

BOARD OF GOVERNORS

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

Tuesday, May 19, 2015

**Alan A. Borger Sr. Executive Conference Room
E1-270 Engineering Information and Technology Complex
4:00 p.m.**

OPEN SESSION

NOTE: The Open Session of the Board of Governors meeting (audio only) will be broadcast in the Senate Chamber, E2-262 EITC.

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

OFFICE OF THE UNIVERSITY SECRETARY





UNIVERSITY
OF MANITOBA

BOARD OF GOVERNORS OPEN SESSION

Alan A. Borger Sr. Executive Conference Room (E1-270 EITC)

Tuesday, May 19, 2015 at 4:00 p.m.

Page 1 of 1

	AGENDA	<u>Presenter</u>	<u>Page</u>	<u>Est. Time</u>
1.	ANNOUNCEMENTS	Chair		4:00 p.m.
<u>FOR ACTION</u>				
2.	APPROVAL OF THE AGENDA	Chair	2	4:05 p.m.
3.	MINUTES (Open Session)			
3.1	Approval of the Minutes of the March 17, 2015 OPEN Session as circulated or amended	Chair	3	4:05 p.m.
3.2	Business Arising - none	Chair		4:05 p.m.
4.	UNANIMOUS CONSENT AGENDA	Chair		4:10 p.m.
<i>If any member of the Board wants to ask a question, discuss or oppose an item that is marked for the consent agenda, the member can have an item removed from the consent agenda by contacting the Secretary of the Board prior to the meeting or by asking that it be removed before the Chair calls for a mover and seconder for the motion to approve or receive, by unanimous consent, the items listed.</i>				
Consent items are: 6.2 (a to c) and 8.1				
5.	NEW BUSINESS			
5.1	Report from the President	President	8	4:15 p.m.
6.	FROM FINANCE, ADMINISTRATION, & HUMAN RESOURCES			
6.1	Operating Budget and Financial Plans 2015-2016	R. Zegalski	15	4:25 p.m.
 6.2	Student Referenda	R. Zegalski		
	a) School of Dental Hygiene		43	(consent)
	b) College of Medicine		47	(consent)
	c) Faculty of Kinesiology & Recreation Management		51	(consent)
7.	FROM GOVERNANCE & NOMINATING			
7.1	Committee Chairs for Board of Governors Committees	Chair	55	5:00 p.m.
8.	FROM SENATE			
 8.1	Suspension of Admission: M.Sc. in Family Social Sciences	President	70	(consent)
9.	FROM CHANCELLOR'S COMMITTEE			
9.1	Revisions to the Emeritus Policies	Chancellor	78	5:15 p.m.

MOTION TO MOVE TO CLOSED AND CONFIDENTIAL SESSION



**Minutes of the OPEN Session of the
Board of Governors
March 17, 2015**

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

D. Barnard A. Berg T. Bock R. Dhalla J. Embree N. Halden
S. Jesseau R. Khatkar R. Kunzman J. Lederman B. Passey H. Reichert
L. Rempel M. Robertson H. Sector S. Senkbeil R. Sherbo A. Sych-Yereniuk
J. Taylor A. Turnbull R. Zegalski

Assessors Present: C. Morrill B. Stone

Officials Present: S. Foster D. Jayas J. Kearsey P. Kochan

Officials sending regrets: J. Keselman

Guests: J. Danakas

1. ANNOUNCEMENTS

The Chair congratulated Ms. Kunzman on being reelected Vice-President (Advocacy) of UMSU.

FOR ACTION

2. APPROVAL OF THE AGENDA

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

THAT the agenda for the Open session of the March 17, 2015 Board of Governors meeting be approved as circulated.

CARRIED

3. MINUTES (Open Session)

3.1 Approval of the Minutes of the January 27, 2015 OPEN Session as circulated or amended

It was moved by Mr. Berg and seconded by Dr. Halden:

THAT the minutes of the Open session of the January 27, 2015 meeting be approved as circulated.

CARRIED

3.2 Business Arising – None

4. UNANIMOUS CONSENT AGENDA

The Chair asked whether any member had concern with any of the items on the Unanimous Consent Agenda. Dr. Morrill requested that items 6.1, Student Referenda (a to e), and 8.1, University Discipline Committee Report, be removed for discussion.

It was moved by Mr. Robertson and seconded by Dr. Taylor:

That the Board of Governors approve the following:

7.1 **THAT the Board of Governors approve one new offer, eleven amended offers, and the withdrawal of three offers, as set out in Appendix A of the Report of the Senate Committee on Awards [dated January 13, 2015].**

7.2 **THAT the Board of Governors approve four new offers and four amended offers, as set out in Appendix A of the Report of the Senate Committee on Awards [dated December 11, 2014].**

7.3 **THAT the Board of Governors approve the establishment of an endowed research Professorship in Neurosciences [as recommended by Senate, February 4, 2015].**

CARRIED

5. NEW BUSINESS

5.1 President's Report

In addition to his written report, Dr. Barnard mentioned that the Council of Presidents of Universities in Manitoba (COPUM) had recently met to hear a presentation from Paul Vogt about his work for the provincial government on a strategy for higher education. He commented that it was a good meeting and all members are ready to collaborate. He indicated that it is a matter of waiting to see what the government sketches out, but is confident it will be consistent with what has been discussed in the past.

Dr. Morrill asked about the Annual Faculty and Staff Campaign and whether contributions could be made to help students in ways other than contributions to scholarships and bursaries. Mr. Kearsey responded that individuals can specify their donation to go anywhere they wish and suggested that Dr. Morrill contact him directly if he requires specific information.

6. FROM FINANCE, ADMINISTRATION, & HUMAN RESOURCES

6.1 Student Referenda

Referring to the Department of Economics Graduate Student referendum on page 24 of the materials, Dr. Morrill suggested that, in the future, the wording of the actual question posed to

the students be included with all referendum submissions. Mr. Kearsey agreed to follow up on the suggestion.

