutions on the subject matter contained herein; and
 - (b) all previous Administration Procedures, and resolutions on the subject matter contained herein; and
 - (c) all previous Faculty/School Council Procedures stemming from the Faculty/School Council Bylaw and academic and admission Regulations and any resolutions on the subject matter contained herein;

6.0 Cross References

Policy: Health and Safety

Procedure: Safety Committees

Procedure: Resolution of Safety Concerns - Employees

Procedure: Safety Management



Title: Procedure: Health and Safety - Students

Effective Date: _____ Review Date: _____

Approving Body: Board of Governors Senate
 Administration (specify): Vice-President (Administration)

Authority Policy Health and Safety
 Bylaw
 Regulation Manitoba Workplace Safety and Health Act

Implementation: The President delegated to the Vice-President (Administration)

Contact: Executive Director of Human Resources

Applies to: Board of Governors members Senate members
 Faculty/School Councils Students
 Department Councils
 External Parties _____
[specify applicable external parties]
 Employees _____
[specify applicable employee organizations and employment group]

1.0 Reason for Procedure(s)

To clarify the University's expectations of students on its campuses and the University's role in minimizing or eliminating, so far as reasonably practicable, risk to students in connection with University activities.

2.0 Procedure(s)

2.1 Students

It is the responsibility of all students to:

- (a) use reasonable care so as to protect their own safety and health and the safety and health of others affected by their actions.
- (b) conduct all University activities in accordance with the University's safety and health policies and procedures.
- (c) immediately report any accident, injury or unsafe conditions to the appropriate supervisor, instructor or faculty member.
- (d) seek guidance from their instructors or supervisors concerning safety-related issues and skills required to ensure the safe and healthy performance in their University-related activities;

- (e) properly use and adequately care for any personal protective equipment that is required for their University activities.

2.2 The University

It is the responsibility of all supervisors and others acting on behalf of the University to ensure so far as reasonably practicable that:

- (a) students are informed of hazards that are related to University activities or facilities that they may enter
- (b) students receive training on and comply with any safe work procedures related to a space that they may enter
- (c) students use any protective equipment required for entry into University facilities
- (d) University property and facilities are maintained in a manner that does not create risk to students

3.0 **Accountability**

- 3.1 The University Secretary is responsible for advising the President that a formal review of the Procedure is required.
- 3.2 The Executive Director of Human Resources is responsible for the communication, administration and interpretation of this Procedure.
- 3.3 The Director of the Environmental Health and Safety Office is responsible for the implementation of this procedure.

4.0 **Review**

- 4.1 Formal Procedure reviews will be conducted every ten (10) years. The next scheduled review date for this/these Procedure(s) is/are _____.
- 4.2 In the interim, this/these Procedure(s) may be revised or rescinded if:
 - (a) the Approving Body deems necessary; or
 - (b) the relevant Bylaw, Regulation(s) or Policy is revised or rescinded.

5.0 **Effect on Previous Statements**

- 5.1 This/these Procedure(s) supersede(s) the following:
 - (a) all previous Board/Senate Procedures, and resolutions on the subject matter contained herein; and
 - (b) all previous Administration Procedures, and resolutions on the subject matter contained herein; and
 - (c) all previous Faculty/School Council Procedures stemming from the Faculty/School Council Bylaw and academic and admission Regulations and any resolutions on the subject matter contained herein; and

6.0 **Cross References**

Policy: Health and Safety

Procedure: Health and Safety – Employees



Title: Procedure: Health and Safety – Visitors and Contractors

Effective Date: _____ Review Date: _____

Approving Body: Board of Governors Senate
 Administration (specify): Vice-President (Administration)

Authority Policy [name and section #] Health and Safety
 Bylaw [name and section #] _____
 Regulation [name and section #] Manitoba Workplace Safety and Health Act

Implementation: The President delegated to the Vice-President (Administration)

Contact: Executive Director of Human Resources

Applies to: Board of Governors members Senate members
 Faculty/School Councils Students
 Department Councils
 External Parties Visitors, contractors
[specify applicable external parties]
 Employees All Employees
[specify applicable employee organizations and employment group]

1.0 Reason for Procedure(s)

To clarify the University's expectations of visitors to its campuses and the University's role in minimizing or eliminating, so far as reasonably practicable, risk to visitors in connection with University activities.

2.0 Procedure(s)

2.1 Visitors to the University

It is the responsibility of all visitors to the University to:

- (a) use reasonable care so as to protect their own safety and health and the safety and health of others affected by their actions;
- (b) comply with any procedures required by University for University-related activities; and
- (c) immediately report any accident, injury or unsafe condition to the University.

2.2 University

It is the responsibility of all supervisors, event organizers and others acting on behalf of the University to ensure so far as reasonably practicable that:

- (a) visitors are informed of hazards that are related to University activities or facilities that they may enter;
- (b) visitors comply with any safe work procedures related to a space that they may enter;
- (c) visitors use any protective equipment required for entry into University facilities; and
- (d) University property and facilities are maintained in a manner that does not create risk to visitors.

3.0 Accountability

- 3.1 The University Secretary is responsible for advising the President that a formal review of the Procedure is required.
- 3.2 The Executive Director of Human Resources is responsible for the communication, administration and interpretation of this Procedure.
- 3.3 The Director of the Environmental Health and Safety Office is responsible for the implementation of this procedure.

4.0 Review

- 4.1 Formal Procedure reviews will be conducted every ten (10) years. The next scheduled review date for this/these Procedure(s) is/are _____.
- 4.2 In the interim, this/these Procedure(s) may be revised or rescinded if:
 - (a) the Approving Body deems necessary; or
 - (b) the relevant Bylaw, Regulation(s) or Policy is revised or rescinded.

5.0 Effect on Previous Statements

- 5.1 This/these Procedure(s) supersede(s) the following:
 - (a) all previous Board/Senate Procedures, and resolutions on the subject matter contained herein; and
 - (b) all previous Administration Procedures, and resolutions on the subject matter contained herein; and
 - (c) all previous Faculty/School Council Procedures stemming from the Faculty/School Council Bylaw and academic and admission Regulations and any resolutions on the subject matter contained herein;

6.0 Cross References

Policy: Health and Safety _____

Procedure: Health and Safety – Employees _____



Title: Procedure: Health and Safety – EHSO Role

Effective Date: _____ Review Date: _____

Approving Body: Board of Governors Senate
 Administration (specify): Vice-President (Administration)

Authority Policy [name and section #] Health and Safety
 Bylaw [name and section #] _____
 Regulation [name and section #] _____

Implementation: The President delegated to the Vice-President (Administration)

Contact: Executive Director of Human Resources

Applies to: Board of Governors members Senate members
 Faculty/School Councils Students
 Department Councils
 External Parties _____
[specify applicable external parties]
 Employees Employees of the Environmental Health and Safety Office
[specify applicable employee organizations and employment group]

1.0 Reason for Procedure(s)

To clarify of the role of the Environmental Health and Safety Office (EHSO) in regards to health and safety of University staff, students and visitors

2.0 Procedure(s)

2.1 EHSO General Support Role

It is the responsibility of EHSO to assist all members of the University community in meeting their safety and health responsibilities by:

- (a) identifying emerging trends and internal/external risks that may affect specific areas or the University as a whole;
- (b) identifying and evaluating options to deal with risks and providing recommendations for consideration;
- (c) providing expertise, advice, guidance, technical support, and training;
- (d) recommending and developing safety and health initiatives, systems,

- (e) programs and approaches; and recommending metrics so that progress or performance can be monitored;

2.2 EHSO Reporting Role

It is the responsibility of EHSO to report significant health and safety issues to senior administration through the Executive Director of Human Resources. These reports are prepared at the request of senior administration or may be initiated by EHSO.

3.0 Accountability

- 3.1 The University Secretary is responsible for advising the President that a formal review of the Procedure is required.
- 3.2 The Executive Director of Human Resources is responsible for the communication, administration and interpretation of this Procedure.
- 3.3 The Director of the Environmental Health and Safety Office is responsible for the implementation of this procedure.

4.0 Review

- 4.1 Formal Procedure reviews will be conducted every ten (10) years. The next scheduled review date for this/these Procedure(s) is/are _____.
- 4.2 In the interim, this/these Procedure(s) may be revised or rescinded if:
 - (a) the Approving Body deems necessary; or
 - (b) the relevant Bylaw, Regulation(s) or Policy is revised or rescinded.

5.0 Effect on Previous Statements

- 5.1 This/these Procedure(s) supersede(s) the following:
 - (a) all previous Board/Senate Procedures, and resolutions on the subject matter contained herein; and
 - (b) all previous Administration Procedures, and resolutions on the subject matter contained herein; and
 - (c) all previous Faculty/School Council Procedures stemming from the Faculty/School Council Bylaw and academic and admission Regulations and any resolutions on the subject matter contained herein;

6.0 Cross References

Policy: Health and Safety _____

Procedure: Health and Safety – Employees _____



Title: Procedure: Response to Health and Safety Concerns - Employees

Effective Date: _____ Review Date: _____

Approving Body: Board of Governors Senate
 Administration (specify): Vice-President (Administration)

Authority Policy Health and Safety
 Bylaw
 Regulation Manitoba Workplace Safety and Health Act

Implementation: The President delegated to the Vice-President (Administration)

Contact: Executive Director of Human Resources

Applies to: Board of Governors members Senate members
 Faculty/School Councils Students
 Department Councils
 External Parties _____
[specify applicable external parties]
 Employees All Employees
[specify applicable employee organizations and employment group]

1.0 Reason for Procedure(s)

To clarify the process for raising and resolving health and safety concerns in the workplace

2.0 Procedure(s)

2.1 Raising a safety and health concern

Where any employee of the University has a concern related to health and safety in the workplace the following steps will be taken in the order presented. Where an issue is not resolved the employee would proceed to the next step in the sequence presented below:

- (a) the employee will report the concern to their direct supervisor for resolution;
- (b) where the direct supervisor has not resolved the issue the employee will contact any member of the local area safety committee associated with their workplace;
- (c) where the local area safety committee has not resolved the issue the employee may contact:
 - i) Environmental Health and Safety Office (EHSO) or
 - ii) their bargaining unit or
 - iii) the Workplace Safety and Health Division of the Manitoba Department of

2.2 Right to refuse dangerous work

Where an employee believes on reasonable grounds that a task constitutes a danger to their health and safety or the health and safety of any other person in a workplace they may refuse to do that work.

In this instance the University will follow the requirements of section 43 "Right to Refuse Dangerous Work" of the Manitoba *Workplace Safety and Health Act* as amended from time to time.

3.0 **Accountability**

- 3.1 The University Secretary is responsible for advising the President that a formal review of the Procedure is required.
- 3.2 The Executive Director of Human Resources is responsible for the communication, administration and interpretation of this Procedure.
- 3.3 The Director of the Environmental Health and Safety Office is responsible for the implementation of this procedure.

4.0 **Review**

- 4.1 Formal Procedure reviews will be conducted every ten (10) years. The next scheduled review date for this/these Procedure(s) is/are _____.
- 4.2 In the interim, this/these Procedure(s) may be revised or rescinded if:
 - (a) the Approving Body deems necessary; or
 - (b) the relevant Bylaw, Regulation(s) or Policy is revised or rescinded.

5.0 **Effect on Previous Statements**

- 5.1 This/these Procedure(s) supersede(s) Response to Health and Safety Concerns (dated May 29, 2005)

6.0 **Cross References**

Policy: Health and Safety _____

Procedure: Health and Safety – Employees _____

Procedure: Safety Management _____

Procedure: Safety Committee _____



AGENDA ITEM: *Amendments to the Student Organization Bylaw re: Graduate Students' Association Autonomy*

RECOMMENDED RESOLUTION:

That the Board of Governors approve the amendments to section 1 and 4 and the addition of section 14 to the Student Organization Bylaw.

Action Requested: Approval Discussion/Advice Information

CONTEXT AND BACKGROUND:

The proposed changes to the Student Organization Bylaw give effect to the autonomy agreement between the University of Manitoba Students' Union and the Graduate Students' Association. Under the changes, the GSA's fees would be determined by the GSA, approved by the Board, collected by the University and transferred directly to the GSA. The proposed changes exempt the GSA from UMSU fees, and provide an accountability framework for the GSA, requiring regular audits of their books and reporting back to the University.

RESOURCE REQUIREMENTS:

N/A/

CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:

An autonomous Graduate Students' Association will contribute to an outstanding student experience for Graduate Students.

CONSULTATION: *[delete if not applicable]*

This proposal has been reviewed by the University Secretary and the University's General Counsel, as well as the GSA, UMSU and their respective legal counsel.



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 checked="" type="checkbox"/>	UMSV	April 29, 2011
<input type="checkbox"/>	<input checked="" type="checkbox"/>	GSA	April 29, 2011
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>[Signature]</i>	June 1, 2011
<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>		

Submission prepared by: _____

Submission approved by:

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

Governing Documents: Students

Recommended Changes – June, 2011

BYLAW:	STUDENT ORGANIZATIONS
---------------	------------------------------

1.00 Students Exempted from UMSU:

Pursuant to subsection 6 (1) of the UMSU Act the following class or classes of persons enrolled as students at the University are exempted from membership in UMSU during the term of their enrollment, namely:

- a. Off campus students (including graduate students outside of Manitoba);
- b. Correspondence students;
- c. Auditing students;
- d. Students enrolled in the Faculty of Graduate Studies
- e. Non academic credit course students; and
- f. Challenge course students.

2.00 UMSU Student Fees:

The University shall, at the request of, and on behalf of UMSU, collect and remit to UMSU the fees and assessments fixed pursuant to clause 8(f) of the UMSU Act which relate to members of UMSU and to such students as have been exempted from such membership.

3.00 Faculty, School or College Student Organization Fees:

Every person enrolled as a student at the University, other than those exempted pursuant to section 1.00, shall pay, in addition to all other fees required by the University and to the fees or assessments collected for UMSU and referred to in section 2.00, a fee for membership in the student organization of the faculty, school or college of the University in which the student is enrolled, provided such student organization has been authorized by the Board to participate in student organization fees collected by the University.

4.00 Student Organizations Authorized for Fee Participation:

The following student organizations are authorized by the Board to participate in the student organization fees collected by the University as provided in section 3.00, namely:

- Arthur V. Mauro Student's Association
- Arts Student Body Council
- Commerce Students' Association
- Dental Hygiene Student Council
- Faculty of Agriculture Students' Organization
- Faculty of Education Students' Association

- ~~Graduate Students' Association~~
- Human Ecology Students' Association
- Manitoba Law Students' Association
- Manitoba Dental Students' Association
- Manitoba Medical Students' Association
- Medical Rehabilitation Students' Association
- Pharmacy Students' Association of the University of Manitoba
- Resident Students' Association
- St. Andrew's College Student Council
- St. John's College Students' Association
- St. Paul's College Students' Council
- School of Art Students' Association
- School of Music Students' Association
- Science Students' Association of the University of Manitoba
- Society of Earth Science and Environmental Students
- Student Association for Health, Physical Education and Recreation
- Students' Architectural Society
- The Social Work Students' Association
- The University of Manitoba Nursing Students' Association
- University 1 Student Council
- University College Residence Students' Association
- University College Students' Society
- University of Manitoba Engineering Society

5.00 Authorization of Additional Student Organizations for Fee Participation:

The Board from time to time by resolution may authorize other student organizations to participate in student organization fees collected by the University as provided in section 3.00.

6.00 Procedure for Determining Membership Fee:

The amount of the membership fee referred to in section 3.00 shall be that recommended to UMSU by the faculty, school or college student organization concerned, approved by the Council of UMSU and thereafter approved by resolution of the Board on recommendation of that Council.

7.00 Procedure Upon Disagreement as to Fee:

In the event of disagreement between a faculty, school or college student organization and the Council of UMSU as to the amount of any membership fee referred to in section 6.00, the faculty, school or college student organization concerned may make direct representations to the Board, which may then fix the amount at its discretion.

8.00 Time of Payment by Students:

The amount of all fees and assessments payable by a student pursuant to the UMSU Act and to this Article, as

approved or fixed from time to time by resolution of the Board (herein called collectively "student organization fees") shall be payable at the time of registration.

9.00 Reports to UMSU of Fee Collections:

The University shall report to UMSU particulars of all student organization fees and assessments collected by the University.

10.00 Time of Payment by Students:

Subject to sections 11.00 and 12.00, the University shall pay to UMSU in each academic year, at such times as may be agreed by the Vice-President (Administration) of the University and UMSU, all student organization fees collected by the University.

10.1 The University may, upon request of UMSU, make reasonable advances from funds of the University towards student organization fees to be collected by the University in any academic year, on such terms as may be agreed by the Vice-President (Administration) and UMSU.

11.00 Payment by UMSU of Fees Collected for Other Student Organizations:

As and when received by UMSU, it shall pay to the authorized faculty, school and college student organizations concerned the amount of fees collected by the University in respect of membership in each such organization, provided, however, payment shall be made only subject to and upon compliance by the student organization concerned of the following regulations applicable to all such authorized student organizations.

- a.
- b. Each faculty, school and college student organization shall adopt or confirm its constitution and shall file a certified copy thereof with the University Secretariat and with the President of UMSU and thereafter, of any amendments made thereto, in each case within a reasonable time after the constitution is adopted or confirmed, or after any such amendments are made.
- c. Until further filings relating thereto are made as aforesaid, the documents so filed shall be deemed to comprise for all purposes the constitution, and, if amended, the amended constitution, of the faculty, school or college student organization to which it relates.
- d. Each faculty, school and college student organization shall keep such books of account and other records as shall from time to time be prescribed by the Vice-President (Administration) of the University, wherein

shall be kept a complete and accurate record of all moneys received by it from whatever source derived, all disbursements made by it, and all securities owned or held by it, and shall keep such books, records and securities at all times open to inspection by the Vice-President (Administration), or by anyone designated by the Vice-President (Administration) for that purpose, and by the auditor appointed by the Board to audit the books and accounts of the organization.

e. Each faculty, school and college student organization shall elect annually a treasurer, who need not be a member of the organization.

f. The treasurer of each faculty, school and college student organization shall be bonded for the faithful performance of the duties as treasurer. Such bond will be arranged for by the Vice-President (Administration) and the cost of each such bond shall be borne by the student organization concerned.

g. The treasurer referred to in Clause (e) shall:

- 1.
2. have charge of the books of account and other financial records of the faculty, school and college student organization;
3. have the care and custody of all the funds and securities of the student organization;
4. deposit same, intact and immediately upon receipt, in the name of the student organization in such chartered bank(s) or federally chartered trust company(ies) in Winnipeg as the student organization may direct;
5. support every payment made by the treasurer on behalf of the student organization by a proper voucher;
6. make any payment over \$10.00 made on behalf of the student organization by cheque, duly signed by the treasurer and such other signing officer or officers as the student organization may by resolution designate; and
7. file a certified copy of each such resolution with the chartered bank(s) or the federally chartered trust company(ies) in which the student organization deposits its funds and securities.

h.

i. A faculty, school and college student organization shall not contract any liability except in its own name, or in a name approved of by the University.

j. It shall be the duty of the officer or officers of a student

organization arranging for credit to make it clear to the person from whom the credit is sought, at the time the liability is contracted, that the University is not responsible for the payment of indebtedness incurred.

- k. The fiscal year of every faculty, school and college student organization shall be the period commencing with the first day of April in one year and ending with the last day of March in the next year.
- l. The books and accounts of each faculty, school and college student organization shall be audited at least once a year by an auditor appointed by the Board, and such auditor shall make a written report thereon to the Board. The cost of the audit shall be borne by the student organization concerned.
- m. A member of a faculty, school and college student organization may bring to the attention of the Vice-President (Administration) any matter arising out of the operation of this section.
- n. The Vice-President (Administration) shall bring to the attention of the Finance Committee of the Board such matters arising out of the operation of this section as the Vice-President feels should be brought to the attention of that Committee, or as that Committee may from time to time request.
- o. If at any time any provision of these regulations is not complied with by a faculty, school or college student organization, the Board may direct UMSU to withhold payment of student organization fees to such student organization.

12.00 Agreement for Retention of Fees:

The University may retain from the student organization fees collected by it any amounts provided to be retained under any agreement entered into between the University and UMSU and shall apply the retained amounts pursuant to such agreement.

13.00 Agreements for Collection and Disbursement of Fees:

The University and UMSU may enter into an agreement with UMSU to facilitate the collection and disbursement of fees and assessments, and the making of advances pursuant to this Article.

14.00 Graduate Students' Association Fees

Students enrolled in the Faculty of Graduate Studies are members of the Graduate Students' Association, and are exempt from paying UMSU fees.

UMSU shall recommend to the Board of Governors the Graduate Student Fees determined by the Graduate Student's Association. The fees shall be assessed on graduate students as an exempted class of students, pursuant to s.8(f) of *The University of Manitoba Students Union Act*.

The fees collected shall be held by the University and transferred directly to the Graduate Students' Association, subject to the following conditions being met:

- a) the Graduate Students' Association shall file its constitution, articles of incorporation and/or bylaws with the University Secretary;
- b) the Graduate Students' Association shall keep appropriate books of account;
- c) the Graduate Students' Association shall be bonded, at their expense;
- d) the Graduate Students' Association shall contract in its own name, and not the name of the University of Manitoba or UMSU; and
- e) the Graduate Students' Association shall undergo an annual audit, at their expense and file the audit report with the University Secretary.



AGENDA ITEM: Exemption of Graduate Students' Association members from UMSU

RECOMMENDED RESOLUTION:

That all students registered in the Faculty of Graduate Studies at the University of Manitoba be exempted from membership in the University of Manitoba Students' Union pursuant to section 6(1) of The University of Manitoba Students' Union Act.

Action Requested: Approval Discussion/Advice Information

CONTEXT AND BACKGROUND:

The Graduate Students' Association has pursued formal autonomy from UMSU for several years. UMSU and the GSA signed an initial autonomy agreement in 2007, and both parties have treated the other as autonomous since that time.

The University of Manitoba, the University of Manitoba Students' Union, and the Graduate Students' Association have now all signed a three-party Autonomy Agreement recognizing the GSA as an autonomous students' organization.

According to Section 6(1) of the University of Manitoba Students' Union Act, no group of students can be exempted from membership in UMSU until approved by the Board of Governors.

RESOURCE REQUIREMENTS:

None.

CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:

Autonomy for the Graduate Students' Association supports the Strategic Planning Framework by giving the GSA more freedom to determine how best to service their membership and enhance the student experience.

IMPLICATIONS:

UMSU has recognized the GSA as an autonomous students' organization since signing the First Autonomy Agreement in 2007; this Board of Governors motion would allow the University Administration to implement the long-standing desire on the part of graduate students to have their own representative organization.

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 checked="" type="checkbox"/>	<u>UMSV</u>	<u>April 29, 2011</u>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<u>GSA</u>	<u>April 29, 2011</u>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<u>[Signature]</u>	<u>June 1, 2011</u>
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

Submission prepared by: _____

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

Attachments

Please list any related material attached. Ideally attachments for any given submission will not exceed ten (10) pages.



AGENDA ITEM: GSA membership fees

RECOMMENDED RESOLUTION:

That members of the Graduate Students' Association (students enrolled in the Faculty of Graduate Studies) be assessed a \$68.88 per semester GSA Student Organization Fee, which will be forwarded to the Graduate Students' Association.

That members of the Graduate Students' Association (students enrolled in the Faculty of Graduate Studies) be assessed an \$8.375 per semester GSA Student Levy Fee, which will be forwarded to the Graduate Students' Association.

That members of the Graduate Students' Association (students enrolled in the Faculty of Graduate Studies) will continue to be assessed the Canadian Federation of Students and Canadian Federation of Students-Manitoba fees as set by the Board of Governors previously.

Action Requested: Approval Discussion/Advice Information

CONTEXT AND BACKGROUND:

UMSU has recognized the GSA as an autonomous students' organization since signing the 2007 Autonomy Agreement, and has been passing fees directly to the GSA as part of that agreement. This Board of Governors motion has been requested by the GSA pursuant to Section 3.04 of the 2011 Autonomy Agreement.

These fees were initially decided upon by the GSA membership at an Annual General Meeting in 2008 after signing the First Autonomy Agreement, and are equal in amount to the fees charged to GSA members in 2010-2011. The Student Levy Fee includes the already-existing fees for the Gradzette, WUSC, UMREG, UMFM, Engineers Without Borders, and World Wise.

RESOURCE REQUIREMENTS:

None.

CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:

N/A

IMPLICATIONS:

This motion ensures GSA receives stable funding after being exempted from UMSU.

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 checked="" type="checkbox"/>	GSA	April 29, 2011
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>[Signature]</i>	June 1, 2011
<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>		

Submission prepared by: _____

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

Attachments

Please list any related material attached. Ideally attachments for any given submission will not exceed ten (10) pages.



AGENDA ITEM: *Student Referendum, Faculty of Social Work*

RECOMMENDED RESOLUTION:

That a \$1.66 per credit hour contribution be assessed against the students in the Faculty of Social Work for a four year term commencing in the fall of 2011 as outlined in the letter from Harvy Frankel, Dean, Faculty of Social Work, dated April 25, 2011.

Action Requested: Approval Discussion/Advice Information

CONTEXT AND BACKGROUND:

On Monday, March 21 and Tuesday, March 22, the Faculty of Social Work Student Association held a referendum to support the Faculty of Social Work with a contribution of \$1.66 per credit hour. This amounts to an approximate donation of \$50 per student per year. The students voted to contribute \$1.66 per credit hour for a four year term beginning in the fall of 2011, resulting in a total contribution of approximately \$73,600 (pending student enrolment); 40% Social Work Student Initiative Fund; 30% Social Work Endowment Fund; 30% Library & Equipment Fund. There was a total of 10% participation rate with 35 of the 368 eligible student voters casting a ballot. Of those votes 25 were "yes" votes, 10 were "no" vote and there were no spoiled ballots.

RESOURCE REQUIREMENTS:

N/A

IMPLICATIONS:

N/A

ALTERNATIVES:

[N/A]

CONSULTATION: *[delete if not applicable]*

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 checked="" type="checkbox"/>	John Kearsey	<i>John C. Kearsey</i> 09 May 2011
<input type="checkbox"/>	<input checked="" type="checkbox"/>	David Barnard	<i>[Signature]</i> 10, 2011
<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>		

Office of the Vice-President (External)

Submission prepared by: _____

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

Attachments

Please list any related material attached. Ideally attachments for any given submission will not exceed ten (10) pages.

