

# BOARD OF GOVERNORS

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

**Tuesday, March 19, 2013**

**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

# BOARD OF GOVERNORS

Alan A. Borger Sr. Executive Conference Room (E1-270 EITC)  
Tuesday, March 19, 2013 at 4:00 p.m.

# OPEN SESSION

Page 1 of 2

AGENDA		Presenter	Page
1.	<b>ANNOUNCEMENTS</b>	Chair	
<b><u>FOR ACTION</u></b>			
2.	<b>APPROVAL OF THE AGENDA</b>	Chair	2
3.	<b>MINUTES (Open Session)</b>		
3.1	<a href="#">Approval of the Minutes of the January 29, 2013 OPEN Session as circulated or amended</a>	Chair	4
3.2	Business Arising - none	Chair	
4.	<b>UNANIMOUS CONSENT AGENDA</b>	Chair	
<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. <b>Consent items are: 6.2, 8.1, 8.2, 8.3, 8.4, and 10.1</b></i>			
5.	<b><u>REPORT FROM THE PRESIDENT</u></b>	President	7
6.	<b>FROM FINANCE, ADMINISTRATION AND HUMAN RESOURCES COMMITTEE</b>		
6.1	<a href="#">2013-2014 Residence Room and Meal Plan Rates</a>	Ctte. Chair	17
	6.2 <a href="#">Student Referendum – Faculty of Architecture</a>	Ctte. Chair	25
7.	<b>FROM GOVERNANCE &amp; NOMINATING COMMITTEE</b>		
7.1	<a href="#">Revised Distinguished Service Award Policy</a>	Ctte. Chair	29
8.	<b>FROM SENATE</b>		
	8.1 <a href="#">Report of the Senate Committee on Awards</a> [dated January 29, 2013]	President	36
	8.2 <a href="#">Report of the Senate Committee on Awards</a> [dated January 17, 2013]	President	44
	8.3 <a href="#">Report of the Senate Committee on Awards</a> Part A - [dated December 12, 2012]	President	57

## BOARD OF GOVERNORS

Alan A. Borger Sr. Executive Conference Room (E1-270 EITC)  
Tuesday, March 19, 2013  
4:00 p.m.

## OPEN SESSION

Page 2 of 2



- 8.4 [Report of the Senate Committee on Awards](#)  
Part B – (dated December 12, 2012)

President 64

### FOR INFORMATION

#### 9. UPDATES

- 9.1 Updates from the UMSU President & GSA President (oral)

#### 10. FROM SENATE



- 10.1 [University Discipline Committee Annual Report](#)

President 70

### FOR DISCUSSION

#### 11. FROM SENATE

- 11.1 [Undergraduate Enrolment Targets](#)

President 132

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



**Electronic Vote Record of the Board of Governors  
OPEN - Strategy/Policy Meeting  
January 29, 2013**

---

In order to facilitate a full strategy/policy meeting on January 29, the business items were approved in advance by electronic vote. The Electronic Agenda was available on the BoardVantage online portal for review and consideration.

Members who returned the voting ballot:

B. Arte	D. Barnard	A. Berg	J. Black	T. Bock	P. Bovey
E. Bowness	A. Dansen	R. Dhalla	J. Embree	N. Halden	G. Hatch
S. Jasper	S. Jesseau	J. Lederman	E. Ojo	M. Robertson	D. Sauer
H. Sector	R. Zegalski				

**The following OPEN Motions motions were approved by Electronic Vote:**

**Banking Resolution**

1. THAT the Royal Bank of Canada (“Royal Bank”) is appointed banker for the Customer.
2. THAT any TWO of the Board Chair, Board Secretary, Vice-President (Administration), Comptroller, Associate Comptroller or Manager of Treasury Services are authorized on behalf of the Customer from time to time:
  - (a) to withdraw or order transfers of funds from the Customer’s accounts by any means including the making, drawing, accepting, endorsing or signing of cheques, promissory notes, bills of exchange, other orders for the payment of money or other instruments or the giving of other instructions;
  - (b) to sign any agreements or other documents or instruments with or in favour of Royal Bank, including agreements and contracts relating to products or services provided by Royal Bank to the Customer; and
  - (c) to do, or to authorize any person or persons to do, any one or more of the following:
    - (i) to receive from Royal Bank any cash or any securities, instruments or other property of the Customer held by Royal Bank, whether for safekeeping or as security, or to give

instructions to Royal Bank for the delivery or other transfer of any such cash, securities, instruments or other property to any person named in those instructions;

- (ii) to deposit with or negotiate or transfer to Royal Bank, for the credit of the customer, cash or any security, instrument or other property, and for those purposes to endorse (by rubber stamp or otherwise) the name of the Customer, or any other name under which the Customer carries on business, on any security or instrument;
  - (iii) to instruct Royal Bank, by any means, to debit the accounts of third parties for deposit to the credit of the Customer;
  - (iv) to receive statements, instruments and other items (including paid cheques) and documents relating to the Customer's accounts with or any service of Royal Bank, and to settle and certify the Customer's accounts with Royal Bank.
3. That all instruments, instructions, agreements (including contracts relating to products or services provided by Royal Bank) and documents made, drawn, accepted, endorsed or signed (under the corporate seal or otherwise) as provided in this Resolution and delivered to Royal Bank by any person, shall be valid and binding on the Customer, and Royal Bank is hereby authorized to act on them and give effect to them.
4. That Royal Bank be furnished with:
- (a) a copy of this Resolution; and
  - (b) a list of the names of the persons authorized by this Resolution to act on behalf of the Customer, and with written notice of any changes which may take place in such list from time to time, and with specimens of the signatures of all such persons; each certified by the (1) Board Chair and (2) Board Secretary of the Customer; and
  - (c) in writing, any authorizations made under paragraph 2(c) of this Resolution.
5. That any document furnished to Royal Bank as provided for in paragraph 4 of this Resolution shall be binding upon the Customer until a new document repealing or replacing the previous one has been received and duly acknowledged in writing by the branch or agency of Royal Bank where the Customer has its account.

**THAT a \$2.33 per credit hour contribution be assessed against the students in the Department of Landscape Architecture for a three-year term commencing in the fall of 2013 as outlined in the letter from Ralph Stern, Dean, Faculty of Architecture, dated November 9, 2012.**

**THAT a \$2.50 per credit hour contribution be assessed against the students in the Department of Environmental Design for a three-year term commencing in the fall of 2013 as outlined in the letter from Ralph Stern, Dean, Faculty of Architecture, dated October 31, 2012.**

**THAT a \$2.50 per credit hour contribution be assessed against the students in the Department of City Planning for a three-year term commencing in the fall of 2013 as outlined in the letter from Ralph Stern, Dean, Faculty of Architecture, dated October 18, 2012.**

**THAT the Board of Governors approve three new offers and two amended offers as set out in Appendix A of the Report of the Senate Committee on Awards [dated October 25, 2012].**

**THAT the Board of Governors approve two new offers, two amended offers, and the withdrawal of seven offers, as set out in Appendix A of the Report of the Senate Committee on Awards [dated November 19, 2012].**

**THAT the Board of Governors approve a proposal for the Bachelor of Arts (Honours) in Criminology [as recommended by Senate, December 5, 2012].**

**THAT the Board of Governors approve a proposal for the Bachelor of Arts (Honours) in Anthropology [as recommended by Senate, January 9, 2013]**

---

**Chair**

---

**University Secretary**

## PRESIDENT'S REPORT: March 19, 2013

### GENERAL

On March 6, the University of Manitoba hosted the finals of its first-ever Three-Minute Thesis competition, in which graduate students each used one slide and three minutes to explain the nature, goals and significance of their graduate research. It was an exciting evening, showcasing some of the incredible work that students are engaged in through their programs of study. Congratulations to Leah (Wong) Guenther (first place), Anthony Signore (second place) and Christopher White (people's choice), to all of the finalists, and to all 137 students who took on this challenge.

A signing ceremony with the University of Nairobi (UoN) and the University of Manitoba held in Nairobi in mid-January has renewed the Memorandum of Understanding between the two institutions for another five years. The ceremony marked the continuation of a productive partnership that began 32 years ago. The collaboration between the two institutions has over the years flourished in the establishment and growth of the University of Nairobi Institute for Tropical and Infectious Diseases (UNITID). UNITID was established in 2003 with the mandate of harnessing research activities and initiating training programs geared towards management and control of infectious diseases. The Institute houses two Biosafety Level 3 Laboratories which are run through joint partnership between the two universities and the National Microbiology Laboratory of Canada. Renewal of the MOU will ensure that operations and management of the UNITID facilities will proceed as planned and will continue the tremendous strides in research in infectious diseases already realized.

The Visionary (re)Generation International Urban Design Competition closed on January 10th with a total of 729 teams from 73 countries registered (logged onto site and downloaded competition brief). The deadline for submissions was March 11, 2013. Campus planning efforts continue on the Bannatyne campus as well, with the Bannatyne Campus Master Plan discussion paper having been released for consultation and engagement with the University community and the surrounding neighbourhood. Phase Two of the planning process has been launched (will include extensive consultation) including:

- Bannatyne Space Master Plan – detailed look at interior requirements using the draft master plan as a guide.
- Residence Study – looking at the feasibility of a Bannatyne Campus Residence.

At an awards ceremony held by the Council for the Advancement and Support of Education (CASE) the University of Manitoba was recognized with nine awards—two grand gold, four gold, one silver and two bronze—all for the successful “Trailblazer campaign” that began two years ago and that showcases the tremendous contributions of University of Manitoba faculty and students. In addition, the University of Manitoba was presented with the 2013 Virginia Carter Smith Grand Crystal Award, recognizing the most outstanding communications program of the year from among the nine Grand Gold category winners, as selected by a jury of CASE District VIII advancement professionals and peers. The ceremony was part of the annual CASE District VIII Celebration of Professional Achievement in Portland, Oregon, on Friday, February 15, 2013.

The role of universities in strong economies has been a significant theme in a number of recent fora, including *Visionary Conversations* discussions about the new West, joint meetings between Canadian and American university presidents hosted by Foreign Affairs and International Trade Canada, the recent Premier's Economic Advisory Council (PEAC) Skills Summit, and a Canada West Foundation roundtable at the University of Manitoba.

## ACADEMIC MATTERS

- Dean Michael Trevan, agricultural and food sciences, travelled to the Ukraine as part of a Canadian Bureau for International Education (CBIE) delegation of 15 senior education leaders from 12 Canadian institutions with the aim of strengthening Ukrainian-Canadian higher education partnerships. The first ever mission of this kind began in Kyiv with a workshop with 24 Ukrainian institutions where they discussed lessons learned from past higher education partnerships and emerging areas for collaboration such as agriculture and the environment. The group then travelled to Lviv to meet with more regional institutions. Several memoranda of understanding were signed to formalize commitments to cooperation around higher education partnerships.
- Dean Mark Whitmore, science, was re-elected to a second term as President of the Canadian Council of Deans of Science.
- Redwan Moqbel, immunology, received the prestigious 2013 Lieutenant Governor's Award for the Advancement of Interreligious Understanding.
- David Levin, biosystems engineering, was recently awarded the Life Sciences Association of Manitoba Award for Outstanding Leadership in Research. This category is for the individual who demonstrates exemplary leadership in life science research in Manitoba in such areas as public awareness, scientific discovery and commercial application.
- Rayleen De Luca, psychology; Orest Cap, education; David Asper, law, Elsie Duff, nursing were awarded the Queen Elizabeth II Diamond Jubilee Medal.
- Roberta Woodgate, nursing, was selected as one of five university professors to present at the G20 Youth Forum Conference which will take place in St. Petersburg, Russia, in April 2013.
- Michael Eskin, human nutritional sciences, has been selected to receive the 2013 Alton E Bailey Award in recognition of his outstanding research and exceptional service in the field of lipids and associated products. The award is the oldest and one of the most prestigious recognitions given by American Oil Chemists' Society and dates back to 1959.
- Charles Wong, chemistry, was elected to a three year term on the North America Board of Directors for the Society of Environmental Toxicology and Chemistry (total international membership exceeding 6,000).
- Niigaanwewidam Sinclair, native studies, and Diana Hooper, extended education both received a Researcher and/or Curriculum Development Award at the Aboriginal Education Awards ceremony held in Winnipeg in January.
- Warren Cariou, English, film and theatre and Niigaanwewidam Sinclair, native studies, editors of *Manitowapow: Aboriginal Writings from the Land of Water*, hosted a special evening of readings and celebration at McNally Robinson Booksellers. This 2011 anthology of Manitoba Aboriginal writings takes readers back through the millennia and forward to the present day, painting a dynamic picture of a territory interconnected through words, ideas, and experiences. It is a rich collection of stories, poetry, nonfiction, and speeches.



- Co-editors Darcy MacPherson and Bryan Schwartz, law, are proud to announce the launch of a special issue of this year's *Manitoba Law Journal: Five Decades of the Chief Justices of Manitoba*. The issue explores the lives of the last three Chief Justices of Manitoba who served from 1971 to 2013.
- Bishwo Bandhu Pokharel and Mitch Rey, animal science students, received the highly coveted International Stockmen's Educational Foundation Travel Fellowship. The travel fellowship was awarded to 12 students representing 12 universities from six countries, including Australia, Brazil, Canada, Nepal, Uruguay and the United States.
- Kris Dick, biosystems engineering, travelled with students to Honduras to work on a housing project called El Pueblo Creciente – The Growing Village. In addition to building a structure for a family of four, they are also working on projects such as a rainwater harvesting system, a new latrine design and a wood stove design.
- Prairie University Biology Symposium (PUBS) was hosted by the biological sciences graduate students at the Faculty of Science, University of Manitoba. PUBS is an annual event that originated in 1967 at the University of Manitoba; the conference attracts graduate and undergraduate students from Canadian Prairie and Northern US universities to share research, network, and explore academic opportunities.
- Let's Talk Science (LTS) is an award-winning, national, charitable organization that delivers science-learning programs to children and youth continues to deliver programs to urban and rural communities. The program is extending to six additional First Nations' communities.

## RESEARCH MATTERS

- On January 28, 2013 the Natural Sciences and Engineering Research Council of Canada (NSERC), Motor Coach Industries Ltd. (MCI), and the University of Manitoba announced the award of a prestigious NSERC Industrial Research Chair to Dr. Christine Wu (Mechanical and Manufacturing Engineering), with \$1,030,000 in funding over five years. Wu is the fifth such active chair holder currently at the U of M. Her chair, the NSERC/MCI Industrial Research Chair in Heavy Ground Vehicles and Transportation Equipment will find ways to reduce the laboratory testing period without sacrificing safety or data gathering integrity; the faster a new technology can leave the laboratory and enter production, the better economic news for industry. Wu will work with MCI to develop such tools to facilitate their design and analysis, focusing on vehicle roll-safety evaluation, and the development of new, faster methods for durability testing and safety evaluations.
- On January 22, 2013 the University of Manitoba launched the new 'Transformational Partnerships' approach that actively supports industry in making innovation leaps. Members of industry, government and the research enterprise in Winnipeg were on hand to hear the new approach. Minister of Innovation, Energy and Mines, Dave Chomiak, applauded the university for taking a leadership role in building partnerships with industry. Industry members who spoke about their support for the new initiative at the launch event were Anne Babineau, Director of Provincial Affairs Prairies for Rx&D and Sean McKay, CEO of Composites Innovation Centre.

The Transformational Partnerships initiative includes a new portal for industry to connect with partnership experts at [umanitoba.ca/partnerships](http://umanitoba.ca/partnerships). Other aspects of the new approach include a more proactive role for the university's Technology Transfer Office, which will visit companies to identify opportunities for collaborative research and be connect directly with researchers to get a deeper understanding of the research expertise at the university. The partnerships team will be the primary point of contact for industry to connect with expertise and, through the support of the Office of Research Services, will be matched with funding programs available.

- The Winter 2013 issue of *ResearchLIFE* magazine was published in mid-January. This issue features stories on Undergraduate Research Award recipients from the past summer. The awards were sponsored by the Office of the Vice-President (Research and International) and allowed students to experience research first hand with research mentors. Applications for the summer 2013 Undergraduate Research Awards closed on February 15, 2013. Another 80 students will be awarded summer mentorship placements across campus.
- High school students and teachers—160 in total—from Manitoba and Northwestern Ontario, spent February 22, 2013 at this year's Science, Engineering and Technology (SET) Day organized and sponsored by the Office of the Vice-President (Research and International), with additional sponsorship from the Province of Manitoba Ministry of Innovation, Energy and Mines, and the Association of Professional Engineers and Geoscientists of Manitoba. Participants spent their time at faculty based and hosted hands-on activities for half the day and for the other half of the day they were treated to SET Talks by Drs. Gordon Giesbrecht (Kinesiology and Recreation Management), James Blatz (Civil Engineering) and doctoral student Emily Choy (Biological Sciences).
- On February 28, the University of Manitoba played host to the Pierre Elliott Trudeau Foundation Lecture Series. The Foundation was established more than a decade ago as a living memorial to the former prime minister, supporting individuals who tackle critical issues in the humanities and social sciences by funding scholarships, fellowships, mentorships and programs aimed at engaging the public. Renowned public historian Ronald Rudin, professor of history at Concordia University and 2011 Trudeau Fellow, met with students and staff in the History Department during the day, prior to the public lecture titled: *The Case for Public Knowledge*, where he called for university-based researchers to use the tools at their disposal to make their research freely available to the public and gave an overview of his own digital media projects.
- Seven researchers received a total of \$904,794 for six projects from the Natural Sciences and Engineering Research Council of Canada (NSERC). The projects which received greater than \$25,000 are listed below:

Researcher	Sponsor	Project Title	Funding
Beddoes, Jonathan (for Nusraat Masood – WISE Kid-Netic Program Manager) Faculty of Engineering	NSERC PromoScience	WISE Kid-Netic Energy - Proposal to NSERC: PromoScience grant	\$30,000

Koper, Nicola (Natural Resources Institute)	NSERC Collaborative Research & Development	Effects of oil wells and associated infrastructure on grassland songbirds, including species at risk	\$680,179
LoVetri, Joe (Electrical and Computer Engineering)	NSERC Engage Grant	Evaluation of high definition impedance imaging for breast cancer	\$25,000
Tachie, Mark; Clark, Shawn (Mechanical and Manufacturing Engineering; Civil Engineering)	NSERC Collaborative Research & Development	Experimental study of offset and reattached turbulent jets	\$120,615
Young, James (Computer Science)	NSERC Engage Grant	Evaluating player empathy and narratives with new-media interactive characters	\$25,000

- Eighteen health researchers received a total of \$2,843,524 for projects from several sponsors. The projects which received greater than \$25,000 are listed below:

Researcher	Sponsor	Project Title	Funding
Czubryt, Michael (Physiology)	CIHR	Role of AKAP121 in cardiac hypertrophy and metabolism	\$100,000
Dhindsa, Navjot (Internal Medicine)	Abbott Laboratories, Limited	Ultrasonographic (US) measures of joint inflammation and serum biomarkers of disease activity in adult RA patients meeting clinical and DAS28 remission criteria	\$25,000
Gordon, Joseph (Nursing)	Children's Hospital Foundation of Manitoba Inc.	Regulation of muscle gene expression by MEF2 and SRF	\$25,000
Hack, Thomas (Dean's Office - Faculty of Nursing)	Canadian Breast Cancer Foundation - Prairies/NWT Region	Chair in psychosocial and supportive care oncology research	\$600,000
Katz, Alan (Family Medicine)	Heart & Stroke Foundation of Manitoba	Making primary prevention a priority in clinical practice: Supportive tools for providers (The MP3 study)	\$250,000

Kinew, Kathi (Social Work)	CIHR	"Ki nisitotawin na?" ("Do you understand me?"): First nations in Manitoba setting their own health research priorities	\$25,000
McManus, Kirk (Biochemistry and Medical Genetics)	Colon Cancer Canada	Characterizing the molecular basis of interval colorectal cancers	\$50,000
O'Connell, Beverly (Nursing)	CIHR	Development of a question prompt sheet for family caregivers of older adults with dementia in long-term care	\$300,000
Pistorius, Stephen (Physics and Astronomy)	Canadian Breast Cancer Foundation - Prairies/NWT Region	Early stage breast tumor detection using spintronic based microwave imaging sensors	\$435,000
Sareen, Jitender (Psychiatry)	CIHR	Culturally grounded suicide intervention in Cree Nation communities	\$97,824

- Twelve researchers received a total of \$623,863 for projects from several sponsors. The projects which received greater than \$25,000 are listed below:

Researcher	Sponsor	Project Title	Funding
Boyd, Milton (Agribusiness & Agricultural Economics)	Agriculture and Agri-Food Canada	Agricultural insurance and risk management research: Areas of importance, opportunity, and innovation	\$25,000
Aluko, Rotimi (Human Nutritional Sciences)	Manitoba Association of Agricultural Societies/ARDI	Structural and functional characterization of ferritin (Iron-binding proteins) isolated from Manitoba legume seeds	\$39,000
Ayele, Belay (Plant Science)	Manitoba Association of Agricultural Societies/ARDI	Seed treatment for enhancing the performance of pulse crops under excessive moisture stress	\$56,650
Jones, Peter (Food Science)	Dairy Farmers of Canada	Efficacy and safety of a plant sterol-fortified low-fat milk on plasma lipid and plant sterol levels in human	\$74,860
Katz, Alan (Family Medicine)	Manitoba Health	QUALICOPC Manitoba: Evaluating primary healthcare in the Province of Manitoba	\$49,500

Khafipour, Ehsan (Animal Science)	Manitoba Association of Agricultural Societies/ARDI	Enhancing dietary nutrient utilization in poverty	\$30,000
Ojo, Olanrewaju (Mechanical and Manufacturing Engineering)	Royal Canadian Mint	Diffusion heat treatment for the formation of tarnish resistant brass and bronze plated coins	\$93,333
Paliwal, Jitendra (Biosystems Engineering)	Manitoba Association of Agricultural Societies/ARDI	Mycotoxin prediction in Fusarium-infected wheat using near-infrared hyperspectral imaging	\$31,020
Plaizier, Jan (Animal Science)	Danisco	Enhancing gut health in dairy cows	\$36,000
Sri Ranjan, Ramanathan (Biosystems Engineering)	Manitoba Association of Agricultural Societies/ARDI	Water and nutrient movement under controlled drainage	\$63,500
Taylor, Carla Human (Nutritional Sciences)	Manitoba Association of Agricultural Societies/ARDI	Plant-based omega-3 fatty acids for modulation of adipose dysfunction	\$50,000
Wicklow, Brandy (Pediatrics and Child Health)	Lawson Foundation (The)	Genetic and environmental influences on development of type 2 diabetes in childhood: The next generation longitudinal birth cohort	\$75,000

## ADMINISTRATIVE MATTERS

- Two **Space Master Plan Projects** for both the Fort Garry and Bannatyne campuses are well under way. The first phase for both included extensive interviews with the VP's, Senior Management and support scheduling departments within the University. Steering Committees were created for each project. Meetings were held with the steering committees on each of the campuses to introduce the consultant ECS, the Space Master Plan projects and how they would tie in with the concurrent development of the Master Plans for each location. Open discussions and feedback have been a constant element in both projects and have served as important tools in guiding and tailoring the process with the consultant.

Questionnaires were developed by the consultant to deal with both qualitative and quantitative issues relating to space. Faculties and Departments on the Bannatyne Campus have received their questionnaires and are diligently completing same, while approximately 10 Faculties and Departments on the Fort Garry Campus have received questionnaires. Extensive interviews with Deans, Department Heads and support staff have taken place with the first group on the Fort Garry Campus (Kinesiology and Management Recreation, Education and Extended Education), as well as extensive facility tours of their respective spaces.

An **'interim' space management process** has been developed and is gradually being implemented for all requests for new space and any renovations that alter the function or configuration of a space. This was necessary in order to keep on top of any changes being proposed during the Space Master Plan projects timelines, which may well have implications on the final submission and recommendations made by the consultant ECS.

The Campus Planning Office will conduct a site visit of the space in question and review the request documents to ascertain whether or not there may be a conflict with current/proposed usages and/or logical functions of the space.

- In recognition of the ARTLab Building completing all of the Design Phase requirements of the Power Smart New Buildings Program – Custom Design Path, the University received the first financial incentive cheque of \$32,750.00. This is a two-phase program and the final eligibility of the second incentive for the Construction Phase is expected shortly. Once complete, a recognition plaque will be provided by Manitoba Hydro for display in the building entrance.
- Confirmation has been received that the application to the **Community Infrastructure Improvement Fund (CIIF)** for the new roof at Frank Kennedy Centre/Extended Education Building was successful and the University will be receiving \$250,000 towards this project. The funding will be delivered through Western Economic Diversification (WD).
- The **University's Waste Prevention Re-shop** is turning 5! The Re-shop first opened on March 3, 2008 and accepted only office supplies. After such an overwhelming response the Re-shop expanded to receive surplus furniture in May 2008. Since then the Re-shop has donated over 10,000 pieces of furniture to University of Manitoba faculties, departments, schools, students and MB charities. In this year alone, 1421 people have visited the Re-shop, with an average of 40 people dropping by every Tuesday.
- The **Canadian Nuclear Safety Commission (CNSC)** performed 50 inspections over a two day period in February 2013. Overall the Inspectors said the Radiation Safety Program was 'excellent' because the responsibilities are appropriately delegated and the users conveyed confidence and were aware of their responsibilities.
- The **Human Resources Office** was reviewed by a panel of three external experts over a three day period in February as part of the Administrative Unit Review Policy and Procedures. The process involved interviews with senior administrators, faculties and units, union representatives as well as staff within Human Resources. A report is expected from the panel by the end of March.
- **EPIC, the eProcurement system** being implemented by ROSE Finance progressed from the Pilot Phase to Roll-Out during the first week of March. During Pilot, 1,500 Purchase Orders were issued and feedback from user groups was positive. Implementation across the University is expected to be complete this summer.
- Negotiations with **Grand & Toy** are nearing conclusion with savings on office supplies and furnishings in the 18% range. The UM agreement will be extended to other major post-secondary institutions in the Province as part of a collaborative procurement initiative.