It was moved by Mr. Robertson and seconded by Dr. Taylor :

- a) **THAT a \$4.40 per credit hour contribution be assessed against the Degree students, and a \$2.84 per credit hour contribution be assessed against the Diploma students, in the Faculty of Agricultural and Food Sciences for a two year term commencing in the fall of 2015 as outlined in the letter from Karin Wittenberg, Dean, Faculty of Agricultural and Food Sciences, dated January 5, 2015.**
- b) **THAT a \$42.50 per semester contribution be assessed against the Graduate students in the Department of Economics for an ongoing basis commencing in the fall of 2015 as outlined in the letter from Greg Smith, Associate Dean, Faculty of Arts, dated December 3, 2014.**
- c) **THAT a \$3.30 per credit hour contribution be assessed against the students in the College of Nursing for a three year term commencing in the fall of 2015 as outlined in the letter from Beverly O'Connell, Dean, College of Nursing, dated December 3, 2014.**
- d) **THAT a \$7.00 per credit hour contribution be assessed against the students in the Faculty of Science for a two year term commencing in the fall of 2015 as outlined in the letter from Stefi Baum, Dean, Faculty of Science, dated December 3, 2014.**
- e) **THAT a \$1.66 per credit hour contribution be assessed against the students in the Faculty of Social Work for a two year term commencing in the fall of 2015 as outlined in the letter from Jim Mu/vale, Dean, Faculty of Social Work, dated December 11, 2014.**

6.2 University Bus Pass (U-PASS) Fee

Ms. Rempel informed the Board that the city's Public Works Committee had endorsed the U-PASS proposal and it will go to the full city council for approval. Mr. Turnbull noted that this is not a new idea and the students voted highly in favour. Mr. Stone asked how students will opt out. Mr. Turnbull said that those details were still being worked out but they will make sure that those students who absolutely cannot use the U-PASS will be able to opt out.

It was moved by Mr. Turnbull and seconded by Ms. Rempel:

THAT the Board of Governors approve the charge of a U-PASS fee of \$130 / semester to all UMSU and UMGSA members in the Fall and Winter semesters, to annually be increased by inflation at an amount set by the City of Winnipeg. The fee will be charged once program implementation is complete (either September 2015, January 2016, or September 2016). The participation of the UMGSA membership is conditional upon their admittance to the U-PASS program by the City of Winnipeg and Winnipeg Transit.

CARRIED

6.3 2015-2016 Residence Room and Meal Plan Rates

Mr. Zegalski stated that this is an annual item for the Board to consider. He asked Dr. Halden if he had anything to add. Dr. Halden stated that Tom Hay had provided a thorough summary of the progressive increases that were required to meet the needs of the residences and the research done to provide the comparisons in the submission. Mr. Zegalski observed that the proposal is that the University does not charge fees that will recover costs and be sustainable for the residences. He noted that the five year plan will bring the residences into a better position, but that the issues will not go away. He stated that the University's rates are very competitive across the country, but still in the bottom tier among other universities. He asked Mr. Kochan what the rationale is to catch up in five years instead of more quickly. Mr. Kochan responded that there is a fine balance between what the market will bear and what the University can charge and that, in management's view, the proposed rates are as high as they can be without losing residents. Mr. Stone said that he is sensitive to the need to recover costs, but there remains a need to fill the residences to make revenue targets so the University must be careful about accelerating too quickly. He added that the University of British Columbia has proposed a 20% increase over one year and there has been considerable backlash.

It was moved by Mr. Zegalski and seconded by Dr. Halden:

THAT the Board of Governors approve:

- A) Residence room rates for 2015/16 of:
- Pembina Hall Residence - \$6,604
 - Arthur Mauro Residence - \$6,962
 - University College Residence and Mary Speechly Hall Residence
 - Single Room - \$4,856
 - Double Room - \$3,102
- B) Meal plan rates for 2015/16 of:
- 10 Meals per Week plus \$500 FoodBucks - \$4,665
 - 15 Meals per Week plus \$500 Food Bucks - \$5,025
 - 7-Day Unlimited plus \$125 FoodBucks - \$5,175
 - Super Saver Membership - \$2,200 FoodBucks
 - Premium Membership - \$2,800 FoodBucks

CARRIED

7. FROM SENATE

7.4 Proposal for the Merger of the Departments of Textile Sciences and Biosystems Engineering

Dr. Barnard reported that this proposal had been approved by both the faculty councils of the Faculty of Human Ecology and the Faculty of Agricultural & Food Sciences and by Senate at its last meeting.

It was moved by Dr. Barnard and seconded by Mr. Bock:

THAT the Board of Governors approve the merger of the Department of Textile Sciences

and the Department of Biosystems Engineering, as outlined in the proposal dated August 18, 2014.

CARRIED

FOR INFORMATION

8. FROM SENATE

8.1 University Discipline Committee Report

Dr. Morrill asked for clarification on the reported incidents of sexual harassment, noting that there were only two incidents of sexual harassment over the last two years. He asked how sexual harassment is defined and whether it includes assault. Mr. Leclerc responded that it refers to harassment that results in discipline under the Respectful Work and Learning Environment bylaw and that sexual assaults would be dealt with by Security Services and by Winnipeg Police.

MOTION TO MOVE TO CLOSED AND CONFIDENTIAL SESSION

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

CARRIED

Chair

University Secretary

PRESIDENT'S REPORT: May 19, 2015

GENERAL

On April 23, the University of Manitoba held a reception for alumni in Halifax and the surrounding area. President and Vice-Chancellor David Barnard and Danielle Dunbar, Acting Associate Vice-President, Donor Relations, hosted the event which allowed the university to re-engage with alumni in a meaningful way, and to reconnect graduates with their alma mater.

An international meeting took place April 27 at the University of Minnesota, where Presidents from post-secondary institutions across Canada and from the Dakotas, Iowa and Minnesota discussed priority issues concerning promising practices and new developments in higher education, as well as opportunities for cooperation, as part of the first visit of His Excellency David Johnston, Governor General of Canada, to the Midwestern United States and Great Lakes Region. This dialogue, co-chaired by President David Barnard, focused on best practices in inclusiveness for education, innovative education practices in the 21st century and science and innovation collaboration. Also present from Manitoba were President Annette Trimbee of the University of Winnipeg and President Gervan Fearon of Brandon University.

The 26th Annual Traditional Graduation Pow Wow took place May 2, at which the academic achievement of the over 350 Indigenous University of Manitoba graduates in 2015 were celebrated and honoured.

Three University of Manitoba community members were among the 12 women celebrate at the 39th annual YMCW-YWCA Women of Distinction Awards: Chander Gupta, professor of obstetrics, gynecology and reproductive sciences, won the Eira “Babs” Friesen Lifetime Achievement Award; Safi-Harb, Canada Research Chair and professor of physics and astronomy, won in the Science, Technology, and the Environment category; and Carly Scramstad, student in the College of Medicine, won in the Volunteerism category.