- Letter from Harvy Frankel, Dean, Faculty of Social Work
- Letter from Jamie Ostercamp, Senior Stick, Social Work Students Association



UNIVERSITY
OF MANITOBA

Faculty of Social Work
Office of the Dean

521 Tier Building
Winnipeg, Manitoba
Canada R3T 2N2
Telephone (204) 474-9869
Fax (204) 474-7594
frankel@cc.umanitoba.ca

April 25, 2011

Dr. David Barnard
President and Vice-Chancellor
University of Manitoba

Dear Dr. Barnard:

I am pleased to inform you that the students in the Faculty of Social Work have once again voted to continue making contributions to the Faculty through their student referendum.

Attached you will find the letter I received from Jamie Ostercamp, Senior Stick of the Social Work Students Association. The letter details how proper notice was provided to the students about the referendum initiative, including the disbursement and the vote date, through a presentation made and emails sent by the student council.

As Jamie explains, the students wish to contribute \$1.66 per credit hour for a four year term, to the Student Initiative Fund, Endowment Fund and the Library and Equipment Fund. This will result in a contribution of \$73,600 (pending enrolment) to the university. This contribution is to be collected from each student in each term when fees are paid, beginning in the fall of the 2011/2012 fiscal year.

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

Sincerely,

Harvy Frankel
Dean

enclosure

cc: Annual Giving Program, Department of Development

April 25, 2011

Dr. Harvy Frankel
Dean, Faculty of Social Work
522 Tier Bldg
University of Manitoba,
Winnipeg, MB R3T 2N2

March 21 + 22

Dear Dr. Frankel,

During the 2010-2011 academic year, the Social Work Students Association held a referendum to support the Faculty of Social Work. Each student was proposed with making a donation of \$1.66 per credit hour for a four year term, beginning in the fall of 2011. This amounts to an approximate donation of \$50 per student per year. I am pleased to inform you that the vote was successful and as such, the students will be contributing \$73,600 (pending student enrolment) to the Faculty of Social Work. The ballot read as follows:

**FACULTY OF SOCIAL WORK
2010/2011 REFERENDUM BALLOT**

I agree to make a \$1.66 per credit hour contribution
(\$50 per year for 30 credit hours)
to be paid at the time of registration.

This contribution, which is eligible for a tax credit, will be directed to the
Faculty of Social Work as follows:

- 40% - Social Work Student Initiative Fund
- 30% - Social Work Endowment Fund
- 30% - Library & Equipment Fund

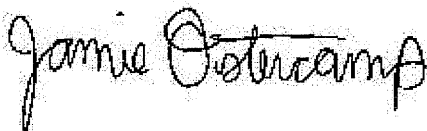
The term for this agreement is to be 4 years.

Yes No

There was a total of 10% participation rate with 35 of the 368 eligible student voters casting a ballot. Of those votes, 25 were "yes" votes, 10 were "no" votes and there were no spoiled ballots.

SWSA supports the results of this referendum and asks that the university take the necessary steps to implement the contributions. I am requesting that you forward this information to Dr. David Barnard, President of The University of Manitoba, who will present it to the Board of Governors for ratification. If you require any additional information or have any questions, please feel free to contact me as soon as possible.

Sincerely,



Jamie Ostercamp
Senior Stick

cc: Sana Mahboob, Department of Development



AGENDA ITEM: Office of the Auditor General – Audit Results Memorandum

RECOMMENDED RESOLUTION:

That the Board of Governors receive for information the Audit Results Memorandum from the Office of the Auditor General (OAG).

Action Requested: Approval Discussion/Advice Information

CONTEXT AND BACKGROUND:

Representatives of the OAG will attend the Audit & Risk Management Committee meeting to present their Audit Results Memorandum.

This is a slightly reorganized process for reporting compared to prior years. The OAG will highlight the status of the audit, significant areas of audit focus, and other standard areas of communication, including:

- Audit opinion
- Uncorrected misstatements
- Recommendations for improvement

The Audit & Risk Management Committee should consider the contents of the Audit Results Memorandum prior to considering approval of the Consolidated Financial Statements.

RESOURCE REQUIREMENTS:

None identified at this time.

CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:

This submission supports the Consolidated Financial Statements and our values of Accountability and Responsibility to society.

IMPLICATIONS:

The Audit Results Memorandum contains recommendations for improvements which are intended to reduce the risk of errors and irregularities that could affect financial reporting as well as recommendations and observations regarding Information Technology General Computer Controls.

Management has provided responses to these observations and recommendations.

ALTERNATIVES:

The Audit Results Memorandum includes two items that the OAG has identified as uncorrected misstatements. The OAG will ask the Audit and Risk Management Committee to consider whether these items should be adjusted prior to approving the Consolidated Financial Statements.

The OAG has indicated that the items do not affect the audit opinion.

Accounts Receivable/Unearned Revenue – GST blended rate

The University is entitled to a 67% rebate of GST paid on its non-commercial activities and full input tax credits (ITC) on commercial activities. Certain areas of the University support both commercial and non-commercial activities. For these areas, the University is eligible to claim a rate which blends the 67% rebate with the full ITC. The blended rate is calculated periodically and additional amounts of GST are claimed. In our March 2011 GST return the University claimed additional amounts for the blended rate and received these amounts from CRA. Our practice with these types of tax claims is to record the receipt as an unearned revenue until sufficient time passes that we are comfortable bringing the claim into income. We would normally do this within the year if we don't receive any audit notification from CRA.

The OAG has asked that we record this account receivable at March 31, 2011 because it relates to the March GST return and collection is not uncertain.

Management is of the opinion that recording this account receivable against unearned revenue does not improve the usefulness of the financial statements.

Accounts Receivable/Accounts Payable – credit balances

The OAG has asked that credit balances in Accounts Receivable be reclassified to Accounts Payable.

A significant portion of the credit balances relates to funding from external sponsors of research where we have not recorded the funding as revenue because, even though the granting agency has approved the research project, it has not achieved internal approval.

Management is of the opinion that these credit balances do not represent payables to the external sponsor of research because even if the research grant did not achieve internal approval, we would not repay the amount. In this unlikely scenario, the external sponsor of research would direct us to reallocate these amounts to other grants rather than repay these amounts.



Board of Governors Submission

Routing to the Board of Governors:

<u>Reviewed</u>	<u>Recommended</u>	<u>By</u>	<u>Date</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>Tom Hay</u>	<u>May 27, 2011</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>Deborah McCall</u>	<u>May 27/11</u>
<input type="checkbox"/>	<input type="checkbox"/>	<u>DA</u>	<u>May 30, 2011</u>
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

Tom Hay, Comptroller

Submission prepared by:

Submission approved by:

Deborah J. McCallum, Vice-President (Administration)

Attachments

Office of the Auditor General - Audit Results Memorandum



**University of Manitoba
Audit Results Memorandum
March 31, 2011**

May 27, 2011

To the Audit and Risk Management Committee of the University of Manitoba:

We have completed our audit of the University of Manitoba for the year ended March 31, 2011, and are prepared to issue our unqualified Auditor's Report on the University of Manitoba's financial statements. The objective of our audit was to express an opinion on their financial statements based on the audit. While our audit was not designed to identify matters to communicate and may not identify all such matters, there were several items that we would like to bring to your attention.

This report to the Audit and Risk Management Committee (Audit Committee) summarizes the status of our final procedures, significant areas of focus and response, report to the Legislature on the Public Accounts and where appropriate other communications required under Canadian Auditing Standards (CAS).

This report is the by-product of our audit of the March 31, 2011 financial statements and indicates matters identified during the course of our audit. Our audit did not necessarily identify all matters that may be of interest to the Audit Committee in fulfilling its responsibilities.

We would like to take this opportunity to express our appreciation to the University of Manitoba for the cooperation and assistance provided to us by the University of Manitoba's management and staff during the audit.

Yours sincerely,

Susan Hay, CA
Principal

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Appendix 1: Standard Auditors' Reports	
Appendix 2: Summary of Uncorrected Misstatements	
Appendix 3: Management Representation Letters	
Appendix 4: Management Letters	

Status of the Audit

- We have completed the audit of the University of Manitoba financial statements for the year ended March 31, 2011 and are prepared to issue an unqualified auditor's report.
- We have completed the audit of the schedule of public sector compensation in accordance with the Public Sector Compensation Disclosure Act for the year ended December 31, 2010 and are prepared to issue an unqualified auditors' report.
- We have sent legal confirmation letters that request representation of claims as at May 27, 2011 to be returned by June 2, 2011 with further follow-up of claims up to June 17th.
- Management has provided us with their draft written representations for the year ended March 31, 2011 and December 31, 2010, respectively (Appendix 3).
- We have prepared draft management letters for the year ended March 31, 2011 (Appendix 4).
- Our involvement with the March 31, 2011 annual report of the University of Manitoba will be in accordance with the recommendations of the Canadian Auditing Standards.

Significant Audit Areas of Focus and Response

Risk Areas	Nature of Testing
The transfer of Smartpark Development Corporation's net assets to the University and subsequent wind-up of the Corporation.	The transfer of the Corporation's net assets and wind-up were deferred past March 31, 2011. We have completed substantially the audit of the Corporation's financial statements.
Accounting for the construction of the new football stadium on the University's grounds.	We reviewed the signed agreements involving the University, and the accounting treatment in the University's financial statements based on the terms of those agreements.
Pension accounting and the note to the financial statements.	We completed the audit of the University of Manitoba Pension Plans for the year ended December 31, 2010.

Significant Accounts and Disclosures	Planned Audit Response	
	We Tested Operating Effectiveness of Controls (Yes/No)	Substantive Procedures
Tuition and related fee revenue	Yes	- Analytical review procedures; and - Substantive test of details.
Government grant revenue	Yes	- Confirmation of balances; - Analytical review procedures; and - Substantive test of details/review of grant agreements.
Sales of goods and services/ancillary services revenue	Yes	- Analytical review procedures; and - Substantive test of details.
Restricted revenue	Yes	- Analytical review procedures; and - Substantive tests of details.
Payroll expenses	Yes	- Analytical review procedures; and - Substantive tests of detail.
Supplies and other expenses	Yes	- Analytical review procedures; and - Substantive test of details.
Cash	Yes	- Confirmation of balances; - Analytical review procedures; and - Review and testing of bank reconciliations.
Accounts receivable	Yes	- Analytical review procedures; - Review of subsequent receipts; and - Substantive test of details.
Investments and net investment income	No	- Confirmation with manager and custodian; - Review of reconciliation manager/custodian to general ledger; - Analytical review of return on investment/ comparison to industry benchmarks; and - Review of allocation of income.
Capital assets and amortization of capital assets	Yes	- Analytical review procedures; - Substantive test of details for material additions/disposals; and - Analytical review of amortization.
Accounts payable and accrued liabilities	Yes	- Analytical review procedures; - Search for unrecorded liabilities; - Review of cut-off procedures; and - Substantive tests of details.
Short-term debt and long-term debt	No	- Confirmation with lenders; and - Analytical review procedures.

Other Required Auditor Communication

Canadian Auditing Standards require the auditor to communicate certain matters to the Audit Committee that may assist them in overseeing management's financial reporting process. The following summarizes these required communications for your organization.

Area	Comments
Auditor's Responsibility under Canadian Generally Accepted Auditing Standards (GAAS)	We have conducted our audit in accordance with Canadian GAAS in order to obtain reasonable but not absolute assurance that the financial statements of the University of Manitoba are free from material misstatement. There have been no significant changes in our planned audit approach as communicated to you.
Management's Responsibility	Management, with oversight by the Audit Committee is responsible for the preparation of the financial statements, which includes responsibilities related to internal control, such as designing and maintaining accounting records, selecting and applying accounting policies, safeguarding assets and preventing and detecting error and fraud.
Internal Controls	<p>As auditors we obtain sufficient understanding of internal controls to plan the audit, but we only evaluate and test those internal controls on which we intend to rely during our audit.</p> <p>We have identified certain areas where internal controls could be improved. We have included our findings and recommendations in separate management letters. (Appendix 4)</p>
Related Party Transactions	No significant issues were identified during our audit in connection with the University of Manitoba's related parties.
Significant Accounting Policies	We are satisfied with the significant accounting policies used by the University of Manitoba. There were no accounting policy changes during the year. There were no significant unusual transactions identified for which accounting policies should be disclosed.
Management Estimates	We have reviewed the accounting estimates made by management. We have concluded that the estimates and assumptions used by the University of Manitoba's management in the preparation of the financial statements are reasonable.
Audit Adjustments	<p>We have concluded that the financial statements taken as a whole are free of material misstatement. Also, there are no unresolved matters or disagreements between the University of Manitoba's management and us, which, in our judgment, would impact the overall fair presentation of the financial statements.</p> <p>While we request – in accordance with Canadian GAAS – that all uncorrected misstatements be corrected, please note that the uncorrected misstatements,</p>

Area	Comments
	both individually and in aggregate do not affect the opinion expressed in the auditor's report.
Difficulties Encountered in Performing the Audit	No difficulties were encountered during the audit. Management and staff gave us their full cooperation.
Independence	<p>Canadian generally accepted auditing standards (GAAS) requires that we communicate at least annually with you regarding all relationships between us and the University of Manitoba that, in our professional judgment, may reasonably be thought to affect our independence.</p> <p>In determining which relationships to report, the standards require us to consider relevant rules and related interpretations prescribed by the appropriate provincial institute and applicable legislation, covering such matters as:</p> <ul style="list-style-type: none"> a) holding a financial interest, either directly or indirectly, in a client; b) holding a position, either directly or indirectly, that gives the right or responsibility to exert significant influence over the financial or accounting policies of a client; c) personal or business relationships of immediate family, close relatives, partners or retired partners, either directly or indirectly, with a client; d) economic dependence on a client; and e) provision of services in addition to the audit engagement. <p>We are not aware of any relationships between the University of Manitoba and us that, in our professional judgment, may reasonably be thought of to negatively affect our independence with respect to the University within the meaning of the Rules of Professional Conduct of the Institute of Chartered Accountants of Manitoba.</p>
Annual Report	Our Office reviews the University of Manitoba's Annual Report, prior to final printing, to ensure that the Financial Statements and our Auditor's Report have been accurately reproduced and whether there is any other information included in the Annual Report that is inconsistent with the financial statements.
Information Technology Management Letter Points Considered for Inclusion in the Office of the Auditor General November 2011 Report to the Legislature	Two points, the status of the Information Technology (IT) Risk Assessment and the IT Change Management Controls Process may be included in our 2011 Report. They are described in points numbered 10 and 11 in the IT Management Letter (Appendix 4).

Auditors' Reports

INDEPENDENT AUDITOR'S REPORT

To the Lieutenant Governor-in-Council
To the Legislative Assembly of Manitoba
To the Board of Governors of the University of Manitoba

We have audited the consolidated financial statements of the University of Manitoba, which comprise the consolidated statement of financial position as at March 31, 2011, and the consolidated statements of operations and changes in fund balances and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian generally accepted accounting principles and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these consolidated financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, these consolidated financial statements present fairly, in all material respects, the financial position of the University as at March 31, 2011, and the results of its operations and its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

[Date]
Winnipeg, Manitoba

Carol Bellringer, FCA, MBA
Auditor General

DRAFT

INDEPENDENT AUDITORS' REPORT

To the Lieutenant Governor-in-Council
To the Legislative Assembly of Manitoba
To the Board of Governors of the University of Manitoba

We have audited the accompanying schedule of public sector compensation of the University of Manitoba for the year ended December 31, 2010 ("the schedule"). The schedule has been prepared by management based on Section 2 of the Public Sector Compensation Disclosure Act.

Management's Responsibility for the Schedule

Management is responsible for the preparation of this schedule in accordance with Section 2 of the Public Sector Compensation Disclosure Act and for such internal control as management determines is necessary to enable the preparation of the schedule that is free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on the schedule based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the schedule is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the schedule. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the schedule, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation of the schedule in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the schedule.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial information in the schedule of public sector compensation of University of Manitoba for the year ended December 31, 2010 is prepared, in all material respects, in accordance with Section 2 of the Public Sector Compensation Disclosure Act.

Basis of Accounting

Without modifying our opinion, we draw attention to Note 1 to the schedule, which describes the basis of accounting. The schedule is prepared to assist the entity to meet the requirements of Section 2 of the Public Sector Compensation Disclosure Act. As a result, the schedule may not be suitable for another purpose.

Office of the Auditor General
[Date]
Winnipeg, Manitoba

**Office of the Auditor General of Manitoba
Schedule of Uncorrected Misstatements**

Appendix 2

Entity University of Manitoba Year ended March 31, 2011

Objective:

To document uncorrected misstatements identified during the audit and to evaluate their effect on the financial statements.

Materiality \$ 6,900,000 Insignificant misstatements under \$ 207,000 need not be recorded below.

Description	Amount of misstatement in the financial statements				
	Assets	Liabilities	Income	Equity	F/S disclosures
Dr. Accounts Receivable	347,658				
Cr. Unearned Revenue		(347,658)			
To record 2 non-routine GST claims filed before March 31/11					
Dr. Accounts Receivable	733,807				
Cr. Accounts Payable		(733,807)			
To reclassify credit balances in account receivable to accounts payable					
Total uncorrected misstatements identified during the audit	1,081,465	(1,081,465)	-	-	-
Effect of uncorrected misstatements from prior periods	-	-	-	-	-
Total effect of uncorrected misstatements on the financial statements	1,081,465	(1,081,465)	-	-	-
Materiality	6,900,000	6,900,000	6,900,000	6,900,000	6,900,000
Amount remaining for possible misstatement	5,818,535	5,818,535	6,900,000	6,900,000	6,900,000

Management Representation Letters

ENTITY'S LETTERHEAD

[Date (same date as Auditor's Report)]

Office of the Auditor General
500 – 330 Portage Avenue
Winnipeg, Manitoba
R3C 0C4

Dear Sir/Madam:

This representation letter is provided in connection with your audit of the consolidated financial statements of the University of Manitoba for the year ended March 31, 2011 for the purpose of expressing an opinion as to whether the consolidated financial statements are presented fairly, in all material respects, in accordance with Canadian generally accepted accounting principles.

We confirm that (to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves):

Financial Statements

- We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated February 1, 2011 for the preparation of the consolidated financial statements in accordance with Canadian generally accepted accounting principles; in particular, the consolidated financial statements are fairly presented in accordance therewith.
- Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.
- There are no known environmental liabilities that have not been accrued for or disclosed in the consolidated financial statements.
- Related-party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of Canadian generally accepted accounting principles.
- All events subsequent to the date of the consolidated financial statements and for which Canadian generally accepted accounting principles require adjustment or disclosure have been adjusted or disclosed.
- The effects of uncorrected misstatements are immaterial, both individually and in the aggregate, to the consolidated financial statements as a whole. A list of the uncorrected misstatements is attached to the representation letter.

Information Provided

- We have provided you with:
 - Access to all information of which we are aware that is relevant to the preparation of the consolidated financial statements such as records, documentation and other matters;
 - Additional information that you have requested from us for the purpose of the audit; and
 - Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.

All transactions have been recorded in the accounting records and are reflected in the consolidated financial statements.

- We have disclosed to you the results of our assessment of the risk that the consolidated financial statements may be materially misstated as a result of fraud.
- We have disclosed to you all information in relation to fraud or suspected fraud that we are aware of and that affects the entity and involves:
 - Management;
 - Employees who have significant roles in internal control; or
 - Others where the fraud could have a material effect on the consolidated financial statements.
- We have disclosed to you all information in relation to allegations of fraud, or suspected fraud, affecting the entity's consolidated financial statements communicated by employees, former employees, analysts, regulators or others.
- We have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing consolidated financial statements.
- We have disclosed to you the identity of the entity's related parties and all the related-party relationships and transactions of which we are aware.
- We disclosed to you all claims which were outstanding and possible claims, whether or not discussed with a law firm.

Yours very truly,

Deborah J. McCallum
Vice-President (Administration)

Tom Hay, CA
Comptroller

ENTITY'S LETTERHEAD

[Date (same date as Auditors' Report)]

Office of the Auditor General
500 – 330 Portage Avenue
Winnipeg, Manitoba
R3C 0C4

Dear Sir/Madam:

This representation letter is provided in connection with your audit of the Schedule of Public Sector Compensation (Schedule) of the University of Manitoba for the year ended December 31, 2010 for the purpose of expressing an opinion as to whether the Schedule is in compliance, in all material respects, with the provisions of the Public Sector Compensation Disclosure Act.

We confirm that (to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves):

Financial Information

- We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated February 1, 2011 for the preparation of the Schedule in accordance with the provisions of the Public Sector Compensation Disclosure Act (Act).
- Significant assumptions used by us in making accounting estimates, if any, including those measured at fair value, are reasonable.
- All events subsequent to the date of the Schedule have been considered.
- There were no uncorrected misstatements identified.

Information Provided

- We have provided you with:
 - Access to all information of which we are aware that is relevant to the preparation of the financial information such as records, documentation and other matters;
 - Additional information that you have requested from us for the purpose of the audit; and
 - Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.

All transactions have been recorded in the accounting records and are reflected in the financial information.

- We have disclosed to you the results of our assessment of the risk that the financial information may be materially misstated as a result of fraud.
- We have disclosed to you all information in relation to fraud or suspected fraud that we are aware of and that affects the entity and involves:
 - Management;

- Employees who have significant roles in internal control; or
- Others where the fraud could have a material effect on the financial information.
- We have disclosed to you all information in relation to allegations of fraud, or suspected fraud, affecting the entity's financial information communicated by employees, former employees, analysts, regulators or others.
- We have disclosed to you all known instances of non-compliance or suspected non-compliance with the Act whose effects should be considered when preparing the financial information.

Yours very truly,

Deborah J. McCallum
Vice-President (Administration)

Tom Hay, CA
Comptroller

DRAFT

Management Letters

May, 2011

Ms. Deborah McCallum
Vice-President (Administration)
University of Manitoba
202 Administration Building
Winnipeg, Manitoba R3T 2N2

Dear Ms. McCallum:

Re: University of Manitoba

The purpose of this letter is to present to you our recommendations from our audit of the March 31, 2011 consolidated financial statements of the University of Manitoba. The intent of these recommendations is to reduce the risk of errors and irregularities that could affect the University's financial reporting. We have prepared a separate letter regarding our recommendations from our review of Information Technology General Computer Controls.

A. New Recommendation

1. Public Interest Disclosure (Whistleblower Protection) Act Policy Required

Observation

We found that the University has not yet implemented a policy addressing the requirements of the Public Interest Disclosure (Whistleblower Protection) Act. However, the University has not received any whistleblower disclosures, as defined under the Act, based on their records. We were informed that the University is currently developing a policy to bring forward to the Board of Governors for approval and implementation by the fall of 2011.

Implication

The University has been listed as a government body in the regulations to the Public Interest Disclosure (Whistleblower Protection) Act and therefore is required to comply with the provisions of the Act. The provisions require the development of procedures for managing disclosures of employees of wrongdoings, including designating a senior officer to receive and deal with disclosures by employees and preparing a report that is available to the public. The report includes the number of

incidents brought forward and the number acted on and not acted on, the number of investigations commenced as a result of a disclosure, as well as, in the case of an investigation that results in a finding of wrongdoing, a description of the wrongdoing and any recommendations or corrective actions taken in relation to the wrongdoing or the reasons why no corrective action was taken. As such, the University is not fully in compliance with the provisions of this Act.

Recommendation

We recommend that the University develops and implements a policy to address the requirements under the Public Interest Disclosure (Whistleblower Protection) Act as soon as practical.

Management Response

Agreed. The Office of Fair Practices & Legal Affairs is currently in the process of drafting a policy for the Board of Governors to consider.

B. Prior Years' Recommendations Not Yet Implemented

1. Unreturned Capital Equipment Verification Forms

Observation

We found that the capital asset verification forms sent to departments were not being returned to Capital Asset Accounting on a timely basis. Capital asset verification forms are used to confirm the location of capital asset additions such as equipment purchases and therefore the completion of the forms by departments/faculties is an important internal control regarding the existence of capital equipment. Based on discussions with Capital Asset Accounting staff and from the results of our testing, we found that some departments, including the Departments of Environment and Geography, and Electrical and Computer Engineering, have frequently failed to return the verification forms on a timely basis.

Implication

Without departmental accountability as to the location of capital asset additions, these assets may be more easily misappropriated.

Recommendation

We recommend that the Comptroller's Office determines the impediments, if any, to departments returning the capital asset verification forms on a timely basis and take appropriate action to ensure that the Capital Asset Accounting records are kept up to date.

Management Response

The University has launched two resource optimization projects in the current year. One of the projects, Resource Optimization and Service Enhancement (ROSE) is specifically focused on administrative and academic support processes. The finance stream of ROSE includes a process review of the capital assets function. At this point in the project, the capital assets working group has defined current processes and generated a vision for future processes that will address the process of physical tracking of capital assets.

2011 Update

The University is addressing the efficiency and usefulness of many of its processes. Capital Equipment processes were evaluated during 2010-11 and recommendations for improvements were developed.

These processes will be considered for improvement after the current slate of ROSE improvements has been addressed.

We will review the actions taken during the 2012 fiscal year to determine whether our recommendation has been addressed.

2. Develop a Business Continuity Plan

Observation

During our review, we noted that University has made progress during the past year towards developing a Business Continuity Plan (BCP).

Implication

A BCP describes the processes and procedures an organization puts in place to ensure that essential business functions can continue during and after a disaster. The aim of a BCP is to prevent the interruption of mission-critical services, and in the event of a crisis, to re-establish critical business operations as quickly as possible.

In the event of a disaster or crisis, the absence of an approved BCP and the dedication of the required resources for critical business functions to implement it, may result in the University being unable to recover its business operations and/or computer systems in an acceptable period of time.

Recommendation

We recommend that the University continues to work towards developing and implementing a Business Continuity Plan for key systems and business processes. Once implemented, this plan should be updated when there are changes to business processes or information technology environments and should be tested annually.

Management Response

Agreed. This year, a Business Continuity Plan is being developed.

2010 Update

Work on the development of a Business Continuity Plan is ongoing. We will review the actions taken in the 2011 fiscal year regarding the implementation of our recommendation.

2011 Update

The University has a Business Continuity Committee in place which is active in planning for business interruptions (This committee meets as needed to plan for labour disruptions, pandemics, etc.). However, an overall Business Continuity Plan has not been fully developed.