## EXTERNAL MATTERS

- As of March 1, 2013 the university has raised \$18,402,244.01 in this fiscal year.
- Significant gifts include: \$610,000 from Variety, the Children's Charity of Manitoba will go toward the Variety Children's Dental Clinic and the Children's Dental Outreach Program
- Government and Community Engagement arranged for two meetings with Minister of Children and Youth Opportunities, Kevin Chief in January. The first was with GCE and Indigenous Lead Deborah Young to discuss the university in general and Indigenous Achievement specifically and the second was with President David Barnard and Vice-President (External) John Kearsley to discuss the university's community impact
- President David Barnard, Vice-President (External) John Kearsley and former Associate Vice-President John Alho met with Winnipeg Mayor Sam Katz on January 15 to discuss the university's priorities including the Southwood development and rapid transit and funding for the Active Living Centre.
- GCE in partnership with Vice-President (Research and International) Digvir Jayas, met with Minister of Innovation, Energy and Mines Dave Chomiak on January 23 to discuss research priorities at the university including the need for greater graduate student support.
- President David Barnard met with Premier Greg Selinger on February 12 to discuss the university's plan for a \$500-million campaign to support undergraduate and graduate student success, innovation and research, teaching and learning and capital projects.
- Between February 4 – 6, 2013, President David Barnard met with Associate Deputy Minister of Environment Canada (and the University of Manitoba's Federal Champion), Andrea Lyon; Chief Human Resources Officer of the Treasury Board, Daniel Watson; Senator Donald Plett (Manitoba); Minister of State (Science & Technology), Gary Goodyear; and Director of Policy in the Minister's Office for Aboriginal Affairs and Northern Development Canada, Ravina Bains; and Policy Advisor for the Minister's Office, Moira Wolstenholme. At these meetings the President discussed the University of Manitoba's intervenor status in the Truth and Reconciliation Commission Case against the federal government. Additionally, the President met with various Members of Parliament and House of Commons Standing Committees as part of an AUCC delegation, including the Standing Committees on Citizenship and Immigration, International Trade.
- The University of Manitoba hosted two Visionary Conversations in January and February 2013. The January event was titled *'The New West: The Economic and Political Rise of Western Canada'* and featured the following panelists: Adele Perry, Canada Research Chair in Western Canadian Social History, Faculty of Arts; Paul Vogt, Alumnus and Clerk of the Executive Council, Province of Manitoba; Paul Thomas, Professor Emeritus, Political Studies, Faculty of Arts; and Ian Hudson, Associate Professor, Economics, Faculty of Arts.

- The February Visionary Conversation was titled '*Crouching Tiger, Hidden Dragon: Does the Rise of China Mean the Decline of the West?*' and featured the following panelists: Tina Chen, Associate Professor, History, Faculty of Arts; George MacLean, Associate Dean, Graduate Studies; Hari Bapuji, Associate Professor, Business Administration, I.H. Asper School of Business.
- On January 29<sup>th</sup>, External Relations hosted a President's Breakfast with community leaders. The theme of the breakfast was focused on active living. Sixteen community members attended the breakfast and discussions focused on the importance of collaborating with the University of Manitoba to encourage healthy, active communities. A subsequent President's Breakfast, focused on the educational needs of today's youth, took place Tuesday, March 5<sup>th</sup>, 2013
- The University of Manitoba Board of Governors has three positions which are elected through a process managed by the Alumni Association Inc. Each year, one of those positions is open for election. Nominations closed February 1, 2013. Gwen Hatch was acclaimed by the Alumni Association Board for this role, and a letter has been sent to the Board of Governors regarding this selection.
- The Alumni Engagement and Preferences Survey was conducted between December 14, 2012 – January 25, 2013. There were 5,169 participants in the survey. The data is currently being analyzed. The data received from this survey will be shared with the university and will be used to make informed decisions regarding programs, services and activities.
- The Alumni Association Inc. contributed \$2000 towards two tuition draws in January. In partnership with Career Services, a \$1000 tuition draw was held in January during Career Week. The winner was Christopher David a U1 student. In partnership with UMSU, a \$1000 tuition draw was also held in January. The winner of this draw was Salah Shammo a U1 student.
- The Alumni Association Inc. presents one award each year to a Distinguished Alumni Award recipient. Nominations closed February 15, 2013. The nominations have been referred to the Alumni Association Board Alumni Achievement Committee for review and consideration.
- Homecoming 2013 is scheduled for September 23-29. The theme of Homecoming this year is "I remember when". There are over 40 reunions scheduled. In addition to reunions, many of our faculties are celebrating milestone anniversaries. Plans for each milestone are under development. These include:
  - School of Fine Art – 100 years
  - Faculty of Architecture – 100 years
  - Faculty of Nursing – 70 years
  - Faculty of Social Work – 70 years
  - School of Dental Hygiene – 50 years
  - Clayton H. Riddell Faculty of Environment, Earth and Resources – 10 years
- The Alumni Association Inc. Annual General Meeting will be held June 17 at University Centre, Marshall McLuhan Hall.





**AGENDA ITEM:** 2013–2014 Residence Room and Meal Plan Rates

**RECOMMENDED RESOLUTION:**

That the Board of Governors approves the room rate increases for 2013-14 for the Arthur V. Mauro Residence (4.5%), Mary Speechly Hall (5.5%), Pembina Hall Residence (3.5%), and University College Residence (5.5%); and the three Meal Plans increases (5.0%) as detailed in the tables attached.

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

**CONTEXT AND BACKGROUND:**

There are four University-operated student residence facilities on campus offering a variety of room and meal plan options.

**1. Arthur V. Mauro Residence (AVM):**

- 318 beds
- Two bedroom suite-style residence with shared kitchen area and washroom
- Three **optional** declining balance meal plan options<sup>1</sup> (**not mandatory**)

**2. Mary Speechly Hall (MSH):**

- 240 beds
- Dormitory-style residence with double or single rooms; communal washrooms
- Three **mandatory** meal plan options<sup>2</sup>

**3. Pembina Hall Residence (PHR):**

- 358 beds
- Single bedroom-style residence with private washroom
- Three **mandatory** meal plan options<sup>2</sup>

**4. University College Residence (UCR):**

- 256 beds
- Dormitory-style residence with double or single rooms; communal washrooms
- Three **mandatory** declining balance meal plan options<sup>1</sup>

<sup>1</sup>**Declining Balance Meal Plans** – (currently at Super Saver - \$2,200; Bison - \$2,400; and Premium - \$2,800) that can be used at any University Food Services outlet or the UMSU-operated Degrees Restaurant.

<sup>2</sup>**Mandatory Meal Plan Options** – currently 10 meals per week plus \$500 FoodBucks (declining balance), 15 meals per week plus \$500 FoodBucks (declining balance), and 7-day all-you-can-eat meals plus \$125 FoodBucks (declining balance).

---

## RESOURCE REQUIREMENTS:

### A. Proposed 2013-14 Room Rate Increases:

#### Recommendation:

1. A **3.5%** increase in room rates for **Pembina Hall Residence**:

3% increase allocated to cover utility services, etc. and a .5% increase allocated to repairs and renovations.

The Pembina Hall Residence room rate would increase from \$6,078 to \$6,290.

2. A **4.5%** increase in room rates for **Arthur V. Mauro Residence**:

3.5% increase allocated to cover utility services, etc. and a 1% increase allocated to repairs and renovations.

The Arthur V. Mauro room rate would increase from \$6,158 to \$6,436.

3. A **5.5%** increase in single and double room rates for **Mary Speechly Hall and University College Residence**:

3.5% increase allocated to cover utility services, etc. and a 2% increase allocated to repairs and renovations.

The Mary Speechly Hall and University College Residence single room rate would increase from \$4,216 to \$4,448; and the double room rate would increase from \$2,692 to \$2,840.

#### Rationale:

- University of Manitoba student residence room rates continue to be low and competitive for comparable properties (see attached Tables 3 – 5 for institutional comparisons).
- Current room rates do not provide sufficient revenue to support the ongoing maintenance costs of our residence buildings, especially as it relates to Mary Speechly and University College Residence. These aging facilities continue to demand an ever-increasing portion of our operating budget. Recurring maintenance expenses include, but are not limited to, upgrades to information technology infrastructure, plumbing, electrical, and mechanical systems. We anticipate this trend to continue until we can support a major retrofit of existing buildings or the development of new buildings. Until such time, further allocation of funds for repairs and renovations will continue to be an important and prudent part of facility management for these properties.

## **B. Proposed 2013/2014 Meal Plan Rate Increases:**

### **Recommendation:**

1. A 5% increase in the 10 Meals/Week, 15 Meals/Week, and 7-day Unlimited Meal Plan rates for Mary Speechly Hall and Pembina Hall Residence. No increase in the Meal Plans at University College Residence.

### **Summary**

- For 2013/2014, the increase applies only to the Mandatory Meal Plans and does not affect the FoodBucks (Declining Balance Dollars).
- All Meal Plans will come with an option to purchase External FoodBucks any time through the year. If the student does not use these funds, they are refundable (less \$25 Administration Fee), so this feature will have minimal financial impact on the student/parent.

### **Rationale**

- Food cost increases are trending to be at approximately 6% overall.
- The cost of going "green" is increasing. ARAMARK has committed to operate food services businesses as green as possible and will continue to explore additional green options. As well, "sustainable" foods are higher in demand and given our geographical location, we are spending higher values on these products to meet student needs. We are also composting for Residence.

## **ALTERNATIVES:**

Given the condition of our older residence buildings, the additional 2% for MSH and UCR is necessary in order to mitigate escalating deferred maintenance. Without additional revenue for repairs and renovations, we risk operating funds for other core activities, such as residence life programming and security, being reallocated to cover ascending maintenance costs.

Replacement of our older residence buildings is not currently financially viable, and until such time as it is or alternative funding models are considered, the proposed rate increase is necessary to sustain our current residence inventory.

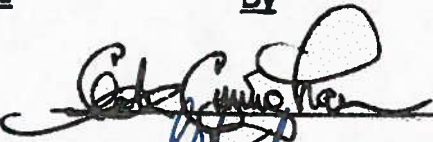

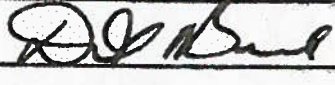
**CONSULTATION:**

The submission has been reviewed by the Acting Director of Student Residences, General Manager of U of M Food Services, Director of Ancillary Services, Associate VP (Admin), and the VP Admin. The specific structure of the meal plans was reviewed in January with the Residence Student Meal Plan Advisory Group.



### 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"/>		Feb. 12/13
<input type="checkbox"/>	<input checked="" type="checkbox"/>		Feb 12/13
<input type="checkbox"/>	<input type="checkbox"/>		July 20, 2013
<input type="checkbox"/>	<input type="checkbox"/>	FAHR	March 5/13
<input type="checkbox"/>	<input type="checkbox"/>		

**Submission prepared by:** Patricia Reid - Director, Ancillary Services

**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.*

- Table 1 – 2013/14 Proposed Meal Plan Rates
- Table 2 – 2013/14 Proposed Room Rates
- Table 3 – 2012/13 Institutional Room Comparisons in Canada

**2013/14 Proposed Meal Plan Rates**

**Table 1**

<b>Mary Speechly Hall &amp; Pembina Hall Residence</b>		<b>Meal Plan Rate</b>
(5% increase, excluding FoodBucks)	10 meals	\$4,386
	15 meals	\$4,704
	7-day unlimited	\$4,890
<b>University College Residence</b>		<b>Meal Plan Rate</b>
FoodBucks/Declining Balance	Super Saver Membership	\$2,200
(0% increase)	Bison Membership	\$2,400
	Premium Membership	\$2,800
<b>Arthur Mauro Residence</b>		
	No Meal Plan required	

**2013/14 Proposed Room Rates**

**Table 2**

	<b>Room Rate (Single)</b>	<b>Room Rate (Double)</b>
<b>Pembina Hall Residence</b>	\$6,290	N/A
(3.5% increase)		
<b>Arthur V. Mauro Residence</b>	\$6,436	N/A
(4.5% increase)		
<b>Mary Speechly Hall</b>	\$4,448	\$2,840
(5.5% increase)		
<b>University College Residence</b>	\$4,448	\$2,840
(5.5% increase)		

Table 3

## Residence Room Rate Comparisons as of November 20, 2012

INSTITUTION	SINGLE Room Rate (sorted on max. rate)	DOUBLE Room Rate (sorted on max. rate)	SUITE-STYLE with private washroom Room Rate (sorted on max. rate)
Brandon University	\$3,848 - \$4,154	\$2,953 - \$3,190	N/A
McMaster University	\$6,020	\$5,335	\$7,405
Queen's University	\$6,351	\$6,040	\$6,540
Simon Fraser University	\$4,876 - \$5,242	(Townhouse double) \$5,632	(2 Bedroom Apartment) \$7,664
York University	\$5,285	\$4,616	\$6,799
University of Alberta	\$4,400	\$2,800	(Single Room w/ Private Washroom) \$5,264
University of British Columbia	\$4,645	\$4,054	N/A Apartments Only
University of Calgary	\$5,020	\$3,115	\$6,417 - \$6,577
University of Guelph	\$5,356 - \$6,550	\$5,364 - \$5,814	\$6,366
<b>University of Manitoba</b>	<b>\$4,216</b>	<b>\$2,692</b>	<b>\$6,078 - \$6,158</b>
University of Regina	\$4,400	N/A	\$5,460
University of Saskatchewan	\$3,463	\$2,607	\$3,784
University of Waterloo	\$5,455 - \$5,688	\$4,894	\$5,883
University of Western Ontario	\$6,350 - \$7,140	\$5,660 - \$6,450	\$7,000 - \$7,790
University of Windsor	\$5,087 - \$6,073	\$5,075	\$6,510
University of Winnipeg	\$3,652	N/A	\$3,808

Dormitory: Mary Speechly Hall and University College Residence  
 Dormitory: Mary Speechly Hall and University College Residence  
 Room/Suite with Washroom: Pembina Hall & Arthur V. Mauro Residences

U of M Ranking: 13 of 16

U of M Ranking: 13 of 16

U of M Ranking: 9 of 16





**AGENDA ITEM:** *Student Referendum, Department of Architecture*

**RECOMMENDED RESOLUTION:**

*That a \$1.67 per credit hour contribution be assessed against the students in the Department of Architecture for a three year term commencing in the fall of 2013 as outlined in the letter from Ralph Stern, Dean, Faculty of Architecture, dated January 15, 2013.*

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

**CONTEXT AND BACKGROUND:**

*On Thursday, November 26 the University of Manitoba Association of Architecture Students held a referendum to support the Architecture Endowment Fund with a contribution of \$1.67 per credit hour. This amounts to an approximate donation of \$50 per student per year. The students voted to contribute \$1.67 per credit hour for a three year term beginning in the fall of 2013, resulting in a total contribution of approximately \$10,350 (pending student enrolment); designating 100% Architecture Endowment Fund. There was a total of 58% participation rate with 40 of the 69 eligible student voters casting a ballot. Of those votes 34 were "yes" votes, 6 were "no" votes 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 Kearsy	<i>John E. Kearsy</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	David Barnard	<i>DB</i> <i>Feb 12 2013</i>
<input type="checkbox"/>	<input type="checkbox"/>	<i>FAHR</i>	<i>March 5/13</i>
<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 Ralph Stern, Dean, Faculty of Architecture*
- *Letter from Jeff Del Buono, President, University of Manitoba Association of Architecture Students*



UNIVERSITY  
OF MANITOBA

Faculty of Architecture

Architecture  
City Planning  
Environmental Design  
Interior Design  
Landscape Architecture

Office of the Dean  
Winnipeg, Manitoba  
Canada R3T 2N2  
Telephone (204) 474-6433  
Fax (204) 474-7532

January 15, 2013

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 Architecture have once again voted to continue making contributions to the faculty through their student referendum.

Attached you will find the letter I received from Jeff Del Buono, President of the University of Manitoba Association of Architecture Students. The letter details how proper notice was provided to the students about the referendum initiative, including the disbursement and the vote date, through an email sent and a presentation made by the president of the student council.

As Jeff explains, the students wish to contribute \$1.67 per credit hour for a three year term, to the Architecture Endowment Fund. This will result in a contribution of \$10,350 (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 2013/2014 fiscal year.

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

Sincerely,

Ralph Stern  
Dean

enclosure

cc: Sana Mahboob, Department of Philanthropy

January 9, 2013

Prof. Ralph Stern  
Dean, Faculty of Architecture  
201 Russell Bldg  
University of Manitoba,  
Winnipeg, MB R3T 2N2

Dear Prof. Stern,

On Monday, November 26 the University of Manitoba Association of Architecture Students held a referendum to support the Architecture Endowment Fund. Each student was proposed with making a donation of \$1.66 per credit hour for a three year term, beginning in the fall of 2013. 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 \$10,350 (pending student enrolment) to the Faculty of Architecture over the next three years. The ballot read as follows:

<p><b>FACULTY OF ARCHITECTURE 2012/2013 REFERENDUM BALLOT</b></p> <p>I agree to make a tax-deductible contribution of \$1.67 per credit hour (\$50 per year for 30 credit hours) to be paid at the time of registration.</p> <p>This contribution will be directed to the Faculty of Architecture as follows:</p> <p>100% Faculty of Architecture Endowment Fund</p> <p>The term for this agreement is to be 3 years</p> <p><input type="radio"/> Yes      <input type="radio"/> No</p>
---

There was a 58% participation rate with 40 of the 69 eligible student voters casting a ballot. Of those votes, 34 were "yes" votes, 6 were "no" votes and there were no spoiled ballots.

Prior to the referendum vote, we conducted a presentation to ensure all students were made aware of information detailing the referendum process, the proposed donation amount and disbursement and the need to give back.

The University of Manitoba Association of Architecture Students 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.

Sincerely,



Jeff Del Buono  
UMAAS President

cc: Sana Mahboob, Philanthropy  
cc: Steve Gairns, UMAAS Secretary/Treasurer



**AGENDA ITEM:** *Revised Policy: Distinguished Service Award*

**RECOMMENDED RESOLUTION:**

*THAT the Board of Governors approve the revisions to the Distinguished Service Award Policy.*

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

**CONTEXT AND BACKGROUND:**

The Distinguished Service Award is the highest honour bestowed by the Board of Governors. Distinguished Service Awards are awarded to individuals, groups, and organizations whose contributions improve the social or cultural well-being of the people of Manitoba. It is intended to recognize those whose service efforts build a better province for us all. The focus of the award is the recognition of distinguished community service to the University, the City of Winnipeg, and the Province of Manitoba, as opposed to individual achievements.

The Distinguished Service Award Selection Committee recommends this revised policy in order to make more clear the distinction between the Honorary Degree, awarded by Senate, and the Distinguished Service Award.

**RESOURCE REQUIREMENTS:**

None.

**CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:**

Celebrating and recognizing individuals whose service has helped to build a better province supports the mission of the University: 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.



### 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"/>	Distinguished Service Award Ctte	November 20, 2012
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

**Submission prepared by:** Shelley Foster

**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.*

1. Revised Distinguished Service Award Policy

Governing Documents: University Community  
POLICY: DISTINGUISHED SERVICE AWARD  
Effective Date: March 20, 2013  
Revised Date:  
Review Date: March 20, 2023  
Approving Body: Board of Governors  
Authority:  
Implementation: University Secretary  
Applies to: Board of Governors members  
Senate members

1.0 Reason for Policy

1.1 To establish an award which celebrates and recognizes public service and community building activities by individuals, groups, and organizations in the Province of Manitoba.

2.0 Policy Statement

2.1 The Distinguished Service Award is the highest honour bestowed by the Board of Governors. Distinguished Service Awards are awarded to individuals, groups, and organizations whose contributions improve the social or cultural well-being of the people of Manitoba. It is intended to recognize those whose service efforts build a better province for us all. The focus of the award is the recognition of distinguished community service to the University, the City of Winnipeg, and the Province of Manitoba, as opposed to individual achievements.

2.2 The Board of Governor shall decide the recipients of Distinguished Service Awards after considering the recommendations of the Distinguished Service Awards Selection Committee.

2.3 Normally, no more than two (2) Distinguished Service Awards shall be awarded in one academic year.

2.4 All residents of Manitoba who are not current employees of the University of Manitoba are eligible for nomination for the Distinguished Service Award.

2.5 Normally Distinguished Service Awards shall be presented at Convocation, but the Chair of the Board of Governors may authorize presentation at another suitable occasion.

2.6 Recipients of the Distinguished Service Award shall receive a University of Manitoba Distinguished Service Medal. A citation shall be read at the presentation ceremony.

2.7 The University will not normally offer a Distinguished Service Award to anyone who is not in a position to accept it in person.

### 3.0 Accountability

3.1 The University Secretary is responsible for advising the President that a formal review of the Policy is required.

### 4.0 Secondary Documents

4.1 The Board of Governors may approve Procedures which are secondary to and comply with this Policy.

### 5.0 Review

5.1 Formal Policy reviews will be conducted every ten (10) years. The next scheduled review date for this Policy is March 20, 2023.

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 reasonable 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:

- (a) all previous Board/Senate Policies, Procedures, and resolutions on the subject matter herein; and
- (b) all previous Administration Policies, Procedures, and directives on the subject matter contained therein.
- (c) Policy 230 Distinguished Service Awards, approved January 12, 1982.

### 7.0 Cross References

Procedure: Distinguished Awards  
Distinguished Service Awards Committee  
Nomination Form, Distinguished Service Awards





# POLICY

No. \_\_\_\_\_ Effective Date: March 20, 2013

Title: Distinguished Service Award Review Date: March 20, 2023

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

Authority:     *University of Manitoba Act* Section #  
                   Other Legislation [name and section #]  
                   Bylaw [name and section #]  
                   Policy [name and section #]

Implementation: University Secretary

Contact: University Secretary

Applies to:  Board of Governors members     External Parties

Senate members    [Specify applicable external parties]

Faculty/School Councils     Employees  
 Students    [Specify applicable employee organizations and employment groups]

## 1.0 Reason for Policy

1.1 To establish an award which celebrates and recognizes public service and community building activities by individuals, groups, and organizations in the Province of Manitoba.

## 2.0 Policy Statement

2.1 The Distinguished Service Award is the highest honour bestowed by the Board of Governors. Distinguished Service Awards are awarded to individuals, groups, and organizations whose contributions improve the social or cultural well-being of the people of Manitoba. It is intended to recognize those whose service efforts build a better province for us all. The focus of the award is the recognition of distinguished community service to the University, the City of Winnipeg, and the Province of Manitoba, as opposed to individual achievements.

2.2 The Board of Governors shall decide the recipients of Distinguished Service Awards after considering the recommendations of the Distinguished Service Awards Committee.

2.3 Normally no more than two (2) Distinguished Service award shall be awarded in one academic year.

2.4 All residents of Manitoba who are not current employees of the University of Manitoba are eligible for nomination for the Distinguished Service Award.

2.5 Normally Distinguished Service Awards shall be presented at Convocation, but the Chair of the Board of Governors may authorize presentation at another suitable occasion.

2.6 Recipients of the Distinguished Service Award shall receive a University of Manitoba Distinguished Service Medal. A citation shall be read at the presentation ceremony.

2.7 The University will not normally offer a Distinguished Service Award to anyone who is not in a position to accept it in person.

### 3.0 **Accountability**

3.1 The University Secretary is responsible for advising the President that a formal review of the Policy is required.

### 4.0 **Secondary Documents**

4.1 The Board of Governors may approve Procedures which are secondary to and comply with this Policy.

### 5.0 **Review**

5.1 Formal Policy reviews will be conducted every ten years. The next scheduled review date for this Policy is April 1, 2015.

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.

- (a) 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: comply with the revised Policy; or
  - (b) are in turn rescinded.

### 6.0 **Effect on Previous Statements**

6.1 This Policy supersedes the following:

- (a) all previous Board/Senate Policies, Procedures, and resolutions on the subject matter contained herein; and
- (b) all previous Administration Policies, Procedures, and directives on the subject matter contained herein.

- (c) Policy 230 Distinguished Service Awards, as approved January 12, 1982.

### 7.0 **Cross References**

#### **Cross References**

[Indicate names and numbers of other specific Governing Documents which should be cross referenced to this Governing Document. Include section # of other Governing Documents if appropriate.]