The sold-out-Distinguished Alumni Awards Celebration of Excellence took place on May 12th at the Winnipeg Art Gallery. Thank you to the Board of Governors members who purchased tickets, the University was very excited to celebrate the achievements of its outstanding graduates that evening.

On May 13th the University held a gift announcement event to announce TD Bank Group's \$1 million gift in support of the TD Internship for Truth & Reconciliation at the National Centre for Truth & Reconciliation (NCTR). The event was held at the Archives & Special Collections, and TD was represented by Deputy Chairman Frank McKenna. Members of the NCTR's Governing Circle were also in attendance.

ACADEMIC MATTERS

- Digvir Jayas, vice-president (research and international) and distinguished professor, biosystems engineering will receive the Partners-In-Research Engineering Ambassador Award on May 26 in Ottawa. The award recognizes a Canadian researcher whose work has contributed to the field of engineering and their promotion of this research to the Canadian public.

- Michael Eskin, human nutritional sciences, will receive a prestigious award from the Institute of Food Technologists (IFT) in the USA this July when he is inducted as Fellow of the Institute at their Annual Meeting in Chicago. The Institute of Food Technologists (IFT) Fellow designation is an honour bestowed upon an Institute of Food Technologists (IFT) member by their peers, recognizing exemplary professionalism in the field of food science.
- Randall Jamieson, psychology, was elected President of the Canadian Society for Brain Behaviour and Cognitive Science for 2015-2018. The Society is a non-profit organization whose primary function is to advance Canadian research in experimental psychology and behavioural neuroscience.
- Mike McMurray, rehabilitation sciences, is the recipient of the Top First Aid Training Partner award for 2014. This Training Partner award honours the outstanding achievement and commitment of Training Partners in their efforts to improve the lives of vulnerable people in their communities. The award is presented by the Canadian Red Cross. Mike has also been selected as a member of the Medical/Therapy Team for the FISU Games in Gwangju, South Korea from Jun 30th-July 16th, 2015.
- The College of Pharmacy received a special mention in the 2015 MacLean's University Preview Magazine, listed as one of three outstanding programs at the University of Manitoba, along with Business and Bio. & Medical Physics. Pharmacy was noted for their consistent success on the national licensing exams and considered one of the strongest programs in the country.
- The Asper School's Commerce Students' Association (CSA) received the Most Outstanding Council of the Year Award at the eighth annual Canadian Association of Business Students Roundtable Conference. The CSA also received the Legacy Event Award, which recognizes large-scale, student-run events that improve the reputation of Canadian universities, for organizing and hosting the National Business School Conference in November 2014.
- For the first time ever, student teams from the Asper School placed in the Top 25 semi-final round of Canada's Next Top Ad Exec, a national advertising and marketing case competition. The MBA and BComm teams were the only two teams from Western Canada to reach the semi-finals after competing against more than 3,000 students from 38 schools across the country. The BComm team also advanced to the final round and were awarded the \$5,000 Canadian Tire Award for Innovative Presentation.
- The College of Nursing hosted the exhibit "We Were So Far Away: The Inuit Experience of Residential Schools" which presents the Inuit experience of residential schools through the voices of eight courageous Survivors. As part this, the College of Nursing Students' Association signed a pledge on behalf of all nursing students to "commit to being positive role models that engage Indigenous individual, families and communities in culturally relevant health promotion and to choose to ally ourselves with Indigenous children, youth, and their families to create an environment that supports, affirms, and celebrates all students' cultural and ethnic identities." The Canadian Nursing Students' Association will also be incorporating a similar pledge in January 2015 at their national conference.

- The University of Manitoba, as well as those from Brandon University, the University of Winnipeg, Université St. Boniface, and Red River College, who volunteer with the World University Service of Canada Student Refugee Program in Manitoba, received the Lieutenant Governor's Make A Difference Community Award. The Program supports young refugees pursuing post-secondary education in Canadian universities and colleges. Since 1982, the University of Manitoba has sponsored 37 students.
- The College of Dentistry was presented with the 2015 Gies Award for 'Outstanding Innovation by an Academic Dental Institution'. The award was presented as part of the William J. Gies Awards evening held in conjunction with the American Dental Education Association's 2015 annual session and exhibition in Boston. The College received this honor in recognition of its new curriculum project: Oral-Systemic Health Education for Non-Dental Healthcare Providers. The College of Dentistry is the first in Canada to claim this particular Gies Award.
- The Office of Indigenous Achievement partnered with the Aboriginal Student Centre and the Treaty Relations Commission of Manitoba to bring together Elders, Knowledge Keepers, academics and community members for the inaugural Indigenous Awareness Week. The six-day event, which took place in March, focused on the history of Treaties and their relevance today, relationship building, and what Indigenous and non-Indigenous people need to do in order to move forward together as we shape the future of Canada.

RESEARCH MATTERS

- The Natural Sciences and Engineering Research Council of Canada Strategic Project Grants Program awarded Dr. Martin Scanlon (Food Science) \$543,000 in funding for his research to help Manitoba wheat manufacturers boost Asian noodle production through improved manufacturing processes. The announcement was made by Rod Bruinooge, Member of Parliament for Winnipeg South, on behalf of the Honourable Ed Holder, Minister of State (Science and Technology). Scanlon and his collaborator Dr. John Page (Physics & Astronomy) will be working with a manufacturer VN Instruments to develop a prototype acoustic sensor system that will make rolling sheet manufacturing processes more efficient. In addition, the Canadian International Grains Institute will provide Scanlon and his team access to a functional pilot scale noodle manufacturing line to test the acoustic sensor system.
- Partners in Research (PIR) awarded two of only seven national research awards to Drs. Digvir Jayas [Biosystems Engineering, Vice-President (Research and International)] and Cheryl Rockman-Greenberg (Pediatrics & Child Health) in recognition of their outstanding work in their fields. Rockman-Greenberg receives the PIR Biomedical Science Ambassador Award which recognizes a Canadian researcher whose outstanding body of work over a period of time has contributed to the fields of biomedical science and/or clinical medicine, and their promotion of this research to the Canadian public. She is an expert in genetic diseases who championed DNA-based diagnostics in Winnipeg. Jayas receives the PIR Engineering Ambassador Award which recognizes a Canadian researcher for his or her outstanding body of work over a period of time which has contributed to the field of engineering, and their promotion of this research to the Canadian public. He formerly held a Canada Research Chair in Stored-Grain Ecosystems and conducts research related to drying, handling and storing grains and oilseeds and digital image processing for grading and automation of processing operations in the agri-food industry. The awards will be presented at a ceremony on May 26, 2015 in Ottawa.