We will review the actions taken in the 2012 fiscal year regarding the implementation of our recommendation.

3. Review of Quarterly Trust and Endowment Statements

Observation

In prior years, we noted that the Faculty of Engineering, the Faculty of Education and the Faculty of Law did not perform detailed reviews of the quarterly statements of trust and endowments. A regular detailed review of these statements is an important control to ensure that all the reported transactions are complete and accurate and that any discrepancies are promptly reported to Trust and Endowments.

Implication

There is an increased risk that errors in the respective Faculty's trust and endowments balances will not be detected in a timely manner.

Recommendation

We recommend that all University faculties should review the quarterly trust and endowment statements to ensure that errors are detected in a timely manner.

Management Response

Agreed. In the prior year we enhanced our process of providing faculties with Trust and Endowment statements. We previously reported only to each Dean; we now report to both the Dean and the Business Officer. We will remind the Deans of their risk in this area.

2010 Update

We found that the Faculty of Environment and the Faculty of Agriculture and Food Sciences did not review the quarterly Trust & Endowment statements. We will review the actions taken in the 2011 fiscal year regarding the implementation of our recommendation.

2011 Update

We found that Financial Aid & Awards and the I. H. Asper School of Business reviewed only the last quarter's statement to determine the spending allocation for budgeting purposes and generally review the quarterly statements only if they received large donations or want to know the funding available for a specific project.

A number of efforts were made by University management to increase awareness of this report and the usefulness of it. We will review the actions taken during the 2012 fiscal year to determine whether our recommendation has been addressed.

The contents of this letter apply to the controls and procedures in existence during our audit. This communication is prepared solely for the information of management of the University and is not intended for any other purpose. We accept no responsibility to a third party who uses this communication.

Please note that this letter does not necessarily disclose all weaknesses and inefficiencies in the University's system of internal controls. The primary objective of an audit is to express an opinion on the consolidated financial statements. To satisfy this objective, we reviewed the University's system of internal control related to controls affecting financial reporting. However, this review cannot be expected to disclose all matters that a special review of the internal controls might identify.

If you require further information or explanation on any of these matters, please contact me. We would like to thank University management and staff for their cooperation and assistance throughout the audit.

Sincerely,

Susan Hay, CA
Principal

cc: Ms. Patricia Bovey, Chair, Audit and Risk Management Committee

DRAFT

May, 2011

Ms. Deborah McCallum
Vice-President (Administration)
University of Manitoba
202 Administration Building
Winnipeg, Manitoba R3T 2N2

Dear Ms. McCallum:

Re: University of Manitoba – Information Technology Observations

We would like to bring to your attention the following Information Technology (IT) observations and recommendations made during the audit of the University of Manitoba for the year ended March 31, 2011.

This letter contains the following:

- Explanation of audit scope – Appendix A
- Listing of all IT observations – Appendix B
- Detailed IT observations and recommendations organized by status (*New, Not Yet Implemented, Implemented*), and year of observation – Appendix C

We noted opportunities for improvement in the following areas:

- IT Governance – observation #10
- Security & Access Management – observations #1, 3-9, 12-15
- Change Management – observation #11
- Backup and recovery – observations #2 & 16

The contents apply to the controls and procedures in existence during the review period. We have discussed the contents of this letter with representatives from the University of Manitoba. As part of our audit process, we discuss and validate each observation with the appropriate individuals from the University of Manitoba.

This communication is prepared solely for the information of management of the University of Manitoba and is not intended for any other purpose. We accept no responsibility to a third party who uses this communication.

This letter does not necessarily disclose all weaknesses and inefficiencies in the University of Manitoba's system of internal controls. The primary objective of an audit is to express an opinion on the financial statements. To satisfy this objective, we reviewed the University of Manitoba's system of internal controls relating to financial reporting. However, this review cannot be expected to disclose all matters that a special

a special review of the internal controls might identify. Additionally, not all of these observations have a direct impact on financial reporting.

Please do not hesitate to contact us if you require further information or explanation on any of these matters. We would like to acknowledge the continued cooperation and assistance of the management and staff of the University of Manitoba.

Sincerely,

Fraser McLean, CA•CISA
Principal

Susan Hay, CA
Principal

cc: Ms. Patricia Bovey, Chair, Audit and Risk Management Committee

DRAFT

AUDIT SCOPE

Computer programs and applications operate in a computer environment. Controls within the computer environment are called Information Technology General Computer Controls (ITGCs). A well-controlled computer environment provides assurance that the programs and applications are functioning properly.

As part of our financial statement audit methodology, we gain an understanding of controls and processes that are significant to financial reporting. We identify the key systems and automated controls (application controls and system generated reports) that are part of these processes. Our ability to rely on identified automated controls is based on our assessment of the following ITGC components:

- IT Governance
- Security & Access management
- Change Management and Systems Development & Acquisition
- Computer Operations

In support of the University of Manitoba (the University) audit, we focused on the following systems which are significant to financial reporting:

- Banner Finance
- Banner Student
- VIP (payroll)

LISTING OF IT OBSERVATIONS

New Information Technology Observations

1. Improve the processes used to manage user access to Banner applications
2. Plan and conduct formal integrity testing of backups

Prior Information Technology Observations – Not Yet Implemented

3. Control access to servers supporting financial reporting data and processes
4. Strengthen configurations of servers supporting financial data and processes
5. Remove trust server relationships for UNIX Servers supporting financial data and processes
6. Review remote administration practices for servers
7. Develop an Incident Handling Plan/Policy
8. Create unique Oracle database administrator accounts
9. Improve monitoring of the Oracle database
10. Implement a formal overall IT risk assessment process
11. Implement a formal change management process
12. Formalize the periodic review of user access within financial applications
13. Improve monitoring of activities at the application and operating system levels
14. Improve password strength in the UNIX environment
15. Improve physical security
16. Implement a formal Disaster Recovery Plan

Prior Information Technology Observations – Implemented or No Longer Relevant

1. Document batch/scheduled processing procedures
2. Retain documentation of the daily monitoring of UNIX operating system daily integrity check reports
3. Monitor VIP Vendor and University IST access to the production environment

New Information Technology Observations

1. Improve the processes used to manage user access to Banner applications.

Observation

The process to change user privileges for the Banner Finance application is not consistently followed. From our sampled testing of thirty users, we could not evidence appropriate approval for five users. Additionally, for the Banner Student application, the user deletion process is not formally documented.

Implication

In the absence of formal processes, including appropriate approvals, inappropriate and unauthorized access could be granted within the financial applications; such access could negatively impact the integrity of the financial reporting data.

Recommendation

We recommend that:

- For the Banner Finance application, the Finance Security Group consistently follow the process to make changes to user access privileges.
- For the Banner Student application, the user deletion process be documented and followed by the Registrar's Office.
- Evidence of appropriate approvals should be retained for audit purposes.

Management Response

The Aurora Customer Service group requires a written request to change user privileges. The exceptions noted were changes to user profiles (e.g. spelling of names) not user privileges for which no documentation is kept on file. Financial Services will implement a new process to changes including user profile changes.

The user deletion process for the Banner Student application is now formally documented. The deletion process addresses three types of situations, staff who leave the university, staff who change positions and no longer require access, and staff who change positions and need to have different access.

2. Plan and conduct formal integrity testing of backups.

Observation

Restoration of users' history data and files on backup tapes was performed on a user request basis; however there was no formal backup testing/restoration procedure in place. In addition, through enquiry we noted that restoration was performed on the backups of the Banner and VIP Production data but the testing/restoration performed was not formally documented and therefore not available for audit review.

Implication

In the absence of formal periodic restorations of tape backups, the University may be unable to restore data during unforeseen disruptions.

Recommendation

We recommend that the University develop and follow a formal procedure for testing the integrity of the users' data and file backups. Testing of all backups should be formally documented and retained for audit purposes.

Management Response

As noted, there are mechanisms in place to ensure the integrity of back-ups and to manage the associated risk. We will assess the costs and benefits of the recommendations and compare this with other projects to determine a priority.

Prior Information Technology Observations – Not Yet Implemented

3. Control access to servers supporting financial reporting data and processes (Reported in 2009-10 - Observation #1).

Observation

Servers supporting financial data are not appropriately protected from internal and external threats. For example, financially significant servers were not adequately protected by the University's main firewall and could be directly accessed from the Internet.

Implication

If access to servers is not restricted, there is a risk that unauthorized individuals may gain access to the University's financial data and systems. This may result in a loss of data integrity.

Recommendation

It is critical that Information Services and Technology (IST) place the servers that support financial reporting data and processes behind a firewall that has been configured to deny all activity not expressly authorized. Only essential authorized services for the proper functioning of the organization should be permitted.

OAG Status Update March 31, 2011

Still in Progress – The observation and recommendation remains as stated above; however, we noted through enquiry that the University is implementing a Virtual Local Access Network (VLAN) to improve security.

Management Response

The Financial Systems database server will be implemented onto a private network within the Data Centre. This is currently scheduled for the May long weekend, 2011.

4. Strengthen configurations of servers supporting financial data and processes (Reported in 2009-10 - Observation #2).

Observation

We noted the following in regards to servers that support financial reporting data and processes particularly Unix/Linux servers):

- Servers were configured with numerous unnecessary services (programs) that were Internet accessible
- The majority of the services' patch levels were not up-to-date

Implication

Any direct connection to the Internet poses a risk of system compromise and must be secured and managed accordingly. As many of these services run with administrative privileges, failure to patch them in a timely manner significantly increases the risk of system compromise and unauthorized super-user access.

Recommendation

We recommend that the University perform a review on all servers that support financial data. Critical services for each server should be identified, supported by a risk assessment and tracked from a configuration management perspective. All unnecessary services should be immediately removed. Critical services should have the latest patches applied. These patches should be tracked in accordance with the University's Patch Management program. Authorized access to these services (internal or external) should be managed through a firewall and logged accordingly.

OAG Status Update March 31, 2011

Still in Progress – The observation and recommendation pertaining to the unnecessary services (programs) remains as stated above; however we noted that Operating System patching schedule for Banner and VIP was set up and the patch levels were up-to-date.

Additionally, the Transmission Control Protocol (TCP) Wrappers on the servers supporting financial data and processes were not configured securely. The TCP Wrapper, through the "/etc/hosts.allow" file, provides additional restrictions on access connections to various machines. However, all connections are allowed through "/etc/hosts.allow" and nothing is noted as restricted in the "/etc/hosts.deny" file. Without such restrictions, unauthorized access could occur, negatively affecting the servers supporting the financial data and processes. We recommend that the University review the configuration of the TCP Wrapper and provide appropriate restrictions, allowing only authorized connections.

Management Response

There are a number of safeguards and controls currently in place to protect servers from inappropriate access. However, we agree that reducing the number of services running will provide additional protection and will review available services and remove those that are not necessary. This will include a review of TCP Wrapper.

5. Remove trust server relationships for UNIX Servers supporting financial data and processes (Reported in 2009-10 - Observation #3).

Observation

UNIX servers supporting financial reporting data and processes are involved in high-risk trust relationships.

Implication

A trusted server relationship is created when the normal standard password-based user authentication mechanism is bypassed. A trusting server will allow users to access or run commands on the local server from a remote host without having to supply a password. Establishing trust relationships with systems that are directly exposed to the Internet significantly increases the risk of system compromise and is against good practice. Gaining access to one server implicitly allows access to all of the trusted servers.

Recommendation

We recommend that the University restrict the high risk trust relationships used by the UNIX servers that support financial reporting data and processes.

OAG Status Update March 31, 2011

Still in Progress – The observation and recommendation remain as stated above.

Management Response

There are a number of safeguards and controls currently in place to protect servers from inappropriate access. We will investigate the feasibility of restricting trusted server relationships.

6. Review remote administration practices for servers (Reported in 2009-10 – Observation #4).

Observation

Servers supporting financial data could be remotely administered through a variety of means without sufficient controls. For example, unencrypted, clear-text protocols could be used for remote system administration.

Implication

Remotely administering servers, without the appropriate controls, increases the risk of unauthorized privileged network access.

Clear-text protocols, such as Telnet, FTP, should be disabled in remote administration of a server as all credentials (including passwords) and commands can be easily intercepted and used to gain unauthorized administrative access to the University's financial systems.

Recommendation

We recommend that the University review all remote administration practices. Remote, off-campus, administration should only be securely implemented after a thorough risk assessment has been performed and residual risks have been accepted by the appropriate business units.

OAG Status Update March 31, 2011

Still in Progress – The observation and recommendation remain as stated above.

Management Response

Our administrators do not use clear-text protocols to remotely administer servers. This will be reviewed by our Security Coordinator.

7. Develop an Incident Handling Plan/Policy (Reported in 2009-10 – Observation #5).

Observation

The University has not established a formal plan to manage information security incidents; however, we acknowledge that ad hoc incident response processes are currently being performed.

Implication

An incident handling policy/plan is necessary for timely detection of incidents, minimizing loss and destruction, mitigating the weaknesses that were exploited, and restoring computing services. Failure to establish clear policies and procedures for resolving incidents in a timely manner increases the risk of business impact.

Recommendation

We recommend that the University develop an Incident Handling Policy. This policy should include, but is not limited to:

- Roles and responsibilities
- Detection/reporting/initial analysis
- Impact assessment
- Containment/eradication/recovery
- Evidence gathering
- Post-incident activity (Lessons Learned)

Patterns of incidents (including number and frequency) should be reviewed to diagnose common problems, to minimize their reoccurrence and reduce their impact on business.

OAG Status Update March 31, 2011

Still in Progress – The observation and recommendation remain as stated above.

Management Response

Our Security Coordinator is working on an Incident Response plan.

8. Create unique Oracle database administrator accounts (Reported in 2007-08 - Observation # 7)

Observation

Database administrators on the Banner, FAST and VIP Oracle databases share access to the SYS and SYSTEM accounts.

Implication

The University is prevented from tracing unauthorized activities within the Oracle database to a specific individual. Unauthorized activities could compromise the integrity of Banner, FAST and VIP data. Furthermore, the inability to trace activities through unique userids is compounded by the risk associated by informal Oracle monitoring techniques (Observation #9).

Recommendation

We recommend that the University create unique userids for database administrators accessing the Oracle databases.

OAG Status Update March 31, 2011

Still in Progress – The observation and recommendation remains as stated above.

Management Response

For the Oracle DBA administrator accounts, all administrators log in as their own accounts and SU to the Oracle DBA account to provide an audit trail. We're investigating software that will enhance security around this.

9. Improve monitoring of the Oracle database (Reported in 2007-08 - Observation # 7)

Observation

The University does not log and monitor direct access to Banner and VIP data in the Oracle database.

Implication

In most environments which are significant to financial reporting, database administrators or delegates have access to change data in production databases. This access is usually granted for operational efficiency to ensure the fastest available support in the event of production problems. However, with these access privileges, it is possible that database administrators or delegates may make changes to production data that bypass the change control process without detection.

Recommendation

We recommend that the University monitor direct changes to Banner and VIP data. Individuals independent of the database administrator function should review the logs on a proactive basis and appropriately document the review.

OAG Status Update March 31, 2011

Still in Progress – The University has commenced logging logins to the Oracle database for Banner and VIP. The database manager (also as a database administrator) receives automatic emails when an individual logs into the database administrator accounts. The OAG noted progress towards formally monitoring changes and activities within the Banner and VIP Oracle databases; however

- There is a threat of self-review as such logins are emailed to the database manager.
- The Oracle database is not configured to log activities of database users with SYSDBA and SYSOPER privileges. SYSDBA and SYSOPER provide unlimited privileges in the Oracle database.

Management Response

We are continuing to investigate audit logging capabilities for access to the database. This includes evaluating tools to enhance security.

10. Implement a formal overall IT risk assessment process (Reported in 2007-08 – Observation # 1)

Observation

The University has not implemented a formal overall, comprehensive IT risk assessment process; however, several initiatives in support of an IT risk assessment process have been implemented or are in progress:

- University is in the process of recruiting, at the senior management level, a position focused primarily on risk management
- University's Internal Audit Services is presently conducting an IT Risk Assessment Review
- Project management activities consider risk as part of the project management process

Implication

Many of the potential risks faced by organizations relate to information held in or processed by information technology (IT) systems. The objective of an IT risk assessment is to gain a sound understanding of the risks associated with information technology and to determine the safeguards that should be put in place to mitigate the risk to a level acceptable to management and to help ensure business objectives are met.

Assertions for which IT related risks should be identified and managed include security, confidentiality, processing integrity, data integrity, and system availability. As such, IT risk management should be included in an organization's overall strategy for managing risk, as well as be integrated into the system

development and acquisition methodology and change management process. IT risk will change as new technologies are adopted to support the organization's goals.

Areas to address in an IT risk assessment program include: technology (hardware and software), security of IT assets (physical and logical), procedures and policies, legal and regulatory requirements (data retention, privacy requirements) and loss of key personnel.

Properly used, a risk assessment raises management awareness of exposures, provides a mechanism for understanding the magnitude of these exposures, and assists in the evaluation and selection of appropriate safeguards. The process of risk assessment is not a one-time project but an on-going process that changes as technology and the business changes.

In the absence of a formal risk assessment process, University management may be unaware of the risks that exist and consequently may not be in a position to mitigate the risks on a timely basis.

Recommendation

While University management has adopted practices to assess and manage IT risk, we recommend that the IT risk management process should be documented. Periodic risk assessments should be conducted for new and existing information assets to ensure that appropriate cost-effective measures are incorporated in order to comply with the sensitivity/criticality of information assets.

OAG Status Update March 31, 2011

Still in Progress – The University's Internal Audit Services, together with PricewaterhouseCoopers, conducted an IT risk assessment review. The Information Technology Risk Assessment for Internal Audit Report was issued on September 30, 2009. The report outlined that the primary objectives of the risk assessment exercise were to:

- (1) Identify and prioritize areas of risk based on the likelihood of occurrence and potential impact on objectives of the business based on risk rating identified by Audit Services;
- (2) Validate objectives and risks with management across business processes and functions to allow management to develop an audit plan aligned with the company's risk profile and strategic objectives.

It should be noted that the risk assessment did not consider internal controls that may be in place. Additionally, risk mitigation strategies were not considered. As a result of our discussions, it was not apparent that ongoing responsibility for the IT risk assessment has been defined.

In 2009-10 the OAG recommended that management build on the framework provided in the Information Technology Risk Assessment for Internal Audit Report and define next steps to be considered in the IT risk assessment process, including the assessment of current internal controls and definition of risk mitigation strategies. We also recommend that on a go forward basis IT assume responsibility for the IT risk assessment process. During the current year review, we noted that this remains as stated above.

Management Response

A risk assessment has been assigned to the Security Coordinator.

11. Implement a formal change management process (Reported in 2007-08 – Observation # 2)

Observation

We noted the following regarding change management procedures at the University:

- Although, application change management processes are followed at the University, the documentation of the policy adopted for change management processes was not available for audit review.
- Similar to the above, change management processes for the UNIX operating systems and network environments are followed at the University; however, documentation of the policy was not available for audit review.
- For application changes processed through the Request for Service System, evidence of unit testing, user acceptance testing and/or final sign off from business users were not available for two of eleven changes requests selected for review.
- Document retention is not consistent. Documented change management procedures will assist with standardization of policies for retention of documents.

Implication

The absence of a centralized formal change management process increases the risk that change requests are not properly tracked, prioritized or completed within the time frame needed by the users. Additionally, the University may have difficulty ensuring that changes meet business objectives and are implemented in a controlled manner. Business users may not have the opportunity to test and confirm agreement with changes.

Recommendation

We recommend that the formal change management process be finalized and implemented. The change management process should address changes to applications, direct changes to data and infrastructure changes (hardware, operating systems, security/configuration settings and networks).

OAG Status Update March 31, 2011

Still in Progress – A documented formal change management process/policy for applications, operating systems, databases and the network was not available for audit review. Additionally, we noted the following during our sampled testing of 20 application changes:

- Evidence of unit testing was not available for 3 changes
- Evidence of user acceptance testing was not available for 3 changes
- Evidence of user sign-off/approval prior to implementation in the production environment was not available for 4 changes

Management Response

As noted, we do have change management processes and we will work on its documentation. Also, an IT management tool is being implemented and will be used to further implement change management procedures.

12. Formalize the periodic review of user access within financial applications (Reported in 2007-08 – Observation # 5)

Observation

The University did not review user access privileges in the Banner Finance and Student modules during the current year. However, at the time of our review, the Finance Security Group was in the process of designing such a review.

Implication

Users may have access rights that do not match job functionality. Unauthorized access and inadequate segregation of duties may occur, negatively impacting the integrity of financial data.

Recommendation

We recommend that the Finance Security Group continue to coordinate the review of user access privileges, in particular the Banner Finance module. The University should periodically review user access within the Banner Finance and Student modules. The University should adequately document the review.

OAG Status Update March 31, 2011

Still in Progress – At the time of our review, the University reviewed VIP user access privileges in 2010; however:

- For the Banner (Aurora) Finance application, the Finance Security Group had not formally reviewed user access privileges on a periodic basis
- For the Banner Student application, the Registrar's Office had not formally reviewed user access privileges on a periodic basis

Management Response

Financial Service is committed to periodically reviewing the access rights of all Aurora Finance users. Two faculties have been reviewed and plans are in place to continue the process, unit by unit. In the past year, staff time was focused on the Banner 8 upgrade and the numerous ROSE projects which included a review of overall security setups. Reviews will begin again after year end, and in addition specific reviews of all user access to Accounts Receivable Billings and Budget adjustments are planned as a part of the FAST 3.6 upgrade project.

Reviewing the setup of security classes is an ongoing process that relies mainly on feedback from the Aurora Functional Analysts in the Registrar's Office. A survey was sent out to all Aurora Student account holders in fall 2010 asking what access they use and require in both Internet Native Banner and Banner Self Service. The responses require a detailed analysis. The Registrar's Office will make adjustments to the Security Classes based on this analysis and will repeat this process periodically in the future.

13. Improve monitoring of activities at the application and operating system levels (Reported in 2007-08 – Observation # 6 & 8)

Observation

The overall monitoring at the application and operating system levels should be improved based on the following observations:

- Banner user activity logs (at the application level) are not generated and as such, user activities are not monitored.
- A log is maintained for the UNIX operating system environment of success and failure attempts to switch to the privileged 'root' user. Evidence of regular monitoring of this log was not available for audit review.

Implication

In the absence of effective logging and monitoring of user activity, there is an increased risk of unauthorized/inappropriate access to financial applications and supporting systems.

Recommendation

We recommend that, if possible, the University should create application logs for critical user functions within the Banner and VIP applications and that the logs are reviewed on an established periodic basis.

We also recommend that proactive monitoring of the UNIX “su” log be performed to identify repeated failures and also verify that successful logins are performed by appropriate individuals.

OAG Status Update March 31, 2011

Still in Progress – The observation and recommendation remain as stated above. However, the University now has the “su” log emailed to the operating system administrator but the review is not documented and is not performed by an individual independent of the operating system administrator function.

Management Response

We have an on-going project to assess audit logging solutions that includes setting up logging as described in the recommendation. Also, the SU report will be copied to the Security Administrator for independent review.

14. Improve password strength in the UNIX environment (Reported in 2007-08 – Observation # 9)

Observation

The password strength in the UNIX environment (Solaris and Linux) is not in accordance with good practices in that the account lockout feature is not utilized after a predetermined number of failed logon attempts, and the forced password change options is also not utilized.

We acknowledge that due to the large number of users at the University, implementation of these controls would present an administrative burden. We also understand that with the implementation of the Identity Management System, management's intention is to consider addressing password strength, based on a classification of the associated access risk.

Implication

There is an increased risk of unauthorized access to financial systems when password strength does not follow good practices.

Recommendation

We recommend that good practice password standards in the UNIX environment be part of the design and implementation of the identity management system.

OAG Status Update March 31, 2011

Still in Progress - The observation and recommendation remain as stated above.

Management Response

The new IDM is still being implemented.

15. Improve physical security (Reported in 2007-08 – Observation # 15)

Observation

During the year, a review of access to the data centre was performed with active cards being reduced to 102 from the 126 active cards noted in the prior year. Of the 102 active cards we noted 51 cards were assigned to IST/ACN personnel.

Implication

The provision of a large number of active cards increases the risk of unauthorized access to the data centre.

Recommendation

We recommend that University management perform additional review of the 51 active cards assigned to IST/ACN personnel to determine if access to the data centre is required in accordance with functional job responsibilities.

OAG Status Update March 31, 2011

Still in Progress – For the current fiscal year, documented evidence of University’s physical security access privilege review for the data centre was not available for audit review. Additionally, of the 122 total active cards, 53 are currently assigned to IST. Furthermore, the University does not have a formal policy governing physical security of the data center.

Therefore, we recommend that the University:

- Develop and implement a policy regarding physical access to the data center.
- Establish periodic, formal reviews of physical access to the University’s data centre to determine if access provided is appropriate based on job functionality. Results of periodic reviews should be retained for audit purposes.

Management Response

The access list for the Data Centre is reviewed annually and is generally restricted to those that require access to equipment. Physical Security upgrades are planned as funding allows. We are drafting a Data Centre Access policy that will outline review procedures and timing.

16. Implement a formal Disaster Recovery Plan (Reported in 2007-08 – Observation # 14)

Observation

The University has made progress towards developing Disaster Recovery Plans (DRP); however, at the time of our review, the DRP strategy was still in the design phase.

Implication

Continuity of business operations is highly depended on the uninterrupted flow of information. Without a formal DRP and required resources for recovery, the University may not be able to continue critical business processes. Uncoordinated recovery efforts within the University could extend system outages.

DRPs are key components of Business Continuity Plans (BCP). Recovery procedures go beyond data processing hardware and software. The University requires adequate manual procedures to process transactions until computer processing can be restored. A BCP describes the processes and procedures an organization puts in place to ensure that essential business functions can continue during and after a disaster (see Observation in the non-IT management letter discussing the BCP).

Recommendation

We recommend that the University IT continues to work towards implementing a DRP in support of the organizations BCP (still to be fully developed) for key systems and business processes. These plans should be updated when there are changes to the business processes or information technology environments and should be tested annually.

OAG Status Update March 31, 2011

Still in Progress – The observation and recommendation remain as stated above.

Management Response

We are continuing to work towards implementing a disaster recovery plan as funding permits.