Cross referenced to: (1) Procedure: Distinguished Service Awards

(2) Distinguished Service Awards Committee  
(3) Distinguished Service Award Nomination Form



**AGENDA ITEM:** Report of the Senate Committee on Awards [dated January 29, 2013]

**RECOMMENDED RESOLUTION:**

**THAT the Board of Governors approve the Report of the Senate Committee on Awards [dated January 29, 2013].**

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

**CONTEXT AND BACKGROUND:**

At its meeting of January 29, 2013, the Senate Committee on Awards reviewed one new offer that appears to be discriminatory according to the policy on the *Non-Acceptance of Discriminatory Awards*, as set out in Appendix A of the *Report of the Senate Committee on Awards* [dated January 29, 2013].

The James C.H. Anderson Memorial Actuarial Aboriginal Scholarship will be offered to Aboriginal students entering the I.H. Asper School of Business, the Faculty of Science, or University 1, who have indicated an intent to pursue undergraduate studies in actuarial mathematics. The Scholarship is renewable for up to four additional years of study provided that the recipient enrolls full-time in the I.H. Asper School of Business or the Faculty of Science and has declared a major in Actuarial Mathematics or Statistics-Actuarial Mathematics.

Dean Michael Benarroch, I.H. Asper School of Business, and Dean Mark Whitmore, Faculty of Science, have provided letters of support for the Scholarships together with enrolment data that demonstrate that Aboriginal students are under-represented in the undergraduate programs in Actuarial Mathematics and Statistics-Actuarial Mathematics, respectively. Ms. Kali Storm, Director, Aboriginal Student Centre has also provided a letter of support for the Scholarships.

**RESOURCE REQUIREMENTS:**

The award will be funded from the source identified in the Report.

**IMPLICATIONS:**

The Scholarships will aid in the recruitment and retention of Aboriginal students to undergraduate degree programs in actuarial mathematics in both the I.H. Asper School of Business and the Faculty of Science.

**ALTERNATIVES:**

N/A

**CONSULTATION:**

The establishment of this award was approved by Senate on March 6, 2013.



## **REPORT OF THE SENATE COMMITTEE ON AWARDS**

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**

In an electronic poll conducted on January 29, 2013, the Senate Committee on Awards reviewed one new offer that appears to be discriminatory according to the policy on the *Non-Acceptance of Discriminatory Awards*, as set out in Appendix A of the *Report of the Senate Committee on Awards* (dated January 29, 2013).

### **Recommendation**

The Senate Committee on Awards recommends that Senate and the Board of Governors approve one new offer, as set out in Appendix A of the *Report of the Senate Committee on Awards* (dated January 29, 2013).

Respectfully submitted,

Dr. David Kuhn  
Chair, Senate Committee on Awards

## MEETING OF THE SENATE COMMITTEE ON AWARDS

### Appendix A

January 29, 2013

#### 1. NEW OFFERS

##### **James C.H. Anderson Memorial Actuarial Aboriginal Scholarship**

In memory of James C.H. Anderson, The Actuarial Foundation (US) has established a trust fund at the University of Manitoba with a gift of \$100,000 USD. The Manitoba Scholarship and Bursary Initiative has made a contribution to the fund. Beginning in the 2013-2014 academic year, one renewable scholarship, valued at \$8,400, will be offered every year to an undergraduate student who:

- (1) is Aboriginal (Status, Non-Status, Métis, Inuit);
- (2) is enrolled full-time (minimum 24 credit hours) in any year of study in the I.H. Asper School of Business, the Faculty of Science, or University 1;
- (3) has indicated his/her intent to pursue undergraduate studies in actuarial mathematics.

Preference will be given to an Aboriginal student entering the University of Manitoba who has achieved a minimum average of 70% on those courses considered for admission.

Candidates will be required to submit an application that includes a statement of intent to pursue undergraduate studies in actuarial mathematics and a brief description of their career goals.

In years when there are no students who meet the above eligibility criteria, that year's award (valued at \$8,400) will be re-directed to the James C.H. Anderson Bursary (award # 25084), as per the donor's wish.

The scholarship is renewable, at the same value, for up to four additional years of study provided that the recipient:

- (1) remained registered in at least 24 credit hours in the previous academic year;
- (2) is enrolled full-time (minimum 24 credit hours) in the I.H. Asper School of Business or the Faculty of Science, in either a Bachelor of Commerce (Honours) or a Bachelor of Science (Honours) program, with a declared major in Actuarial Mathematics or Statistics - Actuarial Mathematics;
- (3) has achieved a degree grade point average of 3.0.

Only one recipient may hold the scholarship at any one time.

In the event that a recipient does not qualify for renewal of the scholarship, the University will offer it to an Aboriginal student who meets the first set of selection criteria.

In years when a recipient does not qualify for renewal of the scholarship and there are no students who meet the first set of selection criteria, that year's award (valued at \$8,400) will be re-directed to the James C.H. Anderson Bursary (award # 25084), as per the donor's wish.

An annual update on the status of the scholarship award will be provided to The Actuarial Foundation.

The selection committee will be named by the Dean of the I.H. Asper School of Business (or designate) and will include the Director of the Warren Centre for Actuarial Studies and Research.

The Board of Governors of the University of Manitoba (in consultation with the Actuarial Foundation (US)) has the right to modify the terms of this award if, because of changed conditions, it becomes necessary to do so, but keeping in line with the original intent of the scholarship. Should this award be discontinued for any reason, all remaining funds should be transferred to support the James C.H. Anderson Bursary.

(Attachments I, II and III)



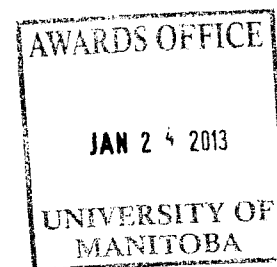
UNIVERSITY  
OF MANITOBA

Asper School of Business

Michael Benarroch, PhD  
Dean and CA Manitoba Chair in Business Leadership  
314 Drake Centre  
181 Freedman Crescent  
Winnipeg, Manitoba  
Canada R3T 5V4  
Telephone 204-474-9712  
Fax 204-474-7928  
Email: Dean\_Asperschool@UManitoba.ca

January 21, 2013

Dr. David Kuhn  
Chair, Senate Committee on Awards  
c/o Candace Préjet  
Awards Establishment Officer  
417 University Centre



Dear Dr. Kuhn:

The Warren Centre for Actuarial Studies and Research and the I.H. Asper School of Business strongly supports the establishment of the James C.H. Anderson Memorial Actuarial Aboriginal Scholarship. In the Fall Term 2012, our School's self-declared Aboriginal student population was 3.4% of total enrolment, 2.9% in Actuarial Mathematics, compared to the University average of about 7.7%. Hence, we are clearly under-represented compared to the University average and the general Manitoba population.

To provide further context, please see enrollment data for the 2007-2012 period:

**Asper School of Business**  
**Registered in B Comm (Honours) Program:**

Year	Number of Aboriginal Students	Total Student Population	% Aboriginal
2012	59	1742	3.4%
2011	62	1698	3.7%
2010	62	1604	3.9%
2009	59	1637	3.6%
2008	51	1601	3.2%
2007	39	1530	2.5%

**Asper School of Business**  
**Registered in Actuarial Math + Co-op**

Year	Number of Aboriginal Students	Total Student Population	% Aboriginal
2012	2	68	2.9%
2011	2	61	3.3%
2010	1	47	2.1%
2009	1	36	2.8%
2008	0	38	0.0%
2007	0	54	0.0%

/continued



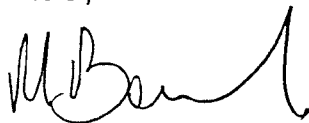


Letter to Dr. David Kuhn  
Chair, Senate Committee on Awards  
January 21, 2013  
Page Two

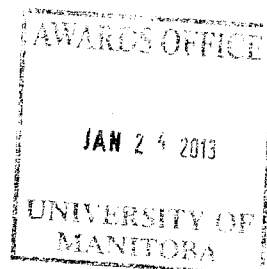
The Asper School is committed to increasing the number of Aboriginal students in our school. To this end, we have put in place a number of measures to raise the proportion of Aboriginal students in our faculty. Increasing the number of bursaries, scholarships, and awards directed at Aboriginal students is a critical part of this strategy. This scholarship will provide our school with the opportunity to recruit and retain Aboriginal students for the Actuarial program at the University of Manitoba. As such, it will contribute to helping us meet our goal of raising the proportion of Aboriginal students in our faculty.

We are confident that these scholarships will provide an incentive to attract and retain Aboriginal students into the field of Actuarial studies. We therefore believe that the nature of this scholarship is justifiable.

Sincerely



Michael Benarroch





UNIVERSITY  
OF MANITOBA  
January 28, 2013

Faculty of Science

Office of the Dean  
239 Machray Hall  
Winnipeg, Manitoba  
Canada R3T 2N2  
Telephone (204) 474-9348  
Fax (204) 474-7618

Dr. David Kuhn,  
Chair, Senate Committee on Awards  
c/o Candace Prejet  
Awards Establishment Officer  
417 University Centre

Dear Dr. Kuhn:

Re: James C.H. Anderson Memorial Actuarial Aboriginal Scholarship

The Faculty of Science is delighted to support the establishment of the James C. H. Anderson Memorial Actuarial Aboriginal Scholarship.

Actuarial Mathematics programs are joint offerings of the Faculty of Science and the I. H. Asper School of Business. As noted in the letter from Dean Benarroch, only 2.9% of Actuarial Mathematics students self-declare as Aboriginal; within the Faculty of Science as a whole, only 4.4% of our students self-identify this way. These numbers are significantly below those for the general population in Manitoba. It is a priority of the Faculty of Science to attract more Aboriginal students and to provide them with the supports to be successful, and we welcome this scholarship as a very significant contribution towards this end.

To provide further context, please see enrollment data for the 2007-2012 period.

Faculty of Science                      Faculty of Science Actuarial Math &  
Actuarial Stats Joint

Year	% Aboriginal		Year	% Aboriginal
2012	4.4%		2012	1.3%
2011	4.3%		2011	0.0%
2010	4.4%		2010	0.0%
2009	4.4%		2009	0.0%
2008	4.2%		2008	4.2%
2007	3.8%		2007	0.0%

Sincerely,

Mark Whitmore  
Dean  
Faculty of Science

For





## ABORIGINAL STUDENT CENTRE

January 25, 2013

Dr. David Kuhn  
Chair of the Senate Committee on Awards  
c/o Ms. Candace Prejet  
Awards Establishment Coordinator  
422 University Centre

Dear Dr. Kuhn & Senate Committee:

Please accept this letter as formal support for the proposed James C.H. Anderson Memorial Actuarial Aboriginal Scholarship designated for Aboriginal students pursuing Actuarial studies in the Asper School of Business or in the Faculty of Science.

The number of Aboriginal students attending the University of Manitoba continues to increase and I believe it is partially due to the financial assistance made available through initiatives such as this. The James C.H. Anderson Memorial Actuarial Aboriginal Scholarship is an example of how individuals can support the University of Manitoba and the Aboriginal community, by contributing to areas they feel are important and/or show significant underrepresentation. The number of Aboriginal students pursuing a degree in the area of Actuarial studies at the University of Manitoba is well documented in Dr. Benarroch's accompanying support letter and I offer my support to the establishment of this award based on the high financial need of Aboriginal students and the clear underrepresentation of our community in this area of study.

I trust that the Senate committee will approve this award and others like it, in the hopes of increasing the recruitment and retention of Aboriginal students pursuing Actuarial studies through the Asper School of Business or through the Faculty of Science.

In education, miigwetch!

Kali Storm, Director  
Aboriginal Student Centre

Aboriginal Student Centre  
45 Clary Road  
University of Manitoba  
Winnipeg, MB R3T 2N1

Phone: 204-474-8836  
Fax: 204-275-3141  
E-mail: [info@amscc.u Manitoba.ca](mailto:info@amscc.u Manitoba.ca)

**STUDENT  
AFFAIRS**

creating opportunities for student success



UNIVERSITY  
OF MANITOBA



**AGENDA ITEM:** Report of the Senate Committee on Awards [dated January 17, 2013]

**RECOMMENDED RESOLUTION:**

**THAT the Board of Governors approve eighteen new offers and three amended offers, as set out in Appendix A of the Report of the Senate Committee on Awards [dated January 17, 2013].**

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

**CONTEXT AND BACKGROUND:**

At its meeting of January 17, 2013 the Senate Committee on Awards approved eighteen new offers and three amended offers, as set out in Appendix A of the *Report of the Senate Committee on Awards* [dated January 17, 2013].

**RESOURCE REQUIREMENTS:**

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

**CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:**

N/A

**IMPLICATIONS:**

N/A

**ALTERNATIVES:**

N/A

**CONSULTATION:**

All of these award decisions meet the published guidelines for awards as approved by Senate and were reported to Senate for information on January 9, 2013.



### 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"/>	Senate Committee on Awards	January 17, 2013
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Senate Executive	February 13, 2013
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Senate	March 6, 2013
<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>		

**Submission prepared by:** Senate

**Submission approved by:** University Secretary

**Attachments**

- Report of the Senate Committee on Awards [dated January 17, 2013]

## **REPORT OF THE SENATE COMMITTEE ON AWARDS**

### **Preamble**

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

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

### **Observations**

At its meeting of January 17, 2013 the Senate Committee on Awards approved eighteen new offers and three amended offers as set out in Appendix A of the *Report of the Senate Committee on Awards* (dated January 17, 2013).

### **Recommendations**

On behalf of Senate, the Senate Committee on Awards recommends that the Board of Governors approve eighteen new offers and three amended offers as set out in Appendix A of the *Report of the Senate Committee on Awards* (dated January 17, 2013). These award decisions comply with the published guidelines of November 3, 1999, and are reported to Senate for information.

Respectfully submitted,

Dr. David Kuhn  
Chair, Senate Committee on Awards

## SENATE COMMITTEE ON AWARDS

### Appendix A January 17, 2013

#### 1. NEW OFFERS

##### **Dianne Grant Memorial Scholarship**

In memory of Dianne Grant, family, friends, and the Department of Anthropology have established an endowment fund at the University of Manitoba, with an initial gift totalling more than \$15,000 in August 2010. In order to remember Dianne and her dedication to the pursuit of graduate work in anthropology, especially in the areas of gender and sexuality, exploitation, homelessness, poverty, and action-oriented research, the available annual interest from the fund will be used to offer one scholarship to a graduate student who:

- (1) is enrolled full-time in the Faculty of Graduate Studies, in the Master's or Doctoral program delivered by the Department of Anthropology;
- (2) has achieved a minimum degree grade point average of 3.5 based on the last 60 credit hours;
- (3) is planning to or has carried out thesis research in one of the following broad thematic areas: gender, race, class, or sexuality; Aboriginal issues; women's issues; gay, lesbian, queer, or transgendered persons' issues; exploitation or discrimination; homelessness; poverty; social inequity; human rights; or action-oriented research aimed at social justice;
- (4) has completed their research proposal or has largely completed the research or is writing their thesis.

Preference will be given to a single custodial parent.

Candidates will be required to submit an application that will consist of a description of their proposed research or completed research (maximum 500 words), a timeline for the completion of their thesis, and a letter of support from his or her graduate supervisor.

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

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

##### **Dr. John M. Embil Publication Prize for B.Sc.(Med.) Program**

Dr. John M. Embil has established an endowment fund at the University of Manitoba with a gift of \$30,000 in 2012 to offer a prize to students in the B.Sc.(Med.) Program. The purpose of this prize is to encourage and acknowledge timely completion and publication of data arising from B.Sc.(Med.) projects. Recipients will receive a plaque and a monetary award. The first prize will be offered in the 2014-2015 academic year. The available annual income from the fund will be used to offer one prize to a student who:

- (1) has successfully completed the B.Sc.(Med.) Program;
- (2) has a peer reviewed research publication arising from his/her B.Sc.(Med.) research project with the applicant as the first or second author of the manuscript;
- (3) has a manuscript published or in press no later than September 30 of the third year of the student's undergraduate medical training.

The recipient must deliver the following to the office of the B.Sc.(Med.) Program by the deadline of September 30 of the year following completion of the B.Sc.(Med.) program:

- (1) three copies of the manuscript (as published or submitted);
- (2) if applicable, a copy of the letter of acceptance;
- (3) a letter from the supervisor, indicating the role of the student in the publication and research work, as well as the importance of the research findings and the impact factor and rank of the journal in the field of study.

The selection committee will be named by the Dean of the Faculty of Medicine (or designate) and will be overseen by the B.Sc.(Med.) Awards Committee, and will include a member of the Embil family (or designate).

In the event that the B.Sc.(Med.) Program ceases to exist, the funds from the Dr. John M. Embil Publication Prize for B.Sc.(Med.) Program, shall be transferred to the Dr. John M. Embil Award for Excellence in Clinical Infectious Diseases

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.

#### **George Robert Donald Campbell Bursary**

In memory of Donald Campbell, family and friends will offer a one-time bursary in the 2013-2014 academic year to support a student who is a University of Manitoba Bison Basketball athlete. One bursary, valued at \$2,000 will be offered to an undergraduate student who:

- (1) has completed a minimum of 18 credit hours in the previous academic year at the University of Manitoba, in any faculty or school;
- (2) has completed a minimum of one year as a Bison student athlete on the Bison women's or men's basketball team;
- (3) has achieved a minimum degree grade point average of 2.0;
- (4) demonstrates financial need on the standard University of Manitoba bursary application form.

The selection committee shall be named by the Dean of the Faculty of Kinesiology and Recreation Management (or designate) and shall include the Athletic Director and the coaches of the Bison men's and women's basketball teams.

#### **Lukasz Czarnecki Scholarship**

The family and friends of Lukasz (Luke) Czarnecki have established an endowment fund at the University of Manitoba to support a memorial award in Luke's memory. Luke was a medical student in the Faculty of Medicine when he died in a tragic accident in 2003. The purpose of the fund is to honour Luke and his commitment to the service of others. He was an inspiring physician who brought compassion, integrity and an understanding towards the needs of others.

Each year the available annual income from the fund will be used to offer one convocation prize to a student who:

- (1) has completed the requirements for the Doctor of Medicine (M.D.) degree, in the Faculty of Medicine at the University of Manitoba;
- (2) has been ranked highly in the selection process for admission to the postgraduate program in Internal Medicine; \*
- (3) enrolls full-time, in the next academic session, in the Postgraduate Medical Education Program, in the Faculty of Medicine, in Internal Medicine.



\*The ranking shall be based on the advice of the Postgraduate Program Directors of the Department of Internal Medicine.

Nominations will be accepted from faculty and students and will include a statement explaining their choice (max. 250 words). Candidates may self-nominate and must submit an application that includes (i) a statement (maximum 400 words) describing their service to others and examples of their leadership; (ii) two letters of reference from faculty members who are familiar with their accomplishments; and (iii) a current *Curriculum vitae*.

The selection committee will be named by the Dean of the Faculty of Medicine (or designate) and will include a Chief Resident from the Department of Internal Medicine and the Senior Stick.

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.

### **Marc Hutlet Seeds Bursary – Diploma in Agriculture**

Dupont Pioneer offers a one-time bursary in the 2012-2013 academic year valued at \$1,000.00 in honour of Marc Hutlet Seeds Ltd. Mr. Hutlet was recognized by the company for his dedication and focus on his customers. The purpose of the bursary is to provide financial support to a first year student in the Faculty of Agricultural and Food Sciences Diploma in Agriculture Program. One bursary, valued at \$1,000, will be provided to an undergraduate student who:

- (1) is enrolled full-time in the Faculty of Agricultural and Food Sciences in the first year of the Diploma in Agriculture program at the University of Manitoba;
- (2) has achieved a minimum degree grade point average of 2.5;
- (3) is a resident of South-East Manitoba (defined as east of Highway 75 to the Ontario border and south of Highway 44 to the U.S. border);
- (4) has demonstrated financial need on the standard University of Manitoba bursary application form.

The selection committee for this award will be the Faculty of Agricultural and Food Sciences Awards Committee.

### **Margaret Ogrodnick Memorial Prize**

The Undergraduate Political Studies Students' Association (UPSSA) established the Margaret Ogrodnick Memorial Award to honour the contribution made by Dr. Ogrodnick to the academic careers of her students. The purpose of this award is to encourage students to pursue the intellectual rewards offered by political theory in the Great Political Thinkers course. The Undergraduate Political Studies Students' Association will contribute \$150 annually to offer one prize to an undergraduate student who:

- (1) is enrolled full-time as an undergraduate student in the Political Studies Honours, Advanced, or Major program in the Faculty of Arts at the University of Manitoba;
- (2) has achieved a minimum degree grade point average of 3.0;
- (3) has achieved the highest mark in Great Political Thinkers (POLS 2510).

The selection committee will be named by the Head of the Department of Politics (or designate).

### **MMCF – Anna Widiner B.Sc.(Med.) Scholarship**

Through a bequest made by Anna Widiner, the Manitoba Medical College Foundation (MMCF) has established the MMCF – Anna Widiner B.Sc.(Med.) Scholarship at The Winnipeg Foundation. The fund will be used to support undergraduate students conducting research projects in the general field of cerebral-vascular disease. Each year The Winnipeg Foundation will report the available earnings from the

fund to Financial Aid and Awards at the University of Manitoba. The available earnings from the fund will be used to offer one scholarship to an undergraduate student who:

- (1) is enrolled in the Faculty of Medicine at the University of Manitoba in the Undergraduate Medical Education program and is in good standing;
- (2) is enrolled full-time in the Bachelor of Science (Medicine) program;
- (3) is conducting research in the general field of cerebral-vascular disease.\*

\*For the purposes of this award, the definition of cerebral-vascular disease shall be research related to the normal and abnormal functioning (e.g., trauma, stroke, dementia) of the cerebral circulation.

This scholarship may be renewed and held by the previous years' recipient provided s/he continues to meet the selection criteria listed above.

The Associate Dean of Research in the Faculty of Medicine (or designate) will have the responsibility and the authority to establish application procedures and deadlines for this award.

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

### **MMCF – B.Sc.(Med.) Student Scholarship**

The MMCF – B.Sc.(Med.) Student Scholarship has been established by the Manitoba Medical College Foundation at The Winnipeg Foundation. The fund was created at the time of the dissolution of the board in 2011 with the aim of supporting undergraduate medical students participating in research projects while enrolled in the Bachelor of Science (Medicine) program in the Faculty of Medicine at the University of Manitoba. Each year The Winnipeg Foundation will report the available earnings from the fund to Financial Aid and Awards at the University of Manitoba. The available annual earnings from the fund will be used to offer one or more scholarships to undergraduate students who:

- (1) are enrolled in the Faculty of Medicine at the University of Manitoba in the Undergraduate Medical Education Program and are in good standing;
- (2) are enrolled full-time in the Bachelor of Science (Medicine) program.

The Associate Dean of Research in the Faculty of Medicine (or designate) will have the responsibility and authority to establish application procedures and deadlines for this award.

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

### **MMCF – Deer Lodge Hospital Staff Association Memorial Fund Travel Awards**

Originally established by the Deer Lodge Hospital Staff Association in 1980, the MMCF – Deer Lodge Hospital Staff Association Memorial Fund Travel Awards has been established at The Winnipeg Foundation. The fund was created to support and enable continuing development for graduate students in the fields of the medical health sciences. The purpose of this travel award is to provide funding to graduate students seeking to cover the costs of attending national and/or international scientific meetings to present the results of their research. Each year, The Winnipeg Foundation will report the available earnings from the fund to Financial Aid and Awards at the University of Manitoba. The available earnings from the fund will be used to offer one or more travel awards to one or more student(s) who:

- (1) are enrolled full-time in the Faculty of Graduate Studies in a Master's or Doctoral program delivered by a department in the Faculty of Medicine at the University of Manitoba;
- (2) have a minimum degree grade point average of 3.5;
- (3) will attend a professional meeting or conference in order to present the results of his/her research (poster or oral presentation).

Evidence documenting the acceptance of a paper or poster presentation should be included with the request for funding.

Applicants cannot receive the Deer Lodge Hospital Staff Association Memorial Fund Travel Award in consecutive years. The maximum value of an award to a successful applicant will not exceed \$1,000. The number of awards available is determined on an annual basis and is subject to variability.

The Dean of the Faculty of Medicine (or designate) and the Dean of the Faculty of Graduate Studies (or designate) will jointly name the selection committee and any graduate student recipients named to receive the scholarship will be reported through the Dean of the Faculty of Graduate Studies.

#### **MMCF – Dr. Lloyd William Jacobsen Memorial Scholarship**

Through a bequest from Gerda Tove Jacobsen in memory of her son, Dr. Lloyd William Jacobsen, the Manitoba Medical College Foundation (MMCF) has established the MMCF – Dr. Lloyd William Jacobsen Memorial Scholarship at The Winnipeg Foundation. The fund will be used to support undergraduate students conducting research of heart and lung disease in the Faculty of Medicine. Each year The Winnipeg Foundation will report the available earnings from the fund to Financial Aid and Awards at the University of Manitoba. The available earnings from the fund will be used to offer one scholarship to an undergraduate student who:

- (1) is enrolled in the Faculty of Medicine at the University of Manitoba in the Undergraduate Medical Education program and is in good standing;
- (2) has been accepted to the Bachelor of Science (Medicine) program to conduct a research project on heart and lung disease.

The Associate Dean of Research in the Faculty of Medicine (or designate) will have the responsibility and the authority to establish application procedures and deadlines for this award.