- Forty-four research projects led by 39 investigators were awarded \$2,353,784. Those projects receiving more than \$25,000 are:

PI	Sponsor	Title	Awarded
Cowley, Kristine (Physiology & Pathophysiology)	Canadian Paraplegic Association (Manitoba) Inc.	Does neuromuscular electrical stimulation combined with passive load prevent or reduce hind limb bone loss in an animal model of spinal cord injury?	\$43,100
Irani, Pourang (Computer Science)	NSERC	Developing a virtual-reality assessment engine for training in tower crane operation	\$25,000
Kazem Moussavi, Zahra (Electrical and Computer Engineering)	NSERC	Feasibility study of developing a smart face mask t+o monitor and record respiratory flow	\$25,000
Khafipour, Ehsan (Animal Science)	Danisco (UK) Ltd.	Metagenomics analysis of the microbiome of pig digestive tract when fed a grain-DDGS based ration with or without supplemental enzymes	\$55,000
Khafipour, Ehsan (Animal Science)	Manitoba Pork Council	Impact of in-feed and intra-vaginal administration of probiotics during the last stage of gestation on reducing the risk of neonatal diarrhea in piglets	\$80,000
Mann, Daniel (Biosystems Engineering)	NSERC	Usability of the MacDon self-propelled windrower	\$25,000
Stadnyk, Tricia (Civil Engineering)	Manitoba Hydro	Probable maximum flood prediction under climate change for the Lower Nelson River	\$42,023
Teetzel, Sarah (Kinesiology and Recreation Management)	SSHRC	Transitioning to inclusive sport: Understanding barriers to transgender Canadians' participation in recreational and high-performance sport	\$40,387
West, Christina (Nursing)	Children's Hospital Foundation of Manitoba Inc.	The family transition through pediatric bone marrow transplant	\$32,458
Wilkins, John (Internal Medicine)	Research Manitoba	Support for Manitoba Centre for Proteomics and Systems Biology participation in Genomics Innovation Network	\$75,000

Wittenberg, Katherina (Dean's Office - Faculty of Agriculture)	Manitoba Pork Council	Control holding fund only - To provide funding for future research projects in swine-related research	\$777,000
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- Four international partnership agreements were recently signed. They are:

Country	Partner Institution	Agreement Type	Initiating Faculty
Brazil	UNISINOS-Universidade do Vale do Rio dos Sinos	Student Exchange	Asper School of Business
India	Amar Seva Sangam University	Practicum Placement	College of Rehabilitation Science/Faculty of Health Sciences
South Korea	Hankuk University	Memorandum of Understanding	Extended Education
Sweden	Karolinska University	Combined Memorandum of Understanding and Faculty Exchange Agreement	College of Medicine/Faculty of Health Sciences

- The University of Manitoba hosted one visiting delegation.

Country	Name of Institution	Date	Hosting Faculty
Ukraine	<ol style="list-style-type: none"> National University of Life and Environmental Sciences of Ukraine, Kyiv Poltava State Agrarian Academy Sumy National Agrarian University Dnipropetrovsk State Agrarian & Economic University Dokuchayev Kharkiv National Agrarian University 	March 16-17, 2015	Agricultural & Food Sciences

ADMINISTRATIVE MATTERS

- In recognition of the efficiency upgrades as part of the Active Living Centre construction, the University of Manitoba received a Manitoba Hydro Commercial Building Envelope Program incentive cheque in the amount of \$100,000.00. This incentive was for the installation of qualifying energy efficient windows.
- By making recent efficiency upgrades, conserving energy and contributing to a cleaner environment, the University's participation in a Power Smart for Business program earned the business recognition as an Efficiency Partner.

- On May 2, the Office of Sustainability and the Campus Planning Office partnered to deliver a Jane's Walk event (free, public informational walk – part of a national event). Titled "Sustainable Campus: Today and Tomorrow" the walk featured a range of sustainability services, and education and research highlights on campus, and shared an update of the exciting directions being considered as part of Visionary Regeneration. With help from a student volunteer, the walk was promoted in and offered in a Mandarin-language version alongside English.
- Medicine Email Migration project has been completed with the decommissioning of Medicine Exchange and Blackberry Enterprise services.
- As part of the more comprehensive report on the OAG Audit
 - security tightened on Finance related servers
 - improved security and reporting from database audit trails to alleviate audit concerns.
- PMO-IT has been moved under the management of Mario Lebar in his new position of Director, Planning and Governance within IST.
- UEK (Updated): The Court in Maryland dismissed UEK's Amended Complaint in its entirety, without prejudice, based on forum non conveniens (i.e. they refused to take jurisdiction because Manitoba is a more convenient forum). UEK has an opportunity to appeal the decision or to refile the action in Manitoba. Our lead legal counsel in Maryland does not think either of the options are likely and we are awaiting confirmation that no action was filed before the appeal period expired on April 27, 2015.

EXTERNAL MATTERS

- As of March 31, 2015, a total of \$37,039,990 has been raised for the 2014/2015 fiscal year. This represents a 45% increase over 2013/2014 when a total of \$25,465,151 was raised.
- For the period of April 1 to April 30, 2015, the University has raised \$1,325,147.82 for the 2015/2016 fiscal year.
- Significant gifts and activities in the last reporting period include:
 - On April 7th the Active Living Centre Grand Opening Celebration took place with a ribbon-cutting ceremony, reception and guided tours of the new facility. Representatives from the federal and provincial government, and the Mayor of Winnipeg were on hand for the ceremony, as well as former Bison athletes Dr. Israel Idonije and Michelle Sawatzky-Koop. In addition, nearly 350 alumni, students, faculty, staff, and community members were in attendance. Major contributors were acknowledged during the ceremony, and signage in recognition of their gifts was in place for the event.
 - A gift of \$800,000 from Research Manitoba has been received in support of the Research Chair in Multiple Sclerosis.
 - Crosier Kilgour & Partners has committed \$100,000 designated to the EITC Facilities Fund in the Faculty of Engineering.
 - A gift in kind for the Department of Entomology in the Faculty of Agricultural and Food Sciences has been received from the estate of Mr. William Preston. The gift was valued at \$112,389.25.