Prior Information Technology Observations – Implemented or No Longer Relevant

1. Document batch/scheduled processing procedures (Reported in 2007-08 – Observation # 12)

Observation

Batch processing procedures are not documented for the UNIX scheduled jobs, including procedures for job dependencies, restart/recovery of batch jobs and tracking of failed jobs to ensure resolution.

We acknowledge that University management is in the process of implementing a new job scheduling system and in conjunction with this migration formal documentation is being created. It is our understanding that the overall management/control of batch schedules will be improved with the implementation of this tool.

Implication

In the absence of documented procedures for batch/scheduled processing there is a risk that processing may not be performed in accordance with management's intentions/requirements and data integrity (completeness and accuracy of data) may be compromised.

Recommendation

We encourage University management to implement the new batch scheduling tool and develop documentation in support of the tool.

OAG Status Update March 31, 2011

No Longer Relevant – Through enquiry, we noted that the University is migrating to Dollar Universe for batch schedule processing that will contain appropriately documented procedures. Therefore, the documentation of current batch schedule processing procedures is no longer relevant. Additionally, the risk associated with not documenting such procedures has minimal impact to the financial statements.

2. Retain documentation of the daily monitoring of UNIX operating system daily integrity check reports (Reported in 2008-09 – Observation # 1)

Observation

To ensure unauthorized changes do not occur in the UNIX environment, a daily integrity check of operating system files/configurations is performed for the Solaris and Linux environments. The reports are emailed to appropriate UNIX administrators, however, evidence of review and follow up of issues noted on the integrity reports was not available for audit review.

Implication

In the absence of effective monitoring of daily integrity check reports unauthorized changes may occur to the operating systems.

Recommendation

We recommend that UNIX administrators retain evidence that daily integrity check reports are reviewed. Where problems are identified, evidence of resolution of the problem should also be retained.

OAG Status Update March 31, 2011

Implemented – the University implemented this recommendation during the year.

3. Monitor VIP Vendor and University IST access to the production environment (Reported in 2007-08 – Observation # 3 & 14)

Observation

We noted the following in regards to vendor and IST access within the production environment:

- The external vendor (DLGL) for the VIP application has access to the production environment. Our discussions with management noted that for the present time DLGL requires access to implement programs in the production environment.
- A number of information technology individuals have access to the production environment due to their membership in certain UNIX service classes and groups. For example, twenty individuals have access through their membership in the DLGL group.

We acknowledge that Management has implemented a set of controls:

- Logging of vendor and University IST access to the production system, by using tools such as Trip Wire to monitor changes to program executables to ensure such changes are appropriate. Trip Wire reports identifying changed executables are generated and provided to VIP and FMIS support personnel; however, we could not evidence effective monitoring practices where changes are matched to an approved change request.
- Members of the Development Group are instructed to not implement changes in the production environment; however, their effective rights in the UNIX environment afford them the opportunity to do so.

Implication

If access to production programs and data is not tightly restricted and monitored, it is possible that unauthorized changes may be made to the production environments that bypass the change control processes without detection.

Recommendation

We recommend that appropriate University staff retain evidence of the monitoring of the changed program executables and ensure such changes are authorized by management. Individuals independent of such functions should review the logs on a proactive basis and appropriately document the review. We also recommend that a review be performed of membership within the group granted read/write access to the VIP production environment to limit access where possible.

OAG Status Update March 31, 2011

Implemented – The University is monitoring the noted Tripwire reports for VIP.



AGENDA ITEM: Annual Financial Report 2011

RECOMMENDED RESOLUTION:

That the Board of Governors approve the Consolidated Financial Statements of The University of Manitoba for the year ended March 31, 2011.

Action Requested: Approval Discussion/Advice Information

CONTEXT AND BACKGROUND:

The University of Manitoba Act requires that the Board of Governors provide the Minister of Advanced Education and Literacy an annual report of the operations of the University including the audited financial statements within six months of each fiscal year end. The Act also requires that the Office of Auditor General of Manitoba (OAG) audit the accounts of the University.

The OAG has indicated that it is prepared to issue an unqualified opinion on the Consolidated Financial Statements subsequent to Board of Governors approval. The Auditor General will be presenting an Audit Results package including Draft auditors' reports for the Financial Statements (FS) and Public Sector Compensation Disclosure report (PSCD), Summary of uncorrected misstatements, Draft management letters and Draft management representation letters (FS & PSCD).

The Report of the Vice-President (Administration) is included in the Annual Financial Report and includes explanation of the financial results for the year. To augment that report, financial and audit highlights are presented below:

Balance Sheet:

Cash and marketable investments have decreased to \$109M from \$137M the prior year. Overall cash is lower mainly because of the construction of the new Pembina Hall Residences. At the end of March 2010, loan funds were advanced on the new Pembina Hall Residence prior to construction.

The loan receivable of \$24.2M represents the flow through to BBB Stadium and is offset by an equal amount in long term debt. These transactions are described in notes 4, 9 and 19.

Long term investments have increased to \$538M from \$482M due to net investment returns and new donations.

Long term debt has increased as this now includes the new Province of Manitoba debt relating to the stadium of \$24.2M, which will over time increase to \$160M.

Capital Assets increased from \$752 to \$843M, or \$91M which is comprised of \$139M of additions, net of \$47M in amortization. Of the \$139M in additions, \$108M is related to building additions ranging from Pembina Hall Residences \$24M, Art Lab \$11M, Biological Sciences \$9M and Duff Roblin Fire restoration of \$4M. This can be seen in the change in buildings and construction in progress of Note 5 of the financial statements.

Pension obligation decreased from \$25M to \$23M (Note 15). The \$2M decrease is determined by the actuary. If the expense is greater than the employer cash funding, the liability grows. In 2009-10, the employer cash funding was much less than the pension expense. This was the result of the fact that the pension expense increased significantly over the previous year due to the impact of the amortization of the loss from 08-09. However, the cash contributions in that period reflected only a modest increase from the previous year -- i.e. it did not yet reflect deficit funding. In 2010-11, the expense was reduced compared to 2009-10 due to the impact of the amortization of the actuarial gains in 2009-10 (as a result of the higher than expected fund return); however the cash funding increased significantly after the December 2009 valuation became effective and the University began to fund the deficit in addition to the matching contribution and the current service cost for the supplementary benefit.

Income Statement:

Total revenues for the year are \$785M compared to \$761M the prior year, a \$24M increase as detailed below:

	2011	2010	Increase (Decrease)
Operating	511	498	13
Restricted	243	234	9
Endowment	<u>32</u>	<u>29</u>	<u>3</u>
Total Revenues	<u>786</u>	<u>761</u>	<u>25</u>

The \$12M increase in Operating revenues is attributed to a \$9M increase in tuition generated by increased fees (UG and differential) and enrolment, Operating Grants increase of \$7M, most of which was a 2% base increase for the year, offset by a decline of \$6M in insurance proceeds related to Duff Roblin.

Restricted Fund Revenues increased as follows:

	2011	2010	Increase (Decrease)
Capital	66	52	14
Research and Special	142	138	4
Trust	29	37	(8)
Staff Benefits	<u>6</u>	<u>7</u>	<u>(1)</u>
Total Revenues	<u>243</u>	<u>234</u>	<u>9</u>

As the table above depicts, the majority of the increase in Restricted Funds Revenues is from an increase in Capital Fund Revenues offset by a decrease in Trust Revenues. Capital revenues increased largely due to an increase in KIP (Knowledge Infrastructure Program) funding which relates to ART Lab, Biological Sciences and Buller Building. This increase is reflected in the Government of Canada revenue line as well as the Other Province of Manitoba line as there is a provincial matching component to these KIP projects. The decrease in Trust revenues is mainly a decline in investment returns from 18.8% to 12.4 % in 2011.

Total Expenses increased by \$1M from \$662M to \$663M

	2011	2010	Increase (Decrease)
Operating	452	464	(12)
Restricted	211	198	13
Endowment	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenses	<u>663</u>	<u>662</u>	<u>1</u>

The Operating Fund expenses declined by a net \$12M, however there are a number of increases and decreases contributing to this.

- The most substantial increase in the Operating Fund was an increase of \$8.2M in additional mandatory pension payments as a result of the December 2009 valuation filed with pension regulators in September 2010. Current service cost payments of \$2.7M were incurred in the Staff Benefits Fund in 2010 however the University made current service costs payments of \$5.9 and going concern payments of \$5.0M in 2011. This is reflected in the general expenses of the Operating fund (\$9.8M) and another \$1.1M in the Staff Benefits fund.
- Expenses incurred on the ROSE project increased from \$1.4M in 2010 to \$7.8M in 2011 and are also reported under the category of "General".
- The change in pension obligation was a \$2M credit in 2011 versus a \$21M expense in 2010 and is fully explained earlier and in Note 15.

These above changes represent \$9M of the total \$12M decline with the other noteworthy change being a reduction in Plant Maintenance (\$3.7M) of which over \$1.2M is attributed to lower utility costs as a result of declining natural gas prices. Other factors include a reduction in the total on the Duff Roblin Fire restoration in 2011 compared to 2010.

The Restricted Fund expenses increased by a net \$13M as follows:

- Interest expense increased by \$4.4M which is the result of the change in fair value of interest rate swaps (as disclosed in note 9) as well as a full year of interest on the loan to fund the new residence building.
- Research expenses increased by \$7M as overall research revenues have increased and prior year awards are spent.

Interfund transactions recorded for the year are highlighted in Note 13 of the Financial Statements as well as discussed in the report of the Vice-President (Administration).

Audit Highlights:

During the year the University entered in a complex arrangement with the Province of Manitoba and BBB Stadium Inc. to facilitate the construction of a new football stadium on university grounds. Management has applied section 4450 of the CICA in determining the accounting treatment and that has resulted in the note disclosure in note 4 (loan receivable), 9 (long term debt) and 19 (related party transactions).

Smartpark Development Corporation, a wholly owned subsidiary, is taking steps to wind up the corporation and transfer its net assets to the University of Manitoba. The financial position of the University will not change as it currently consolidates Smartpark. As a result of this and the fact that the transaction has yet to be executed, no transaction or disclosure has been provided for in the financial statements.

The University reviewed its classification of the payment of fellowships and where previously these amounts

were included in wages they have now been stated under “student awards”. The effect of this change was an \$18M increase in student awards primarily in the Research Fund and a small increase in student awards in the Operating Fund.

RESOURCE REQUIREMENTS:

Approval of the Consolidated Financial Statements does not impact resource requirements.

CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:

Issuing Consolidated Financial Statements supports our values of Accountability and Responsibility to Society.

IMPLICATIONS:

The University of Manitoba Act requires that we issue a report to the Province by September.


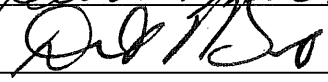
ALTERNATIVES:

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 checked="" type="checkbox"/>		May 20, 2011
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Tom Henry	May 20, 2011
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Deborah McCallum	May 20/11
<input type="checkbox"/>	<input checked="" type="checkbox"/>		May 25, 2011
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Audit Cte	June 7

Gord Pasieka, Associate Comptroller

Submission prepared by:

Submission approved by: Deborah J. McCallum, VP (Administration)

Attachments

- Annual Financial Report including:
 - Report of the Board of Governors
 - Report of the Vice-President (Administration)
 - Consolidated Financial Statements

ANNUAL FINANCIAL REPORT 2011



UNIVERSITY
OF MANITOBA

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Notes to the Consolidated Financial Statements

(Additional information is available at www.umanitoba.ca/admin/financial_services/)

MISSION:

To create, preserve and communicate knowledge, and thereby, contribute to the cultural, social and economic well-being of the people of Manitoba, Canada and the world.

VISION:

Our students, staff and alumni will have an association with the University of Manitoba that is transformative and their discoveries will be of the greatest possible benefit to their own lives, and to the lives of others.

VALUES:

Excellence, Equity and Diversity, Accountability, Innovation, Integrity, Humanity, Responsibility to Society, Environmental Sustainability, Selectivity, Academic Freedom.

REPORT OF THE BOARD OF GOVERNORS

To the Minister of Advanced Education and Literacy, Manitoba

In Compliance with Section 22(1) of The University of Manitoba Act, the Annual Report on the financial affairs of the University for the year ended March 31, 2011 is herewith submitted to the Minister of Advanced Education and Literacy. In this report, we set forth in detail –

- (a) the receipts and expenditures for the next preceding fiscal year,
- (b) the investments as they stood at the end of the year, and
- (c) other particulars which may be of interest to the Minister of Advanced Education and Literacy.

Included with this Report are the Report of the Vice-President (Administration), the Statement of Management Responsibility for Financial Reporting and the Report of the Auditor General of the Province of Manitoba on the audit of the accounts of the University.

Receipts and Expenditures: Summary of General Operating Fund Results (in thousands of dollars)

	Year Ended March 31	
	<u>2011</u>	<u>2010</u>
Revenues and Other Additions	\$ 510,687	\$ 497,770
Expenditures and Other Deductions	<u>451,886</u>	<u>463,620</u>
Net Revenues	58,801	34,150
Net Appropriated To Specific Provisions	(5,313)	(8,589)
Inter-Fund Transfers	<u>(53,470)</u>	<u>(25,536)</u>
Net Increase To Fund Balances	<u>\$ 18</u>	<u>\$ 25</u>

Additions exceeded deductions by \$58,801,000 for the current fiscal year. Net appropriations of \$5,313,000 were made to specific provisions and an amount of \$53,470,000 was transferred to other funds. The resulting net surplus of \$18,000 has been added to the general operating balance in the General Operating Fund, increasing it to a balance of \$2,289,000 as at March 31, 2011.

Investments: Investment holdings at March 31, 2011 were as follows (at fair value): (in thousands of dollars)

Canadian Bonds and Other Fixed Income	\$ 198,177
Canadian Equities	136,480
U.S. Equities	66,534
International Equities	50,774
Pooled Real Estate	48,676
Bankers Acceptances, Guaranteed Investment Certificates and Cash	36,899
Other	<u>47</u>
	<u>\$ 537,587</u>

Details of the above summaries will be found in the Consolidated Financial Statements of the University which follow.

REPORT OF THE BOARD OF GOVERNORS

Members of the Board of Governors:

At March 31, 2011 the members of the Board of Governors were as follows:

Chair

Janice Lederman, B.A., LL.B.

Vice-Chair

Patricia Bovey, B.A., FRSA

Chancellor

Harvey Sectar, B.Comm, LL.B., LL.M., LL.D.

President and Vice-Chancellor

David T. Barnard, B.Sc., M.Sc., Ph.D (Toronto), Dip.C.S. (UBC)

Appointed by the Lieutenant-Governor-in-Council:

Aaron Berg, B.A. (Hons.), LL.B.

Ted Bock, B.A., LL.B.

Patricia Bovey, B.A., FRSA

Evan Bowness

Emmet Collins, B.A. (Hon.)

Mona Forsen, B.Comm. (Hons.), M.B.A

Sharon Jasper, B.Ed.

Janice Lederman, B.A., LL.B.

Bev Passey, FCGA

Michael Robertson, B.A., M.A., MAA, MRAIC

Elected by Senate

Joanne Embree, M.D., FRCPC

Norman Halden, B.Sc. (Hons.), Ph.D.

Janet Hoskins, B.E.S., M.Sc., Ph.D.

Elected by Graduates

Romel Dhalla, B.A., B.Comm. (Hons.)

Gwen Hatch, B.A., LL.B.

Rennie Zegalski, B.Comm. (Hons.)

Elected by the University of Manitoba Students Union

Murat Ates

Meaghan Labine, B.Sc., M.Sc., Ph.D. candidate

Heather Laube, B.F.A. (Hons.)

University Secretary

Jeffrey M. Leclerc, B.Ed., M.Ed.

Respectfully submitted,
The Board of Governors,
The University of Manitoba.

Janice Lederman,
Chair.

REPORT OF THE VICE-PRESIDENT (ADMINISTRATION)

*Building on a tradition of excellence, innovation and global influence.
Forging a vision of discovery and growth.
Achieving greatness.*

The University of Manitoba Strategic Planning framework, approved by the Board of Governors and Senate in June, 2009, continues to inform the major decisions made at the University of Manitoba. The following four priorities guide our approach:

- Academic Enhancement
- Aboriginal Achievement
- Student Experience
- Outstanding Workplace

For 2010-11, the Province increased the University's base operating grant by 2% and authorized tuition fee increases of up to 5% effective September, 2010. Subsequent to the funding announcement, ten proposals to increase fees in professional programs were advanced to COPSE for discussion. In June, 2010, the Province approved a tuition fee increase of 20% per year for both 2010-11 and 2011-12 for Faculty of Dentistry Programs excluding those offered through the School of Dental Hygiene. A tuition increase of 25% per year tuition for both 2011-12 and 2012-13 was also approved for students commencing the Asper School of Business MBA program in August 2010 or later. In addition, a funding increase of \$1 million was provided (effective 2011-12) in lieu of tuition increases for the Faculty of Medicine. The remaining proposals were turned down by the Province.

While the 2010-11 approved funding increase was greater than anticipated, it still fell short of the amount required to maintain 2009-10 levels of programs and services. To address this shortfall and also provide marginal funding in support of the University's four strategic priorities, a 3.25% basic budget reduction was applied to most units. To help units transition to a reduced baseline and also support one-time costs, \$4.1 million was drawn down from the specific provisions and allocated to units on a one-time only basis.

In the last two successive budgets, \$3.4 million in ongoing funding and \$650,000 in one-time funds have been allocated to framework priorities. The ongoing funding represents a small portion of operating budget – 0.67%. Nevertheless, these funds have been utilized to launch new programs and seed new initiatives.

Despite our challenges, the University community continues to be highly successful in its quest for excellence. The following provides an overview of the financial results of the University for the fiscal year ended March 31, 2011.

Investing in Manitoba's Future

In 2010-11 total University revenue in all Funds (unrestricted and restricted) was \$786 million, an increase of 3.3% from 2009-10 revenue of \$761 million.

The provincial government, through COPSE, Manitoba Health, Manitoba Student Aid, Manitoba Agriculture, Food & Rural Initiatives and various provincial councils and funds in support of teaching, innovation, capital and research is the largest single supporter of the University, representing 46.7% or \$367 million of total revenue, up from \$345 million last year. Manitoba Health increased its grants by \$2 million to 13 projects within Community Health Services. The province provided increased capital funding for the Buller Building upgrades (\$1.6 million), Project Domino (\$6.4 million) and the Bio Sciences Lab Renovations (\$4.3 million).

Students, through their tuition and related fees, provided the second largest source of the University's revenue during the year. In 2010-11, \$117.5 million was assessed, up from \$108.4 million in the prior year. These fees represent about 15.0% of total revenues. The increase in the year is due to an enrollment increase in regular session (\$1.0 million), fee increases mentioned above (\$4.2 million), undergraduate international differential rate increase and international student enrollment increase (\$2.2 million).

Support from the Government of Canada increased from \$88.4 million to \$93.8 million or 11.9% of total revenues. Federal programs provide significant support to research, capital, and indirect costs of research at the University. The majority of the increase this year is due to support for capital projects from the Knowledge Infrastructure Program (\$12 million).

The University received \$84.8 million or 10.8% of total revenue in 2010-11 in contributions, donations, and grants in support of research, special projects and initiatives, capital, chairs, scholarships, bursaries and staff benefits from our generous individual and corporate donors, contributors, and employees. This represents an increase of \$7.6 million

**Table 1
General Operating Fund
Summary Statement
(in thousands of dollars)**

	April 1, 2010		March 31, 2011		March 31, 2010	
	Budget	%	Actual	%	Actual	%
Revenue:						
COPSE	\$ 287,570	58.7%	\$ 288,282	56.5%	\$ 281,132	56.5%
Tuition Fees	111,949	22.8%	117,529	23.0%	108,397	21.8%
Ancillary Services	31,980	6.5%	32,793	6.4%	32,796	6.6%
Sales of Goods & Services	30,298	6.2%	31,375	6.1%	31,252	6.3%
Other Province of Manitoba	13,952	2.8%	15,184	3.0%	16,519	3.3%
Miscellaneous	506	0.1%	9,603	1.9%	14,121	2.8%
Government of Canada	8,614	1.8%	9,373	1.8%	8,940	1.8%
Net Investment Income	4,526	0.9%	4,317	0.9%	3,066	0.6%
Contributions, Donations, Non-Government Grants	778	0.2%	2,231	0.4%	1,547	0.3%
	<u>490,173</u>	100.0%	<u>510,687</u>	100.0%	<u>497,770</u>	100.0%
Expense by Function:						
Instruction	\$ 246,630	53.9%	\$ 271,342	60.0%	\$ 268,565	57.9%
Plant Maintenance	44,094	9.6%	39,431	8.8%	43,118	9.3%
Administration	29,346	6.4%	30,638	6.8%	30,665	6.6%
Ancillary Services	31,980	7.0%	27,277	6.0%	29,038	6.3%
Student Affairs	20,794	4.5%	22,618	5.0%	21,460	4.6%
Other Academic Support	21,794	4.8%	19,462	4.3%	20,096	4.3%
Libraries	17,684	3.9%	16,901	3.8%	16,973	3.7%
Student Awards	5,303	1.2%	6,473	1.4%	7,164	1.6%
General	9,013	2.0%	22,151	4.9%	6,300	1.3%
Property Tax	600	0.1%	372	0.1%	408	0.1%
Change in Pension Obligation			(2,187)	(0.5%)	21,268	4.6%
Actuarially Determined Employee Future Benefits			3,602	0.8%	3,062	0.7%
Staff Benefits Contra			(6,194)	(1.4%)	(4,497)	(1.0%)
Central Reserves *	30,364	6.6%				
	<u>457,602</u>	100.0%	<u>451,886</u>	100.0%	<u>463,620</u>	100.0%
<i>Net Revenue</i>	32,571		58,801		34,150	
<i>Net Transfer to/from Other Funds</i>	<u>(32,571)</u>		<u>(58,783)</u>		<u>(34,125)</u>	
<i>Net Increase to Fund Balance</i>	<u>\$</u>		<u>\$ 18</u>		<u>\$ 25</u>	
Expense by Type:						
Salaries & Wages	\$ 288,300	63.0%	\$ 288,648	63.9%	\$ 287,134	61.9%
Supplies and Expenses	70,369	15.4%	70,394	15.6%	66,974	14.5%
Staff Benefits	53,217	11.6%	55,608	12.3%	44,297	9.6%
Ancillaries Cost of Goods Sold	15,908	3.5%	15,627	3.5%	16,649	3.6%
Utilities	17,000	3.7%	13,294	2.9%	14,932	3.2%
Student Awards	5,966	1.3%	6,473	1.4%	7,164	1.5%
Payroll Tax Levy	6,242	1.4%	6,249	1.4%	6,229	1.3%
Property Tax	600	0.1%	372	0.1%	408	0.1%
Change in Pension Obligation			(2,187)	(0.5%)	21,268	4.6%
Actuarially Determined Employee Future Benefits			3,602	0.8%	3,062	0.7%
Staff Benefits Contra			(6,194)	(1.4%)	(4,497)	(1.0%)
	<u>\$ 457,602</u>	100.0%	<u>\$ 451,886</u>	100.0%	<u>\$ 463,620</u>	100.0%

* Represents funds budgeted for distribution to unit budgets during the year for salary and contract increases and other centrally funded initiatives

compared to 2009-10, largely due to an increase of \$7 million in Grants and Contracts from Business, Industry and Foundations.

Net investment income of \$45.4 million is down from last year's income of \$57.3 million, primarily due to the performance results of the Trust and Endowment Funds. The one-year return of the University Investment Trust was 12.4% in 2011, representing a decline from the 18.8% recorded last year, which was due to the large equity market recoveries earned in the previous year after the credit-crisis in 2008/2009. Although returns in the global equity markets were not as strong in the current year, returns from both bonds and real estate improved significantly. A more detailed discussion of the Trust and Endowment Fund appears later in this report.

The University's Ancillary Services, which are comprised of the BookStore, Residences, Parking and Pharmacy, generated \$32.8 million or 4.2% of total revenue in 2010-11. Declines in retail sales of almost \$1 million were offset by increased parking revenues compared to the prior year. Parking revenues in 2009-10 were artificially low as we transitioned to a new process of recording revenues which aligns with the fiscal year. Ancillary Services are completely self-sustaining and contribute to the University's operation by covering their share of overhead in addition to their direct costs, as well as the capital costs of refurbishing Ancillary facilities, acquiring equipment and constructing and upgrading parking lots. They also support non-revenue generating units such as Security Services.

The sale of various goods and services generated 4.1% of total revenues in 2010-11 or \$32.3 million, a small decrease from 2009-10. These revenue generating activities supplement the resources available to many faculties and schools for operating purposes while at the same time providing valuable linkages to the community.

Insurance proceeds related to the Duff Roblin fire of \$5.8 million are included in miscellaneous income, down \$6.3 million from the previous year.

General Operating Fund

The results of the General Operating Fund for 2010-11, shown on a comparative basis with the prior year and the April 1, 2010 Board of Governors approved operating budget are summarized in **Table 1, General Operating Fund**. Operating revenues are shown by source, and expenses are shown by function and type to provide an overview of how the University utilizes the resources of the General Operating Fund. The University was successful again this year in achieving a balanced budget. However in order to do so, faculties and administrative units had to reduce their budgets by approximately 3.25% and a transfer of \$4.1 million from the provision fund was required. The budget reductions and the provision transfer were needed to address rising costs and additional mandatory special pension payments.

Although under budget pressure, there is a strong commitment to fiscal responsibility and financial stability on the part of the University's administration, faculties, schools, libraries, and support units. This is achieved in a decentralized system of budgetary control where academic and support units are allocated resources to meet the strategic priorities of the University. The operating units are provided with procedures to administer their budgets responsibly and to ensure there is accountability for the resources that are transferred to them.

The General Operating Fund ended the year with \$59 million of revenue in excess of expense. Part of this amount is due to the process of accounting for capital additions as assets in the Capital Fund even though they are funded by the operating budgets of faculties and units. In addition, some current year revenues and expenses were favourable to budget, for example, tuition revenues exceeded budget as noted above and significant declines in natural gas prices generated savings in utility costs. The net increase to the General Operating Fund of \$18,380 was generated after taking into account the following interfund activity:

- \$24 million was transferred out to Capital representing amounts faculties and units spent on capital assets and library acquisitions;
- \$8 million was transferred out to Trust and Endowment representing funds received through tuition assessments or other revenue sources to be used in future years for scholarships;
- \$5 million was transferred out to Provisions on behalf of units such as Ancillaries and the telephone office which are expected to be self-sufficient including future capital replacements;
- \$7 million was transferred in to Operating from Trust to support students and unit budgets;
- \$11 million was transferred out to Provisions to support 2011-12 ROSE targeted improvements; and
- \$18 million was transferred out of Operating to support infrastructure needs, for example, sprinkler systems required in BMSB, electrical upgrades required at the Bannatyne campus, and redevelopment of Elizabeth Dafoe Library.