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

#### **MMCF – Dr. Walter Nakielny Research Scholarship**

Originally established by Dr. Nakielny in 1998, the Manitoba Medical College Foundation (MMCF) has established the MMCF – Dr. Walter Nakielny Research Award at The Winnipeg Foundation. The fund will be used to support undergraduate students undertaking a B.Sc.(Med.) research project in Cystic Fibrosis in the Faculty of Medicine. Each year The Winnipeg Foundation will report the available earnings from the fund to Financial Aid and Awards at the University of Manitoba. The available earnings from the fund will be used to offer one scholarship to an undergraduate student who:

- (1) is enrolled in the Faculty of Medicine at the University of Manitoba in the Undergraduate Medical Education program and is in good standing;
- (2) has been accepted to the Bachelor of Science (Medicine) program to conduct a research project in Cystic Fibrosis under the direction of a member of the Faculty of Medicine at the University of Manitoba.

The Associate Dean of Research in the Faculty of Medicine (or designate) will have the responsibility and the authority to establish the application procedures and deadlines for this award.

The selection committee will have the discretion to award this scholarship to the same student for up to two consecutive years as required.

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

#### **MMCF – Dr. E.S. Bryngelson Memorial Bursary**

Through gifts received from family, friends, patients, and colleagues of Dr. Earl S. Bryngelson (M.D./51) in 1983, the Manitoba Medical College Foundation (MMCF) has established the MMCF – Dr. E.S. Bryngelson Memorial Fund at The Winnipeg Foundation. Dr. Bryngelson was an outstanding and beloved family physician who practiced in Kenora, Ontario for thirty-two years following his graduation

from the Faculty of Medicine at the University of Manitoba in 1951. The fund will be used to provide bursaries for undergraduate medical students in the Faculty of Medicine at the University of Manitoba. Each year, The Winnipeg Foundation will report the available earnings from the fund to Financial Aid and Awards at the University of Manitoba. The available earnings from the fund will be used to offer one or more bursaries to students who:

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

Preference will be given to students who have demonstrated an interest in rural family practice through pursuit of rural family medicine electives experiences.

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

### **MMCF – Graduate Student Travel Awards**

The MMCF – Graduate Student Travel Awards has been established by the Manitoba Medical College Foundation at The Winnipeg Foundation. The fund was created at the time of the dissolution of the board in 2011 with the aim of supporting graduate student education in the Faculty of Medicine at the University of Manitoba. The purpose of this travel award is to provide funding to graduate students to present the results of their research at scientific conferences. Each year, The Winnipeg Foundation will report the available earnings from the fund to Financial Aid and Awards at the University of Manitoba. The available earnings from the fund will be used to offer up to ten travel awards, valued at \$500 each, to graduate students who:

- (1) are enrolled full-time in the Faculty of Graduate Studies in a Master's or Doctoral program delivered by a department in the Faculty of Medicine at the University of Manitoba;
- (2) have a minimum degree grade point average of 3.5;
- (3) have a poster that is judged to be among the top ten posters in the annual Manitoba Health Research Poster Competition;
- (4) will attend a professional meeting or conference in order to present the results of his/her research (poster or oral presentation).

Evidence documenting the acceptance of a paper or poster presentation should be included with the request for funding. The intention of this award is to reimburse travel expenses for conference travel up to the available annual income generated by this fund.

The Dean of the Faculty of Medicine (or designate) and the Dean of the Faculty of Graduate Studies (or designate) will ask the Poster Judging Committee to select recipients from the pool of applicants presenting at the Manitoba Student Health Research Poster Competition. Any graduate student recipients named to receive the scholarship will be reported through the Dean of the Faculty of Graduate Studies.

### **MMCF – Medicine Class of 1949 B.Sc.(Med.) Travel Bursary**

Through a gift received from members of the Medicine Class of 1949, the Manitoba Medical College Foundation (MMCF) has established the MMCF – Class of 1949 B.Sc.(Med.) Travel Fund at The Winnipeg Foundation. The Manitoba Scholarship and Bursary Initiative has made a contribution to the fund. The fund will be used to provide travel awards for students in the Bachelor of Science in Medicine program at the University of Manitoba for travel to conferences or professional meetings to present the results of their research. Each year, The Winnipeg Foundation will report the available earnings from the fund to Financial Aid and Awards at the University of Manitoba. The available earnings from the fund will be used to offer one or more bursaries to students who:

- (1) are enrolled in the Faculty of Medicine, in the Undergraduate Medical Education program and are in good standing;
- (2) have successfully completed the requirements for the Bachelor of Science in Medicine;
- (3) will be attending a conference or professional meeting to present the results of their research;
- (4) have demonstrated financial need on the standard University of Manitoba bursary application form.

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

Candidates will be required to submit an application that includes the abstract of their presentation and a copy of their paid registration, with details of the meeting including the date and location.

Recipients must submit receipts for travel, registration, hotel and/or food expenses (based on current UM *per diem* rates). Expenses will be reimbursed up to the maximum value of the recipient's award. Travel must be completed prior to graduation from the Undergraduate Medical Education program.

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

#### **MMCF – Paul Nehra Convocation Prize in Family Medicine**

Through gifts received from Dr. Paul Nehra, the Manitoba Medical College Foundation (MMCF) has established the MMCF – Paul Nehra Convocation Prize in Family Medicine at The Winnipeg Foundation. The fund will be used to provide a prize to a student who has demonstrated excellence in his or her performance during the Family Medicine/Community Medicine Clerkship rotation and who has been accepted to post-graduate resident training in Family Medicine. Each year, The Winnipeg Foundation will report the available earnings from the fund to Financial Aid and Awards at the University of Manitoba. In addition, the annual available earnings from the Parkland Family Medicine Trust, also held at The Winnipeg Foundation, will be used to augment the MMCF – Paul Nehra Convocation Prize in Family Medicine every year. The available earnings from the two funds will be used to offer one prize to a student who:

- (1) is enrolled full-time in their final year of study in the Undergraduate Medical Education Program in the Faculty of Medicine at the University of Manitoba and is in good standing;
- (2) has demonstrated a high degree of involvement in the practice of family medicine;
- (3) has demonstrated a good understanding and use of psychosocial skills.

The selection committee for this award will be named by the Dean of the Faculty of Medicine (or designate) and consist of a Family Medicine Resident, a part-time preceptor, and the Director of the Undergraduate Program, Department of Family Medicine (or designate).

#### **MMCF – Robin Krause Human Values Convocation Prize**

The Manitoba Medical College Foundation (MMCF) has established the MMCF – Robin Krause Human Values Convocation Prize at The Winnipeg Foundation. The purpose of the fund is to support the work of the Human Values Program of the Faculty of Medicine at the University of Manitoba. The aim of this program is to promote the attitudes and skills necessary for the practice of total patient care including the promotion of health and well-being to undergraduate, graduate and practicing physicians in Manitoba. Each year, The Winnipeg Foundation will report the available earnings from the fund to Financial Aid and Awards at the University of Manitoba. In addition, the annual available earnings from the Family Physician Wives Memorial Fund, also held at The Winnipeg Foundation, will be used to augment the MMCF – Robin Krause Human Values Convocation Prize every year. The available earnings from the two funds will be used to offer one prize to a student who:

- (1) is enrolled full-time in their final year of study in the Undergraduate Medical Education (UGME)

- Program in the Faculty of Medicine at the University of Manitoba and is in good standing;
- (2) is graduating from the UGME Program in the year the prize is tenable;
  - (3) demonstrates an understanding of, and leadership in, total patient well-being including:
    - (a) the doctor-patient relationship and, through that, a physician's responsibility to society as a whole;
    - (b) the ethical and legal aspects of practicing good clinical medicine;
    - (c) the non-biomedical issues that affect the quality of patient care;
    - (d) that the physician is a member of a team relieving illness and promoting health;
    - (e) the broader organizational, economic, cultural and political issues which influence individual ethical decisions;
  - (4) has demonstrated a good understanding and use of psychosocial skills.

The selection committee for this award will be named by the Dean of the Faculty of Medicine (or designate) and consist of a Family Medicine Resident, a part-time preceptor, and the Director of the Undergraduate Program, Department of Family Medicine (or designate).

#### **MMCF – W & F & D Waite Memorial Bursary**

Through a gift received from Miss Doris Maud Waite, the Manitoba Medical College Foundation (MMCF) has established the MMCF – W & F & D Waite Memorial Bursary fund at The Winnipeg Foundation. The fund will be used to provide bursaries to assist students in their final year of undergraduate medical studies at the University of Manitoba. Each year, The Winnipeg Foundation will report the available earnings from the fund to Financial Aid and Awards at the University of Manitoba. The available earnings from the fund will be used to offer one or more bursaries to students who:

- (1) are enrolled full-time in the final year of study in the Undergraduate Medical Education Program in the Faculty of Medicine at the University of Manitoba and are in good standing;
- (2) have demonstrated financial need on the standard University of Manitoba bursary application form.

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

#### **Mr. Perry Ross Bursaries**

A new general bursary has been established through a bequest of approximately \$1,000,000 received from Mr. Perry Ross in 2013. The available annual income from the fund will support students in any faculty or school at the University of Manitoba. Each year, bursaries will be offered to students who:

- (1) are enrolled as part-time or full-time students in any degree or diploma program at the University of Manitoba;
- (2) have a record of satisfactory academic achievement which is defined as:
  - a. for first year students, a minimum entering average of 70 percent on those courses used for admission into the University of Manitoba;
  - b. for continuing students, a minimum degree grade point average of 2.0;
- (3) have demonstrated financial need on the standard University of Manitoba bursary application form.

The number and value of the bursaries will be determined by the selection committee.

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

## 2. AMENDMENTS

### **Leslie F. Buggey Graduate Scholarship in Pharmacy**

The following amendments have been made to the terms of reference for the Leslie F. Buggey Graduate Scholarship in Pharmacy:

- The preamble was amended to indicate that an endowment fund was established. The purpose of the fund was also added to the preamble.
- The paragraph describing the eligibility criteria was deleted and it now reads:
  - (1) is enrolled as a full-time Master's or Ph.D. student in any year of study in the Faculty of Graduate Studies and whose research project is conducted exclusively in the Faculty of Pharmacy at the University of Manitoba;
  - (2) has achieved a minimum cumulative grade point average of 3.5 (or equivalent) in the last 60 credit hours of courses.
- The sentence that limits the tenability of this award to be held in conjunction with other awards of \$15,000 or more is now in a separate standalone sentence after the numbered order of preference section.
- Two sentences after the numbered order of preference section is a standalone sentence that prohibits students from receiving this award more than once unless the donor provides consent.
- The following sentence has been added just before the selection committee paragraph: "The Faculty of Pharmacy will offer a commemorative medallion for this scholarship which will be presented to the recipient at the annual Faculty of Pharmacy Graduate Ceremony."
- The description of the selection committee has been changed to read: "The Dean of the Faculty of Graduate Studies (or designate) will ask the Graduate Studies Chair of the Faculty of Pharmacy to name the selection committee for this award."
- The standard Board of Governors paragraph has been added.
- Many editorial changes have been made.

### **Manitoba Law School Foundation Entrance Scholarship**

The following amendments have been made to the terms of reference for the Manitoba Law School Foundation Entrance Scholarship:

- The deadline date listed in criterion (2) was removed and it now reads: "has accepted the offer of early admission;"
- The description of the selection committee has been changed to read: "The selection committee will be named by Dean of the Faculty of Law (or designate).
- The standard Board of Governors paragraph has been added.

### **Mary Hamilton Johnston Memorial Bursary**

The following amendments have been made to the terms of reference for the Mary Hamilton Johnston Memorial Bursary:

- The fund type was added to the preamble as was a sentence describing the purpose of the fund.
- The bursary is now supported by a trust fund and each year the available annual income from the fund will be used to offer a bursary to an undergraduate student.
- The eligibility criteria have been amended to now read:

- (1) has completed a minimum of 30 credit hours in the Faculty of Social Work;
  - (2) enrolls full-time (minimum of 80 percent course load) in the next academic year in the Faculty of Social Work;
  - (3) has a record of community service;
  - (4) has demonstrated financial need on the standard University of Manitoba bursary application form.
- The sentence that states that the status of the fund will be reviewed from time to time has been removed.
  - The description of the selection committee has been changed to read: “The selection committee will be the Faculty of Social Work Awards Committee.”
  - The standard Board of Governors paragraph has been added.
  - Several editorial changes have been made.

### **3. WITHDRAWALS**

None.





**AGENDA ITEM:** Report of the Senate Committee on Awards – Part A [dated December 12, 2012]

**RECOMMENDED RESOLUTION:**

THAT the Board of Governors approve the Report of the Senate Committee on Awards – Part A [dated December 12, 2012].

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

**CONTEXT AND BACKGROUND:**

At its meeting on December 12, 2012, the Senate Committee on Awards approved seven new offers and two amended offers as set out in Appendix A of the Report of the Senate Committee on Awards – Part A [dated December 12, 2012].

**RESOURCE REQUIREMENTS:**

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

**IMPLICATIONS:**

N/A

**ALTERNATIVES:**

N/A

**CONSULTATION:**

All of these award decisions meet the published guidelines for awards as approved by Senate and were reported to Senate for information on February 6, 2013.



## **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 December 12, 2012 the Senate Committee on Awards approved seven new offers and two amended offers as set out in Appendix A of the *Report of the Senate Committee on Awards – Part A* (dated December 12, 2012).

### **Recommendations**

On behalf of Senate, the Senate Committee on Awards recommends that the Board of Governors approve seven new offers and two amended offers as set out in Appendix A of the *Report of the Senate Committee on Awards – Part A* (dated December 12, 2012). These award decisions comply with the published guidelines of November 3, 1999, and are reported to Senate for information.

Respectfully submitted,

Dr. David Kuhn  
Chair, Senate Committee on Awards

**SENATE COMMITTEE ON AWARDS**  
**Appendix A**  
**December 12, 2012**

**1. NEW OFFERS**

**Donald and Shirley McQueen Bursary**

In memory of Don McQueen (C.A./55), his wife Shirley McQueen has established an endowment fund at the University of Manitoba with a gift of \$28,258.04 in 2011. The Manitoba Scholarship and Bursary Initiative has made a contribution to the fund. The fund will be used to provide bursaries for students enrolled in the I.H. Asper School of Business. The available annual income from the fund will be used to offer one bursary to an undergraduate student who:

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

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

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

**Florence and Robert Brownridge Bursary**

In 2012, Florence Brownridge, (B.A. 49/, B.SW/51) established an endowment fund with a gift of \$25,000 at the University of Manitoba. The purpose of the fund is to provide financial support to undergraduate students in the Faculty of Social Work. Each year, the available annual interest will be offered to an undergraduate student who:

- (1) is enrolled full-time in either the third or fourth year of study in the Faculty of Social Work at the University of Manitoba;
- (2) has achieved a minimum degree grade point average of 2.5;
- (3) has demonstrated financial need on the standard University of Manitoba bursary application form.

The selection committee shall be named by the Dean of the Faculty of Social Work (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.

**North American Caribou Workshop Graduate Fellowship in Wildlife Management**

The North American Caribou Workshop and the Clayton H. Riddell Faculty of Environment, Earth, and Resources have established an endowment fund valued at \$30,000 in 2012. The purpose of the fellowship is to support students at the University of Manitoba pursuing graduate studies in wildlife management with a particular emphasis on the management of caribou and northern ecosystems. Beginning in 2014-2015, the available annual income from the fund will be used to offer one fellowship to a graduate student each October who:

- (1) is enrolled full-time in the Faculty of Graduate Studies at the University of Manitoba in a Master's or Doctoral program delivered by the Clayton H. Riddell Faculty of Environment, Earth,

- and Resources, including the Natural Resources Institute;
- (2) has achieved a minimum degree grade point average of 3.5;
  - (3) demonstrates an interest in aspects of caribou research, monitoring or management and who considers different disciplines or sub-disciplines such as ecology, economy, governance, resource management and land use planning.

Students applying for the fellowship will be required to complete an application including (a) a short essay (500 words maximum) explaining how different disciplines contribute to caribou research, monitoring or management as well as listing any relevant project(s) and/or experience in wildlife management in Manitoba and Canada; (b) an official transcript(s); (c) two letters of recommendation.

No award will be made if, in a given year, the selection committee cannot identify a candidate of sufficient merit.

The Dean of the Faculty of Graduate Studies (or designate) will ask the Dean of the Clayton H. Riddell Faculty of Environment, Earth, and Resources (or designate) to name the selection committee for this award.

### **Olga Anderson Bursaries**

Mrs. Olga Anderson has bequeathed \$2,000 to the University of Manitoba in 2012. The purpose of the gift will be to provide financial support to students in the Department of Human Nutritional Sciences. This gift will be used to offer two bursaries, valued at \$1,000 each, in 2012-2013 only. The bursaries will be offered to undergraduate students who:

- (1) are enrolled full-time in any year of study in the Department of Human Nutritional Sciences at the University of Manitoba;
- (2) have achieved a minimum degree grade point average of 2.5;
- (3) have demonstrated financial need on the standard University of Manitoba bursary application form.

The selection committee will be named by the Head of the Department of Human Nutritional Sciences (or designate).

### **Ratuski Memorial Bursary**

In 2012, the Ratuski Family established an endowment fund with an initial value of \$10,000, in memory of their parents Anne and Peter Ratuski, as well as their siblings Gregory Ratuski (LL.B/56) and William Ratuski (C.A./62). The Manitoba Scholarship and Bursary Initiative has made a contribution to the fund. In keeping with the family's heritage and cultural background, the bursary will be awarded to an undergraduate student enrolled in the Faculty of Arts and majoring in Slavic Studies. Each year, the available annual interest will be awarded to an undergraduate student who:

- (1) is enrolled full-time majoring in Slavic Studies in the Faculty of Arts (may include coursework in Ukrainian language, Ukrainian literature and/or Ukrainian cultural studies);
- (2) has a minimum degree grade point average of 2.0;
- (3) demonstrates financial need on the standard University of Manitoba bursary application form.

The selection committee will be named by the Department Head (or designate) of the Department of Slavic Studies in the Faculty of Arts

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.

### **Wilding-McLean Entrance Scholarship in Arts**

In celebration of the 70<sup>th</sup> anniversary of her graduation from the University of Manitoba in 1942, Marjory McLean has established an endowment fund with an initial gift of \$42,000. The fund will be used to provide an entrance scholarship for high-achieving students entering their first year in the Faculty of Arts under the Direct Entry Program Option. Each year, the available annual interest from the fund will be used to offer one scholarship to an undergraduate student who:

- (1) has graduated from a high school in the province of Manitoba;
- (2) is admitted to the University of Manitoba under the Direct Entry Program Option to the Faculty of Arts with a minimum average of 85% on those courses considered for admission to the University of Manitoba;
- (3) is enrolled as a full-time (minimum 80% course load) undergraduate student in the year in which the scholarship is tenable;
- (4) is registered for a 1000 level course in English Literature in the Department of English, Film, and Theatre.

Preference will be given to students from rural Manitoba.

The Dean of the Faculty of Arts (or designate) will name the selection committee for this award.

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

### **Youth Mentorship Bursary**

A trust fund has been established at the University of Manitoba in 2012. The purpose of the fund is to support access to post-secondary education for youth from disadvantaged social and/or economic backgrounds. The fund will be used to offer entrance bursaries for students who have participated in the Let's Talk Science Youth Mentorship Program offered through the Faculty of Science at the University of Manitoba and subsequently enter post-secondary study at the University of Manitoba. Each year, the interest and the accumulated revenue of the fund will be used to offer one or more bursaries, valued at \$500 each, to undergraduate students who:

- (1) have participated in the Let's Talk Science Mentorship Program at the University of Manitoba through a Manitoba High School;
- (2) have qualified for admission and subsequently are enrolled full-time (minimum 18 credit hours) in any faculty or school at the University of Manitoba;
- (3) have demonstrated financial need based on the standard University of Manitoba bursary application form.

The Let's Talk Science Coordinators in the Faculty of Science will provide a complete listing of the previous years' Let's Talk Science participants to the Awards Selection Coordinator by no later than October 1 every year.

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

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

## **2. AMENDMENTS**

### **Ahava Halpern and Frank Lavitt Entrance Scholarship for Law**

The following amendments have been made to the terms of reference for the Ahava Halpern and Frank Lavitt Entrance Scholarship for Law:

- The deadline date listed in criterion (2) was removed and it now reads: “has accepted the offer of early admission;”
- The description of the selection committee has been changed to read: “The selection committee will be named by Dean of the Faculty of Law (or designate).”
- Some editorial changes have been made.

### **Enerplus Corporation Bursary**

The following amendments have been made to the terms of reference for the Enerplus Corporation Bursary:

- The description of the selection committee has been changed to read: “The selection committee shall be named by the Head of the Department of Geological Sciences (or designate).”

## **3. WITHDRAWALS**

None.



**AGENDA ITEM:** Report of the Senate Committee on Awards – Part B [dated December 12, 2012]

**RECOMMENDED RESOLUTION:**

**THAT the Board of Governors approve the Report of the Senate Committee on Awards – Part B [dated December 12, 2012].**

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

**CONTEXT AND BACKGROUND:**

At its meeting on December 12, 2012, the Senate Committee on Awards approved one amended offer that appears to be discriminatory according to the policy on the Non-Acceptance of Discriminatory Awards, as set out in Appendix A of the Report of the Senate Committee on Awards – Part B [dated December 12, 2012].

The Dr. Christine Egan Memorial Scholarship is open to Inuit Nursing Students from Nunavut.

The amended offer includes letters of support from Professor Moses, Head, Department of Community Health Sciences, and Ms. Storm, Director, Aboriginal Student Centre.

**RESOURCE REQUIREMENTS:**

The award is funded with an annual contribution to the University from the donor through The Winnipeg Foundation.

**IMPLICATIONS:**

The Scholarship will aid in the recruitment and retention of Inuit students to study Nursing at the University of Manitoba.

**ALTERNATIVES:**

N/A

**CONSULTATION:**

The amendment to this award offer was approved by Senate on February 6, 2013.





## **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 December 12, 2012, the Senate Committee on Awards reviewed one amended offer that appears to be discriminatory according to the policy on the *Non-Acceptance of Discriminatory Awards*, as set out in Appendix A of the *Report of the Senate Committee on Awards - Part B* (dated December 12, 2012).

### **Recommendation**

The Senate Committee on Awards recommends that Senate and the Board of Governors approve one amended offer, as set out in Appendix A of the *Report of the Senate Committee on Awards- Part B* (dated December 12, 2012).

Respectfully submitted,

Dr. David Kuhn  
Chair, Senate Committee on Awards

**MEETING OF THE SENATE COMMITTEE ON AWARDS**  
**Appendix A**  
**December 12, 2012**

**2. AMENDMENTS**

**Dr. Christine Egan Memorial Scholarship**

The following amendments have been made to the terms of reference for the Dr. Christine Egan Memorial Scholarship:

- Both the available annual interest and any unused accumulated revenue will be used to offer one or more scholarships.

(Attachments I and II)



DEPARTMENT OF COMMUNITY HEALTH SCIENCES  
FACULTY OF MEDICINE

S113-750 Bannatyne Avenue  
Winnipeg, Manitoba R3E 0W3

Tel: (204) 789-3434  
Fax: (204) 789-3905  
Email: [Stephen.Moses@med.umanitoba.ca](mailto:Stephen.Moses@med.umanitoba.ca)

October 26, 2012

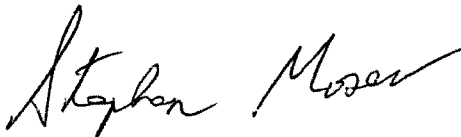
Dr. David Kuhn,  
Chair, Senate Committee on Awards  
University of Manitoba

Dear Dr. Kuhn,

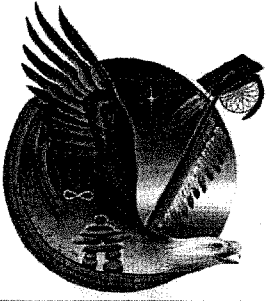
I am writing in support of a minor amendment to the Christine Egan Memorial Scholarship, which is administered by the University of Manitoba. This scholarship supports the study of Nunavut nursing students. As the scholarship is open only to Inuit people from Nunavut, it is considered a discriminatory award. It has previously been granted an exemption to the University policy on non-acceptance of discriminatory awards, as it addresses the socioeconomic and health disadvantages faced by the Inuit people of Nunavut, which have been well documented.

The proposed amendment is a small technical one, that formalizes a mechanism put in place last year to help stabilize the amount of funding awarded following the transit of the scholarship from the MMCF to the University of Manitoba. Apart from that, there have been no changes in the circumstances and justification for the scholarship, as presented to the Senate Committee on Awards in April 2011. On behalf of the Department of Community Health Sciences, I fully support the continuance of this award, as amended. I would be pleased to provide any additional information or clarifications.

Yours sincerely,



Stephen Moses, MD, MPH  
Professor and Head of Department



## ABORIGINAL STUDENT CENTRE

December 4, 2012

Dr. David Kuhn  
 Chair of the Senate Committee on Awards  
 C/o Ms. Candace Prejet  
 Awards Establishment Coordinator  
 422 University Centre

Dear Dr. Hultin & Senate Committee:

Please accept this letter as formal support for the amendment proposed to the Christine Egan Memorial Scholarship. I understand that it is the wishes of the family that her Memorial Scholarship specifically benefit and assist Inuit students pursuing a Nursing degree because of Ms. Egan's 'love of Nursing and her commitment to the health and education in Nunavut'. Indigenous students are still very much under-represented at the University of Manitoba and in all faculties, including Nursing but it is the Inuit population specifically that is the most under-represented\*.