- April 7th marked the official grand opening of the University of Manitoba's new Active Living Centre. The centre received funding from all three levels of government and all were represented at the opening: Shelly Glover, Minister of Canadian Heritage and Official Languages; Peter Bjornson, Minister of Education and Advanced Learning; and Mayor Brian Bowman.
- On April 17th John Kearsley, Vice-President (External) and Tyler MacAfee, Director, Government and Community Engagement, met with Gerald Farthing, DM, Education and Advanced Learning, Scott Sinclair, Assistant Deputy Minister, Advanced Learning Division, and Carlos Matias, Chief Financial Officer, Advanced Learning Division to discuss options for the provincial government to support the Front and Centre campaign.
- On April 27th President Barnard co-chaired an international meeting at the University of Minnesota to discuss higher education and cooperation between universities in the U.S. Upper Midwest and Canada. The roundtable was part of His Excellency David Johnston's, Governor General of Canada, first visit to the Midwestern United States and Great Lakes Region.
- The University of Manitoba hosted the sixth, and last, in the series of Visionary Conversations of 2014-2015: Universities Today – Where do Centuries-Old Institutions Fit in Modern Society? Panelists included Dr. Jeffery Taylor (alumnus), Dean of Arts and Professor of History, Doug McCartney (alumnus), Senior Executive Director; Science, Innovation and Business Development; Department of Jobs and the Economy, Province of Manitoba and Dr. Sharon Macdonald (alumna), Associate Professor, Department of Community Health Sciences, College of Medicine, Faculty of Health Sciences and Director, Alan Klass Memorial Health Equity Program.
- MCO coordinated and executed communications regarding Provincial Budget 2015. This included President David Barnard's op-ed in the *Winnipeg Free Press* (April 29, 2015), as well as media interest the day of the budget announcement, and a budget story on UMToday.



AGENDA ITEM: Operating Budget and Financial Plans for Research and Special, Trust and Endowment and Capital Funds – 2015/16

RECOMMENDED RESOLUTION:

That the Board of Governors approve:

- a tuition fee increase of 1.9% effective Regular Session 2015;
- an increase to the international graduate student differential fee multiplier from 2 to 2.2 effective Regular Session 2015;
- increases to the international undergraduate student differential fee surcharges ranging from 10% to 18% effective Regular Session 2015;
- a balanced fiscal operating budget based on total revenue, fund transfers and expenditures of \$701,816,581, and;
- financial plans for Research and Special, Trust and Endowment and the Capital Budget for the year ending March 31, 2016 as set out in Attachment 5 and 6.

Action Requested: Approval Discussion/Advice Information

CONTEXT AND BACKGROUND:

General Operating Fund

The General Operating Fund is the largest of the funds which supports the academic mission, non-sponsored research and the administration of the University. General operating revenue sources include the Provincial operating grant, tuition and related fees, federal government grants, net investment income, miscellaneous income, sales of goods and services to external parties and income from ancillary enterprises.

Budget Process

The annual budget process begins in the summer with the development of the Operating Estimates to the Province. Through the 2015/16 Operating Estimates process, a base grant increase of 0.0% and a tuition increase of 1.5% were assumed at the instruction of the Advanced Learning Division (ALD), Manitoba Department of Education and Advanced Learning (EAL). Based on the information available at that time, it was determined that a 0.0% base grant increase and a 1.5% tuition increase would result in a projected \$19M shortfall in 2015/16. The projections assumed a 2.0% decrease in enrolment/undergraduate credit hours over projected 2014/15 levels, a general non-salary inflation increase of 1.5%, a library acquisitions increase of 7%, and an on average increase of 6.3% for utilities. Salary, benefits, travel and expense allowance increases were based on anticipated or previously negotiated settlements with our eight collective bargaining units and/or as approved by the Board of Governors.

The Estimates submission was approved by the Board of Governors on September 23, 2014. The Operating Estimates were also presented to ALD by the President, Vice-President (Administration) and Chair of the Board of Governors in September, 2014.

In mid-summer 2014, all faculties, schools and administrative units were asked to develop strategic resource plans using a prescribed template format. In light of our projected financial circumstances outlined in the 2015/16 Estimates Submission and the transition to an updated Strategic Planning Framework that will guide the University's development for the 2015 to 2020 period, each unit was asked to plan assuming an estimated 4% baseline budget reduction for each of the years 2015/16 and 2016/17.

The Vice-Presidents, University Secretary and President's Office Senior staff met in January 2015 with Deans and Directors of academic units, the University Librarian and senior leaders of major support and administrative units to review and discuss their strategic resource plans.

Units were informed that resource allocation decisions would be based on the following criteria and assessed using the information provided in the SRP submissions:

- alignment of proposed activities with institutional and unit priorities with respect to learning, discovery and engagement;
- initiatives that support continued progress on our institutional transformation;
- enrolment and student outcomes trends; and
- health/sustainability of unit budgets.

The President, Vice-Presidents, University Secretary and President's Office Senior staff subsequently met with the President's Budget Advisory (BAC) committee on three occasions to solicit input and advice on the budget process and the draft 2015/16 budget. A fourth meeting was held on May 5th, 2015 to review the draft budget submission. Feedback from the BAC was brought forward at the FAHRC meeting.

Funding Announcement

On April 30, 2015 the Province announced the operating grant increase for the University of Manitoba. This is shown as **Attachment 1** of this document. The base operating grant will increase by \$8.2M, or 2.46% and the Access grants will be increased by 2.5%. The Province has advised that tuition fees may increase by up to the current inflation rate, confirmed by the Province to be 1.9%. Any differential or surcharge in fees set for courses taken by individuals who are not Canadian citizens or permanent residents of Canada are not governed by Provincial policy and legislation. Course-related fees may be increased by 1.9% unless permission is granted by the Province to exceed this amount. ALD is currently reviewing the UM proposed list of course-related fees for the 2015/16 academic year.

Resource Requirements

In anticipation of a 2.5% operating grant increase, revenue and expenses were refined to reflect:

- updated 2014/15 tuition revenues
- projected 2.0% enrolment decrease in 2015/16, assuming a 1.9% inflationary increase for tuition fees and 1.9% for most course related fees;
- updated salary and benefit cost estimates based on currently available information;
- updated funding requirements to meet mandatory pension payments based on currently available information; and
- updated information on utilities, library acquisitions, specific purpose expenses and contingency funding requirements in 2015/16.