As detailed in Table 1, general operating expenses decreased by \$11.7 million or 2.5 % in fiscal 2010-11 over 2009-10. The largest driver of this is the actuarially determined pension expense which accounts for \$23.5 million of the decrease. General expenses have increased by \$15.9 million as a result of additional pension payments made relating to current

service costs and the going concern deficit (\$9.7 million) and \$7.8 million relating to the Resource Optimization and Service Enhancement project. In addition to the \$9.7 million pension cost in the Operating Fund, \$1.1 million was paid from the staff benefits fund.

Resource Optimization

In 2009 two projects, Resource Optimization and Service Enhancement (ROSE) and Optimizing Academic Resources (OARs) were initiated. ROSE was developed to find specific, tangible and effective ways to make the way we do business more efficient, more cost effective and more responsive. Phase three of the project, the implementation phase, began in February 2011 and is on track to meet projected annual cost savings of \$8 million to \$15 million.

The ROSE project was designed not just to realize cost savings and efficiencies, but also to enhance quality of service, advance shared responsibility and promote accountability and transparency.

The project has six streams, each with multiple initiatives. Overall, the streams have had many successes in recent months, notably the establishment of an IT Service Desk and the selection of an online travel booking tool, classroom scheduling tool and eRecruitment system. Participation from all levels of the university continues to be significant. Currently there are nearly 150 staff members working in some capacity as part of the ROSE project team.

The goal of the OARs project is to make better use of the University's academic resources by identifying strategies to improve, and reduce barriers to their effective use. In 2009, three project teams identified issues and advanced recommendations to academic bodies and administrative offices/officers designed to optimize the future use of the University's academic resources and, in so doing, advance the academic enterprise.

In 2010, OARs evolved to focus on two major areas: the development of a strategic enrolment management plan; and the establishment of collaborative clusters designed to facilitate more deliberate collaboration between faculties/schools. A Strategic Enrolment Management Planning Committee was established to provide advice on enrolment goals, and policies and practices to facilitate the overall student experience. The Committee will also monitor student access, transition, and graduation rates.

To facilitate collaboration between academic units, five groupings or collaborative clusters were established: Fine Arts, Design and Culture; Health Sciences; Natural and Applied Sciences; Social and Human Development; and Social Sciences. The Clusters have identified opportunities for the joint development of new teaching and research programs and the sharing of administrative services and resources, as well as ways to enhance student mobility across units by reducing barriers.

Staff

The University of Manitoba's most valuable resource is its faculty and staff who bring their knowledge, expertise, and commitment to the table, working in a collegial fashion to achieve the University's goals. Of the 4,439 full time equivalent staff employed during the year, 2,048 were faculty and 2,391 were administrative staff. Ancillary Services employed a further 160 staff. Academic staff levels have increased as vacant positions were filled. The administrative staffing vacancies are being carefully scrutinized as part of the resource optimization efforts.

People drive the success of the University of Manitoba – faculty and staff are committed to providing students with the exceptional education that they expect and deserve. The experience in the classroom and research laboratory is paramount to students' future success and contribution to society. Attracting and retaining the best faculty and staff requires that we compete globally by offering fair compensation packages, modern facilities in which to teach and perform research, and state-of-the-art equipment in classrooms and laboratories.

Faculty achievements throughout the University community this past year were many and varied and are too numerous to detail in this report. To name a few: Distinguished Professor Dr. Allan Ronald, medical microbiology, was inducted into the Canadian Medical Hall of Fame; Dr. Terry Cook, history, Distinguished Professor Dr. Leslie Roos, community health sciences, and Distinguished Professor Dr. George Toles, English, film and theatre, were elected to the Royal Society of Canada (RSC), Canada's most esteemed association of scholars and scientists; Distinguished Professor Dr. Frank Hawthorne, geological sciences, and RSC Fellow received the Bancroft Award for his work in the energetic and mechanistic factors affecting the stability of crystalline materials; three professors, Distinguished Professor Dr. Leslie Roos, community health sciences, Dr. Hani El-Gabalawy, internal medicine, and Dr. Allan Becker, pediatrics immunology, were elected fellows of the Canadian Academy of Health Sciences (CAHS), considered one of the highest honours for individuals in the Canadian health sciences community; Dr. Stephen Moses, medical microbiology/community health sciences/internal medicine, Associate Director of the Centre for Global Public Health, was the 2010 recipient of the Dr. John M. Bowman Memorial Winnipeg Rh Institute Foundation Award for outstanding research by senior university faculty.

Students

Overall enrolment increased this year, both at the undergraduate and graduate levels. Participation of high school graduates has remained strong; in addition, the increased youth unemployment rate may have encouraged more students to begin or continue their studies.

The number of Aboriginal students increased from 1,883 to 1,912. Self-declared Aboriginal student enrolment grew slightly from 6.7% to 6.9% of the total student population.

Summer Term enrolment grew by 5%, more than double the rate of the previous year and the highest growth in the last five years. There was a significant increase in international enrolment of 8.7%, from 2,165 last year to 2,354 in 2010.

**Table 2
Selected Statistics**

	Fall Term 2010	Fall Term 2009	Fall Term 2008	Fall Term 2007
Fall Term Enrolment				
Total Students ^{1,2}	27,751	27,476	26,238	26,814
•Undergraduate students	23,929	23,654	22,544	23,044
% Annual Change	1.2	4.9	(2.2)	(0.9)
Full-Time	19,522	19,174	18,345	18,767
Part-Time	4,407	4,480	4,199	4,277
•Graduate students	3,333	3,333	3,224	3,290
% Annual Change	0	3.4	(2.0)	1.7
Full-Time	2,560	2,550	2,452	2,487
Part-Time	773	783	772	803
•Post-Graduate Medical Education Students	489	489	470	480
Summer Enrolment	10,121	9,637	9,437	9,599
% Annual Change	5.0	2.1	(1.7)	(0.4)
Full-Time Equivalent Students ^{1,3}	26,943	26,470	25,384	25,928
% Annual Change	1.8	4.3	(2.1)	0.8
International Students	2,354	2,165	2,134	2,419
Self-Declared Canadian Aboriginal Students⁴	1,912	1,883	1,766	1,648
Undergraduate	1,771	1,748	1,638	1,513
% of Total undergraduate	7.4	7.4	7.3	6.6
% of Total University 1	8.4	8.3	8.3	7.1
Graduate	133	129	123	127
% of Total Graduate	4.0	3.9	3.8	3.9
Post Graduate Medical Education	8	6	5	8
% of Total PGME	1.6	1.2	1.1	1.7
Undergraduate Student Credit Hours				
Fall and Winter	509,309	503,048	485,695	495,370
Summer ⁵	53,910	51,457	49,244	52,255
On-load ⁶	6,084	6,928	6,133	5,556
Degrees, Diplomas, Certificates Conferred				
Undergraduate	4,120	4,095	4,382	4,052
Graduate	769	738	765	759
1. As at November 1st.				
2. Includes B.Sc. (Dentistry), B.Sc. (Medicine) and Joint Master's Program students based on workload calculations.				
3. Full-Time Equivalent Students = Full-time + (Part-time / 3.5). Includes all terms.				
4. Aboriginal identity is a voluntarily self-declaration made on the Admission form. Therefore, the numbers reported would be less than the total population of Canadian Aboriginal students on campus.				
5. Beginning in 2005-06, Summer undergraduate student credit hours include Summer distance education courses. Historical data are not strictly comparable				
6. Courses taught during Summer terms as part of Fall and Winter teaching load.				

Table 2, Selected Statistics provides information on undergraduate and graduate student enrolment, self-declared Aboriginal students, undergraduate student credit hours and, degrees, diplomas and certificates conferred on our graduates.

Trust and Endowment Fund

The University’s endowment fund continued to grow over the past year, in part due to investment returns, and in part due to generous gifts from donors. The one-year rate of return for the fund as at March 31, 2011 was 12.4%, and the primary drivers for this were the continuing strong performance of Canadian equities (a 21.3% annual return) and stronger returns this year from both bonds (5.0%) and real estate (7.7%). Over the course of the fiscal year, \$17.1 million in new gifts were received into the endowment. The fund’s market value at year end was \$342 million (2010 - \$301 million), and the income distributed from the fund through the annual spending allocation was \$14.3 million, which will provide student support, attract faculty and researchers, provide programs in faculties and schools, support chairs and professorships, and add to library resources.

In 2010-11, the spending rate was maintained at 4.5% based on a rolling three-year average of the market value of the fund. Going forward, the Trust Investment Committee is reviewing alternatives to the rolling average method for determining spending allocations. This policy worked adequately over the period of time that coincided with mostly bull markets (the 1990’s), in which beneficiaries saw their annual allocations increase from year to year. However, during the period from 2001-2010 there have been two significant crashes in the equity markets, with the credit crisis of 2008/2009 being particularly devastating to endowment funds. These periods of volatility result in spending allocations that are neither stable nor predictable, thus beneficiaries have difficulty budgeting for endowment supported activities. As a result of this, a spending policy based on inflationary increases as opposed to a policy based on the market value of investments is being examined as an alternative policy going forward.

The market value of the specific trusts were \$28 million (2010 - \$38 million). The year over year decrease is due to the funding of the various capital projects on campus. The new Pembina Hall Residence alone has used \$6.5 million in funds held in trust in order to finance a portion of construction costs. The investment of these funds continues to be in cash equivalent and fixed income instruments.

Table 3.1 and 3.2 Donor Pledges summarizes pledges received by type of donor and the purpose for which the gift was pledged.

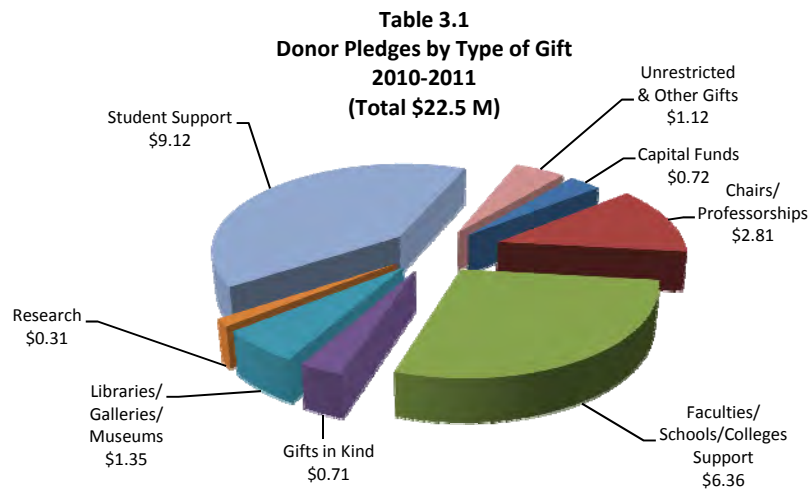
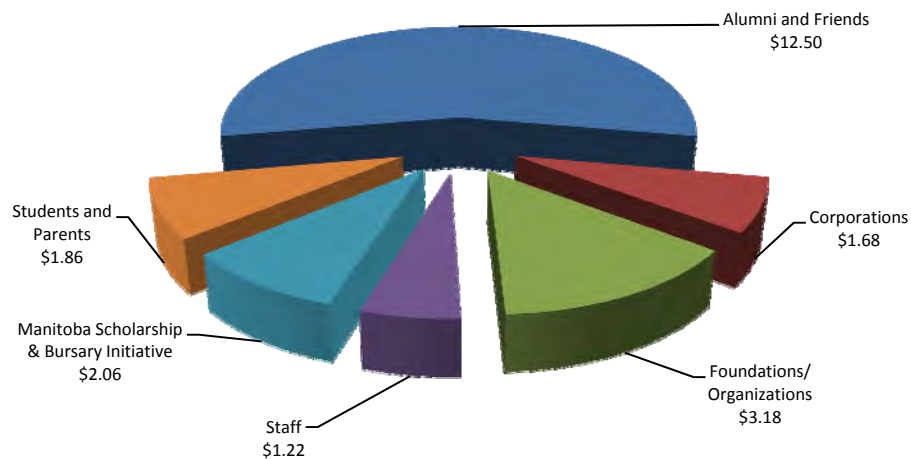


Table 3.2
Donor Pledges by Constituency
2010-2011
(Total \$22.5 M)



World Class Research

The University of Manitoba currently holds 48 Canada Research Chairs and one Canada Excellence Research Chair, and is an active participant in 11 of Canada's National Networks of Centres of Excellence. The University is also home to, or a partner in, 40 research centres, institutes and shared facilities that foster collaborative research and scholarship in a wide variety of fields.

On May 17, 2010, the Social Sciences and Humanities Research Council and the Canada Excellence Research Chair (CERC) Program announced the awarding of up to \$10 million over seven years for the CERC in Arctic Geomicrobiology and Climate Change to the University of Manitoba. The chair holder is Søren Rysgaard, professor and head of the Greenland Climate Research Centre at the Greenland Institute of Natural Resources. He joined the team of 17 researchers already involved in sea ice research in the Clayton H. Riddell Faculty of the Environment, Earth, and Resources on April 1, 2011. This CERC was one of 19 chairs awarded across the country to 13 universities. The Manitoba Premier announced, at that same time, the province's awarding of \$3.5 million to support the CERC at the University of Manitoba. Clayton H. Riddell also announced a gift of \$2.5 million for the addition of a floor to the Wallace Building, where the CERC team is housed. The floor is being named the Nellie Cournoyea Arctic Research Facility, in honour of Nellie Cournoyea, an Officer of the Order of Canada and the first female premier of a Canadian territory: she was the leader of the Northwest Territories from 1991 to 1995. The CERC investment will be leveraged over the same period with an additional investment of over \$25 million from the University and its partners. The total investment of over \$35 million will be used to create and allow access to world-class research space for Arctic research as well as to provide support for faculty positions, graduate students, postdoctoral fellows, and research associates.

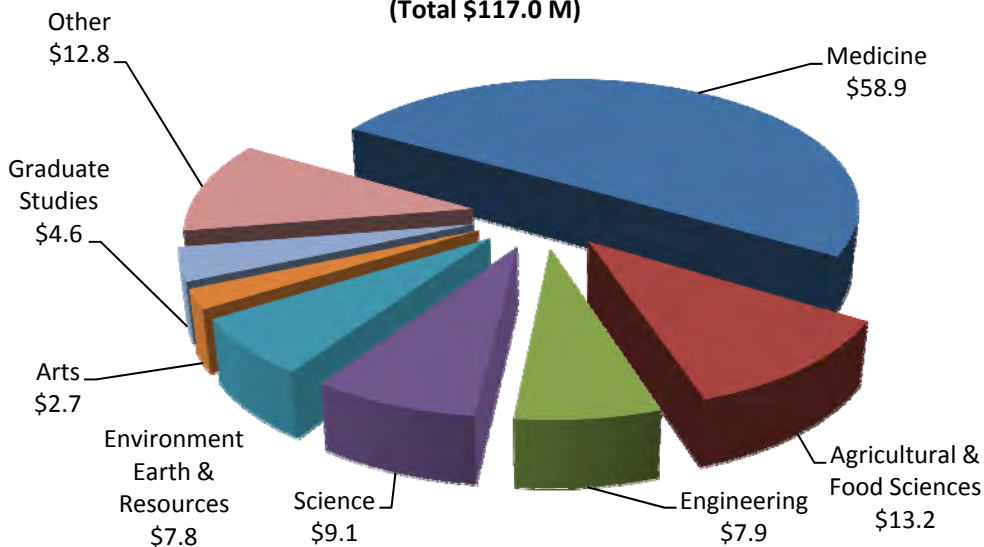
In 2010-11, research at the University of Manitoba continued its strength, with investment in a number of key areas. University researchers received \$115.9 million in sponsored or assisted research support through grants or contracts from the federal and provincial governments, various foundations, business and industry, and individuals. This funding is consistent with the amount received in 2009-10. A decrease in funding from the Federal Government granting councils was offset by an increase in funding from US sources where a decrease of \$3 million in government funding was more than offset by an increase of \$6 million in funding from the Bill and Melinda Gates Foundation. Provincial Government funding was unchanged.

Table 4, Research Fund-Expenses by Faculty or Support Unit, illustrates the level of research investment, as measured by the level of spending, in Faculties and Schools in 2010-11. Research investment was highest in the Faculty of Medicine, at a level of \$58.9 million in 2010-11. The second-highest was the Faculty of Agricultural and Food Sciences at \$13.2 million, followed by the Faculties of Science, Engineering, and the Clayton H. Riddell Faculty of Environment, Earth and Resources at \$9.1, \$7.9, and \$7.8 million respectively. In 2010-11 a total of \$117 million was spent on sponsored or assisted research activities at the University of Manitoba.

University of Manitoba researchers were also successful in competing for grant funding from the Manitoba Research and Innovation Fund (MRIF). This funding supports research infrastructure including the cutting-edge equipment and facilities vital for the University's wide range of innovative research programs and is the matching portion of funds committed by the Canada Foundation for Innovation (CFI) and industry partners. In 2010-11, 25 research projects were approved to

faculty members totaling \$9.4 million. The new funding supports research in eight faculties and two research partner institutions. They are: Faculty of Nursing (one project), Faculty of Medicine (twelve projects), Faculty of Human Ecology (two projects), Faculty of Engineering (two projects), Faculty of Science (seven projects), Faculty of Dentistry (one project), Faculty of Arts (one project), Faculty of Agricultural and Food Sciences (one project), Manitoba Institute of Child Health (one project), St. Boniface Hospital Research (one project). The projects range from data enhancement to population health research, to a new nutrigenomics research laboratory, and a new visual analytics laboratory. Funding from the CFI, MRIF and matching contributions from industry, along with the corresponding expenditures, are reflected in the Capital Asset Fund. In 2010-11, total contributions from these sources were \$11.4 million. When combined with sponsored or assisted research funding of \$115.9 million, University of Manitoba researchers received \$127.3 million in funding in 2010-11.

Table 4
Research Expenses by Faculty or Support Unit 2011-11
(Total \$117.0 M)



Investment in Capital, Infrastructure, and Technology

In 2010-11, the University of Manitoba invested \$138.8 million in capital assets as follows:

- \$108.2 million for the construction of buildings, infrastructure renewal and land improvements;
- \$14.0 million for the acquisition of furniture, equipment and vehicles;
- \$ 6.4 million for computer equipment and technological improvements such as building cabling; and
- \$10.2 million for library acquisitions and works of art.

In addition, debt servicing costs of \$15.0 million were paid, primarily relating to the Provincial Debt, the Arthur V. Mauro Student Residence, and the Pembina Hall Student Residence.

Capital funding for the year includes internal sources plus \$6.3 million from COPSE, \$29.0 million from other Provincial departments, \$24.6 million from the Federal Government, \$3.6 million from private donors and \$2.8 million from other income.

Construction continued on the Government of Canada Economic Action Plan Projects: The Bruce D. Campbell Farm and Food Discovery Centre at Glenlea (\$2.6 million) funded by the Community Adjust Fund (CAF); Frank Kennedy Renovations (\$0.5 million) funded by the Recreational Infrastructure Canada (RinC) Projects; and Art Research Technology (ART) Lab (\$12.8 million), Biological Sciences Building Upgrade (\$10.7 million), Buller Building Labs and Infrastructure Renovation (\$4.4 million), eureka Incubator (\$2.4 million), Neil John Maclean Health Sciences Library renovation (\$2.5 million), Regenerative Medicine Laboratory (\$4.3 million) and Smartpark Lake 2 Infrastructure Development (\$0.2 million) funded by the Knowledge Infrastructure Program (KIP), which has been extended to October 31, 2011.

Construction commenced on the Wallace Building Addition (\$2.4 million) which is required for the Canada Excellence Research Chair in Arctic Geomicrobiology and Climate Change. The additional space will house new specialized laboratories and classrooms needed to accommodate the influx of graduate students and researchers. Construction also commenced on the Asper School of Business James W. Burns Executive Education Centre (\$2.0 million) at the heritage

building at 177 Lombard, which was Great-West Life's original head office. The centre will offer executive education programs and professional development offerings for the downtown business community.

Construction continued on the Pembina Hall Student Residence (\$24.2 million) and the Duff Roblin Building fire restoration/upgrades (\$5.8 million). The east side of Duff Roblin was occupied in July 2010, and west side occupancy is expected in February 2012.

Infrastructure renewal projects undertaken in 2010-2011 included asbestos remediation (\$1.6 million), fire and safety (\$1.9 million), building envelope upgrades (\$3.1 million), roof replacements (\$1.9 million) and sewer and water projects (\$1.6 million). These projects were funded by COPSE capital grants, Critical Deferred Maintenance funding from the Province and the Provincial Debt.

The consolidated financial statements include Smartpark Development Corporation. Over the course of 2010-11, Smartpark remained strong and fully occupied. Smartpark was established in 1998 with the first building opening in 2002. Smartpark is now home to 20 tenant organizations and 10 start-up client businesses, employing 1,100 people in nine building facilities across the park. University-industry research collaborations and innovation takes place in four broad strategic areas: Information and Communications Technology; Engineering and Advanced Materials; Health and Biotechnology; and Agricultural and Nutritional Sciences.

The strength of Smartpark is based on a diverse mix of research and technology tenants, a dynamic social atmosphere, high quality facilities and beautifully landscaped grounds which work together to create a community that encourages interaction, collaboration, employee recruitment, corporate marketing and growth.

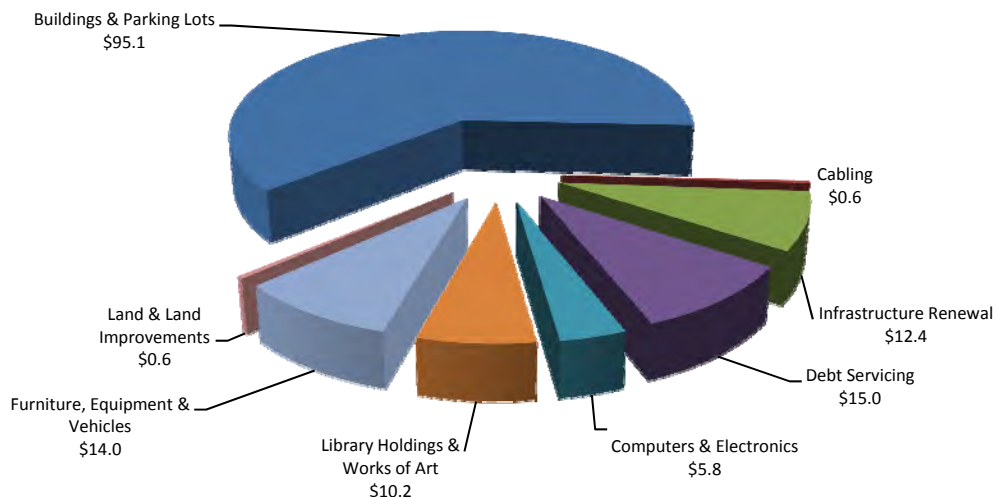
In the past year, RTDS Technologies and Transgrid Solutions relocated and expanded to new facilities which won a 2010 Prairie Design Award of Excellence and the addition to the Monsanto Canada Corporate Office built to LEED Silver certification standards accommodated its Breeding Centre focused on top-yielding canola hybrids. At year-end, Smartpark was nearing completion of its new Meeting Centre for use by tenants, University and associated users.

Smartpark's incubator, the eureka project, expanded and began its independent operations last July. Since opening, several new startup clients have applied and been admitted bringing the incubator to near full capacity. The eureka project provides a good first home for start-up companies and is key to the future success of those clients. As successful startup clients reach commercialization, they become potential lease prospects for the park.

During 2011/12 we expect to transition the legal structure of Smartpark directly into the University. We expect to retain the strengths of the current organization and service to tenants, while including it within a larger property management enterprise that will also include oversight of the former Southwood Golf Club lands.

Table 5, Capital Fund Expenditures provides a more detailed breakdown of the \$139 million in capital asset expenditures and debt servicing costs of \$15 million during 2010-11.

Table 5
Capital Fund Expenditures
2010-11
(Total \$153.7)



As Asset to Our Community

In addition to success at providing a quality university education to our students and conducting world class research with global implications, the University of Manitoba reaches out to the community in many other ways, through continuing education, collaborative efforts with business and industry, and through the provision of specialized services not readily available locally. The University operates two main campuses, Bannatyne and Fort Garry, with satellite teaching and research facilities at Glenlea Research Station, Ian M. Morrison Research Farm in Carman, Delta Marsh, University of Manitoba Downtown: Aboriginal Education Centre, and at the William Norrie Centre on Selkirk Avenue.

In addition, Dentistry, Medicine and Social Work all offer programs onsite and through distance education delivery techniques in rural and northern communities. Dentistry offers extensive dental services through the Centre for Community Oral Health and Medicine provides health services through the Northern Medical Unit, bringing dental and health care to remote and Aboriginal communities. The University Centre Pharmacy also operates the Medical Information Line for the Elderly which offers phone and walk-in medication consultation to all Manitobans.

Smartpark continues to flourish, providing business and industry with opportunities to work collaboratively with researchers at the University of Manitoba.

More than \$1.8 billion in Province-wide economic activity is stimulated by the University of Manitoba, according to a study released in December 2009. The University of Manitoba Economic Impact Analysis, produced by PricewaterhouseCoopers and commissioned by the University of Manitoba, shows the University has a far-reaching effect upon all Manitobans. As illustrated above, the University does more than stimulate the economy in the short term; it is successful in the delivery of education, research, and community service which translates into major long term economic, social, and cultural benefits for the people of Manitoba.

The University currently is undergoing a physical transformation as a result of several projects underway that will enhance campus life for our students, faculty and staff. Project Domino is a five-year project that will see at least 13 units on campus receive new classroom, study, laboratory and studio space, in either new or retrofitted buildings and facilities. These changes will attract and retain national and international students, faculty and staff and include construction of a new 360 bed residence, refurbishing historic Taché Hall for the Marcel A. Desautels Faculty of Music and the School of Art, and construction of an adjacent ART Lab Building to provide additional studio space. The University is also very excited to be home to the new professional football stadium at its Fort Garry Campus. In addition to the stadium development, the initiative will include a government contribution to the University of \$22.5 million which will, in part, facilitate development of a new Active Living Centre at the Fort Garry Campus.