As the Director of the Aboriginal Student Centre, I continue to voice the concern, and can verify, that financial strain is the leading cause for Indigenous 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 scholarships such as this. The Christine Egan Memorial Scholarship will provide assistance specifically for Inuit students from Nunavut and thereby assist with increasing the Inuit representation at the University of Manitoba.

In education, miigwetch!

Kali Storm, Director  
 Aboriginal Student Centre

\*As of November, 2012 there were 2087 self declared Aboriginal students attending the University of Manitoba with only 11 self declared as Inuit. 143 self declared Aboriginal students are in the Faculty of Nursing, or 6.9% of the program (Office of Institutional Analysis, 2011) but given there are only 11 self declared Inuit students overall the percentage in any faculty would be minimal at best.

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

### STUDENT AFFAIRS

creating opportunities for student success



UNIVERSITY  
 OF MANITOBA



**AGENDA ITEM:** Report of the University Disciplinary Committee for the period of  
September 1, 2011 to August 31, 2012

**RECOMMENDED RESOLUTION:**

For information only.

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

**CONTEXT AND BACKGROUND:**

The annual report of the University Disciplinary Committee for the period September 1, 2011 to August 31, 2013 is attached. It is divided into two sections; the first concerns incidents of academic dishonesty and the second describes disciplinary matters involving inappropriate behavior. The Board of Governors has jurisdiction over the discipline of students.

The overall numbers of incidents increased this year in relation to 2010/2011 both in raw numbers and as a percentage of the student body but remain generally consistent in most categories. The exceptions are (a) increases in reported incidences of (i) contravention of examination regulations and plagiarism and (ii) disorderly conduct and unprofessional conduct, and (b) decreases in reported incidents of (i) cheating on mid-term tests, copying from other student's / own previous work and (ii) computer-related incidents and vandalism.

The Report is to be shared with the Associate Deans Undergraduate / University Liaison Officers, for discussion, so that body might discuss areas where there are inconsistencies between academic units with respect to penalties for similar infractions, for example.

**RESOURCE REQUIREMENTS:**

N/A

**IMPLICATIONS:**

N/A

**CONSULTATION:**

Senate received the report for information on February 6, 2013.





December 1, 2012

Dr. David T. Barnard  
President  
University of Manitoba  
Room 200, Administration Building

Dear Dr. Barnard:

In accordance with the Student Discipline By-Law, I hereby submit the Annual Report of the University Discipline Committee (UDC) for the period September 1, 2011 to August 31, 2012. The attached Report on University Discipline cases summarizes all offenses and dispositions reported to me. I wish to thank all those offices who responded quickly to my request for submissions.

The UDC has continued to produce its report in chart format, and we have maintained the two major divisions, the first dealing with varying forms of "Academic Dishonesty" and the second addressing disciplinary matters which involve "Inappropriate Behaviour". Within each of the two major categories, like disciplinary matters have been grouped together for easier reference. Further, we have provided two graphs which offer a visual overview of disciplinary matters. The graphs span a five-year period.

I would make the following observations concerning the report's contents:

- 1) The overall numbers of incidents increased this year in relation to last year, both in raw numbers and as a percentage of the student body. The numbers remain generally consistent in most categories compared to last year's results with the exception of:
  - a. increases in reported incidents of:
    - Part 1: Contravention of examination regulations and plagiarism;
    - Part 2: Disorderly conduct and unprofessional conduct; and
  - b. decreases in reported incidents of:
    - Part 1: Cheating on mid-term tests, copying from other student's/own previous work; and
    - Part 2: Computer-related incidents and vandalism.

The University undertakes many worthwhile efforts to increase awareness about plagiarism and yet reported incidents continue to rise. It would appear that the university community needs to continue our collective efforts in this area.

...../2



- 2) There are six incidents that were carried over from last year as all appeals had not been exhausted in the previous reporting period. These incidents are not included in the final numbers as they were counted in last year's annual report.

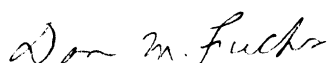
**Total Number of Recorded Discipline Incidents in Relation to Total Number of Students**

<b>Year</b>	<b>Total # of incidents of Academic Dishonesty and Inappropriate Behaviour</b>	<b>Total # of students at The University of Manitoba</b>	<b>Percentage</b>
2006-2007	583	26,931	2.2%
2007-2008	386	25,518	1.5%
2008-2009	574	26,238	2.2%
2009-2010	527	27,476	1.9%
2010-2011	402	27,751	1.4%
2011-2012	456	28,430	1.6%

I would respectfully request that this letter and the accompanying Annual Report be circulated to those individuals who have occasion to be concerned with disciplinary matters. The sharing of the information concerned in the report will enable continued improvement on consistency in disciplinary matters.

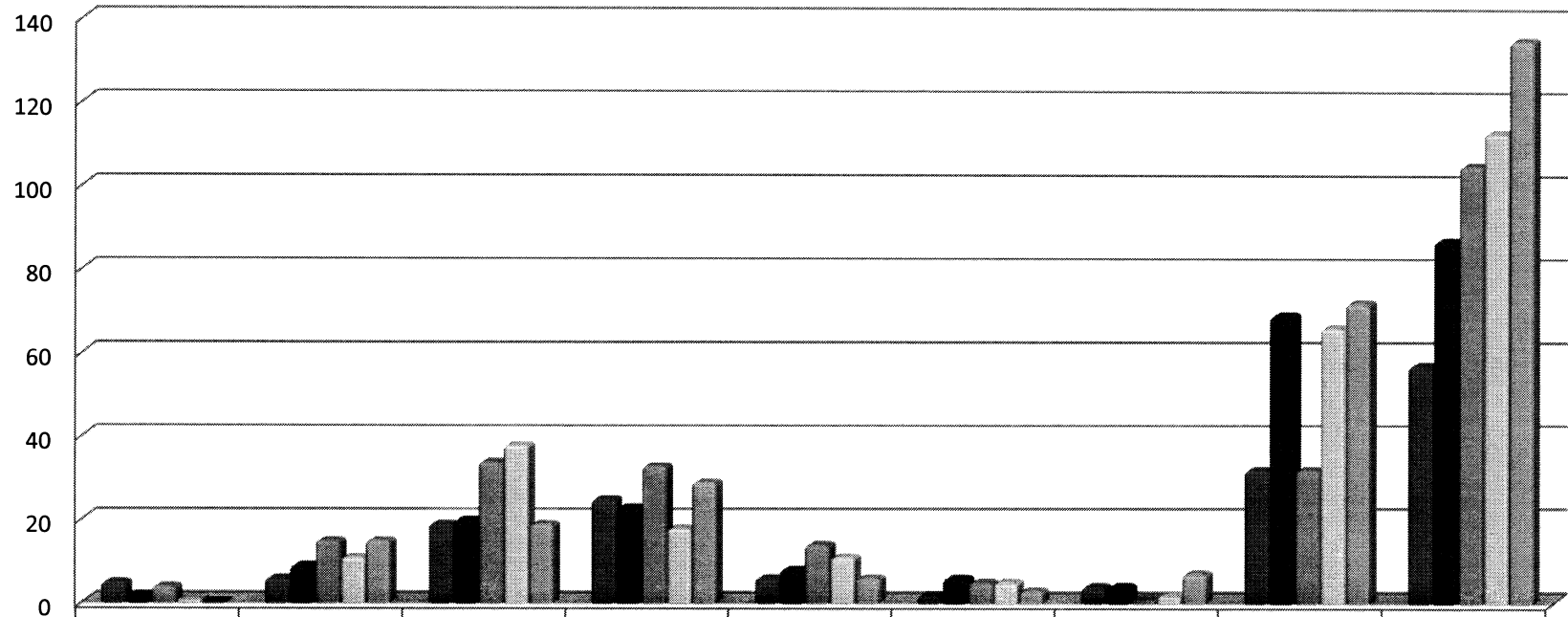
It has been your practice to provide a copy of the Report of the University Discipline Committee to members of Senate and the Board of Governors for their information. Should you choose to continue this practice, I would be prepared to attend the Senate meeting at the time this Report is presented and to speak to it, if called upon to do so.

Yours sincerely,



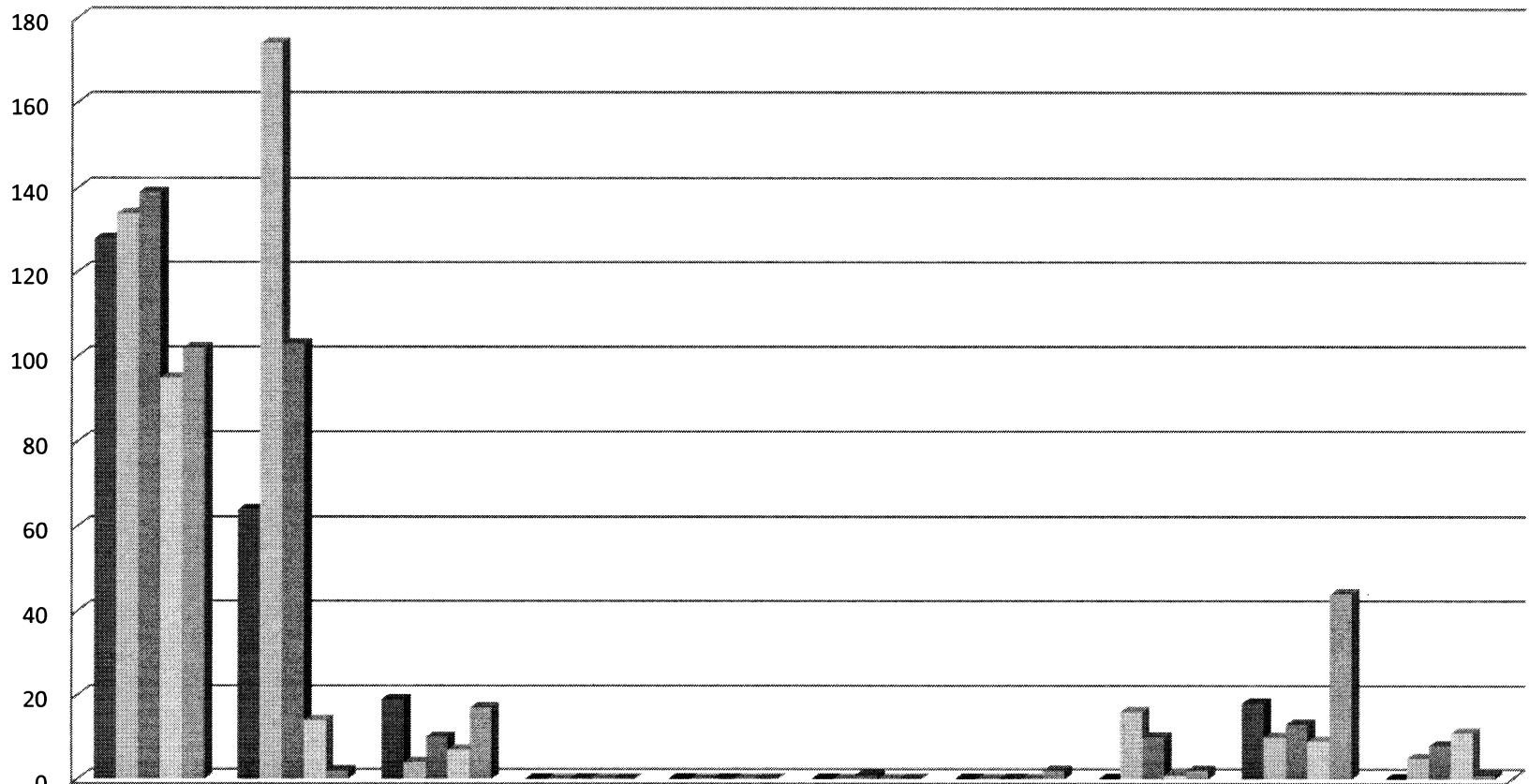
Dr. Don Fuchs, Chair  
University Discipline Committee

## Part 1 - Academic Dishonesty



	Academic/Scientific Fraud	Application Fraud	Cheating on Mid-Term Tests	Contravention of Examination Regulations	Copying from Other Student's or Submitted Own Previous Work	Forged Documentation	Personation	Inappropriate Collaboration	Plagiarism
2007-2008	5	6	19	25	6	2	4	32	57
2008-2009	2	9	20	23	8	6	4	69	87
2009-2010	4	15	34	33	14	5	1	32	105
2010-2011	1	11	38	18	11	5	2	66	113
2011-2012	0	15	19	29	6	3	7	72	135

## Part 2- Inappropriate Behaviour



	Breach of Residence Hall Regulations	Computer-Related Incidents	Disorderly Conduct	Indecent Exposure	Misuse of University Services	Sexual Harassment	Theft	Threatening Conduct	Un-professional Conduct	Vandalism
■ 2007-2008	128	64	19	0	0	0	0	0	18	0
▨ 2008-2009	134	174	4	0	0	0	0	16	10	5
■ 2009-2010	139	103	10	0	0	1	0	10	13	8
▨ 2010-2011	95	14	7	0	0	0	0	1	9	11
■ 2011-2012	102	2	17	0	0	0	2	2	44	1

**ANNUAL REPORT OF THE UNIVERSITY DISCIPLINE COMMITTEE**  
September 1, 2011 to August 31, 2012

**Part 1, Academic Dishonesty**

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Academic/ Scientific fraud	NONE									
Application Fraud	8	Paid application fee under fraudulent circumstances	Not admitted	Dean	Three students replied showing remorse	Five students didn't acknowledge penalty	Not sought	None	Not sought	None
	1	Submitted fraudulent transcript; overstated GPA	Not admitted	Dean	Did not show remorse	Claimed "mistake of registration" at foreign institution	Not sought	None	Not sought	None
	1	Did not disclose all institutions attended on application	Admission to Faculty nullified; expelled from Faculty; banned from applying to Faculty	Dean	Showed remorse	Believed that lack of full disclosure was not a serious offence	Not sought	None	Not sought	None
	1	Cited for non-disclosure, on application, of attendance at other post-secondary institutions	No transfer credit for work completed at prior post secondary institution; comment placed on transcript	Director	Good marks at other post secondary institution; cultural/language differences	Could have affected admission decision	Not sought	None	Not sought	None
	1	Cited for non-disclosure, on application, of attendance at other post-secondary institutions	Comment re: application irregularities noted on academic record ;may apply for removal after one year; moved to General Studies	Director	Language/ communication difficulties	None	Not sought	None	Not sought	None
	1	Cited for non-disclosure, on application, of attendance at other post-secondary institutions	No credit granted for work taken at other post secondary institution	Director	Faulty information from education agent	None	Not sought	None	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions. Examples of mitigating factors include the student's being apologetic or under extreme stress, etc. Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Application Fraud (continued)	1	Cited for non-disclosure, on application, of attendance at other post-secondary institutions	Comment re: application irregularities noted on academic record (may apply for removal after one year); no credit granted for work taken at other post secondary institution	Director	Still admissible to U of M with other post secondary institution record considered	None	Not sought	None	Not sought	None
	1	Cited for non-disclosure, on application, of attendance at other post-secondary institutions	Application withdrawn; cannot apply for admission for one calendar year	Director		Significant poor record at other institution (academic suspension); clear intention to deceive	University Discipline Committee	Appeal Denied		
Cheating on Mid-Term Tests	1	Cheated on test	Grade of "0" on test; take workshop from Learning Assistance Centre; write one page paper re: academic dishonesty	Department Head	None	None	Not sought	None	Not sought	None
	1	In possession of unauthorized formulae during mid-term test	Final Grade of "F-DISC" in course; academic dishonesty notation on transcript; suspended from department courses for from Jan. 1/2012 – Dec. 31/2012; notation and DISC may be removed upon request at time of graduation	Associate Head	Claimed to have bought used calculator and formulae were written on the back at time of purchase	Formulae found written on the back of calculator	Not sought	None	Not sought	None
	2	Cheating in class test in course	Loss of marks for test	Department Head	None	None	Not sought	None	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions. Examples of mitigating factors include the student's being apologetic or under extreme stress, etc. Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Cheating on Mid-Term Tests (continued)	1 <b>Carried over from 2010-2011</b>	Cheating on a mid-term test and assignment	"F-DISC" in course; notation on transcript; suspended from Faculty of Registration and from taking courses offered in department of Teaching Faculty from Sept. 1/11 – Aug. 31/12	Associate Dean of Faculty of Registration and Head of Department of Teaching Faculty	Sympathy for student's personal circumstances	None	Faculty of Registration Local Discipline Committee (student appealed suspension from Faculty of Registration only)	Suspension changed to Sept. 1/11 – Apr. 30/12	Not sought	None
	1	Cheating on mid term	Final Grade of "F-DISC" on course; suspension from Unit of Registration from Jan. 1/12 – Aug. 31/12; "DISC" to be removed upon graduation	Associate Dean of Faculty of Registration	None	None	Not sought	None	Not sought	None
	1	Copied friend's test on take-home test	Grade of "F-DISC" in course; suspended from taking courses offered by the Teaching Faculty from Jan. 1/12 – Dec. 31/12; suspended from Unit of Registration from Jan. 1/12 – Dec 31/12; contact the Learning Assistance Centre and confirm with the Teaching Faculty Dean's office	Both Associate Deans	Admitted to cheating on test	None	Joint Local Discipline Committee	All penalties upheld	Not sought	None
	1	Term paper submitted containing inappropriate and disrespectful language	Grade of "0" on the assignment in course; required to write a letter of apology to the instructor	Associate Head	None	Student referenced the policy regarding academic freedom of speech	Not sought	None	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions. Examples of mitigating factors include the student's being apologetic or under extreme stress, etc. Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Cheating on Mid-Term Tests (continued)	1	Cheating in term test	"F-DISC" in course; suspended from Teaching Faculty from Jan. 1/12 to Dec. 31/12; suspended from taking courses offered by Faculty of Registration from Jan 1/12 to April 30/12; withdrawn from Winter 2012 courses; notation of academic dishonesty upheld on transcript; can be applied for removal upon confirmed graduation	Both Associate Deans	None	None	Not sought	None	Not sought	None
	1	Cheating in mid-term	"F" in mid-term paper; "F-DISC" in course; may apply for removal upon confirmed graduation; suspended from courses offered in Teaching Faculty from May 1/12 – Apr. 30/12, with transcript notation; can apply for removal upon confirmed graduation	Associate Dean in Teaching Faculty in consultation with Director of Unit of Registration	Student was remorseful	None	Not sought	None	Not sought	None
	1	Cheating in deferred exam	"F" in final exam; "F-DISC" in course; may apply for comment removal upon confirmed graduation; notation of academic dishonesty on transcript; may apply for removal upon confirmed graduation	Associate Dean	Admission of cheating and regret; appeared sincere	None	Not sought	None	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions. Examples of mitigating factors include the student's being apologetic or under extreme stress, etc. Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Cheating on Mid-Term Tests (continued)	1 <b>Carried over from 2010-2011</b>	Cheating on mid-term exam and very similar bonus question assignment answer as another student (roommate)	"F-DISC" in course; suspended from taking courses offered by the Faculty of Registration from Jan. 1/12 – Aug. 31/12; suspended from taking courses by the Department of the Teaching Faculty from Sept. 1/11 – Aug 31/12; academic dishonesty notation on transcript	Department Head of the Teaching Faculty and Associate Dean of Faculty of Registration	Claimed to not copy bonus question assignment from roommate; claimed to be unaware roommate copied from the student's mid-term exam	Claimed to get bonus question answer from internet but not cited; unable to confirm source; left exam fully exposed; appears 3 of 4 pages had been copied from	Associate Dean of Teaching Faculty	Penalties upheld with the exception of Department suspension – reduced to 8 months (Jan. 1/12 – Aug. 31/12)	Not sought	None
	1 <b>Carried over from 2010-2011</b>	Cheating on mid-term exam; nearly identical bonus question assignment answer as another student	"F-DISC" in course; suspended from taking department courses from Sept. 1/11 – Aug. 31/12; and academic dishonesty notation on transcript	Department Head	Due to medical reasons student gave bonus question assignment to another student to submit; same other student admitted to copying from student during mid-term exam	During mid-term exam student's paper was visible to student seated behind	Associate Dean	Penalties upheld with the exception of Department suspension; reduced to 8 months (Sept. 1/11 – Apr. 30/12)	Not sought	None
	1	Did not hand in mid-term exam	Grade of "0" in mid-term exam	Department Head	None	Denied allegations and said that a witness could be provided but was unable to find a witness	Not sought	None	Not sought	none

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions. Examples of mitigating factors include the student's being apologetic or under extreme stress, etc. Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.



Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Cheating on Mid-Term Tests (continued)	1 <b>Carried over from 2010-2011</b>	Copying during mid-term exam; very similar bonus question assignment answer as another student (roommate)	"F-DISC" in course; suspended from taking courses offered by the Faculty of Registration from Jan. 1/12 – Aug. 31/12; suspended from taking courses offered by the Department of the Teaching Faculty from Sept 1/11 – Aug. 31/12; and academic dishonesty notation on transcript	Department Head of Teaching Faculty and Associate Dean of Faculty of Registration	Claimed to not copy bonus question assignment from roommate	Claimed to get bonus question answer form internet but not cited; unable to confirm source; and admitted to copying during mid-term exam	Associate Dean of Teaching Faculty	Penalties upheld	Not sought	None
	1	Altered the answer sheet during the exam viewing period, after the exam was graded	Final Grade of "F-DISC" in course; suspended from Faculty from May 1/12 – Apr. 30/13; notation on transcript and academic record; required to write a letter of apology to Department; "DISC" may be removed upon request after one year or at time of graduation	Associate Dean	Admission of guilt and expressed regret	None	Local Discipline Committee	Pending		
	2	Copying (allowing to copy) and personation during mid-term exam	Final Grade of "F-DISC" in course; suspended from unit of Registration and from registering for any U of M courses from Jan. 1/12 – Dec. 31/12; and notation on transcript which may be removed upon request at graduation	Department Head	None	Did not attend discipline hearing	Not sought	None	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions. Examples of mitigating factors include the student's being apologetic or under extreme stress, etc. Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Cheating on Mid-Term Tests (continued)	1	Inappropriate collaboration on a take-home test	Final Grade of "F-DISC" on course; "DISC" to be removed upon graduation	Associate Dean of Faculty of Registration	Student gave their test to a friend to be helpful since friend was struggling with course material	None	Not sought	None	Not sought	None
	1	Duplication of assignment	Grade of "0" for quiz in course; suspended from Faculty of Registration from Jan. 1/12 – Dec. 31/12. "DISC" may be removed upon request after one year	Associate Department Head Of Teaching Faculty	Claimed to have not received notification letter of meeting; did not attempt to change name or student number on either one of the quizzes	Did not attend discipline meeting; regularly attended two different lecture sections of course and wrote two quizzes	Associate Deans of Teaching Faculty and Faculty of Registration	Final Grade of "B-DISC" in course; suspended from courses offered by Faculty of Registration from Jan. 1/12 – Aug. 31/12; and "DISC" may be removed upon request after one year.	Not sought	None
	1	Cheating on a lab test	Final Grade of "F-DISC" suspension from Faculty from May 1/12 - Aug. 31/13; "DISC" to remain permanently on record	Associate Dean of Faculty of Registration	None	2 <sup>nd</sup> incident of academic dishonesty	Local Discipline Committee	Period of suspension reduced (May 1/12 – Apr. 30/13)	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions. Examples of mitigating factors include the student's being apologetic or under extreme stress, etc. Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Cheating on Mid-Term Tests (continued)	1	Provided two different rationales for missing mid-term test	Suspended from department courses from Nov. 22/11 – Nov 21/12; with notation on transcript which may be removed upon request after Nov. 21/12	Associate Department Head of Teaching Faculty	None	Missed appointment with Student Advocacy; did not contact department so discipline was assigned without the student's input	Associate Dean of Teaching Faculty and Director of Unit of Registration	Suspended from courses offered in Teaching Faculty from Nov. 22/11 – Aug. 31/12; notation on transcript may be removed on request after Aug. 31/12; letter of apology; and required to attend two workshops	Not sought	None
	1	Cheating on term test	Final Grade "F-DISC"; suspension from taking courses offered by teaching Faculty from Jan. 1/12 – Dec. 31/12; suspension from Unit of Registration from Jan. 1/12 – Apr. 30/12; notation on transcript; must contact Education Learning Centre; "DISC" to be removed upon request	Associate Dean of Teaching Faculty and Director of Unit of Registration	None	None	Not sought	None	Not sought	none