Attachment 2 details the available 2015/16 operating baseline funding from the various sources, and can be summarized as follows:

Projected increased funding:	\$21,463,324
<u>Less:</u>	
First Claims:	<u>35,918,381</u>
Operating Budget Shortfall:	(14,455,057)

First claims includes budgetary increases for salaries, (scale, step, merit, anomalies, promotion increases), contingency funding, library acquisitions inflation, spousal employment funding and utilities and maintenance costs for new and/or upgraded space. Increased targeted specific purpose funding will be allocated to unit budgets.

Approximately \$12.7M of the projected increased funding will be reserved for fiscal-only allocations in 15/16. Of this amount, \$4 million baseline will be set aside to smooth the impact of the anticipated 2016/17 baseline reduction.

Salary turnover savings (from the academic position management process) of \$2.1 M will be used to partially offset the 4% baseline reduction in academic units (\$900k), and for Strategic Priority – “Taking Our Place” baseline allocations (\$1.2M).

Chart A illustrates the distribution of funding for salary increases by function. As seen in the chart, of the \$12,751,524 required for salary increases, 74% or \$9.4M is allocated to academic units.

Chart A - Projected Salary Allocations by Function - \$12.7M

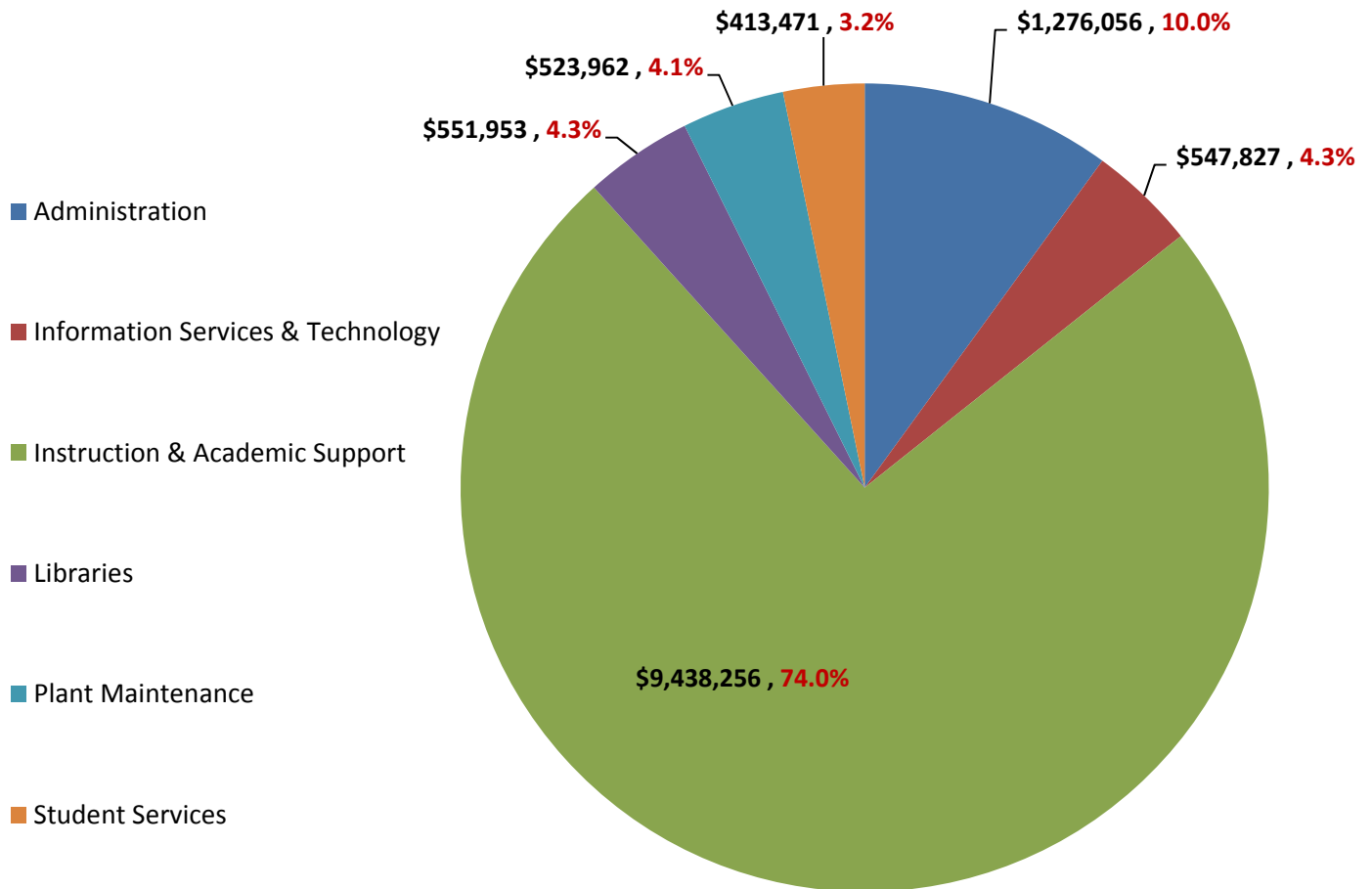
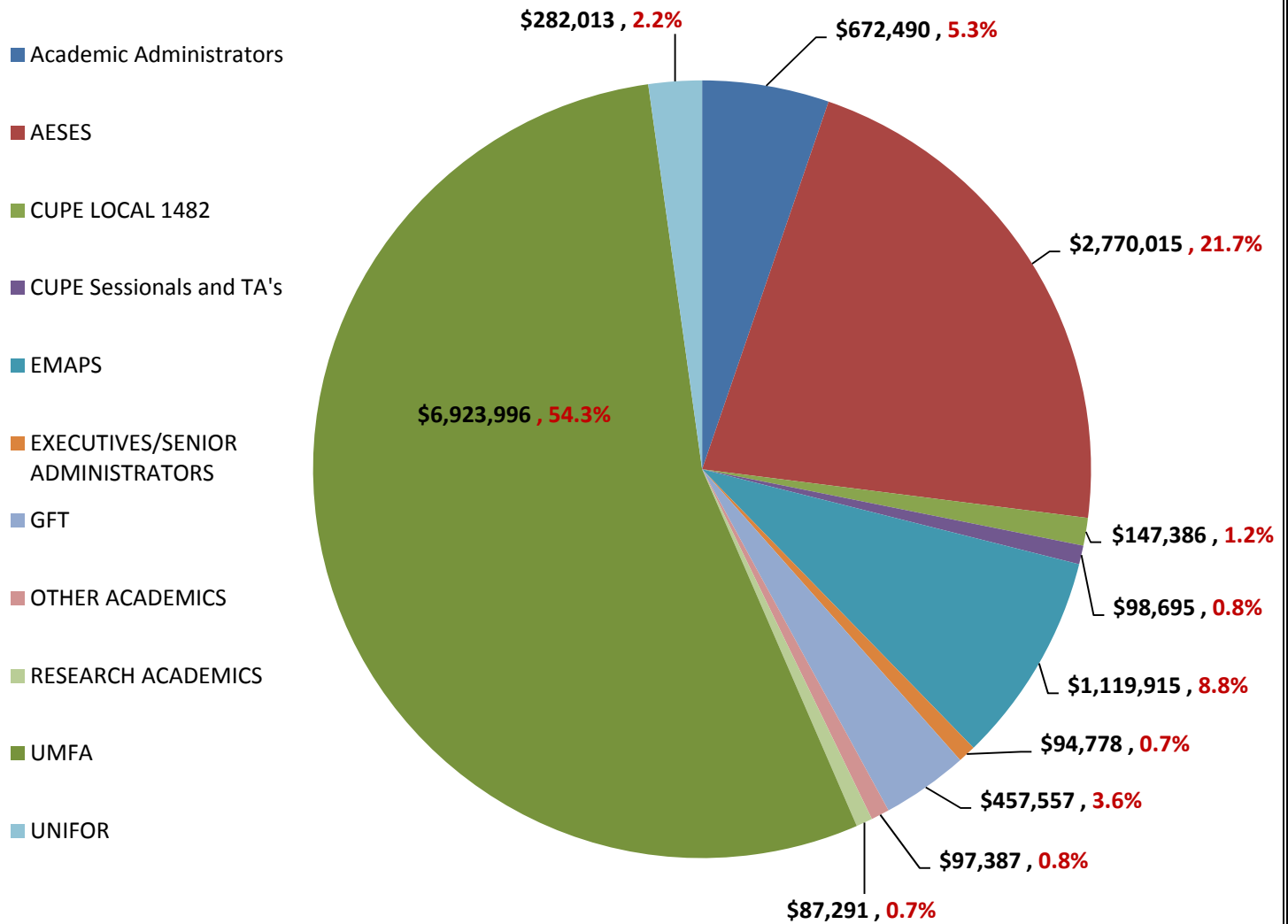