Conclusion

Increased investment in the University is the right choice for Manitoba and will not only result in sustaining the capacity of the University to support learning, innovation in research, and community service, but also ensure that Manitobans will prosper.

The University acknowledges with gratitude the continuing support of the Province and the Council on Post-Secondary Education as well as the support of our students, staff, alumni, and community stakeholders.

Respectfully submitted,

Deborah J. McCallum
Vice-President (Administration)



UNIVERSITY
OF MANITOBA

STATEMENT OF MANAGEMENT RESPONSIBILITY FOR FINANCIAL REPORTING

The University is responsible for the preparation of the consolidated financial statements and has prepared them in accordance with generally accepted accounting principles as set out by the Canadian Institute of Chartered Accountants (CICA). The University believes the consolidated financial statements present fairly the University's consolidated financial position as at March 31, 2011 and the results of its operations for the year then ended.

The University's Board of Governors is responsible for overseeing the business affairs of the University and also has the responsibility to approve the consolidated financial statements. The Board has delegated certain responsibilities to its Audit Committee including the responsibility for reviewing the annual consolidated financial statements and meeting with management and the Auditor General of Manitoba on matters relating to the financial reporting. The Auditor General has full access to the Audit Committee with or without the presence of management. The Board has approved the consolidated financial statements.

In fulfilling its responsibilities and recognizing the limits inherent in all systems, the University has developed and maintains a system of internal controls designed to provide reasonable assurance that University assets are safeguarded from loss and that accounting records are a reliable basis for the preparation of consolidated financial statements. The integrity of internal controls is reviewed on an ongoing basis by Audit Services and the Auditor General.

The consolidated financial statements for the year ended March 31, 2011 have been reported on by the Auditor General of Manitoba, the auditor appointed under the University of Manitoba Act. The Auditor's Report outlines the scope of her examination and provides her opinion on the fairness of presentation of the consolidated financial statements.

Deborah J. McCallum,
Vice-President (Administration)

Winnipeg, Manitoba
June 21, 2011

CONSOLIDATED FINANCIAL STATEMENTS

**University of Manitoba
Consolidated Statement of Financial Position
as at March 31
(in thousands of dollars)**

Assets	<i>2011</i>	<i>2010</i>
<i>Current Assets</i>		
Cash	\$ 109,444	\$ 132,864
Marketable Investments		4,043
Accounts Receivable (Note 3)	75,230	64,548
Inventories	3,411	3,382
Prepaid Expenses	551	937
	<u>188,636</u>	<u>205,774</u>
<i>Long Term Assets</i>		
Loan Receivable (Note 4)	24,286	
Investments (Note 5)	537,587	481,847
Capital Assets, Net of Accumulated Amortization (Note 7)	843,385	751,847
	<u>1,405,258</u>	<u>1,233,694</u>
	<u>\$1,593,894</u>	<u>\$1,439,468</u>
 Liabilities		
<i>Current Liabilities:</i>		
Accounts Payable	\$ 55,119	\$ 44,406
Unearned Revenue	5,278	6,523
Staff Vacation Entitlements	10,809	10,590
Bank Loan	8,712	8,800
Current Portion of Capital Lease Obligations (Note 8)	347	385
Current Portion of Long Term Debt (Note 9)	3,739	4,095
	<u>84,004</u>	<u>74,799</u>
<i>Long Term Liabilities</i>		
Other Long Term Liabilities (Note 10)	2,714	2,228
Capital Lease Obligations (Note 8)	307	440
Long Term Debt (Note 9)	211,965	191,418
Employee Future Benefits (Note 11)	65,552	61,950
Pension Obligation (Note 15)	23,124	25,311
	<u>303,662</u>	<u>281,347</u>
Fund Balances	<u>1,206,228</u>	<u>1,083,322</u>
	<u>\$ 1,593,894</u>	<u>\$ 1,439,468</u>
 Contractual Obligations and Contingencies (Note 20)		

Janice Lederman - Chair

Pat Bovey - Vice-Chair

(The accompanying Notes form an integral part of the Consolidated Financial Statements)

**Consolidated Statement of Operations and
Changes in Fund Balances
for the years ended March 31
(in thousands of dollars)**

	<i>General Funds (Note 2e)</i>	<i>Restricted Funds (Note 2f)</i>	<i>Endowment Fund (Note 2g)</i>	<i>2011 Total Funds</i>	<i>2010 Total Funds</i>
Revenue:					
Tuition and Related Fees	\$ 117,529	\$	\$	\$ 117,529	\$ 108,397
Contributions, Donations, Non-Government Grants	2,231	66,686	15,864	84,781	77,136
Net Investment Income (Note 16)	4,317	24,590	16,443	45,350	57,341
Miscellaneous Income	9,603	2,522		12,125	18,853
Government Grants:					
Council on Post-Secondary Education	288,282	6,278		294,560	287,185
Other Province of Manitoba	15,184	57,105		72,289	58,058
Government of Canada	9,373	84,460		93,833	88,441
Sales of Goods and Services	31,375	899		32,274	32,493
Ancillary Services	32,793			32,793	32,796
	<u>510,687</u>	<u>242,540</u>	<u>32,307</u>	<u>785,534</u>	<u>760,700</u>
Expense:					
Academic	271,342	106,518		377,860	367,847
Libraries	16,901	96		16,997	17,102
Student Affairs	22,618	63		22,681	21,562
Administration	30,638	2,413		33,051	33,193
Plant Maintenance	39,431	(3)		39,428	43,131
Other Academic Support	19,462	361		19,823	20,418
General	22,151	6,545		28,696	14,805
Property Taxes	372			372	408
Student Awards	6,473	36,222		42,695	41,997
Interest		11,310		11,310	6,927
Amortization of Capital Assets		47,217		47,217	45,668
Ancillary Services	27,277			27,277	29,038
Actuarially Determined Employee Future Benefits	3,602			3,602	3,062
Change in Pension Obligation (Note 15)	(2,187)			(2,187)	21,268
Staff Benefits Contra	(6,194)			(6,194)	(4,497)
	<u>451,886</u>	<u>210,742</u>	<u>32,307</u>	<u>662,628</u>	<u>661,929</u>
Net Revenue (Expense)	58,801	31,798	32,307	122,906	98,771
<i>Inter-Fund Transfers (Note 13)</i>	(59,548)	55,730	3,818		
<i>Net (Decrease) Increase to Fund Balances</i>	(747)	87,528	36,125	122,906	98,771
<i>Fund Balances Beginning of the Year</i>	16,005	870,754	196,563	1,083,322	984,551
Fund Balances End of the Year	<u>\$ 15,258</u>	<u>\$ 958,282</u>	<u>\$ 232,688</u>	<u>\$ 1,206,228</u>	<u>\$ 1,083,322</u>
Unrestricted Funds	\$ (65,741)	\$	\$	\$ (65,741)	\$ (66,529)
Internally Restricted Funds	80,999	36,021		117,020	122,927
Externally Restricted Funds		196,781	232,688	429,469	381,562
Invested in Capital Assets		725,480		725,480	645,362
	<u>\$ 15,258</u>	<u>\$ 958,282</u>	<u>\$ 232,688</u>	<u>\$ 1,206,228</u>	<u>\$ 1,083,322</u>

(The accompanying Notes form an integral part of the Consolidated Financial Statements)

**Consolidated Statement of Operations and Changes
in Fund Balances for the General Funds
for the years ended March 31
(in thousands of dollars)**

	<i>General Operating Fund (Note 2e)</i>	<i>Specific Provisions Fund (Note 2e)</i>	<i>Expenses Funded From Future Revenues (Note 2e)</i>	<i>2011 Total General Funds</i>	<i>2010 Total General Funds</i>
Revenue:					
Tuition and Related Fees	\$ 117,529	\$	\$	\$ 117,529	\$ 108,397
Contributions, Donations, Non-Government Grants	2,231			2,231	1,547
Net Investment Income (Note 16)	4,317			4,317	3,103
Miscellaneous Income	9,603			9,603	14,084
Government Grants:					
Council on Post-Secondary Education	288,282			288,282	281,132
Other Province of Manitoba	15,184			15,184	16,519
Government of Canada	9,373			9,373	8,940
Sales of Goods and Services	31,375			31,375	31,252
Ancillary Services	32,793			32,793	32,796
	<u>510,687</u>			<u>510,687</u>	<u>497,770</u>
Expense:					
Academic	271,342			271,342	268,565
Libraries	16,901			16,901	16,973
Student Affairs	22,618			22,618	21,460
Administration	30,638			30,638	30,665
Plant Maintenance	39,431			39,431	43,118
Other Academic Support	19,462			19,462	20,096
General	22,151			22,151	6,300
Property Taxes	372			372	408
Student Awards	6,473			6,473	7,164
Ancillary Services	27,277			27,277	29,038
Actuarially Determined Employee Future Benefits	3,602			3,602	3,062
Change in Pension Obligation (Note 15)	(2,187)			(2,187)	21,268
Staff Benefits Contra	(6,194)			(6,194)	(4,497)
	<u>451,886</u>			<u>451,886</u>	<u>463,620</u>
Net Revenue	58,801			58,801	34,150
<i>Inter-Fund Transfers (Note 13)</i>	(58,783)	(1,535)	770	(59,548)	(48,047)
<i>Net Increase (Decrease) to Fund Balances</i>	18	(1,535)	770	(747)	(13,897)
<i>Fund Balances Beginning of the Year</i>	2,271	82,534	(68,800)	16,005	29,902
Fund Balances End of the Year	<u>\$ 2,289</u>	<u>\$ 80,999</u>	<u>\$ (68,030)</u>	<u>\$ 15,258</u>	<u>\$ 16,005</u>
Unrestricted Funds	\$ 2,289	\$	\$ (68,030)	\$ (65,741)	\$ (66,529)
Internally Restricted Funds		80,999		80,999	82,534
	<u>\$ 2,289</u>	<u>\$ 80,999</u>	<u>\$ (68,030)</u>	<u>\$ 15,258</u>	<u>\$ 16,005</u>

(The accompanying Notes form an integral part of the Consolidated Financial Statements)

**Consolidated Statement of Operations and Changes
in Fund Balances for the Restricted Funds
for the years ended March 31
(in thousands of dollars)**

	<i>Capital Asset Fund (Note 2f)</i>	<i>Research and Special Fund (Note 2f)</i>	<i>Staff Benefits Fund (Note 2f)</i>	<i>Trust Fund (Note 2f)</i>	<i>2011 Total Restricted Funds</i>	<i>2010 Total Restricted Funds</i>
Revenue:						
Contributions, Donations, Non-Government Grants	\$ 3,614	\$ 52,752	\$ 2,978	\$ 7,342	\$ 66,686	\$ 63,996
Net Investment Income (Note 16)	710		2,930	20,950	24,590	36,968
Miscellaneous Income	2,119	189	214		2,522	4,769
Government Grants:						
Council on Post-Secondary Education	6,278				6,278	6,053
Other Province of Manitoba	29,030	28,075			57,105	41,539
Government of Canada	24,598	59,862			84,460	79,501
Sales of Goods and Services		899			899	1,241
	<u>66,349</u>	<u>141,777</u>	<u>6,122</u>	<u>28,292</u>	<u>242,540</u>	<u>234,067</u>
Expense:						
Academic		106,518			106,518	99,282
Libraries		96			96	129
Student Affairs		63			63	102
Administration		2,413			2,413	2,528
Plant Maintenance		(3)			(3)	13
Other Academic Support		361			361	322
General			4,376	2,169	6,545	8,505
Student Awards		23,914		12,308	36,222	34,833
Interest	11,310				11,310	6,927
Amortization of Capital Assets	47,217				47,217	45,668
	<u>58,527</u>	<u>133,362</u>	<u>4,376</u>	<u>14,477</u>	<u>210,742</u>	<u>198,309</u>
Net Revenue	<u>7,822</u>	<u>8,415</u>	<u>1,746</u>	<u>13,815</u>	<u>31,798</u>	<u>35,758</u>
<i>Inter-Fund Transfers (Note 13)</i>	<u>72,296</u>	<u>(8,397)</u>	<u>(3,158)</u>	<u>(5,011)</u>	<u>55,730</u>	<u>43,055</u>
<i>Net Increase (Decrease) to Fund Balances</i>	<u>80,118</u>	<u>18</u>	<u>(1,412)</u>	<u>8,804</u>	<u>87,528</u>	<u>78,813</u>
<i>Fund Balances Beginning of the Year</i>	<u>645,362</u>	<u>104,347</u>	<u>(3,884)</u>	<u>124,929</u>	<u>870,754</u>	<u>791,941</u>
Fund Balances End of the Year	<u>\$ 725,480</u>	<u>\$ 104,365</u>	<u>\$ (5,296)</u>	<u>\$ 133,733</u>	<u>\$ 958,282</u>	<u>\$ 870,754</u>
Internally Restricted Funds	\$	\$	\$ 573	\$ 35,448	\$ 36,021	\$ 40,393
Externally Restricted Funds		104,365	(5,869)	98,285	196,781	184,999
Invested in Capital Assets	725,480				725,480	645,362
	<u>\$ 725,480</u>	<u>\$ 104,365</u>	<u>\$ (5,296)</u>	<u>\$ 133,733</u>	<u>\$ 958,282</u>	<u>\$ 870,754</u>

(The accompanying Notes form an integral part of the Consolidated Financial Statements)

**Consolidated Statement of Cash Flows
for the years ended March 31
(in thousands of dollars)**

	General Funds	Restricted Funds	Endowment Fund	2011 Total Funds	2010 Total Funds
Cash from Operating Activities:					
Net Revenue (Expense)	\$ 58,801	\$ 31,798	\$ 32,307	\$ 122,906	\$ 98,771
Gain on Disposal of Capital Assets					(3,102)
Amortization of Capital Assets		47,217		47,217	45,668
	58,801	79,015	32,307	170,123	141,337
Net Change in Non-Cash Working Capital Items	(32,733)	32,095		(638)	(5,698)
Net Change in Other Long Term Liabilities		486		486	(2,046)
Net Change in Pension Obligation	(2,187)			(2,187)	21,268
Net Change in Employee Future Benefits	1,308	2,294		3,602	3,062
<i>Net Cash Generated through Operating Activities</i>	<u>25,189</u>	<u>113,890</u>	<u>32,307</u>	<u>171,386</u>	<u>157,923</u>
Investing Activities:					
Increase in Loan Receivable		(24,286)		(24,286)	
Increase in Long Term Investments	38,527	(58,142)	(36,125)	(55,740)	(91,983)
Proceeds from Capital Asset Disposals					7,150
Purchase of Capital Assets		(138,755)		(138,755)	(90,566)
<i>Net Cash Generated through (used in) Investing Activities</i>	<u>38,527</u>	<u>(221,183)</u>	<u>(36,125)</u>	<u>(218,781)</u>	<u>(175,399)</u>
Financing Activities:					
Proceeds from Capital Lease Obligations		279		279	385
Proceeds from Long Term Debt		23,976		23,976	31,000
Proceeds from Bank Loan					8,800
Contractual Interest Added to Loan Principal		309		309	
Principal Repayment on Capital Lease Obligations		(450)		(450)	(513)
Principal Repayment on Bank Loan		(88)		(88)	
Principal Repayment on Long Term Debt		(4,094)		(4,094)	(6,423)
<i>Net Cash Generated through Financing Activities</i>		<u>19,932</u>		<u>19,932</u>	<u>33,249</u>
Net Increase (Decrease) in Cash	63,716	(87,361)	(3,818)	(27,463)	15,773
<i>Inter-Fund Adjustments</i>	(59,548)	55,730	3,818		
Cash Beginning of Year	<u>17,630</u>	<u>119,277</u>		<u>136,907</u>	<u>121,134</u>
Cash End of Year	<u>\$ 21,798</u>	<u>\$ 87,646</u>	<u>\$</u>	<u>\$ 109,444</u>	<u>\$ 136,907</u>
<i>Cash is defined as:</i>					
Cash	\$ 21,798	\$ 87,646	\$	\$ 109,444	\$ 132,864
Marketable Investments					4,043
	<u>21,798</u>	<u>87,646</u>	<u>\$</u>	<u>109,444</u>	<u>136,907</u>
Supplemental cash flow information:					
Interest Received	\$ 4,684	\$ 3,223	\$	\$ 7,907	\$ 6,815
Dividends Received		\$ 5,807		\$ 5,807	\$ 5,285
Interest Paid		\$ 11,249		\$ 11,249	\$ 9,597

(The accompanying Notes form an integral part of the Consolidated Financial Statements)

**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEARS ENDED MARCH 31
(in thousands of dollars)**

1. AUTHORITY AND PURPOSE

The University of Manitoba was established in 1877. It is governed by a Board of Governors acting under the authority of The University of Manitoba Act, R.S.M. 1987, c. U60. The University of Manitoba is a registered charity and is exempt from income taxes under Section 149 of the Income Tax Act.

The University of Manitoba, as the largest and most comprehensive institution of higher learning in Manitoba, plays a distinctive role within the Province. In addition to offering an undergraduate liberal education in arts, science and education, the University of Manitoba provides programs in a broad range of professional studies, applied sciences and the fine and performing arts and is responsible for the vast majority of graduate education and research in Manitoba. The University of Manitoba reaches out to a variety of constituencies in order to enhance the health, cultural, social and economic life of Manitobans and to provide lifelong learning opportunities for them. Through community service the University makes its expertise available to all Manitobans.

2. SIGNIFICANT ACCOUNTING POLICIES

a. General

These consolidated financial statements have been prepared in accordance with Generally Accepted Accounting Principles (GAAP) as recommended by the Canadian Institute of Chartered Accountants (CICA) for not-for-profit organizations. The University has adopted the restricted fund method of accounting for contributions.

b. Basis of Consolidation

The consolidated financial statements include the accounts of Smartpark Development Corporation, a wholly owned subsidiary of the University of Manitoba. The company has a March 31 year end and its purpose is to develop and operate a research park at the University of Manitoba.

c. Fund Accounting

The University classifies resources used for various purposes into separate Funds which correspond to its major activities and objectives. The Consolidated Statement of Financial Position combines the assets and liabilities of all Funds.

The University maintains its Funds under three fund categories, General, Restricted and Endowment Funds. The General Funds include the Funds for General Operating, Specific Provisions and Expenses Funded from Future Revenues. The Restricted Funds include the Capital Asset, Research and Special, Staff Benefits and Trust Funds. The Endowment Fund includes endowment funds of the University.

d. Accounting Estimates

Accounting estimates are included in financial statements to approximate the effect of past revenue or expense transactions or events, or to approximate the present status of an asset or liability. Examples include accruals for salaries and benefits, the estimated useful life of an asset and certain actuarial assumptions used in determining employee future benefits. It is possible that changes in future conditions could require changes in the recognized amounts for accounting estimates.

e. General Funds

General Operating Fund:

The General Operating Fund includes the academic, administrative, operational and ancillary costs that are funded by tuition and related fees, government grants, net investment income and miscellaneous income, sales of goods and services to external parties and ancillary income. As such, this Fund reports unrestricted resources and restricted resources earmarked for general operating purposes.

All funds received or accrued by the University for general operating purposes and for equipment and renovation expenses not meeting the University's capitalization criteria are included in the General Operating Fund. The net cost of operating units is determined by including internal cost allocations for certain centrally administered services such as the telephone system in the units' expenses and by deducting these expenses as internal cost recoveries from the total expenses incurred by the unit administering these services.

The University BookStore, Parking, Student Residences and Pharmacy/Post Office are classified as Ancillary Services and are budgeted on a break-even basis. Any surpluses or deficits are transferred to/from the Specific Provisions Fund. Overhead costs have been allocated to all ancillary operations. Amortization of ancillary capital assets and interest expense is recorded in the Capital Asset Fund.

**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEARS ENDED MARCH 31
(in thousands of dollars)**

Specific Provisions Fund:

The Specific Provisions Fund records appropriations made from (to) the General Operating, Capital Asset and Research and Special Funds.

These appropriations are made to provide future funding for the replacement, improvement or emergency maintenance of capital assets, unit carryover, a fiscal stabilization provision to offset potential spending in excess of future budgets and other matters. Such appropriations are shown as inter-fund transfers on the Consolidated Statement of Operations and Changes in Fund Balances.

Expenses Funded From Future Revenues:

Expenses Funded from Future Revenues records the amount of unpaid vacation pay for staff which will be funded from future revenues. It also records the actuarially determined expense for employee future benefits and change in pension obligations.

f. Restricted Funds

Capital Asset Fund:

The Capital Asset Fund consists of restricted contributions resulting from capital asset co-funding arrangements with external parties, contributed capital assets, sinking fund investment income and government grants, restricted for the purpose of acquiring capital assets and retiring capital advances. Funding agreements, using promissory notes as a vehicle, entered into with the Provincial Government, for the construction or acquisition of capital assets, which will be repaid from future funding provided by the Provincial Government through the Council on Post-Secondary Education (COPSE) are recorded as capital grants. These capital grants, under the restricted fund method of accounting, are reflected as revenue in the Consolidated Statement of Operations and Changes in Fund Balances. The interest expense and the related future funding from COPSE over the terms of the promissory notes, to offset the interest expense and principal payments, are both excluded from the Consolidated Statement of Operations and Changes in Fund Balances. Expenses include interest on debt relating to the acquisition or construction of capital assets, amortization and gains or losses on disposal of capital assets, including write-downs resulting from obsolescence.

Research and Special Fund:

The Research and Special Fund consists of contributions specifically restricted for research or other special activities. Contributions are provided from both federal and provincial granting agencies and other public and private sources. These funds are spent in accordance with the conditions stipulated in the governing contracts and agreements.

Staff Benefits Fund:

The Staff Benefits Fund is divided into Fund Accounts for Pension Reserve and Self-Insured Plans, the revenues of which are restricted for the purposes noted.

(i) Pension Reserve:

This Fund Account is restricted for special payments towards any unfunded liability of the University of Manitoba Pension Plan (1993) and other pension obligations.

(ii) Self-Insured Plans:

This Fund Account records the assets and liabilities for two self-insured benefit plans, the Long Term Disability Income Plan and the Dental Plan. The Long Term Disability Income Plan is used for long term disability payments arising on and after June 1, 1981 for eligible staff. The Plan contains two funds, one for the payment of Basic Benefits and another for the payment of Cost-of-Living Benefits. The Dental Plan is administered by a contracted third party. Surplus funds are held for the purpose of covering deficits which may occur in this self-insured plan.

Trust Fund:

The Trust Fund records gifts and bequests received which may be used in their entirety along with net investment income earned on these funds, according to donor restrictions. The majority of these funds are used for scholarships, bursaries, awards, loans, and other scholarly activities.

g. Endowment Fund

The Endowment Fund records gifts and bequests received with the stipulation that these funds be invested in perpetuity and the net realized investment income earned be utilized for designated purposes. The Fund balance also reflects the change in fair value of Endowment Fund investments, which is recorded as a component of net investment income.

h. Revenue Recognition

Restricted contributions are recognized as revenue of the appropriate Fund when received or receivable, if the amount to be received can be reasonably estimated and collection is reasonably assured.

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Unrestricted contributions, including sales of goods and services and ancillary revenues, are recognized as revenue of the General Operating Fund in the year received or receivable, if the amount to be received can be reasonably estimated and collection is reasonably assured.

Contributions for endowment purposes are recognized as revenue in the Endowment Fund in the year received. Net realized investment income earned on endowments is recorded in the appropriate Fund depending on the restrictions imposed by the original donor. The change in fair value (unrealized investment income) of Endowment Fund investments is recorded as a component of net investment income in the Endowment Fund.

Net investment income earned on temporary surplus funds is recorded in the appropriate Fund depending on the restrictions imposed. Investment income on unrestricted surplus funds is recorded as unrestricted income in the General Operating Fund.

i. Contributed Materials and Services

Gifts-in-kind are recorded in the consolidated financial statements to the extent that they are eligible for an official donation receipt, since this results in the capture of the information in the University's financial records.

Because of the difficulty involved in tracking and recording contributed services, the market value of these services are not recognized in the consolidated financial statements. Contributed services include activities such as membership on the University's Board of Governors and its various committees, lecturing services and volunteer services at fund raising or sporting events all of which are performed by staff, students and the community at no charge to the University. These services, although not recognized in the consolidated financial statements, are critical to the successful functioning of the University.

j. Investments

Investments are classified as held-for-trading and are carried at fair value. The change in fair value of investments is reflected as a component of net investment income in the consolidated statement of operations. Fair value of investments is determined based on year end quoted market prices.

k. Pledges Receivable

The University does not record pledges receivable in its consolidated financial statements. Revenue from gifts, bequests and donations is recognized on a cash basis because of the uncertainty surrounding collection and in some instances because of the difficulty in determining the valuation of pledges receivable. The University recognizes gifts and donations to be received through the University of Manitoba Foundation U.S.A. Inc. only when the Board of Directors of the Foundation have formalized the transfer with a resolution, collectability is reasonably assured and the valuation of these gifts and donations can be reasonably determined.

l. Inventories

Inventories have been valued at the lower of cost and net realizable value.

m. Capital Assets

Purchased capital assets are recorded at cost. Capital assets which are constructed by the University are recorded as Construction in Progress until the capital asset is put into use. Contributed capital assets are recorded at market value at the date of contribution. Intangibles such as patents and copyrights are recorded at a nominal amount of one dollar in the year the patent or copyright is obtained.

Amortization is provided on a straight-line basis over the assets' estimated useful lives as follows:

Buildings and Major Renovations	15-50 years
Computer Hardware and Electronics	5-10 years
Furniture and Equipment	10 years
Library Books	10 years
Parking Lots	20 years
Vehicles	5 years

Equipment acquired under a capital lease is amortized over the useful life of the asset. Works of art, treasures, rare books and manuscripts are not amortized.

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n. Collections

The University holds a number of collections which have been donated to its libraries, faculties and schools over the years. The library, faculty or school receiving the donation assumes responsibility for safeguarding and preserving the collection. The University seldom, if ever, disposes of its collections or of individual pieces in its collections. The University policy is to use proceeds generated from deaccessioned works of art to augment the University art collection.