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions. Examples of mitigating factors include the student's being apologetic or under extreme stress, etc. Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Contravention of Examination Regulations	1	In possession of unauthorized material	Final Grade of "F-DISC" in course, to be removed after Dec. 31/2012; suspended from taking courses offered by Teaching Faculty for one year	Associate Dean of Teaching Faculty and Director of Unit of Registration	Admission of guilt; showed sincere remorse	None	Not sought	None	Not sought	None
	1	Accessed (stole) a copy of exam prior to exam and copied to personal computer	Grade of "F-DISC" in course; suspended from Faculty of Registration and from taking courses in Teaching Faculty from Jan. 1/12 – Jan. 1/14; banned from participating in Bison Sport activities until at least Jan. 1/15 (not appealable)	Dean of Teaching Faculty and Assoc. Dean of Faculty of Registration	Came forward with written confession	Offered to share stolen exam with students enrolled in course; position of authority; implied co-instructor's involvement	Not sought	None	Not sought	None
	1	In possession of a dictionary with cheat-notes in margin; used them in final exam	Final mark of "F" in exam; Final Grade of "F-DISC" ; can apply for removal of comment upon confirmed graduation	Associate Dean	None	None	Not sought	None	Not sought	None
	1	In possession of unauthorized material during final exam	"F-DISC" in course; suspended from courses offered in Teaching Faculty from May 1/12 – Apr. 30/13; notation on transcript and academic record; "DISC" may be removed upon request at time of graduation	Associate Dean of Teaching Faculty	Admission of guilt	Invigilator accompanied student to washroom and heard student manipulating paper; cheat notes were later retrieved from student's pocket	Not sought	None	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions. Examples of mitigating factors include the student's being apologetic or under extreme stress, etc. Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Contravention of Examination Regulations (continued)	1	In possession of cheat-notes and used them in final exam	"F" in exam; "F-DISC" in course; can apply for removal upon confirmed graduation; notation of academic dishonesty on transcript; can apply for removal upon graduation; suspended courses from Jan. 1/12 – Dec. 31/12 with notation on transcript; can apply for removal upon confirmed graduation; mandatory Learning Assistance Centre appointment; failure to comply will add four month period to suspension	Associate Dean	None	Pre-meditation and intent disclosed	Local Discipline Committee – accepted appeal despite it being past the deadline	Penalties upheld	Not sought	None
	1	Observed speaking to another student during a final exam	"F" in final exam; "F-DISC" in course; may apply to have comment removed upon confirmed graduation from Teaching Faculty; notation of academic dishonesty on transcript; may apply to have comment removed upon confirmed graduation from Teaching Faculty	Associate Dean of Teaching Faculty and Associate Dean of Faculty of Registration	None	Student admitted to speaking in the exam; was not remorseful nor did the student appear to understand the seriousness of the behavior or the allegation	Not sought	None	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions. Examples of mitigating factors include the student's being apologetic or under extreme stress, etc. Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Contravention of Examination Regulations (continued)	1	Cheating on final exam (use of a smart phone)	Grade of "F-DISC" in course; "DISC" will remain until Dec. 31/13; suspension from courses offered by Teaching Faculty and Faculty of Registration from Jan. 1/12 – Dec 31/12	Associate Deans of both Faculties	None	None	Joint Local Discipline Committees	Appeal was denied; all previous penalties upheld	Not sought	None
	1	Observed to be in possession of an iPhone in final exam	"F" in final exam; "F-DISC" in course; may apply to have comment removed upon confirmed graduation; notation of academic dishonesty on transcript; may apply to have comment removed upon confirmed graduation from Faculty	Associate Dean	None	None	Not sought	None	Not sought	None
	1	Observed looking at a phone that was open to the course site on Angel in final exam	"F" in final exam; "F-DISC" in course; may apply to have comment removed upon confirmed graduation; notation on transcript; may apply to have comment removed upon confirmed graduation	Associate Dean	None	Student admitted to having the phone and that it was open to the site upon opening but the explanation lacked credibility	Not sought	None	Not sought	None
	1	In possession of unauthorized material during final exam	Final Grade of "F-DISC" in course; suspended from courses offered in Teaching Faculty from May 1/12 – Apr. 30/13; and notation on transcript and academic record.; "DISC" may be removed upon request at time of graduation	Associate Dean of Teaching Faculty	Student is legal guardian of sister while parents away, during which time sister may have had health problems that required attention	Witnessed looking at cell phone during exam; claimed the most recent message was from student's sister but when invigilator unlocked the phone, course notes were first to appear	Not sought	None	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions.

Examples of mitigating factors include the student's being apologetic or under extreme stress, etc.

Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Contravention of Examination Regulations (continued)	1	Cheating on final exam (deferred writing); possession of a cell phone course	Grade of "F-DISC" in course; "DISC" comment will remain for one year until Dec. 31/12; notation of academic dishonesty on transcript	Associate Dean of Teaching Faculty and Associate Dean of Faculty of Registration	First offense; student admitted making a mistake	None	Not sought	None	Not sought	None
	1	In possession of cell phone during final exam	Final Grade of "B-DISC" in course; suspended from Faculty from May 1/12 – Aug. 31/12; notation on transcript and academic record; required to complete academic integrity tutorials; and write a 1000 word essay; "DISC" may be removed upon request after 2 years or at time of graduation	Associate Dean	Allegation of cheating unfounded	Allegation of contravention of exam regulations by possession of unauthorized material upheld	Not sought	None	Not sought	None
	1	In possession of unauthorized material during final exam	Final Grade of "F-DISC" in course; suspended from Faculty courses from Jan. 1/12 – Dec. 31/12; and notation on transcript and academic record; "DISC" may be removed upon request at time of graduation	Associate Dean	None	Invigilator noticed student looking at something on lap during exam and then a piece of paper containing course notes fell to the floor	Not sought	None	Not sought	None
	2	Inappropriate collaboration on take-home exam	Final Grade of "F-DISC"; "DISC" to be removed upon graduation; suspension from Faculty from Jan. 1/12 – Dec. 31/12	Associate Dean of Faculty of Registration	None	None	Not sought	None	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions. Examples of mitigating factors include the student's being apologetic or under extreme stress, etc. Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Contravention of Examination Regulations (continued)	1	In possession of unauthorized material during deferred final exam	Final Grade of 'F-DISC' in course; suspended from department courses from Jan. 1/12 – Aug. 31/12; letter of apology; and notation on transcript and academic record; "DISC" may be removed upon request at time of graduation	Associate Dean	Discontinued medication and dealing with the recent death in family	2 <sup>nd</sup> offence; open textbook and iPad displaying old exam solutions found in desk drawer during deferred final exam	Not sought	None	Not sought	None
	1	In possession of sheet of paper containing written formulae and did not submit exam when leaving the exam room	Final Grade of "F-DISC" in course; suspended from taking courses offered in Teaching Faculty from May 1/12 – Apr. 30/13; notation on transcript and academic record; "DISC" may be removed upon request after two years or at time of graduation	Associate Dean of Teaching Faculty and Director of Unit of Registration	Claimed to have written the formulae on a piece of paper after entering the exam room	Formulae were very similar to those provided on the exam but different enough to suggest they were prepared before entering the exam	Not sought	None	Not sought	None
	1	Witnessed to be exchanging papers and calculators with another student	Final Grade of "F-DISC" in course; suspended from taking courses offered in Faculty from May 1/12 – Apr. 30/13; notation on transcript and academic record; required to write an essay summarizing the online academic integrity tutorials; "DISC" designation and notation may be removed upon request after two years or at time of graduation	Associate Dean	Apologized and expressed regret	Admitted to giving his/her calculator to the student seated next to him/her and admitted to asking the same student for answers to exam questions	Not sought	None	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions.

Examples of mitigating factors include the student's being apologetic or under extreme stress, etc.

Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.



Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Contravention of Examination Regulations (continued)	1	Use of inappropriate written language when answering an exam question	Final Grade of "C+ DISC" in course; inappropriate behavior notation on transcript and academic record; "DISC" may be removed upon request at time of graduation	Associate Dean	Personal issues may have triggered incident; and met with Human Rights and Advisory Services on his/her own initiative	2 <sup>nd</sup> offence	Not sought	None	Not sought	None
	1	Witnessed to be exchanging papers and calculators with another student	Final Grade of "F-DISC" in course; suspended from taking courses offered in Teaching Faculty and Faculty of Registration from May 1/12 – Apr. 30/13; academic dishonesty notation on transcript and academic record which may be removed upon request after two years or at time of graduation; and required to write an essay summarizing the online academic integrity tutorials.	Both Associate Deans	Apologetic	Admitted to asking student seated next to him/her to borrow his/her calculator, and admitted to writing answers on a sheet of paper and passing it to the same student	Local Discipline Committee	Penalties upheld	Not sought	None
	1	Witnessed looking at neighbour's exam	Final Grade of "F-DISC" in course; suspended from taking courses offered in Teaching Faculty from May 1/12 – Apr. 30/13; notation on transcript and academic record; "DISC" may be removed upon request after two years or at time of graduation	Associate Dean of Teaching Faculty and Student Affairs Coordinator of Faculty of Registration	Admission of guilt and apologetic	None	Not sought	None	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions. Examples of mitigating factors include the student's being apologetic or under extreme stress, etc. Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Contravention of Examination Regulations (continued)	1	In possession of cheat sheet during final exam	Final Grade of "F-DISC" in course; suspended from taking courses offered in Teaching Faculty from May 1/12 – Aug. 31/12; notation on transcript and academic record; and required to write essay summarizing online academic integrity tutorials; "DISC" designation and notation may be removed upon request after one year	Associate Dean of Teaching Faculty and Associate Dean of Faculty of Registration	Claimed he/she was unaware the cheat sheet was in their possession; formulae were provided on the exam sheet and there were no announcements made regarding exam rules at the start of the exam due to late arrival of chief invigilator	Exam rules were clearly written on the front page of the exam, and this was the student's second attempt at the same course; student should have been aware of the exam regulations	Not sought	None	Not sought	None
	1	Witnessed using an unauthorized electronic device during final deferred exam	Final Grade of "F-DISC" in course; suspended from taking courses offered in Teaching Faculty for one year from May 1/12 – Apr. 30/13; notation on transcript and academic record; "DISC" may be removed upon request after one year or at time of graduation	Associate Dean of Teaching Faculty and Associate Dean of Faculty of Registration	Admission of guilt and apologetic	None	Not sought	None	Not sought	None
	1	Another student was witnessed looking at his/her exam	Final Grade of "A-DISC" in course; required to write an essay summarizing the online academic integrity tutorials; "DISC" may be removed upon request after Apr.30/13	Associate Dean	Insufficient evidence to suggest this student facilitated the cheating; and student provided plausible explanation surrounding the incident	Similarity of answers between the exams; claimed he/she did not know the student who was copying from him/her but evidence suggests that he/she did now the student	Local Discipline Committee	Pending		

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions. Examples of mitigating factors include the student's being apologetic or under extreme stress, etc. Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Contravention of Examination Regulations (continued)	1	Suspicion of cheating on final exam reported to Head by Instructor	Grade of "F-DISC" in course; "DISC" comment will remain until Apr. 30/14; notation of academic dishonesty on transcript; suspension from May 1/12 – Apr. 30/13	Associate Dean	None	None	Dean	Evidence does not support allegations of academic dishonesty; overturned all previously imposed penalties	Not sought	None
	1	Cheating on final exam (use of a smart phone)	Grade of "F-DISC" in course; "DISC" comment will remain until Aug. 31/13; suspension from courses offered by the Teaching Faculty and the Faculty of Registration from Sept. 1/12 – Aug. 31/13	Both Associate Deans	When approached by instructor, student indicated that he/she needed to pass the course to graduate; when student informed report would be completed, student did not finish exam; student signed report and left the room	None	Joint Local Discipline Committees	Pending		
	1	Cheating on a final exam	Final Grade of "F-DISC" in course; "DISC" to be removed upon graduation; suspension from Faculty Jan. 1/12 – Dec. 31/12	Associate Dean of Faculty of Registration	None	None	Local Discipline Committee	Appeal denied	Not sought	None
	1	Unauthorized material (cheat noes in calculator) on final exam	Final Grade of "F-DISC" on course; "DISC" to be removed upon graduation; suspension from Faculty Jan. 1/12 to Dec. 31/12	Associate Dean of Faculty of Registration	None	None	Local Discipline Committee	Appeal denied	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions. Examples of mitigating factors include the student's being apologetic or under extreme stress, etc. Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Contravention of Examination Regulations (continued)	1	Unauthorized material (cheat notes in calculator) on final exam	Final Grade of "F-DISC" on course; DISC to be removed upon graduation; suspension from Faculty Jan. 1/12 – Dec. 31/12	Associate Dean of Faculty of Registration	None	None	Not sought	None	Not sought	None
Copying from Other Student's/Own Previous Work	1	Duplication of assignment	Mark of "0" on assignment	Associate Department Head of Teaching Faculty and Associate Dean of Faculty of Registration	None	None	Not sought	None	Not sought	None
	1	Copying test answers from another student	Course mark reduced by 5%	Associate Dean	Admission; regret; appeared sincere	None	Not sought	None	Not sought	None
	1	Submitted an assignment containing info copied directly from a PhD thesis	Grade of "0" on plagiarized assignment in course	Acting Associate Head	Admission of guilt	Claimed to not be aware of plagiarism policy but not credible as student is in fourth year	Not sought	None	Not sought	None
	1	Duplicate submission of parts of own assignment and presentation from another course	Apology letter; "F" in course (allowed to remediate); research paper; transcript reprimand (nine months)	Dean	Expressed remorse	None	Not sought	None	Not sought	None
	1	Used materials from another student in completion of an assignment	Loss of 6 points (out of a maximum of 12) on the assignment in question (a loss of 6.25% of the final grade)	Department Head	Remorse; apology; no record of previous instances of academic dishonesty	None	Not sought	None	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions.

Examples of mitigating factors include the student's being apologetic or under extreme stress, etc.

Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Copying from Other Student's/ own Previous Work (continued)	1	Submitted 3 lab assignments copied from other student as his/her own	Grade of "0" on each of the 3 assignments ( a total loss of 5.6% of the final grade)	Department Head	Remorse; apology; no record of previous instances of academic dishonesty	None	Not sought	None	Not sought	None
Forged Documentation	1	Department reported student submitted an altered medical note to support request for a make-up test	Final Grade of "F-DISC"; notation on transcript re: altered medical certificate; must write letter of apology to the physician; "DISC" to be removed after Aug. 2014 upon request	Associate Dean of Faculty of Registration	Student produced authentic medical note to confirm illness	None	Not sought	None	Not sought	None
	1	Student forged eleven signatures and eleven hand-written comments on feedback forms during elective	Permanently expelled from Faculty; failing mark in elective; permanent notation on academic record	Dean	None	Previous record of non-attendance	Under-graduate Student Appeals Committee and Faculty Student Appeals Committee	Appeals denied	University Discipline Committee (penalty only)	Pending

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions. Examples of mitigating factors include the student's being apologetic or under extreme stress, etc. Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Forged Documentation (continued)	1	Altered and falsified departmental forms (including stealing forms from department office, falsifying forms, forging the professors signature on two occasions and unauthorized entry to department office to replant the falsified forms)	"F-DISC" in course, may apply to have comment removed after Aug. 31/17; effective Aug 31/12 permanently expelled from Faculty with notation on transcript; may apply to have comment removed after Aug. 31/17; effective Aug. 31/12 permanently suspended from taking any more courses offered by the Faculty with a comment of this nature on the transcript; may apply to have comment removed after Aug 31/17; notation of academic dishonesty on transcript; may apply for comment removal after Aug. 31/17	Associate Dean	None	Student's admittance to lying during initial statement plus explanation not credible; witness and their written testimony not credible	Local Discipline Committee	Finding and penalties upheld	Not sought	None
Personation	1	Personation and fraud in mid-term	Permanent expulsion from U of M; banned from U of M property; "F-DISC" in course; permanent notation	Vice-President	None	Intimidation; required the involvement of University Response Team, Campus Security Services, Winnipeg Police Services and Canadian Border Services	University Discipline Committee	Decision and penalties upheld		

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions. Examples of mitigating factors include the student's being apologetic or under extreme stress, etc. Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Personation (continued)	1	Personation and fraud in course; asked friend to sign attendance sheet indicating student would be late	Course mark reduced by 5%	Associate Dean	Confession was honest and forthcoming	None	Not sought	None	Not sought	None
	1	Personation and fraud in course; signed attendance sheet for a friend	Course mark reduced by 5%	Associate Dean	Confession was honest and forthcoming; friend asked student to sign as late but friend never showed	None	Not sought	None	Not sought	None
	1	Accompanied by another student to the exam and submitted a paper written by the other student as his own	Final Grade of "F-DISC" for course; suspended from courses offered by the Teaching Faculty from May 1/12 – Apr. 30/13; suspended from the Faculty of Registration from May 1/12 – Apr. 30/13; notation on transcript and academic record; "DISC" and transcript notations may be removed upon request after four years or at time of graduation	Both Associate Deans	None	Admission of guilt by the other student	Not sought	None	Not sought	None
	1	Personation or cheating in class quiz in course	Assigned a Grade of "F"; "DISC" comment; notation on transcript; notation to remain on record for two years until Dec. 21/13 which may be removed upon request	Department Head	None	2 <sup>nd</sup> offence	Associate Dean of Teaching Faculty and Associate Dean of Faculty of Registration	Previously imposed penalties upheld with the exception of duration of notation on transcript reduced to one year	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions.

Examples of mitigating factors include the student's being apologetic or under extreme stress, etc.

Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Personation (continued)	1	Not registered in course but wrote the final exam and placed another student's name on the exam	Suspended from taking courses offered by the Teaching Faculty from May 1/12 – Apr. 30/13; suspended from the Faculty of Registration from May 1/12 – Apr. 30/13; notation on transcript and academic record; notation may be removed upon request after four years or at time of graduation	Both Associate Deans	Admission of guilt and explained it was done out of an empathetic understanding for another student's difficult situation	Premeditated	Not sought	None	Not sought	None
	1	Personation or cheating in class quiz in course	A loss of all marks for the quiz and inclusion of this result in the quizzes counted to the total quiz mark for the course; notation of academic dishonesty on transcript to remain on record for two years until Dec. 21/13 which may be removed upon request	Department Head	None	None	Not sought	None	Not sought	None
Inappropriate Collaboration	5	Participated in establishing on-line Blog site for the purpose of unauthorized collaboration during a computer-based mid-term examination	10% reduction in exam mark; letter in academic file, removed upon graduation if no further academic dishonesty; required to successfully complete a course in ethics	Department Head	Only one question discussed; first offence; admitted behavior	None	Not sought	None	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions. Examples of mitigating factors include the student's being apologetic or under extreme stress, etc. Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.



Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Inappropriate Collaboration (continued)	1	Inappropriate collaboration in course	"0" in assignment; Learning Assistance Centre appointment	Department Head of Teaching Faculty and Associate Dean of Faculty of Registration	None	None	Not sought	None	Not sought	None
	3	Inappropriate collaboration in course	Course mark reduced by 5%	Associate Dean	None	None	Not sought	None	Not sought	none
	1 <b>Carried over from 2010-2011</b>	Same pattern of wrong answers as student seated next to him/her for term tests #1 and #2	Final Grade of "F-DISC" in course; suspended from taking courses offered by Teaching Faculty from June 1/11 – May 31/12; academic dishonesty notation on transcript; suspended from taking courses offered by Faculty of Registration from June 1/11 – May 31/12; "DISC" may be removed upon request at time of graduation; notation may be removed upon request after May 31/12	Both Associate Deans	None	Instructed to sit apart from same student for test #3, but ignored this instruction until directed to move away; same wrong answer pattern did not occur for test #3	Local Discipline Committee	All penalties upheld; penalties #1-3 appealed through Teaching Faculty and penalty #4 appealed through Faculty of Registration	UDC	Both appeals granted
	32	Duplication of assignment	Mark of "0" for the assignment	Associate Department Head	None	None	Not sought	None	Not sought	None
	1	Possible possession and use of previous year's assignments	Loss of 50% of lab mark; 12.5% of course mark	Department Head	None	Previous case of plagiarism	Not sought	None	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions. Examples of mitigating factors include the student's being apologetic or under extreme stress, etc. Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Inappropriate Collaboration (continued)	2	Duplication of assignment	Suspended from unit of registration and from registering for any U of M courses from Jan. 1/12 – Dec. 31/12; notation on transcript which may be removed upon request at time of graduation	Associate Department Head	None	2 <sup>nd</sup> offence	Not sought	None	Not sought	None
	1	Duplication of assignment	Grade of "0" for assignment #2 in course; required to meet with the Learning Assistance Centre; failure to provide evidence of meeting will result in a final grade of "F-DISC"; "DISC" may be removed upon request at time of graduation	Associate Department Head	None	Failed to respond to or attend discipline meeting	Not sought	None	Not sought	None
	1	Duplication of assignment	Grade of "0" on assignment #4 and Final Grade of "F-DISC" in course; academic dishonesty notation on transcript; notation and "DISC" may be removed upon request at time of graduation	Associate Department Head	None	2 <sup>nd</sup> offence	Not sought	None	Not sought	None
	2	Allegation of inappropriate collaboration on lab report	Grade of "0" on lab report for experiment #4 in course	Department Head	Admission of guilt	None	Not sought	None	Not sought	None
	1	Allegation of inappropriate collaboration on lab report	Grade of "0" on lab report for experiment #5 in course	Department Head	Admission of guilt	None	Not sought	None	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions. Examples of mitigating factors include the student's being apologetic or under extreme stress, etc. Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Inappropriate Collaboration (continued)	1	Possible possession and use of previous year's assignments	Loss of 40% of lab mark; 10% of course mark	Department Head	Admission of indiscretion	None	Associate Dean	Reduced to 30% of lab mark; 7.5% of course mark plus 1500 word essay	Not sought	None
	1	Inappropriate collaboration in course	"0" for assignment	Department Head	None	None	Not sought	None	Not sought	None
	1	Inappropriate collaboration in course	Suspension until Fall 2012	Department Head	None	Previous case of plagiarism and previous case of inappropriate collaboration	Associate Dean	Suspension rescinded; Loss of 40% of lab mark; 10% of course mark; "F" in course	Not sought	None
	2	Allegation of inappropriate collaboration on lab report	Student 1 and 2: Grade of "0" on lab report for experiment in course	Department Head	None	Student 1 and 2: Denied collaboration but after discussion with all participants the explanation proved not credible	Student 1: Not sought  Student 2: Associate Dean	Student 1: None  Student 2: Appeal of penalty granted. Student provided new information that was not available during original hearing	Student 1 and 2: Not sought	Student 1 and 2: None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions. Examples of mitigating factors include the student's being apologetic or under extreme stress, etc. Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Inappropriate Collaboration (continued)	6	Inappropriate collaboration in course and/or possession and use of previous year's assignments	Loss of 25% of assignment marks, 7.5% of course marks; and 1500 word essay	Department Head	None	None	Not sought	None	Not sought	None
	2	Collaborated on answers of final take home exam	Apology letter; "0" on take home exam (still passed course); transcript reprimand (nine months)	Dean	Expressed remorse; one student under personal duress	Previously warned against academic dishonesty	Not sought	None	Not sought	None
	2	Collaborated on answers of final take home exam; one student's exam also contained plagiarism	Apology letter; transcript reprimand (nine months); "0" on take home exam  Student who plagiarized failed course; allowed to remediate; and four hours of Learning Assistance Centre training;  Other student passed course	Associate Dean	Expressed remorse	Previously warned against academic dishonesty	Not sought	None	Not sought	None
	1	Made own assignment available to another student who subsequently used this in preparation of his/her own assignment	Loss of 2 points (out of a maximum of 12) on the assignment in question (a loss of 2.0% of final grade)	Department Head	Remorse; apology; no record of previous instances of academic dishonesty	None	Not sought	None	Not sought	None
	2	Worked together with another student on assignment	Grade of "0" for Assignment #2 in course; academic dishonesty notation on transcript which may be removed upon request after graduation	Department Head	Admission of guilt	None	Not sought	None	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions. Examples of mitigating factors include the student's being apologetic or under extreme stress, etc. Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Inappropriate Collaboration (continued)	1	Student submitted material written by someone else for course	Final Grade of "F" on assignment; final Grade of "F-DISC" in course	Department Head	Student stated she had not known what inappropriate collaboration was	There was to be no collaboration on assignment; student present when professor covered plagiarism and academic dishonesty extensively in class; course outline clearly describes plagiarism; student met twice with Professor and could have asked for help	Not sought	None	Not sought	None
	1	Improper copying of assignment	Final Grade of "F-DISC" in course; and academic dishonesty notation on transcript	Department Head	Did not notice other student copying from his/her assignments	Admitted to having an illegal copy of a pdf file	Associate Dean	Final Grade of "F" in assignment #4 in course; Final Grade of "D-DISC" in course; and notation on transcript and academic record; "DISC" and notation may be removed upon request at time of graduation	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions. Examples of mitigating factors include the student's being apologetic or under extreme stress, etc. Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Inappropriate Collaboration (continued)	2	Both students: Copying of assignment from another student	Both Students: "F-DISC" in course; suspended from the Faculty of Registration from Jan. 1/12 – Dec. 31/12; notation on transcript and academic record; "DISC" may be removed upon request at time of graduation	Department Head of Teaching Faculty	Both students: Admission of guilt	Student 1: None  Student 2: Evidence indicated more extensive copying than what was admitted to; in possession of an illegal copy of a pdf file	Associate Dean of Teaching Faculty and Associate Dean of Faculty of Registration	Both Students: Penalties upheld with the exception that suspension changed to taking courses by the Faculty of Registration from Jan. 1/12 – Dec 31/12 and "DISC" and notation may be removed upon request at time of graduation	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions. Examples of mitigating factors include the student's being apologetic or under extreme stress, etc. Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Inappropriate Collaboration (continued)	1	Allowed another student to take his/her already submitted assignment in order to copy	"F-DISC" in course; suspension from the Faculty of Registration from Jan. 1/12 – Dec. 31/12; and academic dishonesty notation on transcript	Teaching Faculty Department Head	Another student asked for his/her assignment but he/she did not say yes or no – other student then took the already submitted assignment	Aware that another student (and others) were looking at his/her assignment	Associate Dean of Teaching Faculty and Associate Dean of Faculty of Registration	"DISC" and notation upheld; suspension changed to suspended from taking courses by the Faculty of Registration from Jan. 1/12 – Dec. 31/12; "DISC" and notation may be removed upon request at time of graduation	Not sought	None
Plagiarism	1	Plagiarized on term paper submitted for course	Grade of "0" and a notation on academic record/transcript to remain until Sept. 1/13	Associate Head	None	None	Not sought	None	Not sought	None
	4	Plagiarized assignment	Grade of "F" on assignment	Associate Dean	None	None	Not sought	None	Not sought	None
	1	Submission of plagiarized material; use of uncited sources	Grade of "0" on final term paper; submission of essay re: effects of plagiarism; final Grade of "0" in course if essay not submitted	Program Director	None	None	Not sought	None	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions. Examples of mitigating factors include the student's being apologetic or under extreme stress, etc. Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Plagiarism (continued)	1	Plagiarized on term paper submitted for course	Term paper will receive a maximum of 7.5% toward the final grade, rather than the maximum of 15%	Associate Head	Admission of guilt and showed remorse	None	Not sought	None	Not sought	None
	1	Uncited sources	Required to complete time management, stress management and plagiarism workshops; complete another assignment	Associate Dean	Hurried through assignment	None	Not sought	None	Not sought	None
	1	Uncited sources	Required to complete citation workshops and provide evidence to the student advisor; once evidence of completion provided student will be given back their original assignment to correct and re-submit	Associate Dean	Lack of knowledge on how to proper cite work	None	Not sought	None	Not sought	None
	1	Uncited sources	Required to attend workshops on essay writing and plagiarism and provide evidence of completion; student must then re-submit assignment identifying the areas of plagiarism; ½ grade deduction on assignment	Associate Dean	Lack of knowledge in essay writing and poor English language skills	None	Not sought	None	Not sought	None
	1	Plagiarism in term paper	Grade of "0" on term paper	Associate Dean	None	None	Not sought	None	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions.