Chart B illustrates the distribution of funding for salary increases by compensation group. As seen in the chart, of the \$12,751,524 required for salary increases, 54.3% or \$6.9M is allocated to UMFA.

Chart B - Projected Salary Allocations by Compensation Group - \$12.7M



Assumptions for Budget Recommendations

In preparing the 2015/16 recommendations the following assumptions were made:

- The University of Manitoba will develop a balanced budget;
- Strategic investments are required to support strategic planning priorities;
- Baseline reductions in fiscal years 2016/17 are anticipated, given projected financial constraints in future years.
- Academic Position Management Program (APMP) baseline salary savings of \$900,000 will be used to partially offset Academic Unit budget reductions.
- APMP baseline salary savings of \$1,200,000 will be directed to areas of strategic priority
- Increased revenue emanating from increased international student enrolment, increased international student differential surcharge fees, and from the International College of Manitoba (ICM) contract will fund fiscal only allocations as it is not prudent to fund continuing commitments from these sources. The ICM contract is up for renewal and the current undergraduate international student SEM targets have been exceeded.
- Centrally managed funding that will not be fully utilized in 2015/16 will be allocated in support of fiscal only strategic priority allocations. Base funding for Mandatory Pension Payments, for example, will be maintained at existing levels however, due to the favourable December 31, 2013, actuarial valuation actual payments in 15/16 will be lower. We anticipate the December 31, 2016 actuarial valuation will result in a significant increase in mandatory payment levels. Utilities expenses are also subject to volatility due to fluctuating demand and world markets.
- \$24,926,314 in fiscal only allocations are recommended as follows:
 - allocations to areas of strategic priority \$22,196,314
 - unit-specific allocations 2,730,000

Allocations to Areas of Strategic Priority

In preparing the 2015/16 operating budget recommendations, the following priorities were identified:

- Inspiring Minds through innovation and quality teaching
 - Enhanced graduate student financial support
 - Enhanced international student financial and other support
 - Service teaching support
 - Classroom renewal
- Driving Discovery and Insight through excellence in research, scholarly work and other creative activities
 - Research initiatives support
 - Undergraduate research awards
- Creating Pathways to Indigenous achievement
 - Indigenous Scholars (principally for Native Studies)
 - Indigenous community-based research

- Building Community that creates an outstanding learning and working environment
 - Approved Information Services Technology project requirements
 - Teaching laboratory renewal fund
 - Space planning renovation and relocation projects
 - Preventive maintenance
 - Functional Programming Assessments (space)
 - Security enhancements – closed circuit TV, card access
 - Visionary Re(eneration) support
 - Faculty Service Hubs

Chart C and Chart D below illustrates the recommended distribution of \$1.2M baseline and \$22.2M fiscal respectively to areas identified as strategic priorities. Details of these recommended allocations are shown in **Attachment 3**.