The University's policy with regard to its collections is to fund maintenance expenses from the General Operating Fund, if monies are not available for such purposes in a Restricted Fund. The cost of maintenance is not tracked and is therefore not determinable.

o. Pension Costs

The University sponsors three pension plans for its employees and retirees:

The University of Manitoba Pension Plan (1970), The University of Manitoba Pension Plan (1993) and The University of Manitoba GFT Pension Plan (1986). The 1970 Plan and 1986 Plan are defined contribution plans and as a result the pension costs are based on contributions required by those plans.

The Pension Costs for the 1993 Plan are determined actuarially using the projected unit credit actuarial cost method and managements' best estimate expectations of the discount rate for liabilities, the expected return on assets, salary escalation, retirement ages of employees and member mortality. Actuarial gains and losses are amortized on a straight line basis over the expected average remaining service life of the active employees, commencing in the year following the year the respective annual actuarial gains or losses arise.

The funded position of the 1993 plan is disclosed in Note 15.

p. Financial Instruments

The University continues to apply Section 3861 Financial Instruments – Disclosure and Presentation in place of Sections 3862 and 3863.

The financial instruments at the University consist of cash, marketable investments, accounts receivable, loan receivable, investments, accounts payable, bank loan, staff vacation entitlements, other long term liabilities, and long term debt.

Initially, all financial assets and liabilities must be recorded on the Consolidated Statement of Financial Position at fair value. Subsequent measurement is determined by the classification of each financial asset and liability.

Under this standard, all financial instruments are classified as one of: held-for-trading; loans and receivables; held-to-maturity; available-for-sale or other liabilities. Financial assets and liabilities held-for-trading are measured at fair value with gains and losses recognized in the Consolidated Statement of Operations. Financial instruments classified as held-to-maturity, loans and receivables and other liabilities are measured at amortized cost. Available-for-sale financial instruments are measured at fair value, with unrealized gains and losses recognized directly in unrestricted net assets.

The University has classified its cash, marketable investments and investments as held-for-trading, which are measured at fair market value. Accounts receivables and loan receivable are classified as loans and receivables which are measured at amortized cost and accounts payable, staff vacation entitlements, bank loan and long term debt are classified as other liabilities, which are measured at amortized cost.

The primary risk exposures for investments are foreign currency, interest rate volatility, and market and credit risk. The University, through the work of its investment committees, has formal policies and procedures in place governing asset mix among equity, fixed income and alternative investments, requiring diversification within categories, and setting limits on the size of exposure to individual investments. The University is also exposed to interest rate risk on its long term debt. The University has entered into interest rate swap agreements for a portion of its debt obligations.

q. Employee Future Benefits

The University accrues its obligations for employee future benefit plans relating to health, dental, long term disability, and group life insurance. The cost of non-pension post-retirement and post-employment benefits earned by employees is actuarially determined using the projected benefit method pro-rated on service and management's best estimates for the discount rate for liabilities, the expected rate of return on assets, retirement ages and expected future cost trends.

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The University also accrues its obligations relating to post-retirement adjustments to pensions for specifically entitled employees who retired prior to 1993. The cost of such post-retirement pension adjustments is actuarially determined using the accrued benefit method and management's best estimate for the discount rate for liabilities and the expected rate of return on assets. Any increase in such adjustments is recognized in the year that it occurs.

Actuarial gains or losses are recognized in the year the gain or loss arises.

r. Foreign Currency Translation

Monetary assets and liabilities denominated in foreign currencies are translated at the year-end exchange rate. Revenues and expenses are translated at exchange rates on the transaction dates. Gains or losses arising from these translations are included in earnings.

s. Derivative Financial Instruments

From time to time, the University uses derivative financial instruments, including interest rate swap agreements, in its management of exposures to fluctuations in interest rates. An interest rate swap is a derivative financial contract between two parties who agree to exchange fixed rate interest payments for floating rate payments on a predetermined notional amount and term. Hedge accounting is used when there is a high degree of correlation between price movements in the derivative instrument and the item designated as being hedged. Any derivative financial instruments that do not qualify for hedge accounting are adjusted to fair value at each year end with any resulting gains or losses recorded in net revenue.

t. Future Accounting Policy Changes

Public Sector Accounting Standards

The CICA's Public Sector Accounting Board announced that government controlled not-for-profit organizations will adopt public sector accounting (PSA) standards, which include not-for-profit accounting standards, effective for fiscal years beginning on or after January 1, 2012. The transition date for the University of Manitoba of April 1, 2012 will require the restatement of the March 31, 2012 figures in the March 31, 2013 financial statements. Although PSA standards use a conceptual framework consistent with the current basis of financial reporting, some differences in accounting standards are expected. The University is currently assessing the impact of those differences.

3. ACCOUNTS RECEIVABLE

	<u>2011</u>	<u>2010</u>
Business, Industry and Foundations	\$ 21,871	\$ 27,056
Federal Government	19,501	17,627
Other	13,977	8,069
Provincial Government	16,422	8,082
Students	<u>3,459</u>	<u>3,714</u>
	<u>\$ 75,230</u>	<u>\$ 64,548</u>

4. LOAN RECEIVABLE

The University has entered into a loan agreement with BBB Stadium Inc. related to the construction of a new stadium at the Fort Garry campus. The loan agreement is divided into a First Phase and a Second Phase for a combined amount not to exceed \$160 million. The First Phase is not to exceed \$75,000 while the Second Phase is not to exceed \$85,000. No amounts have been advanced against the second phase of the loan. The interest rate on the First Phase of the loan is 4.65% and the First Phase of the loan receivable is due and payable in full on June 1, 2038.

BBB Stadium Inc. is required to make payments to the University, in respect of the First Phase of the loan, equivalent to the aggregate of:

- Any amounts received by BBB Stadium Inc. in respect of the stadium development from the City of Winnipeg pursuant to The Community Revitalization Tax Increment Financing Act.
- Any amounts received by BBB Stadium Inc. from any party which were designated by the party for application to the loan.

Payments are applied firstly to accrued interest and secondly to the principal outstanding. Unpaid interest is added to the principal of the First Phase of the loan and compounded annually.

	<u>2011</u>	<u>2010</u>
First Phase interest and principal outstanding	\$ 24,286	\$

The University has an equal long term debt loan payable to the Province of Manitoba (note 9).

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5. INVESTMENTS

	2011 <u>Fair Value</u>	2010 <u>Fair Value</u>
<u>General Funds</u>		
Bonds and Other Fixed Income Securities:		
Other Provincial	\$ 14,565	\$ 14,895
Corporate	<u>124,596</u>	<u>104,632</u>
	<u>139,161</u>	<u>119,527</u>
<u>Trust & Endowment</u>		
Bankers Acceptances, Guaranteed Investment Certificates and Cash		
	<u>18,169</u>	<u>13,478</u>
Bonds and Other Fixed Income Securities:		
Government of Canada	24,245	22,784
Province of Manitoba	2,193	2,502
Other Provincial	13,216	12,162
Corporate	3,210	6,444
Other	77	85
Municipal	<u>4,398</u>	<u>2,837</u>
	<u>47,339</u>	<u>46,814</u>
Equities:		
Canadian Equities	129,512	108,989
US Equities	62,515	57,078
International Equities	<u>46,875</u>	<u>43,033</u>
	<u>238,902</u>	<u>209,100</u>
Pooled Real Estate Fund	<u>48,676</u>	<u>43,726</u>
	<u>353,086</u>	<u>313,118</u>
<u>Capital</u>		
Bankers Acceptances, Guaranteed Investment Certificates and Cash		
	17,998	24,965
Corporate Bonds	<u>796</u>	<u>796</u>
	<u>17,998</u>	<u>25,761</u>
<u>Staff Benefits</u>		
Money Market Funds and Cash		
	732	518
Bonds	9,070	8,028
Equities:		
Canadian Equities	6,968	5,854
US Equities	4,019	3,418
International Equities	<u>3,899</u>	<u>3,304</u>
	<u>14,886</u>	<u>12,576</u>
Mortgage Fund	<u>2,607</u>	<u>2,319</u>
	<u>27,295</u>	<u>23,441</u>
<u>Research & Special</u>		
Other Investments		
	<u>47</u>	<u>—</u>
Total Investments	<u>\$ 537,587</u>	<u>\$ 481,847</u>

As at March 31, the average yields and the terms to maturity are as follows:

- Bankers Acceptances, Guaranteed Investment Certificates and Money Market Funds: 1.40% (2010, 0.46%); term to maturity: less than one year
- Government and Corporate bond funds: 2.82% (2010, 3.00%); terms to maturity: range from less than one year to more than 12 years.

The University's investment in real estate consists of units of a pooled real estate investment in the Great West Life Assurance Company – Canadian Real Estate Investment Fund No. 1. Effective December 15, 2008, the Great West Life Assurance Company placed a suspension on redemptions and transfers of units of the Fund. The Great West Life Assurance Company lifted the suspension in July 2010; and all eligible requests were paid at 58% of the amount requested. The Great West Life Assurance Company has indicated that there will be a second redemption in the 2nd quarter of 2011. However, withdrawal requests will be based on the amount of cash available in the fund, so unit holders requesting withdrawals may receive only a portion of their redemption request.

During the year ended March 31, 2011, the University recognized net unrealized gains of \$24,971 (2010, \$63,517) on

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investments classified as held-for-trading, which are recorded in net investment income in the consolidated statement of operations.

6. CREDIT RISK EXPOSURE AND MANAGEMENT

The carrying amount of financial assets represents the maximum credit exposure. The maximum exposure to credit risk at March 31 was:

	<u>2011</u>	<u>2010</u>
Financial Assets Held-For-Trading:		
Cash	\$ 109,444	\$ 132,864
Marketable Investments		4,043
Investments	537,587	481,847
Loans and Receivables:		
Accounts Receivable	75,230	64,548
Loan Receivable	<u>24,286</u>	
Totals	<u>\$ 746,547</u>	<u>\$ 683,302</u>

The University manages the credit risk related to these items as follows:

Cash and marketable investments are held in high quality Canadian money market instruments in Canadian Chartered banks or equivalent. Exposure to risk is managed by considering the rates of return in conjunction with liquidity needs and making investments in a variety of short term instruments with several financial institutions.

Credit risk related to investments is managed by maintaining a diverse portfolio of investments, investing with counterparties considered to be of high quality, and limiting the amount that can be invested in any one holding.

A significant portion of the University's accounts receivable is related to Restricted Funds and is disclosed in Note 3 and is from the federal and provincial governments, not-for-profit organizations, corporations, the US government, and other universities. The University also has accounts receivable from students and staff. The credit risk on these receivables is minimal. The remaining accounts receivable are due from a diverse group of customers and are subject to normal credit risks.

The credit risk on the loan receivable is offset by a loan payable from the Province of Manitoba with matching terms of repayment (see note 4 and note 9 for details).

7. CAPITAL ASSETS, NET OF ACCUMULATED AMORTIZATION

	<u>2011</u>		<u>2010</u>	
	Cost	Accumulated Amortization	Cost	Accumulated Amortization
Assets Under Capital Lease	\$ 3,526	\$ 2,840	\$ 3,421	\$ 2,545
Buildings and Major Renovations	745,989	183,148	707,303	167,589
Computer Hardware and Electronics	98,961	79,015	96,144	74,657
Construction in Progress	96,074		27,075	
Furniture and Equipment	208,165	134,348	196,494	121,655
Land	27,994		27,315	
Library Books	168,136	121,353	160,101	114,507
Parking Lots	8,280	2,187	7,835	1,784
Rare Books and Manuscripts	5,271		4,992	
Vehicles	7,810	6,418	7,576	6,006
Works of Art	<u>2,488</u>		<u>2,334</u>	
	1,372,694	529,309	1,240,590	488,743
Less Accumulated Amortization	<u>529,309</u>		<u>488,743</u>	
Net Book Value	<u>\$ 843,385</u>		<u>\$ 751,847</u>	

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8. CAPITAL LEASE OBLIGATIONS

Minimum lease payments which include principal and interest under the capital lease obligations are as follows:

2012	\$ 370
2013	206
2014	89
2015	<u>30</u>
Total Minimum Lease Payments	695
Less: Interest at 3.59%	<u>41</u>
	654
Less: Current Portion	<u>347</u>
	<u>\$ 307</u>

9. LONG TERM DEBT

	<u>2011</u>	<u>2010</u>
Province of Manitoba:		
Promissory Note, 5.23% due March 1, 2035	\$ 67,715	\$ 69,093
Promissory Note, 5.55% due April 1, 2036	69,498	70,742
Promissory Note, 5.35% due February 1, 2040	30,533	30,965
Loan, 4.65% due June 1, 2038	<u>24,286</u>	
	<u>192,032</u>	<u>170,800</u>
Capital Advances:		
6 7/8% due March 31, 2011	_____	<u>555</u>
Term Loans:		
Multi Tenant Facility, 5.975% due October 31, 2012	1,219	1,260
Multi Tenant Facility, 5.95% due January 22, 2014	<u>1,150</u>	<u>1,150</u>
	<u>2,369</u>	<u>2,410</u>
Bankers Acceptances with Interest Rate Swaps:		
Multi Tenant Facility, 3.85% due February 11, 2019	7,075	7,075
Arthur V. Mauro Student Residence, 5.62% due September 5, 2028	<u>14,228</u>	<u>14,673</u>
	<u>21,303</u>	<u>21,748</u>
	<u>215,704</u>	<u>195,513</u>
Less Current Portion:		
Promissory Notes	(3,221)	(3,053)
Capital Advances		(555)
Term Loans	(44)	(42)
Bankers Acceptances	<u>(474)</u>	<u>(445)</u>
	<u>(3,739)</u>	<u>(4,095)</u>
	<u>\$ 211,965</u>	<u>\$ 191,418</u>

Interest expense on long term debt was \$10,828 (2010, \$6,471), including the change in the fair value of the interest rate swaps of \$70 (2010, (\$2,680)).

The fair value of long term debt is approximately \$226,901 (2010, \$200,699) compared to a carrying value of \$215,704 (2010, \$195,513). Fair value of these long term debt instruments has been determined using future payments of principal and interest of the actual outstanding long term debt discounted at current interest rates available to the University.

The University entered into an interest rate swap agreement whereby the University has fixed a swap rate of 5.62% on a 25 year loan for the Arthur V. Mauro Student Residence. A stamping fee is committed until September 1, 2013. Under the terms of the agreement, the University is required to make monthly principal and interest repayments similar to a conventional amortizing loan. The notional principal underlying this swap agreement amounted to \$14,228 as at March 31, 2011 (2010, \$14,673).

The Multi Tenant Bankers Acceptances represents an interest rate swap agreement to finance the development of 150 Innovation Drive, which has a fixed swap rate of 3.85% that is committed until February 11, 2029. A stamping fee is committed until February 2019. Under the terms of the agreement, monthly principal and interest repayments are required based on a total amortization period of 25 years, similar to a conventional amortizing loan after February 11, 2016. The notional principal underlying this swap agreement was \$7,075 as at March 31, 2011 (2010, \$7,075).

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The fair value of the swap agreements on the bank loan and long term debt at March 31, 2011 was \$2,368 (2010, \$2,228) and has been recorded in other long-term liabilities (note 10).

The Province of Manitoba loan of \$24,286 represents advances of \$23,977 and accrued interest of \$309. These advances are not to exceed \$160 million. The University has an equal loan receivable (note 4) from BBB Stadium Inc. which has been provided for the construction of a new stadium at the Fort Garry Campus. The loan is interest bearing at 4.65%.

The amount of the annual payment of principal and interest on the loan is equivalent to the aggregate of:

- any amounts paid by BBB Stadium Inc. to the University in respect of the BBB loan receivable;
- any amounts received by the University in respect of the stadium development from The City of Winnipeg pursuant to The Community Revitalization Tax Increment Financing Act; and
- any amounts received by the University from any party which were designated by the party for application to the loan.

Payments are applied firstly to accrued interest and secondly to the principal outstanding. Unpaid interest is added to the principal of the First Phase of the loan and compounded annually. Any accrued interest and principal outstanding on the First Phase of the loan as at June 1, 2038 is due and payable in full, subject to receipt of the accrued interest and principal outstanding from BBB Stadium Inc., unless the parties agree otherwise in writing.

Any amounts received by the University in the form of insurance proceeds received and entitled to be retained by the University by reason of the destruction of all or part of the stadium, where such insurance proceeds are not being applied to restore, reconstruct and repair the stadium in accordance with the ground lease are also to be applied to the repayment of the loan.

Principal repayments on long term debt payable over the next five years are as follows:

	<u>Promissory Notes</u>	<u>Term Loans</u>	<u>Bankers Acceptances</u>	<u>Total</u>
2012	\$ 3,221	\$ 44	\$ 474	\$ 3,739
2013	3,398	1,175	503	5,076
2014	3,586	1,150	533	5,269
2015	3,783		567	4,350
2016	3,992		622	4,614
Thereafter	<u>174,052</u>	<u> </u>	<u>18,604</u>	<u>192,656</u>
	<u>\$ 192,032</u>	<u>\$ 2,369</u>	<u>\$ 21,303</u>	<u>\$ 215,704</u>

10. OTHER LONG TERM LIABILITIES

Amounts included in other long term liabilities are non interest bearing and are as follows:

Refundable deposit	<u>2011</u> \$ 346	<u>2010</u> \$ 346
Southwood Golf Club lands		1,700
Fair Value of Financial Instruments	<u>2,368</u>	<u>2,228</u>
	2,714	4,274
Less: Current Portion		<u>(2,046)</u>
	<u>\$ 2,714</u>	<u>\$ 2,228</u>

11. EMPLOYEE FUTURE BENEFITS

The University of Manitoba provides certain health, dental and group life benefits for its retired employees who have met the eligibility criteria and long term disability benefits for current employees. Post-retirement pension benefits are also provided for specifically entitled retirees.

Health, dental and group life benefits are provided to employees who retired prior to July 1, 2004 on a non-contributory basis. The group life benefits are indexed post-retirement. For eligible employees retiring on or after July 1, 2004, no group life benefit is available, and retired former employees share in the cost of the health and dental benefits.

The long term disability income benefit is provided on a contributory basis.

Post-retirement pension benefits are provided to specifically entitled employees who retired prior to 1993. The

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adjustments for a year are determined as the lesser of the amounts that can be provided by a weighted average percentage salary increase at the University, or the excess interest approach provided under the University of Manitoba Pension Plan (1993). One hundred percent of the adjustments are paid by the University.

The University measures the fair value of assets and the accrued benefit obligations for the non-pension and post-retirement pension adjustments as of March 31. The most recent actuarial valuations of the non pension benefit plans were as of March 31, 2010 with the next valuations due as of March 31, 2013. The actuarial valuation of the post retirement pension adjustments was as of March 31, 2011.

The Accrued Benefit Obligation for the non-pension benefit plans and the post-retirement adjustments are reported in the university's consolidated statement of financial position under long term liabilities.

Information about the University's non-pension benefit plans and post retirement adjustments as at March 31 is as follows:

	<u>Non-Pension Benefit Plans</u>		<u>Post-Retirement Adjustments</u>		<u>Total</u>	
	<u>2011</u>	<u>2010</u>	<u>2011</u>	<u>2010</u>	<u>2011</u>	<u>2010</u>
Benefit Cost	\$ 4,500	\$ 4,567	\$ 163	\$ 18	\$ 4,663	\$ 4,585
Accrued Benefit Obligation	61,356	57,474	4,196	4,476	65,552	61,950
Plan Assets	24,232	19,789	1,662	1,779	25,894	21,568
Employer Contribution	5,061	4,211		345	5,061	4,556
Employees' Contributions	2,978	2,040			2,978	2,040
Benefits Paid	6,109	6,343	652	690	6,761	7,033

Plan assets consist of:

	<u>Non-Pension Benefit Plans</u>		<u>Post-Retirement Adjustments</u>	
	<u>2011</u>	<u>2010</u>	<u>2011</u>	<u>2010</u>
Equities	55%	54%	56%	55%
Fixed Income	33%	34%	34%	35%
Other	12%	12%	10%	10%
Total	<u>100%</u>	<u>100%</u>	<u>100%</u>	<u>100%</u>

Key Assumptions are:

	<u>Non-Pension Benefit Plans</u>		<u>Post-Retirement Adjustments</u>	
	<u>2011</u>	<u>2010</u>	<u>2011</u>	<u>2010</u>
Accrued benefit obligation at March 31:				
Discount rate	5.00%	5.50%	5.00%	5.75%
Benefit Cost for year ended March 31:				
Discount rate	5.50%	6.00%	5.75%	6.00%
Expected rate of return on assets	5.50%	6.00%	5.75%	6.00%
Health Care Cost Trend Rates at March 31:				
Initial rate	8.25%	8.50%		
Ultimate rate	6.00%	6.00%		
Year ultimate rate reached	2020	2020		
Dental Care Cost Trend Rates at March 31:				
Discount rate	4.00%	4.00%		

12. INTER-FUND ADVANCES AND LOANS

Inter-Fund advances and loans at March 31 are as follows:

	<u>2011</u>	<u>2010</u>
General Operating Fund:		
Due to Capital Asset	\$ (3,685)	\$ (40,426)
Due to Trust	<u>(4,656)</u>	<u>(1,741)</u>
	<u>\$ (8,341)</u>	<u>\$ (42,167)</u>

**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
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Capital Asset Fund:		
Due from Operating	\$ 3,685	\$ 40,426
Due to Research	(5,961)	(4,504)
Due to Trust	(909)	(909)
	<u>\$ (3,185)</u>	<u>\$ 35,013</u>
Trust Fund:		
Due from Operating	\$ 4,656	\$ 1,741
Due from Capital	909	909
	<u>\$ 5,565</u>	<u>\$ 2,650</u>
Research and Special Fund:		
Due from Capital	\$ 5,961	\$ 4,504
	<u>\$ 5,961</u>	<u>\$ 4,504</u>

13. INTER-FUND TRANSFERS

Inter-Fund transfers at March 31 are as follows:

	General Operating	Specific Provisions	Expenses Funded From Future Revenues	Capital Asset	Research and Special	Staff Benefits	Trust Fund	Endowment Fund
Employee Future Benefits	\$ 3,602		\$ (1,308)					
Net Change in Vacation Pay & Pension Liability	(2,078)		2,078					
Benefit Premiums Net of Employer Contributions for Staff Benefits	(1,878)					1,878		
Appropriations for Specific Provisions:								
Capital Asset Replacements & Improvements	747	(747)						
Unit Carryovers, Special Projects & Initiatives	(65,910)	65,910						
Funding of Capital Asset Additions	(47,290)	(6,748)		61,785	(4,172)		(3,575)	
Long Term Debt Repayments	(3,089)			3,103	(14)			
Student Contributions to University Development Funds	(789)							789
Student Contributions for Technology	(3,607)			3,607				
Scholarships, Bursaries & Prizes	(7,364)	(100)			(55)		7,519	
Other Net Transfers	(21)			(515)	(1,081)		(1,412)	3,029
Overhead Recoveries	2,951				(2,951)			
Funding of General Operating Expenses	70,382	(59,850)			(1,220)	(2,742)	(6,570)	
Unit Capital Development Assessment	(4,316)			4,316				
Funding of Research Projects	(123)				1,096		(973)	
March 31, 2011	<u>\$ (58,783)</u>	<u>\$ (1,535)</u>	<u>\$ 770</u>	<u>\$72,296</u>	<u>\$ (8,397)</u>	<u>\$(3,158)</u>	<u>\$(5,011)</u>	<u>\$ 3,818</u>
March 31, 2010	<u>\$ (34,125)</u>	<u>\$ 3,564</u>	<u>\$ (17,486)</u>	<u>\$67,365</u>	<u>\$ (8,947)</u>	<u>\$(7,204)</u>	<u>\$(8,159)</u>	<u>\$ 4,992</u>

14. CONTRIBUTED CAPITAL ASSETS

Contributions recognized in the Capital Asset Fund include contributed building, capital equipment, library books and artwork of \$836 (2010, \$4,300).

15. PENSION PLANS

The University of Manitoba administers The University of Manitoba Pension Plan (1970), The University of Manitoba GFT Pension Plan (1986) and The University of Manitoba Pension Plan (1993). These are trustee pension plans. The Trustees are responsible for the custody of the Plans' assets and issuance of annual financial statements, which do not form part of the University's financial statements.

1993 Plan

The University of Manitoba Pension Plan (1993) is a money purchase plan with a defined benefit minimum. In years prior to calendar 2010, the surplus from the Plan was adequate to fund any amounts required in excess of matching contributions of active members and the University.

The actuarial present value of accrued pension benefits for the 1993 Plan has been determined using the projected unit credit actuarial cost method, and assumptions developed by reference to expected long term market conditions. An actuarial valuation for accounting purposes was prepared by a firm of consulting actuaries as at December 31,

**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
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2009 and extrapolated to December 31, 2010.

The University uses a December 31 measurement date for reporting plan assets and obligations.

The actuarial present value of benefits and plan assets as of December 31, were as follows:

Accrued Benefit Obligation	<u>2010</u>	<u>2009</u>
Actuarial present value of accrued pension benefits at beginning of year	\$ 936,458	\$ 887,016
Interest accrued on defined benefits	21,706	23,523
Interest accrued on member accounts	54,671	91,564
Benefits accrued	36,353	38,370
Benefits paid	(77,727)	(60,407)
Actuarial (gains) losses	6,588	(43,608)
Change in assumptions	<u>38,984</u>	<u> </u>
Actuarial present value of accrued pension benefits at end of year	<u>\$ 1,017,033</u>	<u>\$ 936,458</u>

Plan Assets	<u>2010</u>	<u>2009</u>
Fair value at beginning of year	\$ 889,022	\$ 770,662
Actual return on plan assets	86,295	143,407
Employer contributions calendar year	25,682	18,886
Employee contributions	16,093	16,100
Transfer from other plans	206	374
Benefits paid	<u>(77,727)</u>	<u>(60,407)</u>
Fair value at end of year	<u>\$ 939,571</u>	<u>\$ 889,022</u>

Reconciliation of Pension Liability		
Accrued benefit obligation	\$1,017,033	\$ 936,458
Plan assets	<u>(939,571)</u>	<u>(889,022)</u>
Plan deficit	77,462	47,436
Contributions during fiscal year in excess of calendar year	<u>(2,092)</u>	<u>(447)</u>
Adjusted plan deficit	75,370	46,989
Unamortized net actuarial losses	<u>(52,246)</u>	<u>(21,678)</u>
Pension liability	<u>\$ 23,124</u>	<u>\$ 25,311</u>

Pension Liability		
Beginning of year	\$ 25,311	\$ 4,043
Employer contributions, fiscal year	(27,327)	(18,886)
Net benefit plan expense	<u>25,140</u>	<u>40,154</u>
Pension liability end of year	<u>\$ 23,124</u>	<u>\$ 25,311</u>

Net Benefit Plan Expense		
Current service cost, net of employee contributions	\$ 20,054	\$ 21,896
Interest costs at discount rate	54,946	52,560
Expected return on plan assets	(52,269)	(45,488)
Amortization of actuarial loss	2,409	11,186
Net benefit plan expense	<u>\$ 25,140</u>	<u>\$ 40,154</u>

Significant Long-term Actuarial Assumptions

Discount rate	5.0%	6.0%
Expected rate of return on assets	6.0%	6.0%
Rate of general salary increase	4.0%	4.0%
Interest assumption for converting member accumulations to Annuities	4.75%	5.5%
Mortality based on an adjustment to the Uninsured Pensioner 1994 Mortality table Projected to 2015.	the adjustment varies by age (average 67%)	the adjustment varies by age (average 67%)

In 2009, the Manitoba Pension Commission advised that the University was required to begin to make additional payments with respect to current service costs in excess of matching contributions of active members and the University. The additional annual current service cost payments required are based on a percentage (changes annually) of employee contributions. This total payment for fiscal 2011 was \$5.9 million (2010, \$2.8 million) covering

**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
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the period January 2010 to March 2011.