Examples of mitigating factors include the student's being apologetic or under extreme stress, etc.

Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.



Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Plagiarism (continued)	1	Uncited sources	Required to attend workshops on essay writing and plagiarism and provide evidence of completion; student must then identify areas of plagiarism in assignment; ½ mark deduction on assignment	Associate Dean	Worked on the essay in two stages and neglected to cite sources	None	Not sought	None	Not sought	None
	3	Several sections of an assignment were copied directly from sources that were not cited (group assignment)	<p>Student 1 and 2: Mark of "0" (10% of course); letter on file; and required to write apology to Professor</p> <p>Student 3: Mark of "0" on assignment (40% of course grade); Final Grade of "F-DISC"; notation of academic dishonesty on transcript for one year; suspension from Faculty of Registration from Jan.1/12 – Aug 31/12; and must attend the Learning Assistance Centre to learn about proper referencing and citing recourses; provide letter in writing of successful completion to Faculty of Registration</p>	<p>Department Head</p> <p>Department Head of Teaching Faculty and Dean of Faculty of Registration</p>	<p>First offence</p> <p>English as Additional Language student; financial concerns</p>	<p>None</p> <p>Third offence for plagiarism</p>	<p>Not sought</p> <p>Joint Local Discipline Committee (student appealed suspension only)</p>	<p>None</p> <p>Student withdrew appeal</p>	<p>Not sought</p> <p>Not sought</p>	<p>None</p> <p>None</p>

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions. Examples of mitigating factors include the student's being apologetic or under extreme stress, etc. Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Plagiarism (continued)	4	Submitted a lab report with an answer posted on the internet	Grade of "0" on the lab report for experiment in course	Department Head	Admission of guilt	None	Not sought	None	Not sought	None
	3	Plagiarism in group paper	Grade of "0" in the literature review section of the paper	Associate Dean	None	None	Not sought	None	Not sought	None
	1	Plagiarism in group paper	Grade of "0" on the entire group paper	Associate Dean	None	None	Not sought	None	Not sought	None
	1	Plagiarism in group paper	Grade of "0" on the entire group paper; notation of academic dishonesty on transcript and can be applied for removal upon confirmed graduation	Associate Dean	None	Deliberately deceived team members	Not sought	None	Not sought	None
	1	Plagiarism in term paper	2% reduction in the term paper for improper citation but believes no intention of plagiarizing	Associate Dean	None	None	Not sought	None	Not sought	None
	1	Plagiarism in term paper	Final mark in the term paper given a 2% reduction	Associate Dean	None	None	Not sought	None	Not sought	None
	1	Plagiarism in term paper	Grade of "0" in term paper; Grade with "DISC" comment can be removed upon application in six months; Learning Assistance Centre appointment	Associate Dean	None	None	Not sought	None	Not sought	None
	1	Plagiarism in course lab assignment	Loss of marks in assignment component; res-submission of plagiarized section	Department Head	Relatively minor	None	Not sought	None	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions. Examples of mitigating factors include the student's being apologetic or under extreme stress, etc. Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Plagiarism (continued)	1	Plagiarism in open book portion of term exam in one course and cheating in mid-term in another course	"F-DISC" in both courses; can apply to have comment removed upon U of M graduation; notation on transcript; suspended from courses offered by Faculty from May 1/12 – Apr. 31/14	Associate Dean	None	None	Not sought	None	Not sought	None
	1	Plagiarism in open book portion of term exam	"0" on question one of the term paper; must create a presentation for the English Language Centre on proper citation in papers and test situations	Associate Dean	None	None	Not sought	None	Not sought	None
	1	Plagiarism in course	"0" on term paper	Associate Dean	None	None	Not sought	None	Not sought	None
	1	Plagiarized written assignment	Final Grade of "F-DISC"; notation of academic dishonesty placed on transcript	Associate Dean	Student was stressed and overwhelmed; expressed regret	None	Not sought	None	Not sought	None
	1	Plagiarized written assignment	Final Grade of "F-DISC"; notation of academic dishonesty placed on transcript	Associate Dean	Student admitted plagiarizing	None	Not sought	None	Not sought	None
	4	Submitted a lab report containing information copied directly from a question in a 2011 lab report	Grade of "0" on lab report for experiment in course	Department Head	Admission of guilt and all accepted full responsibility for their actions	None	Not sought	None	Not sought	None
	1	Plagiarism in course	Loss of marks for term paper; and 1000 word essay	Department Head	Student going through a stressful time	Previous case of plagiarism	Not sought	None	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions.

Examples of mitigating factors include the student's being apologetic or under extreme stress, etc.

Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Plagiarism (continued)	1	Submitted a lab report containing information copied directly from a question in a 2011 lab report	Grade of "0" on the lab report for experiment #2 in course	Department Head	Claimed to have discussed the topic in detail with a former student, but wrote answer on his/her own	Question was not similar, not identical, to the question from 2011; answer was identical to last year, the answer was incorrect	Not sought	None	Not sought	None
	2	Submitted a lab report for experiment #4 with an answer posted on the internet and lab report for experiment #5 had an answer identical to that of the other student	Grade of "0" on the lab report for experiment #4 in course	Department Head	Admission of guilt	None	Not sought	None	Not sought	None
	1	Plagiarism in assignment	Apology letter; "F" in course; expelled from Faculty	Associate Dean	Expressed remorse; under personal duress	Previously charged of plagiarism only months earlier; said he/she learned from the experience	Dean	Denied	Local Discipline Committee	Pending
	1	Extensive plagiarism in thesis proposal and candidacy exam document	Apology letter; failure on first attempt at candidacy exam; suspended for one year; transcript reprimand (two years); disciplinary action related to granting council as student holds fellowship	Associate Dean	Under extreme personal duress and time constraints due to personal circumstances	Had a clear understanding of what constitutes plagiarism	Not sought	None	Not sought	None
	3	Plagiarism in group assignment	Apology letter; research paper; "F" in course (remediation permitted); four hours Learning Assistance Centre tutoring; transcript reprimand (9 months)	Associate Dean	Showed remorse	One student alerted remaining members of cut/paste from source; no students followed up	One student appealed to Dean	Denied	Same student appealed to Local Discipline Committee	Denied

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions. Examples of mitigating factors include the student's being apologetic or under extreme stress, etc. Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Plagiarism (continued)	14	Lack of proper citation and inappropriate use of others' materials	"0" for assignments	Associate Dean	Absence of knowledge regarding how to properly cite	All students had received a workshop on proper use of citations	Not sought	None	Not sought	None
	4	Plagiarism in group assignment	Three students: apology letter; "0" on assignment (still passed course);  One student: apology letter; "F" in course (remediation permitted); transcript reprimand (9 months)	Associate Dean	All students showed remorse; one student took responsibility for the act and showed extreme remorse	Syllabus warned against academic dishonesty	Not sought	None	Not sought	None
	1	Plagiarism in four courses	Apology letters; transcript reprimand (no time mentioned); "F" in courses (no remediation permitted: Required to Withdraw); suspended from Faculty for three years	Associate Dean	Showed remorse	Warned against academic dishonesty in several instances	Dean	Denied with a more severe penalty; expelled from Faculty; transcript reprimand (five years)	Not sought	None
	1	Plagiarism in assignment	Apology letter; "F" in assignment (remediation permitted); suspended from Faculty for one year; transcript reprimand (24 months)	Associate Dean	None	Knowingly plagiarized due to time constraints and the balancing of family obligations; 2 <sup>nd</sup> offense	Not sought	None	Not sought	None
	1 <b>Carried over from 2010-2011</b>	Undocumented use of internet sources	"F" for assignment; "F-DISC" in course	Program Director	Student apologetic; admitted guilt	None	Associate Dean of Faculty of Registration	Appeal denied	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions. Examples of mitigating factors include the student's being apologetic or under extreme stress, etc. Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Plagiarism (continued)	1	Plagiarism in two courses	Apology letter; "F" in both courses (no remediation permitted); expelled from Faculty	Associate Dean	None	Previously charged of plagiarism and assigned penalties; when asked, said this was first offense and was not previously assigned any penalties	Not sought	None	Not sought	None
	1	Report of 2 <sup>nd</sup> incident of plagiarism	Final Grade of "F-DISC" in course; suspension from taking courses offered by Teaching Faculty; "DISC" to be removed upon graduation	Associate Dean of Teaching Faculty and Director of Unit of Registration	None	None	Not sought	None	Not sought	None
	1	Report of 2 <sup>nd</sup> incident of plagiarism	Final Grade of "F-DISC" in course; suspension from Faculty from Jul.1/12 – Dec. 31/12; "DISC" may be removed once graduation confirmed	Associate Dean of Faculty of Registration	None	None	Not sought	None	Not sought	None
	1	Report of 2 <sup>nd</sup> incident of plagiarism	Final Grade of "F-DISC" in course; suspension from taking courses offered May 1/12 – May 1/13; required to attend Learning Assistance Centre to obtain info on how to cite sources; write 500 word essay that defines plagiarism; "DISC" comment may be removed after May 2014	Associate Dean of Teaching Faculty and Associate Dean of Faculty of Registration	None	None	Not sought	None	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions.  
Examples of mitigating factors include the student's being apologetic or under extreme stress, etc.  
Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Plagiarism (continued)	1	Report of 2 <sup>nd</sup> incident of plagiarism	Final Grade of "F-DISC"; suspension from taking courses from the Faculty of Registration June 1/12 – May 30/13; "DISC" to be removed once graduation confirmed providing no further incident or academic dishonesty	Associate Dean of Faculty of Registration	Student from a war torn country	None	Not sought	None	Not sought	None
	1	Report of 3 <sup>rd</sup> incident of plagiarism	Final Grade of "F-DISC"; suspension from Faculty from Jul. 1/12 – June 30/13; "DISC" to be permanently on transcript	Associate Dean of Faculty of Registration	None	None	Not sought	None	Not sought	None
	1	Assignment plagiarized	Grade of "F" on assignment	Program Coordinator	None	None	Not sought	None	Not sought	None
	1	Assignment plagiarized	Grade of "F" on assignment	Program Coordinator	None	None	Associate Dean	Appeal denied	Not sought	None
	1	Assignment plagiarized	Grade of "F-DISC" in course	Program Coordinator	None	None	Not sought	None	Not sought	None
	4	Assignment plagiarized	Grade of "F" on assignment	Program Coordinator	None	None	Not sought	None	Not sought	None
	4	Assignment plagiarized	Grade of "F"; "F-DISC"; rewrite paper	Department Head	None	None	Not sought	None	Not sought	None
	1	Assignment plagiarized	Grade of "F"; "F-DISC"; rewrite paper or "F" Final Grade in course	Department Head	None	None	Not sought	None	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions. Examples of mitigating factors include the student's being apologetic or under extreme stress, etc. Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Plagiarism (continued)	1	Use of un-cited sources in a term paper	Grade of "F" on assignment (20% of Grade)	Department Head	None	None	Not sought	None	Not sought	None
	1	Assignment plagiarized	Grade of "F" ("0") on assignment	Program Coordinator	None	None	Not sought	None	Not sought	None
	2	Substantial plagiarism on a course assignment	Final Grade of "F" on assignment; disciplinary comment on record	Department Head	None	None	Not sought	None	Not sought	None
	1	Copied material from a website on 2 separate assignments	Grade of "0" was given to each assignment	Acting Head	None	None	Not sought	None	Not sought	None
	1	Student submitted an essay that the instructor believed was written by someone else; student could not give any proof of having written the essay and could not even summarize its content	Grade of "F" for the assignment and a Final Grade of "F-DISC" for the course; student also barred from registering the same course during the next academic year	Acting Director	None	None	Not sought	None	Not sought	None
	2	Allegations of plagiarism on an essay	"F" for assignment; student to attend tutorial on proper referencing or student will receive a Final Grade of "F"	Department Head	None	None	Not sought	None	Not sought	None
	1	Assignment plagiarized	"F" on assignment and final mark of "F" in course	Senior Academic	Remorse	Widespread plagiarism	Not sought	None	Not sought	None
	1	Assignment plagiarized	"F" on assignment	Department Head	Remorse	Multiple instances	None sought	None	Not sought	None
1	Assignment plagiarized	"F" on assignment and notation on transcript	Acting Head	None	None	Not sought	None	Not sought	None	

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions.

Examples of mitigating factors include the student's being apologetic or under extreme stress, etc.

Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.



Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Plagiarism (continued)	1	Assignment plagiarized	"F" on assignment	Acting Head	Remorse	None	Not sought	None	Not sought	None
	1	Assignment plagiarized	"F" on assignment	Acting Head	None	None	Not sought	None	Not sought	None
	1	Assignment plagiarized	Revise and resubmit assignment	Acting Head	Honest mistake	None	Not sought	None	Not sought	None
	1	Assignment plagiarized	"F" on both assignments	Acting Head	None	Two instances	Not sought	None	Not sought	None
	1	Assignment plagiarized	"F" on assignment	Acting Head	None	None	Not sought	None	Not sought	None
	1	Assignment plagiarized	"F" on assignment	Department Head	None	None	Not sought	None	Not sought	None
	1	Failure to cite sources upon which the student had relied heavily	"F-DISC" in course with provision that upon completion of tutorial session from Learning Assistance Centre grade to change to "D-DISC"	Department Head	Student showed considered regret for his actions	None	Not sought	None	Not sought	None
	1	Extensive use of internet sources which were not cited or were cited misleadingly	"F-DISC" in course	Department Head	None	Student took inadequate responsibility for his/her actions, even in the face of compelling evidence	Not sought	None	Not sought	None
	1	Use of uncited sources from the internet	"F" on the assignment; "F-DISC" in the course	Department Head	Student was not in contact with Department at all	None	Not sought	None	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions. Examples of mitigating factors include the student's being apologetic or under extreme stress, etc. Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Plagiarism (continued)	1	Use of uncited sources from the internet	"F" final mark on essay; "F-DISC" Final Grade in course	Department Head	Student voluntarily resubmitted report with completed works cited; attended class regularly; sincerely expressed regret	Instructor concerned that student still lacked full understanding of plagiarism	Associate Dean	Appeal denied	Not sought	None
	1	Use of uncited sources from the internet	"F" final mark on assignment; "F-DISC" final grade in course	Department Head	Student to visit the Learning Assistance Centre	Student does not seem to understand what constitutes plagiarism even though syllabus contained the standard department and Faculty guidelines	Not sought	None	Not sought	None
	1	Use of uncited sources from the internet	"F" on assignment"; "F-DISC" in course	Department Head	None	Unprompted, student emailed instructor and submitted essay with list of work cited; no evidence student use of four works listed and internet site not included	Not sought	None	Not sought	None
	1	Use of uncited sources from the internet	"F" on assignment; "F-DISC" in course	Department Head	None	Student did not admit to plagiarism	Not sought	None	Not sought	None
	1	Use of uncited sources from the internet	"F" on assignment; "F-DISC" in course	Department Head	None	Student did not admit guilt nor display a thorough understanding of what constitutes plagiarism	Not sought	None	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions. Examples of mitigating factors include the student's being apologetic or under extreme stress, etc. Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Plagiarism (continued)	1	Use of uncited sources from the internet	"F" final mark on assignment; "DISC" grade classification	Department Head	Student stated prior to assignment due date an extremely stressful domestic altercation led him/her to cheat; cultural traditions made approach of instructor difficult to ask for an extension; committee felt student was genuinely contrite; instructor noted student's diligence prior to this and thought he/she was low risk to cheat again	None	Not sought	None	Not sought	None
	1	Use of uncited sources from the internet	"F" on assignment; "DISC" grade classification	Department Head	Student admitted cheating and showed genuine remorse; mother has severe medical issue and caregiving duties and emotional distress led to cheating; student aware of University resources that clarify what constitutes plagiarism	None	Not sought	None	Not sought	None
	1	Use of uncited sources from the internet	"F" on the assignment; "F-DISC" in course	Department Head	Student made an appointment with the Learning Assistance Centre	Instructor clearly stated in class matters of academic dishonesty	Not sought	None	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions.

Examples of mitigating factors include the student's being apologetic or under extreme stress, etc.

Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Plagiarism (continued)	1	Use of uncited sources from the internet	"F" on assignment; "F-DISC" in course	Department Head	None	Student claimed to be unaware that he/she cheated even though a previous level course was completed; paper was a rewrite as original did not cite sources correctly; no other student was given the opportunity to rewrite; a previous assignment had the same problem	Not sought	None	Not sought	None
	1	Assignment plagiarized (final)	"F" in course and discipline notification	Department Head	None	None	Not sought	None	Not sought	None
	1	Use of uncited sources from the internet	"F" on assignment; "F-DISC" in course	Department Head	Student consulted with Learning Assistance Centre and academic advisor	Student began studies in 08 and has taken many courses; admitted that an essay writing guide was assigned reading but was not purchased	Not sought	None	Not sought	None
	1	Use of uncited sources from the internet	"F" on the assignment; "F-DISC" in course	Department Head	Student admitted cheating; dealing with mental health issues; did not request leniency; based in another province; taken advantage of writing assistance through other University	Student has been taking university courses since 07	Not sought	None	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions. Examples of mitigating factors include the student's being apologetic or under extreme stress, etc. Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Plagiarism (continued)	1	Assignment plagiarized	"F" in assignment	Department Head	None	None	Not sought	None	Not sought	None
	1	Use of uncited sources from the internet	"F" on the assignment; "F-DISC" in course	Department Head	Student seemed apologetic; receiving counseling from two university centres; working with student rep to find other university sources of support	Instructor specified on syllabus that students were entitled to special consideration, including extension on medical grounds	Not sought	None	Not sought	None
	1	Use of uncited sources from the internet	"F" on the assignment; "F-DISC" in course	Department Head	Student did not admit to consciously cheating; showed remorse; made an appointment with Learning Assistance Centre	None	Not sought	None	Not sought	None
	1	Use of uncited sources from the internet	"F" on the assignment; "F-DISC" in course	Department Head	Student unfamiliar with proper citation systems	Student stated average class attendance; professor stated poor attendance with half hour late to class; absent when plagiarism and citation were discussed which student did not make an effort to find out about	Not sought	None	Not sought	None
	1	Plagiarism in assignment	Apology letter; one hour of Learning Assistance Centre tutoring	Associate Dean	Showed remorse; very small amount of plagiarism	Warned against academic dishonesty	Not sought	None	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions.

Examples of mitigating factors include the student's being apologetic or under extreme stress, etc.

Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Plagiarism (continued)	1	Use of uncited sources from the internet	"F" on the assignment; "F-DISC" in course	Department Head	Student admitted he/she knowingly plagiarized; workshop with Learning Assistance Centre	Instructor spoke about academic honesty in class; plagiarism in course syllabus	Not sought	None	Not sought	None
	1	Use of uncited sources from the internet	"F" on the assignment; "F-DISC" in course	Department Head	Student seemed contrite; made contact with Learning Assistance Centre	Student took many other courses offered by the Faculty including courses in the same department; heard instructor discuss plagiarism before as this is a higher level course	Not sought	None	Not sought	None
	1	Use of uncited sources from the internet	"F" on the assignment; "F-DISC" in course	Department Head	Student was under stress due to exam in another class; left paper until last minute; stated various ways to avoid situation in the future	Student took a different course and understood plagiarism; discussed in the course and clearly outlined on the syllabus	Not sought	None	Not sought	None
	2	Plagiarism in assignment	Apology letter; one hour of Learning Assistance Centre tutoring; "0" on assignment (still passed course); transcript reprimand nine months	Associate Dean	Showed remorse	Warned against academic dishonesty	Not sought	None	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions. Examples of mitigating factors include the student's being apologetic or under extreme stress, etc. Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Plagiarism (continued)	1	Use of uncited sources from the internet	"F" on the assignment; "F-DISC" in course; comment added to the transcript	Department Head	None	Paper was a rewrite of an assignment; first version contained unattributed borrowed material; no other student was given opportunity to rewrite; instructor clear on plagiarism issues with both first and second paper; student unclear what constitutes plagiarism, especially paraphrasing	Not sought	None	Not sought	None
	1	Use of uncited sources from the internet	"F" on assignment; "F-DISC" in course	Department Head	None	Instructor spoke of academic honesty in class; plagiarism included in course syllabus; demonstrates confusion about what constitutes plagiarism and no serious effort to understand and avoid in future; did not recall making revisions to content; significant differences	Not sought	None	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions. Examples of mitigating factors include the student's being apologetic or under extreme stress, etc. Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Plagiarism (continued)	1	Use of uncited sources from the internet	"F" on the assignment; "F-DISC" in course	Department Head	Student left essay until last minute due to stress of exams stated he/she did not know that internet sources are to be cited; apologized and met with Advocate to discuss avoidance of plagiarism and time manage better; professor stated student is good contributor to class and generally good student	Professor had clearly defined plagiarism in class discussion and was defined on the website	Not sought	None	Not sought	None
	1	Use of uncited sources from the internet	"F" on the assignment; "F-DISC" in course	Department Head	Student claimed he/she did not understand proper citation procedures; stated it was the first time to have done anything like this and would never do it again	Student previously cheated on an in-class reading quiz by copying answers from student sitting next to him/her; Professor had spoken to the student at that time; at the hearing student reluctantly admitted to the cheating; plagiarism was covered in class and in outline; student was present at the time	Not sought	None	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions. Examples of mitigating factors include the student's being apologetic or under extreme stress, etc. Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.



Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Plagiarism (continued)	1	Plagiarism in assignment	Apology letter; four hours of Learning Assistance Centre tutoring; research paper; "D" in course (remediation permitted); transcript reprimand 9 months	Associate Dean	Showed remorse	Warned academic dishonesty	Not sought	None	Not sought	None
	1	Plagiarism in assignment	Apology letter; four hours of Learning Assistance Centre tutoring; research paper; "F" in course (remediation permitted) transcript reprimand 6 months	Associate Dean	Showed remorse	Warned against academic dishonesty	Not sought	None	Not sought	None
	1	Plagiarism in assignment	Apology letter; Grade of "0" on paper; notation of "D-DISC" in course (remediation permitted); prepare bibliography; obtain four hours of Learning Assistance Centre tutoring; transcript reprimand nine months	Associate Dean	Showed remorse	Warned against academic dishonesty	Not sought	None	Not sought	None
	1	Plagiarism in assignment	Apology letter; "F" in course (remediation not permitted); four hours Learning Assistance Centre tutoring; transcript reprimand 12 months	Associate Dean	Showed remorse	Warned against academic dishonesty; zero tolerance policy of unit (therefore no remediation)	Not sought	None	Not sought	None
	1	Plagiarism in assignment	Apology letter; four hours of Learning Assistance Centre tutoring; research paper; "F" in course (remediation permitted); transcript reprimand nine months	Associate Dean	Showed remorse	Warned against academic dishonesty	Not sought	None	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions. Examples of mitigating factors include the student's being apologetic or under extreme stress, etc. Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

**ANNUAL REPORT OF THE UNIVERSITY DISCIPLINE COMMITTEE**  
September 1, 2011 to August 31, 2012

**Part 2, Inappropriate Behaviour**

<b>Disciplinary Matter</b>	<b># of Students Disciplined</b>	<b>Detail</b>	<b>Disciplinary Action</b>	<b>Disciplinary Authority</b>	<b>Mitigating Factors</b>	<b>Aggravating Factors</b>	<b>Next Level of Appeal</b>	<b>Disposition</b>	<b>Next Level of Appeal</b>	<b>Disposition</b>
Breach of Residence Hall Regulations	1	Bullying; loud music playing; nobody in room	\$100 fine; no guests allowed; no music from external speakers	Housing Student Life	None	None	Not sought	None	Not sought	None
<b>Community Standards</b>	1	Noise violation; loud music	Had student remove subwoofer	Housing Student Life	None	None	Not sought	None	Not sought	None
	3	Noise violation	Community service	Housing Student Life	None	None	Not sought	None	Not sought	None
	1	Excessive noise	Student was a Resident Advisor; relieved of position	Housing Student Life	None	None	Not sought	None	Not sought	None
	5	Excessive noise violation; uncooperative with staff	Written warning; and apology letter to Resident Advisor/security staff	Housing Student Life	None	1 student charged twice	Not sought	None	Not sought	None
	22	Noise violation	Verbal warning; written warning	Housing Student Life	None	None	Not sought	None	Not sought	None
	1	Excessive noise	Community service hours	Housing Student Life	None	2 <sup>nd</sup> offence	Not sought	None	Not sought	None
	1	Party in room; over capacity; loud music	\$25 fine; and community service hours	Housing Student Life	None	None	Not sought	None	Not sought	None
	5	Excessive noise violation	\$50 fine	Housing Student Life	None	1 student charged twice	Not sought	None	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions. Examples of mitigating factors include the student's being apologetic or under extreme stress, etc. Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Breach of Residence Hall Regulations (continued)  Community Standards	1	Noise violation and disrespectful behavior	\$50 fine	Housing Student Life	None	None	Not sought	None	Not sought	None
	1	Noise violation	\$50 fine and loss of privileges of guests	Housing Student Life	None	2 <sup>nd</sup> offence	Not sought	None	Not sought	None
	1	Repeated noise violation; assaulted girlfriend and stole her debit card	Evicted from residence; ineligible to return	Housing Student Life	None	None	Not sought	None	Not sought	None
	1	Guest Policy – rowdy guests	5 hours community service	Housing Student Life	None	None	Not sought	None	Not sought	None
	1	Pet in residence	Met with Residence Life Coordinator; student removed pet from residence room and found safe home for it	Housing Student Life	None	None	Not sought	None	Not sought	None
<b>SMOKING</b>	3	Use of illegal substance in residence room	\$50 fine	Housing Student Life	None	None	Not sought	None	Not sought	None
	3	Smoking in residence	\$50 fine	Housing Student Life	None	None	Not sought	None	Not sought	None
	1	Smoking in residence	\$75 fine	Housing Student Life	None	2 <sup>nd</sup> offence; did not respond to meeting requests	Not sought	None	Not sought	None
	1	Use of illegal substance in residence room	\$75 and probation	Housing Student Life	None	None	Not sought	None	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions. Examples of mitigating factors include the student's being apologetic or under extreme stress, etc. Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Breach of Residence Hall Regulations (continued)	10	Beer bottles	Verbal and/or written warning	Housing Student Life	None	None	Not sought	None	Not sought	None
<b>ALCOHOL</b>	6	Open alcohol	Verbal and/or written warning	Housing Student Life	None	None	Not sought	None	Not sought	None
	2	Guest with open alcohol in residence common area	Verbal and/or written warning	Housing Student Life	None	None	Not sought	None	Not sought	None
	1	Over-consumption, guest	Written warning	Housing Student Life	None	None	Not sought	None	Not sought	None
	1	Open alcohol during fire alarm	20 hours community service	Housing Student Life	None	None	Not sought	None	Not sought	None
	2	Under-age drinking	\$50 fine	Housing Student Life	None	None	Not sought	None	Not sought	None
	3	Beer bottles	\$50 fine	Housing Student Life	None	None	Not sought	None	Not sought	None
	3	Drinking games	\$50 fine	Housing Student Life	None	None	Not sought	None	Not sought	None
	10	Open alcohol in residence common area	\$50 fine	Housing Student Life	None	None	Not sought	None	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions. Examples of mitigating factors include the student's being apologetic or under extreme stress, etc. Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Breach of Residence Hall Regulations (continued)	9	Over-consumption	\$50 fine	Housing Student Life	None	None	Not sought	None	Not sought	None
<b>ALCOHOL</b>	1	Intoxicated	\$75 fine and written warning	Housing Student Life	None	None	Not sought	None	Not sought	None
	1	Open alcohol	\$100 fine	Housing Student Life	None	2 <sup>nd</sup> offence	Not sought	None	Not sought	None
Computer Related Incidents	2	Students made a twitter post insulting a professor	Required students to apologize and remove post	Department Head	Remorse; apology; no record of previous instances of similar problems	None	Not sought	None	Not sought	None
Disorderly Conduct	1	Disruptive/destructive behavior; stealing food; alcohol/drug abuse	"VV" all courses; return to home country; apply to Vice-Provost directly for any re-admission	Vice-Provost	Compliant to move home	Homeless; no funds or source of funds	Not sought	None	Not sought	None
	1	Sent e-mail to IT department with profanity	Written apology to IT department	Housing Student Life	None	None	Not sought	None	Not sought	None
	2	Set off fire alarms from sparklers	Community service hours	Housing Student Life	None	None	Not sought	None	Not sought	None
	4	Disrespect to residence staff	Written warning and/or written apology letter	Housing Student Life	None	None	Not sought	None	Not sought	None
	2	Guest urinating in elevator	\$50 fine	Housing Student Life	None	None	Not sought	None	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions. Examples of mitigating factors include the student's being apologetic or under extreme stress, etc. Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Disorderly Conduct (continued)	3	Fighting	\$50 fine	Housing Student Life	None	None	Not sought	None	Not sought	None
	2	Swearing at security	\$50 fine	Housing Student Life	None	None	Not sought	None	Not sought	None
	1	Rude phone call to Resident Advisor duty phone	\$50 fine; written apology to Resident Advisor	Housing Student Life	None	None	Not sought	None	Not sought	None
	1	Intimidating behavior	Released from summer Resident Advisor position	Housing Student Life	None	None	Not sought	None	Not sought	None
Indecent Exposure	NONE									
Misuse of University Services	NONE									
Sexual Harassment	NONE									
Theft	1	Stole wallet left in lounge	Conversation about incident with Residence Life Coordinator; responsible for \$200 that was in wallet	Housing Student Life	None	None	Not sought	None	Not sought	None
	1	Shoplifted from Bookstore	Meet with Residence Life Coordinator and attended 2 counseling sessions	Housing Student Life	None	None	Not sought	None	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions. Examples of mitigating factors include the student's being apologetic or under extreme stress, etc. Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Threatening Conduct	1	Threats to harm self	10 conditions set for student to follow for provision of various forms of professional assistance	Vice-Provost	Compliant with conditions; eager to continue academic studies	Hospitalized more than once	Not sought	None	Not sought	None
	1	Threatened other students in class	Barred from classes for remainder of term; allowed to complete term work off campus	Associate Dean	None	Disruptive behavior addressed in meeting but student continued	Not sought	None	Not sought	None
Unprofessional Conduct	1	Alcohol and partying in lab	Suspension of after-hours access	Associate Director	Left to get alcohol; left non U of M individuals in lab with valuable equipment	Drunk, disorderly	Not sought	None	Not sought	None
	2	Knowingly participated in behavior likely to undermine the dignity, self-esteem, and productivity of another member of the University community	Formal written reprimand; apology required; required to successfully complete a course in ethics	Associate Dean	Admitted behavior; expressed remorse; promised to improve	Two previous verbal warnings for similar behavior	Not sought	None	Not sought	None
	1	Inappropriate language toward a faculty member regarding issues in course	Required to write a letter of apology to the faculty member	Associate Dean	Displayed honesty and regret for the incident	None	Not sought	None	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions. Examples of mitigating factors include the student's being apologetic or under extreme stress, etc. Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Unprofessional Conduct (continued)	7	Involved in a clinical group dynamic which included allegations of bullying	Six students received a letter which was placed on a confidential file; if no further incidents, letter will be destroyed upon graduation  Seventh student received a warning letter that conduct towards another student and Clinical Education Facilitator was in contravention to Faculty's principles, and U of M policies and by-law	Associate Dean	Investigation failed to discern the true facts of the matter	None	Not sought	None	Not sought	None
	1	Inappropriate conduct with member of Student Services Group	Warning was issued	Associate Dean	None	None	Not sought	None	Not sought	None
	13	Residents' Student Association Council members engaged in a party	Varied fines from \$100 - \$250	Housing Student Life	None	None	Not sought	None	Not sought	None
	1	Exhibited unprofessional behavior in dealing with member of support staff	Warning was issued regarding importance of honesty and trust in Faculty; received a copy of principles; required to prepare a statement outlining plan to avoid similar situations in the future	Acting Dean	None	None	Not sought	None	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions. Examples of mitigating factors include the student's being apologetic or under extreme stress, etc. Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.



Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Unprofessional Conduct (continued)	1	Inappropriate behavior in classroom	Instructor, student and advocate met to discuss behavior; memo put on student file	Instructor	Student was apologetic and remorseful	None	Not sought	None	Not sought	None
	1	Inappropriate behavior in classroom	Instructor met with student; report put on student file	Instructor and Coordinator	None	None	Not sought	None	Not sought	None
	3	Inappropriate behavior in classroom	Students asked to leave the classroom	Instructor	None	None	Not sought	None	Not sought	None
	1	Student became pushy and persistent when lesser grade was given due to late submission	Report put in student file	Instructor	None	None	Not sought	None	Not sought	None
	1	Inappropriate texts sent to other students	Instructor talked to the student; report put in confidential student file	Instructor	None	Student has other history of inappropriate behavior	Not sought	None	Not sought	None
	1	Inappropriate occupying of receptionist's time	Student was warned this was in appropriate	Coordinator	None	None	Not sought	None	Not sought	None
	1	Referred to Field Instructor using inappropriate language	Reviewed by Professional Unsuitability Committee; obligated to attend Anger Management Program	Associate Dean and Standing Committee Chair	None	None	Not sought	None	Not sought	None
	1	Referred to Instructor and other student in extremely pejorative manner	Required to withdraw for term	Associate Dean	None	None	Not sought	None	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions. Examples of mitigating factors include the student's being apologetic or under extreme stress, etc. Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Unprofessional Conduct (continued)	1	Referred to Instructor and other student in extremely pejorative manner; slandered Instructor in online environment	Required to withdraw for two years	Associate Dean	None	None	Local Discipline Committee	Required to withdraw for remainder of term to Aug.31/12	UDC	Pending
	1	Lied to Field Instructor about direction regarding a particular case; enacted a legal action against a client in direct contravention of what the supervisor had directed	Required to withdraw from Field and attend Anger Management Program	Associate Dean	None	None	Not sought	None	Not sought	None
	1	Made racist comments in context of field placement; lied to Instructor regarding work completed	Required to withdraw from Field and take Cultural Awareness Training	Associate Dean	None	None	Not sought	None	Not sought	None
	1	Inappropriate conduct in field	Required to withdraw from field	Associate Dean	None	None	Not sought	None	Not sought	None
	1	Publically insulted and cursed at a nurse on a ward	Failure of rotation	Training Director	None	Denied despite witnesses and refused to apologize	Local Discipline Committee	Student forced to repeat rotation	Not sought	None
	1	Fell asleep interviewing patient (2 times) after taking medication	Expulsion	Associate Dean	Acute stress disorder; taking prescribed medication	Previous substance abuse; in breach of undertaking; did not inform licensing body when taking medication	Local Discipline Committee	Expulsion upheld	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions. Examples of mitigating factors include the student's being apologetic or under extreme stress, etc. Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.

Disciplinary Matter	# of Students Disciplined	Detail	Disciplinary Action	Disciplinary Authority	Mitigating Factors	Aggravating Factors	Next Level of Appeal	Disposition	Next Level of Appeal	Disposition
Unprofessional Conduct (continued)	1	Inappropriate use of university property	\$50 fine; \$50 cleaning fine	Housing Student Life	None	None	Not sought	None	Not sought	None
	1	Punched hole in wall outside men's washroom in residence	Damages charge \$60	Housing Student Life	None	None	Not sought	None	Not sought	None
Vandalism (continued)	1	Tearing down residence posters	Community service	Housing Student Life	None	None	Not sought	None	Not sought	None

**Notes:** Where large numbers of students are noted above, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions. Examples of mitigating factors include the student's being apologetic or under extreme stress, etc. Examples of aggravating factors can include denial in the face of clear evidence, lack of regret, etc.



**AGENDA ITEM:** Undergraduate Enrolment Targets

**RECOMMENDED RESOLUTION:**

For discussion only.

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

**CONTEXT AND BACKGROUND:**

Under current policy, the President sets enrolment targets following consultation with Senate and discussion with the Board of Governors.

At its meeting on March 6, 2013, Senate considered undergraduate enrolment targets as set out in the attachment to the Report of the Senate Planning and Priorities Committee [dated February 25, 2013].

The proposed targets, which were established in consultation with Deans and Directors of the Faculties and Schools, reflect current enrolment levels in undergraduate programs over the last five years. In some units, the proposed targets would replace existing enrolment quotas (i.e. targets), which may have been established as early as 1970 in some units, as well as admission targets currently used in Enrolment Services and/or the Office of Institutional Analysis (OIA). Existing targets are: outdated; sometimes differ between the Faculties/Schools, Enrolment Services, and the OIA; in some cases, are unclear with respect to whether they apply to a Faculty/School or to a particular program. In other units, which include some of the University's largest programs (University 1 and the Faculties of Arts and Science), the proposed targets would redress a lack of enrolment targets. These targets would establish a baseline of targets at the University moves forward with a Strategic Enrolment Management Plan, which will be brought forward in the coming months.

**RESOURCE REQUIREMENTS:**

N/A

**CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:**

The proposal to establish undergraduate enrolment targets anticipates the development and approval of a Strategic Enrolment Management Planning Framework at the University. The purpose of establishing up-to-date and clear undergraduate enrolment targets that reflect the current enrolment situation in each Faculty and School, is to establish a baseline that subsequently can be used in SEM Planning.

**IMPLICATIONS:**

N/A

**CONSULTATION:**

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



### 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"/>	Senate Planning and Priorities Committee	January 28, 2013
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Senate Executive	February 13, 2013
<input type="checkbox"/>	<input type="checkbox"/>	Senate	March 6, 2013
<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>		

**Submission prepared by:** Senate

**Submission approved by:** University Secretary

**Attachments**

- Report of the Senate Planning and Priorities Committee RE: Undergraduate Enrolment Targets [January 28, 2013]

**Report of the Senate Planning and Priorities Committee on Undergraduate Enrolment Targets** *(for information and discussion)*

---

**Preamble:**

1. The terms of reference of the Senate Planning and Priorities Committee (SPPC) are found on the website at [http://umanitoba.ca/admin/governance/governing\\_documents/governance/sen\\_committees/510.html](http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/510.html) wherein SPPC is charged with advising and making recommendations to the President on any matter which the President may refer to the Committee.
2. The Board policy on Enrolment Limitation specifies that, "...it is the President who approves changes to, or the introduction of, enrolment limits following consultation and discussion with the dean or director and with Senate. Prior to approving any changes, the President reviews the proposed changes with the Board." [http://umanitoba.ca/admin/governance/governing\\_documents/academic/354.html](http://umanitoba.ca/admin/governance/governing_documents/academic/354.html)
3. The Committee met on the date noted above to consider proposed undergraduate enrolment targets.

**Observations:**

1. The Committee received an update on plans to establish a Strategic Enrolment Management (SEM) Planning Framework, as presented to Senate at its meeting on January 9, 2013. The Committee had previously received a presentation on SEM planning at its meeting on April 30, 2012.
2. The Committee considered undergraduate enrolment targets, as set out in the attachment to this report. The proposed targets have been established in consultation with the Deans and Directors of each Faculty and School and reflect current enrolment levels in undergraduate programs over the past five years.
3. The proposed undergraduate enrolment targets would replace existing enrolment quotas (i.e. targets), which may have been established as early as 1970 for some units, as well as admission targets currently used by Enrolment Services and/or the Office of Institutional Analysis (OIA). It was noted that existing targets: are outdated; sometimes differ between the Faculties/Schools, Enrolment Services, and the OIA; in some cases, are unclear with respect to whether they apply to a Faculty/School or to a particular program.
4. The proposal anticipates the development and approval of a Strategic Enrolment Management Planning Framework at the University. The purpose of establishing up-to-date and clear undergraduate enrolment targets that reflect the current enrolment situation in each Faculty and School, is to establish a baseline that subsequently can be used in SEM Planning.

5. It was noted that the proposed targets are currently being used by Deans and Directors in strategic resource planning for the coming year. Moving forward, undergraduate enrolment targets would be reviewed on an annual basis, as a normal aspect of SEM Planning activities.
6. The proposed undergraduate enrolment targets are to be forwarded to the Senate and the Board of Governors for consultation and discussion prior to approval by the President.

Respectfully submitted,

Ada Ducas, Chair  
Senate Planning and Priorities Committee



**Summary of admission targets**

<b>Program</b>	<b>OIA target</b>	<b>Admissions target</b>	<b>New target (subject to change)</b>
<b>Faculty of Agricultural &amp; Food Sciences</b>			
Agricultural & Food Science (Degree) - Direct entry	n/a	165*	20
Agricultural & Food Science (Degree) - Advanced entry	200		145
Agriculture (Diploma)	80	80	85
Internationally Educated Agrologists	10	n/a	15
<b>Faculty of Architecture</b>			
Environmental Design	100	100	100
<b>Faculty of Arts</b>			
Arts - Direct entry	n/a	n/a	open
Arts - Advanced entry	n/a	n/a	open
<b>Asper School of Business</b>			
Asper School of Business - Direct entry	420	420*	200
Asper School of Business - Advanced Entry			243***
Asper-Bridge to Professional Accounting	15	n/a	n/a
Asper - College Diploma entrants	50	n/a	35
Canadian Aboriginal Ancestry	n/a	n/a	10
<b>Faculty of Dentistry</b>			
Dentistry	29	29	29
Dentistry - International Dentist Degree	7	n/a	6
<b>School of Dental Hygiene</b>			
Dental Hygiene - Direct entry	26	26*	5
Dental Hygiene - Advanced entry			21
Dental Hygiene - Degree Completion	10	n/a	3
<b>Faculty of Education</b>			
Education After Degree (Early)	70	70	70
Education After Degree (Middle)	70	70	70
Education After Degree (Senior)	140	140	140
Education After Degree (Weekend)	n/a	35	35 (one intake every 3 years)
Education - Internationally Educated Teachers	15	n/a	n/a
<b>Faculty of Engineering</b>			
Engineering - Direct entry	400	400*	336 (includes direct & advanced)
Engineering - Advanced entry			-
Engineering - Internationally Educated Engineers	40	n/a	25

<b>CHRFEER</b>			
CHR Environ, Earth & Resources - Direct entry	n/a	195*	120 (includes direct & advanced)
CHR Environ, Earth & Resources - Advanced entry	n/a		-
<b>School of Art</b>			
School of Art: Diploma	25	25	15
School of Art: Degree - Direct entry	100	100*	100 (includes direct & advanced)
School of Art: Degree - Advanced entry	n/a		-
School of Art: Art History	15	15	15
<b>Faculty of Human Ecology</b>			
Human Ecology - Direct entry	200	400*	260 (includes direct & advanced)
Human Ecology - Advanced entry			-
<b>Faculty of Kinesiology &amp; Rec Management</b>			
B Kin (AT)	24	24*	24
B Kin	60	100*	65
B P E	40		35
B RM & CD	40	40*	40
Kinesiology & Rec Management - Direct entry	n/a	144*	Up to 35 of above (Bkin, BPE, BRM&CD)
<b>Faculty of Law</b>	96	103	104
<b>School of Med Rehab: Respiratory Therapy</b>	16	16	16
<b>Faculty of Medicine</b>	110	110	110
<b>Marcel Desautels Faculty of Music</b>			
Music - Direct entry	75	75*	60 (includes direct & advanced)
Music- Advanced entry			-
Music - Jazz Studies			15 (includes direct & advanced)
Music - Jazz Studies			-
<b>Faculty of Nursing</b>	240	200-240	240
<b>Faculty of Pharmacy</b>	50	55	60
<b>Faculty of Science</b>			
Science - Direct entry	n/a**	n/a**	-
Science - Advanced entry	n/a**	n/a**	-
<b>Faculty of Social Work</b>			
Social Work (on campus)	75	75	75
Social Work - Distance Delivery	100	n/a	100
Social Work - Inner City	50	n/a	60
Social Work - Northern External	6	n/a	10
Social Work - Northern Program	26	n/a	35

\* These programs have an overall second year (first year if advanced entry) target only, targets for direct and advanced entry should be clearly identified

\*\* Science does have a cap of between 1200 & 1500

\*\*\*Note there are 177 DE this year this year which leaves 243 spaces for 2013/14

**Summary of admission targets**

<b>Program</b>	<b>OIA target</b>	<b>Admissions target</b>	<b>New target (subject to change)</b>
<b>Faculty of Agricultural &amp; Food Sciences</b>			
Agricultural & Food Science (Degree) - Direct entry	n/a	165*	20
Agricultural & Food Science (Degree) - Advanced entry	200		145
Agriculture (Diploma)	80	80	85
Internationally Educated Agrologists	10	n/a	15
<b>Faculty of Architecture</b>			
Environmental Design	100	100	100
<b>Faculty of Arts</b>			
Arts - Direct entry	n/a	n/a	open
Arts - Advanced entry	n/a	n/a	open
<b>Asper School of Business</b>			
Asper School of Business - Direct entry	420	420*	200
Asper School of Business - Advanced Entry			243***
Asper-Bridge to Professional Accounting	15	n/a	n/a
Asper - College Diploma entrants	50	n/a	35
Canadian Aboriginal Ancestry	n/a	n/a	10
<b>Faculty of Dentistry</b>			
Dentistry	29	29	29
Dentistry - International Dentist Degree	7	n/a	6
<b>School of Dental Hygiene</b>			
Dental Hygiene - Direct entry	26	26*	5
Dental Hygiene - Advanced entry			21
Dental Hygiene - Degree Completion	10	n/a	3
<b>Faculty of Education</b>			
Education After Degree (Early)	70	70	70
Education After Degree (Middle)	70	70	70
Education After Degree (Senior)	140	140	140
Education After Degree (Weekend)	n/a	35	35 (one intake every 3 years)
Education - Internationally Educated Teachers	15	n/a	n/a
<b>Faculty of Engineering</b>			
Engineering - Direct entry	400	400*	336 (includes direct & advanced)
Engineering - Advanced entry			-
Engineering - Internationally Educated Engineers	40	n/a	25

<b>CHRFEER</b>			
CHR Environ, Earth & Resources - Direct entry	n/a	195*	120 (includes direct & advanced)
CHR Environ, Earth & Resources - Advanced entry	n/a		-
<b>School of Art</b>			
School of Art: Diploma	25	25	tbd
School of Art: Degree - Direct entry	100	100*	tbd
School of Art: Degree - Advanced entry	n/a		tbd
School of Art: Art History	15	15	tbd
<b>Faculty of Human Ecology</b>			
Human Ecology - Direct entry	200	400*	260 (includes direct & advanced)
Human Ecology - Advanced entry			-
<b>Faculty of Kinesiology &amp; Rec Management</b>			
B Kin (AT)	24	24*	24
B Kin	60	100*	65
B P E	40		35
B RM & CD	40	40*	40
Kinesiology & Rec Management - Direct entry	n/a	144*	Up to 35 of above (Bkin, BPE, BRM&CD)
<b>Faculty of Law</b>	96	103	104
<b>School of Med Rehab: Respiratory Therapy</b>	16	16	16
<b>Faculty of Medicine</b>	110	110	110
<b>Marcel Desautels Faculty of Music</b>			
Music - Direct entry	75	75*	60 (includes direct & advanced)
Music- Advanced entry			-
Music - Jazz Studies			15 (includes direct & advanced)
Music - Jazz Studies			-
<b>Faculty of Nursing</b>	240	200-240	240
<b>Faculty of Pharmacy</b>	50	55	60
<b>Faculty of Science</b>			
Science - Direct entry	n/a**	n/a**	-
Science - Advanced entry	n/a**	n/a**	-
<b>Faculty of Social Work</b>			
Social Work (on campus)	75	75	75
Social Work - Distance Delivery	100	n/a	100
Social Work - Inner City	50	n/a	60
Social Work - Northern External	6	n/a	10
Social Work - Northern Program	26	n/a	35

\* These programs have an overall second year (first year if advanced entry) target only, targets for direct and advanced entry should be clearly identified

\*\* Science does have a cap of between 1200 & 1500

\*\*\*Note there are 177 DE this year this year which leaves 243 spaces for 2013/14