The unamortized net actuarial losses shown above, which were determined on the basis of this valuation for accounting purposes, are being amortized over a period of nine years (expected average remaining service life) starting in the year following the year the respective annual actuarial gains or losses arise. However, cash funding for the pension plan is based on the going-concern funding valuation as described below.

The going concern deficit that results from these and other sources of loss, as they apply to the valuation for funding purposes filed with the pension regulators, is being funded under the Pension Benefits Act over the maximum of 15 years. The payments are \$4.0 million annually until the going concern deficit is eliminated based on the December 2009 funding valuation. This total payment for fiscal 2011 was \$5.0 million covering the period January 2010 – March 2011.

In 2009, as permitted under the University Pension Plans Exemption Regulation, the University filed an election for an exemption to the solvency deficiency funding requirements under the Pension Benefits Act for the 1993 Plan. However, the Plan will continue to be subject to the going-concern funding provisions of the Act and the funding deficit payments are being paid by the University over the maximum of 15 years as indicated above.

This plan was amended effective January 1, 2011 to provide for increases in member and University required contribution rates of 0.5% of salary effective January 1, 2011, a further increase of 0.5% effective January 1, 2012 and further increases of 1.0% effective January 1, 2013. Changes to the Pensions Benefit Act in 2010 can result in higher retirement benefit for some members who retire after age 65.

1986 Plan

For the 1986 Plans, which is a money purchase plan for active members, the University recorded contributions of \$1,929 (2010, \$1,836) and this is included in the consolidated statement of operations as an expense.

1970 Plan

There were no university employees earning pension entitlements in 2010 in the 1970 Plan. As a result, the University made no contributions to the Plan during the year.

16. NET INVESTMENT INCOME (LOSS)

2011	General Operating Fund	Staff Benefits Fund	Trust Fund	Capital Fund	Endowment Fund	Total Funds
Net Realized Investment Income:						
Interest	\$ 4,683	\$ 534	\$ 2,081	\$ 710	\$	\$ 8,008
Dividends			5,807			5,807
Gains on sale of investments		570	5,994			6,564
	<u>4,683</u>	<u>1,104</u>	<u>13,882</u>	<u>710</u>		<u>20,379</u>
Change in fair value of investments	(366)	1,826	7,068		16,443	24,971
Total	<u>\$ 4,317</u>	<u>\$ 2,930</u>	<u>\$ 20,950</u>	<u>\$ 710</u>	<u>\$ 16,443</u>	<u>\$ 45,350</u>
2010	General Operating Fund	Staff Benefits Fund	Trust Fund	Capital Fund	Endowment Fund	Total Funds
Net Realized Investment Income:						
Interest	\$ 3,933	\$ 590	\$ 1,897	\$ 395	\$	\$ 6,815
Dividends			5,285			5,285
Gains (losses) on sale of investments		121	(18,397)			(18,276)
	<u>3,933</u>	<u>711</u>	<u>(11,215)</u>	<u>395</u>		<u>(6,176)</u>
Change in fair value of investments	(830)	3,862	43,250	(35)	17,270	63,517
Total	<u>\$ 3,103</u>	<u>\$ 4,573</u>	<u>\$ 32,035</u>	<u>\$ 360</u>	<u>\$ 17,270</u>	<u>\$ 57,341</u>

17. CAPITAL DISCLOSURES

a. Capital Management

General Funds (note 2e)

The University's objective in managing its operating capital is to maintain sufficient resources to allow it to satisfy its financial obligations even if adverse financial events were to occur.

The University manages its operating capital through an operating budget which is approved by the Board of

**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
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Governors. The University has been successful at achieving a balanced budget at the end of each fiscal year and this success is credited to a strong commitment to fiscal responsibility and financial stability as well as a strong commitment by faculties, schools, libraries and support units who share in that responsibility. This is achieved in a decentralized system of budgetary control whereby academic and support units are allocated resources on an annual basis to meet their strategic priorities and those of the University. These operating units are provided with procedures to administer their budgets responsibly and to ensure that there is accountability for the resources that are transferred to them. In the event of a shortfall in revenues, the University could invoke a spending freeze, reduce budgets, or access its Specific Provisions Funds including the Fiscal Stabilization Provision.

Restricted Funds and Endowment Fund (notes 2f and 2g)

The University also maintains externally and internally restricted funds (note 2e) and an endowment fund (note 2g).

The restricted funds are managed with the objectives to spend the funds in accordance with the various terms and not spend beyond the resources that have been provided. Individual funds are established and carefully monitored both within the departments and within central administration. In the event of an over expenditure or ineligible expenditure, the department would be responsible for funding the costs from other resources. In the case of the Capital Asset Fund, at the approval of the Province of Manitoba, the University is permitted to enter into long term debt to assist with the financing of capital assets.

The endowment fund is managed with the long term objective of preserving the capital of the individual endowment accounts to achieve inter-generational equity, whereby current students are neither advantaged nor disadvantaged compared to future students. The goal is to earn investment returns, adjusted for inflation, which will support the ongoing expenditures and commitments of the fund. The Trust Investment Committee (“the Committee”) is responsible for the investment of endowment assets. Assets are invested in accordance with an Investment Policy Statement. The Committee determines an asset mix that meets the return objectives of the fund while assuming an appropriate level of risk. Each individual asset (within the mandate of the approved asset mix) is invested by professional external managers, and the portfolio is rebalanced to the target asset mix according to the Investment Policy Statement. The asset mix is reviewed annually to assess whether the risk and return objectives of the fund are met.

The approved spending rate of the net investment income earned on the endowment fund, plus inflation, must be supported by the long term investment. The spending rate is set by the Vice-President (Administration) based on the recommendation of the Committee and reviewed annually to determine the viability of maintaining the rate in light of long term investment performance. The performance of the fund is subject to volatility. The endowment fund is monitored through full market cycles to assess the effectiveness of the asset mix and spending rates which are then adjusted accordingly.

b. Quantitative data

The University’s capital comprises its fund balances, which include unrestricted funds, internally restricted funds, externally restricted funds, and funds invested in capital assets. Capital in the restricted funds also includes long term debt. The University’s Consolidated Statement of Operations and Changes in Fund Balances sets out fund balances at the beginning and end of the year.

As at March 31, 2011, The University has met its objectives with respect to its capital requirements. There were no changes in capital management during the year.

18. INTEREST IN RELATED ENTITIES

The University of Manitoba Foundation U.S.A. Inc.

The University has an economic interest in the University of Manitoba Foundation U.S.A. Inc. (“the Foundation”) which is an Illinois Not-For-Profit Corporation incorporated in December 1989. The Foundation’s purpose is exclusively charitable, literary, scientific and educational and its activities include the promotion, encouragement, aid and advancement of higher education, research and training in the Province of Manitoba, in Canada and elsewhere. The Foundation is exempt from U.S.A. Federal Income Tax under Section 501(c)(3) of the Internal Revenue Code.

The Board of Directors of the Foundation is an independent board whose members direct and guide the Foundation’s actions. Members of the Board include, among others, certain senior staff of the University of Manitoba. The University of Manitoba, however, is one of many entities eligible to receive aid from the Foundation. The University must make application to the Foundation’s Board of Directors to request funds, which may or may not be granted. The University’s economic interest therefore is beneficial, as gifts and donations which are solicited by the Foundation may be transferred to the University of Manitoba from time to time.

TRIUMF

The University has a 9.09% interest in TRIUMF, a joint venture which operates a national laboratory for particle and

**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
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nuclear physics. The University uses the equity method of accounting to record its interest in TRIUMF.

19. OTHER RELATED PARTY TRANSACTIONS

The University has significant influence in BBB Stadium Inc. BBB Stadium Inc. is a not-for-profit corporation established to develop, own and operate a stadium as a venue for professional and university football and community athletics. The sole members of BBB Stadium Inc. are the City of Winnipeg, the University of Manitoba and the Winnipeg Football Club. Activities of BBB Stadium Inc. are managed by the directors comprised of the University, City of Winnipeg, Province of Manitoba and the Winnipeg Football Club. The University has an economic interest in BBB Stadium Inc. related to the use of the stadium for university football games and events at nil charge.

The Province of Manitoba has committed up to \$160 million as a loan to the University, and the University has committed to loan \$160 million to BBB Stadium Inc. (see notes 4 & 9). As at March 31, 2011 and for year then ended the related party transactions with BBB Stadium Inc. and the corresponding transactions with the Province of Manitoba are as follows:

Amounts borrowed from the Province of Manitoba and advanced to BBB Stadium Inc. under the loan agreements	
Loan Receivable, including accrued interest	\$24,286
Interest Income on loan	\$309
Loan Payable, including accrued interest	\$24,286
Interest Expense on loan	\$309

All transactions with BBB Stadium Inc. and the Province of Manitoba are recorded at exchange amounts.

20. CONTRACTUAL OBLIGATIONS AND CONTINGENCIES

The University of Manitoba is a member of the Canadian Universities Reciprocal Insurance Exchange (CURIE). CURIE pools the property damage and public liability insurance risks of its members. All members pay annual deposit premiums, which are actuarially determined and are subject to further assessment in the event members' premiums and reserves are insufficient to cover losses and expenses. No additional assessment was necessary for the current year.

Contractual obligations relating to Construction in Progress amount to \$61,504 (2010, \$61,722).

The University of Manitoba is named as a defendant in litigations where action has commenced or is anticipated. While the ultimate outcome of these proceedings cannot be predicted at this time, management and its legal counsel are of the opinion that the outcome will not have a material effect on the financial position of the University. No provision has been made in the financial statements in respect of these claims as of March 31, 2011.

The members of the TRIUMF joint venture and the Canadian Nuclear Safety Commission (CNSC) approved a decommissioning plan which requires all members to be severally responsible for their share of the decommissioning costs, which were estimated at \$44 million as of November 2007, as well as provide financial covenants to the CNSC for the amount of these costs. While there are no current intentions to decommission the facilities, and the facilities are estimated to have an indefinite useful life, the University's share of the unfunded decommissioning costs, as at March 21, 2010, is estimated at \$3.1 million. The March 31, 2011 figures are not available. TRIUMF has put in place a plan for funding the cost of decommissioning which does not require any payments from the joint venture partners.

21. COMPARATIVE FIGURES

Comparative figures for the year ended March 31, 2010 have been reclassified, where appropriate, to conform with the presentation adopted for the year ended March 31, 2011.



AGENDA ITEM: Public Sector Compensation Disclosure Report 2010

RECOMMENDED RESOLUTION:

That the Board of Governors approve the Public Sector Compensation Disclosure Report of The University of Manitoba for the year ended December 31, 2010.

Action Requested: Approval Discussion/Advice Information

CONTEXT AND BACKGROUND:

The Public Sector Compensation Disclosure Act requires that:

Within six months after the end of each fiscal year or calendar year, a public sector body shall disclose to the public in accordance with the Act the amount of compensation it pays or provides in the fiscal year or in the calendar year, directly or indirectly,

- (a) to, or for the benefit of, the chairperson of its board of directors or equivalent governing body, if any, if the chairperson's compensation is \$50,000 or more;
- (b) in the aggregate, to, or for the benefit of, its board members, if any;
- (c) individually, to, or for the benefit of, each of its officers and employees whose compensation is \$50,000 or more.

The Act stipulates that a public sector body shall disclose the information required in one of the following ways:

- (a) in its audited financial statements for the fiscal year;
- (b) in a statement prepared for the purpose and certified by its auditor to be correct;
- (c) in any other manner that is authorized in the regulations.

The University has adopted option b.

Due to changed auditing standards, the OAG has asked that the Board of Governors approve this report.

The OAG has indicated that it is prepared to issue an unqualified opinion on the report subsequent to Board of Governors approval.

RESOURCE REQUIREMENTS:

Approval of the Public Sector Compensation Disclosure Report does not impact resource requirements.

CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:

Issuing Public Sector Compensation Disclosure Report supports our values of accountability and responsibility to society.

IMPLICATIONS:

The University of Manitoba Act requires that we issue the report by June 30th.


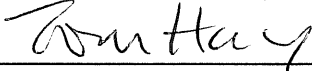
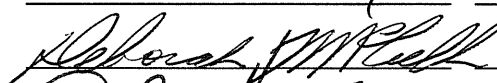
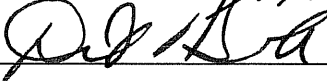
ALTERNATIVES:

The University could include the compensation disclosure report in the audited financial statements as opposed to issuing a separate report. Management recommends to keep the report separate as the audited financial statements are based on a fiscal year not calendar year and focus on the results of the University, not individual compensation.



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 checked="" type="checkbox"/>		May 20, 2011
<input type="checkbox"/>	<input checked="" type="checkbox"/>		May 20, 2011
<input type="checkbox"/>	<input checked="" type="checkbox"/>		May 20/11
<input type="checkbox"/>	<input type="checkbox"/>		May 25 2011
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Audit Ctte	June 7/11

Gord Pasieka, Associate Comptroller

Submission prepared by:

Submission approved by: Deborah J. McCallum, VP (Administration)

Attachments

- Annual Public Sector Compensation Disclosure Report



AGENDA ITEM: Changing the name of the degree granted by the Faculty of Law to Juris Doctor (J.D.) from the current Bachelor of Laws (LL.B.)

RECOMMENDED RESOLUTION:

For information only.

Action Requested: Approval Discussion/Advice Information

CONTEXT AND BACKGROUND:

The proposal to change the Faculty of Law degree to Juris Doctor follows the trend across Canada to use the J.D. designation in line with the trend for the North American continent rather than in line with the historical British roots of the LL.B. Senate approved the change on May 18, 2011, and the first J.D. degrees were conferred at Spring convocation.

RESOURCE REQUIREMENTS:

The proposed change does not result in any changes to the current program of studies which remains a three year, full time (97 credits) program of study. Admission criteria will remain the same, as will enrolment, total program costs and market prospects for graduates of the program.

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>
x	<input type="checkbox"/>	Senate Executive	May 4, 2011
x	<input type="checkbox"/>	Senate	May 18, 2011
<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>		
		Senate	

Submission prepared by:

Submission approved by: University Secretary

Attachments

- Correspondence to the Council on Post-Secondary Education from the Vice-Provost (Academic Planning & Programs) with attached Statement of Intent
- Correspondence from the Dean, Faculty of Law



UNIVERSITY
OF MANITOBA

Office of the
Vice-President (Academic) & Provost

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

March 28, 2010

Mr. Sid Rogers
Secretary
Council on Post-Secondary Education
608 - 330 Portage Avenue
Winnipeg, MB R3C 0C4

Dear Mr. Rogers,

Statement of Intent: Juris Doctor (J.D.)

On behalf of the University of Manitoba I am pleased to submit the attached Statement of Intent to change the name of the degree in law currently offered by the University of Manitoba from 'Bachelor of Laws' to 'Juris Doctor'. As well, please find attached a copy of correspondence from the Acting Dean of Law, to the University Secretary, which provides additional information.

In proposing this change the Faculty of Law is following a trend across Canada to use the J.D. designation in line with the trend for the North American continent rather than in line with the historical British roots of the LL.B. The proposed change does not result in any changes to the current program of studies which remains a three year, full time (97 credits) program of study. Admissions criteria will remain the same, as will enrolment, total program costs and labour market prospects for graduates of the program.

My colleagues and I would be pleased to provide any additional information your Council may require during its consideration of this Statement of Intent.

Sincerely,

David M. Collins, Ph.D.
Vice-Provost (Academic Planning & Programs)

Encl.

cc David Barnard, President and Vice-Chancellor
Joanne Keselman, Vice-President (Academic) and Provost
✓ Lorna Turnbull, Acting Dean, Faculty of Law
Jeff Leclerc, University Secretary

Council On Post-Secondary Education
STATEMENT OF INTENT

Institution

<input checked="" type="checkbox"/>	Brandon University	Assiniboine Community College
	University of Manitoba	University College of the North
	University of Winnipeg	Red River College
	Collège universitaire de Saint-Boniface	

Program Overview

Program Name: **Bachelor of Laws (LL.B.)**

Credential to be offered: **Juris Doctor (J.D.)**

Does the program require accreditation from a licencing group? YES **NO**, *not presently.*
If yes, name group: *The Law Society of Manitoba will begin an "accreditation program" in 2013.*

Length of the program: *3 Years (6 Semesters)*

Proposed program start date: *Name change to be effective May 1, 2011*

Which department(s) within the institution will have responsibility for the program? *Faculty of Law*

As compared to other programs your institution will be proposing, is the priority of this program:

High
 Medium
 Low

Is this a new program? YES **NO**

Is this a revision of an existing program: **YES**, *the proposal is to change the name of the degree granted after completion of the program, but no other aspects of the program will change.*

Will the program be available to part-time students? YES **NO**

Will this program have a cooperative education component? YES **NO**

Will the program contain an option to assess the prior learning of students, to grant credit for the skills/knowledge already present? YES **NO**

Will there be distance delivery options? YES **NO**

Will this program be delivered jointly with another institution? YES **NO**

Are similar programs offered in Manitoba or other jurisdictions? **YES** *There are law schools in every province across the country although this is the only one in Manitoba, and it provides legal education to those who will serve as lawyers and other members of the profession in this province. Most other Canadian law schools have already effected the proposed name change. See attached documents.*

What articulation, block transfer or credit transfer arrangements will you be looking at developing for this program? *n/a*

Specific Program Information

1. Program Description

Describe the program and its objectives: *The Faculty of Law at the University of Manitoba proposes to change the name of the degree granted by the Faculty to Juris Doctor (the JD) from the currently granted degree of Bachelor of Laws (the LL.B.). In proposing this change, the faculty is following a trend across Canada to use the JD designation in line with the trend for the North American continent rather than in line with the historical British roots of the LL.B. The Faculty has surveyed its Alumni (who also represent the profession) and students to ascertain a sufficient level of support. This is documented in the request to the University Senate that is included with this form.*

The proposed change does not result in any changes to the current program of studies which remains a three year, full time (97 credits) program of study. Admissions criteria will remain the same, as will enrolment, total program costs and labour market prospects for graduates of the program. Our third year students are keen to be able to earn the JD degree at their graduation in June of 2011, and so this is a matter of high priority for our Faculty. In keeping with the responsibility of Council to safeguard the integrity of post-secondary education in Manitoba under the Degree Granting Act, we seek your approval of this change so that it may subsequently be approved by the Senate of the University of Manitoba.

Provide an overview of the content to be taught in this program: *There will be no change in the content of the program as it is currently offered.*

2. Enrollment

What is the program's initial projected enrollment? *Same as previously*

What is the projected enrollment for the 2nd and 3rd years? *Same as previously*

Describe the expected student profile? *Same as previously*

3. Labour Market Information

What labour market need is the program expected to meet? *Same as previously*

Are there currently jobs in Manitoba in this field? **YES NO**

If yes, where (geographic location and industry)? *There are needs for legal professionals throughout the province, especially in rural and smaller communities.*

What is the future job forecast for individuals with this education/training/credential? *Excellent*

How does this program fit with Manitoba's stated economic, social and other priorities? *Same as previously*

What agencies, groups, institutions will be consulted regarding development of the program? *Alumni, students, University administrators, other law schools, members of the profession and the Law Society of Manitoba have all been consulted already and are supportive of the proposed change in name.*

Is there any other information relevant to this program? *Please see attached request to the University Senate for background to the proposed change. I would be more than happy to answer any questions you may have with regard to this proposal and look forward to a response at your earliest convenience.*

4. Financial Information

No changes to the program will have any impact on the program costs or revenue.

Projected Program Costs: Salary
Operating
Capital
Total cost

Projected Program Revenue: Tuition
Other_
Total revenue

Submitted by:

Dr. Lorna A. Turnbull

Name (print)

Acting Dean, Faculty of Law

Position



Signature

March 28, 2011

Date



Faculty of Law
Robson Hall
Winnipeg, Manitoba
Canada, R3T 2N2
Fax (204) 474-7580

September 16, 2010

Mr Jeff Leclerc
University Secretary
312 Admin Building
University of Manitoba
Winnipeg, Manitoba
R3T 2N2

Dear Mr Leclerc,

The purpose of this document is to ask the Senate Committee on Curriculum Changes approve a change to the name of degree in law currently offered by the University of Manitoba from “Bachelor of Laws” to “Juris Doctor”. Such a change would be one of nomenclature only, and would have no impact on the academic program leading to the degree, or its governance.

Our research has shown that the majority of Canadian common-law law schools either: (i) have introduced or (ii) are in the process of introducing a change to the name of the initial law degree from a “Bachelor of Laws” to a “Juris Doctor”. The Faculty of Law attributes this change to several factors. The first is that the market for legal talent, as it is for most professionals, is now global. Students are looking for credentials that are easily portable from jurisdiction to jurisdiction. The degree of “Juris Doctor” has its origins in the United States. The U.S. is both one of the largest markets in the world, and one of the closest to Canada both geographically and culturally. Therefore, to the extent that graduates look for non-Canadian opportunities, they are likely to look at the U.S. Given that American employers are accustomed to seeing a “Juris Doctor” designation, as opposed to a “Bachelor of Laws” designation, a change in the nomenclature will open doors for those who choose the U.S. as a possible professional destination, easing the access to the U.S. market.

The change may also help to clarify the position of the initial law degree in the university hierarchy. The “Bachelor of Laws” designation finds its origins in the United Kingdom, where law is a direct-entry from secondary school program. In North America, this is not the case. While a few applicants are admitted to law school with as little as two years of

undergraduate study, the fact remains that due to the competitive nature of the law admissions process, the majority of law school registrants have a degree prior to admission. A change to a “Juris Doctor” designation would differentiate the initial law degree from other undergraduate programs, and establish the professional nature of the program in its nomenclature, as well as its content and orientation. Some of our graduates have had practical difficulties due the fact that the initial law degree is a second bachelor’s degree. Alumni have described arguments over a previous policy of the Government of Manitoba to not support a “second bachelor’s degree” through its student loan program. While the immediate problem may have been resolved, a change in nomenclature may help to avoid similar problems with other funding agencies.

In addition, the proposed change in nomenclature has garnered significant support. My predecessor held informal discussions of the matter throughout his tenure. When Faculty Council met on June 22, 2010, I raised the issue more formally, in an effort to give members of Council a significant opportunity to: (i) consider the issue, (ii) discuss the issue amongst themselves and with others if appropriate; and (ii) formulate arguments either for or against any proposed change, in an effort to arrive at a consensus. I also advised of the level of student support and of the intention to survey all alumni before bringing a formal motion in September. At a meeting of Faculty Council held on September 2, 2010, such a consensus was evident. When the issue was put to a vote, no member of Council voted against the proposed change. There was significant support for the change. All members of Council who spoke with respect to the motion were in favour of the change.

In terms of current students, there have been two votes. In 2009, the majority of students who expressed an opinion on the issue during the student election process were in favour of the change. However, a significant portion of student population did not express an opinion. Therefore, the Manitoba Law Students’ Association decided to hold another vote to clearly identify the preference of students. In 2010, there was no ambiguity at all. Nearly three quarters of the student body voted in the referendum, which resulted in a majority of over 70 per cent in favour of the change to “Juris Doctor”.

Finally, our alumni have been equally supportive of the change. As part of the Faculty’s consideration of this issue, I sent a questionnaire to over 3,000 alumni. After explaining the background to this issue, I asked the following questions:

1. “Are you in favour of Robson Hall, Faculty of Law changing the designation of the law degree from LL.B. [Bachelor of Laws] to JD [Juris Doctor]?”
2. Why or why not?”

Seventy three per cent of the alumni who responded were in favour of the change. Interestingly, the percentage in favour was essentially the same regardless of whether the graduate was part of a class prior to 1980 (whose views were solicited by paper mail) or 1980 and following (whose views were solicited by electronic mail).

In the end, alumni, current students and the faculty of Robson Hall have all expressed a desire to change the nomenclature of the initial degree in law currently offered by the University of Manitoba. Therefore, on behalf of the Faculty of Law, I ask that the Senate Committee on Curriculum Changes approve a change to the name of degree in law currently offered by the University of Manitoba from “Bachelor of Laws” to “Juris Doctor”. Such a change would be one of nomenclature only, and would have no impact on the academic program leading to the degree, or its governance. Students currently in the program at the time of the change should be given the option as to which name they wish to have on their respective degrees. All students entering the program after the change will receive a “Juris Doctor”. Alumni would be given the opportunity to change their degree from a “Bachelor of Laws” to a “Juris Doctor” (on payment of a reasonable fee, and I have already had discussions with the registrar’s Office about the practical impacts of such an option as 64 percent of alumni who responded indicated that they would request a new “Juris Doctor” parchment).

In conclusion, the proposed change from a “Bachelor of Laws” to a “Juris Doctor” would bring it into line not only with other Canadian common-law law schools, but only with its American counterparts. The change would also be representative of the views of past and current students, as well as current members of the Faculty. Therefore, such a change has received the approval of all stakeholders at the Faculty level. We ask for support from the University as a whole, through its Senate.

All of which is respectfully submitted,

A handwritten signature in black ink, appearing to read "L. A. Turnbull". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Dr. Lorna A. Turnbull
Associate Professor and Acting Dean