Chart C - 2015/16 Baseline Recommendations - \$1.2M

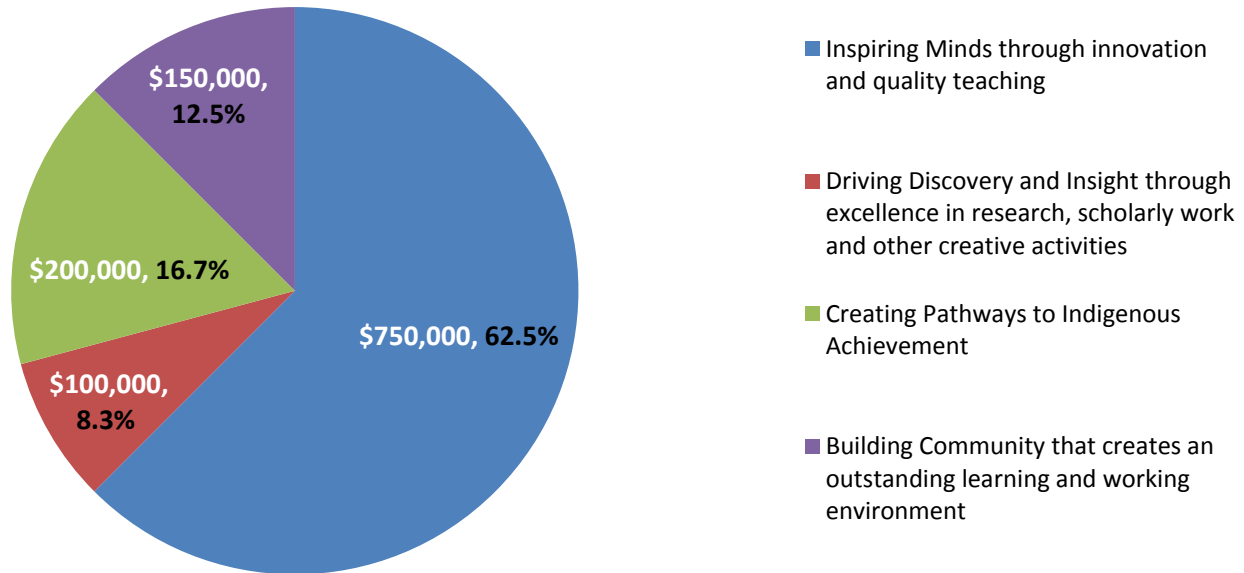
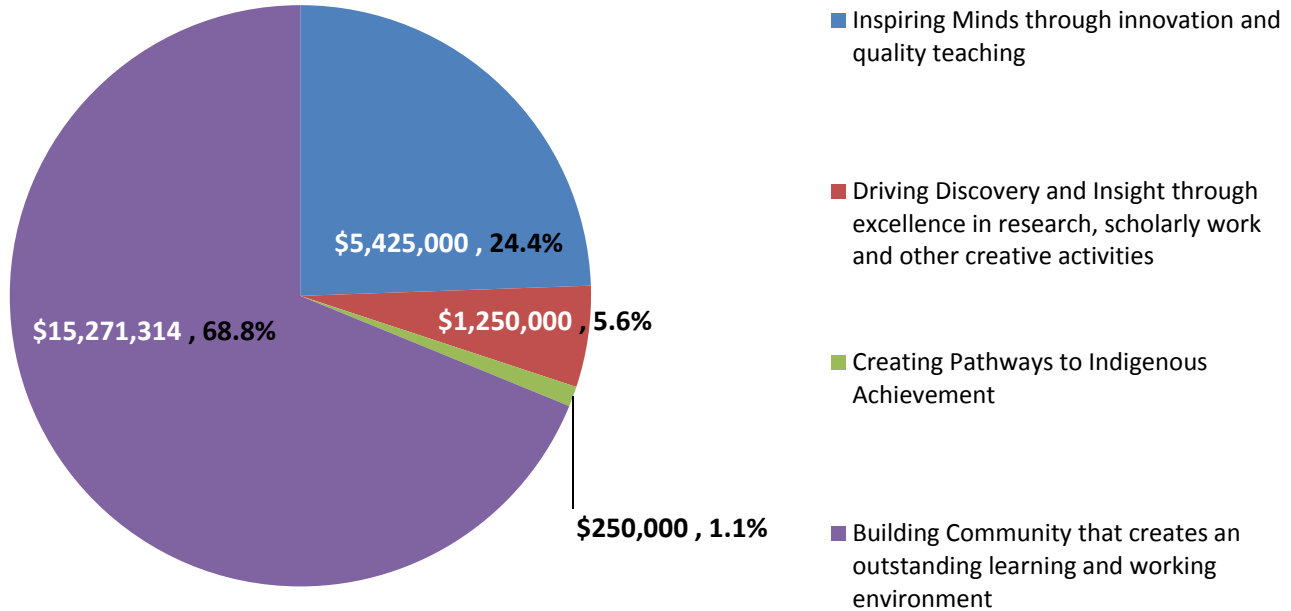


Chart D - 2015/16 Fiscal Recommendations - \$22.2M



Unit Specific Allocations

In preparing the 2015/16 operating budget recommendations, the following unit-based needs were identified:

- Three-year commitment to provide fiscal funding for the Mosaic Journal due to baseline reduction. Year 1 allocation is \$130,000 fiscal. Years 2 and 3 will be subject to reductions.
- Black Hole Theatre upgrade (subject to assessment) - \$300,000 fiscal
- Chown Building Renovation \$1,800,000 fiscal
- Library acquisition: support purchase of back-files \$500,000 fiscal

Carry-Over Allocations

In preparing the 2015/16 operating budget recommendations, unit carry-over allocations from 2014/15 totaling \$39,658,984 have been incorporated into the opening budget. This is the first year that carry-over has been included in the opening budget.

Salary Increase, Travel and Expense Allocations and Mandatory Pension Payments

In preparing the 2015/16 operating budget recommendations, funding for salary and benefit increases, travel and expense allocations and mandatory pension payments have been incorporated into the relevant functional budget areas. This will more accurately reflect the distribution of budgeted expenditures for reporting purposes.

Tuition Fee Increase

A tuition fee increase of 1.9% to take effect Regular Session Fall, 2015

International Student Differential Rate Increases

Undergraduate international differential rate increases to take effect Regular Session Fall, 2015 as follows:

- a 10% increase to the international undergraduate student differential tuition surcharge for undergraduate courses taught by the Faculty of Agricultural and Food Sciences in the Degree Program, the Faculty of Social Work, and the College of Nursing;
- a 15% increase to the international undergraduate student differential tuition surcharge for undergraduate courses taught by the Faculty of Agricultural and Food Sciences in the Diploma Program, the Faculty of Arts, the Faculty of Engineering, the Faculty of Human Ecology, the Asper School of Business, the Faculty of Education, the Faculty of Architecture, the School of Art, the Faculty of Kinesiology and Recreation Management, and the Faculty of Law;
- an 18% increase to the international undergraduate student differential tuition surcharge for undergraduate courses taught by the Faculty of Science, the Desautels Faculty of Music, and the Riddell Faculty of Environment, Earth and Resources
- an increase in the international graduate student multiplier from 2 to 2.2

A portion of the increased international undergraduate differential surcharge revenue will be allocated to international undergraduate student financial supports as well as to other international student supports for example, orientation/transition/summer bridging program, cross-cultural counsellor, academic learning support for EAL students, and English language workshops.

The increased international graduate differential surcharge revenue will be allocated to international graduate student scholarships and bursaries.

Voluntary Retirement Program

The 2015/16 budget includes provision for the Board of Governors approved Voluntary Retirement Program. The time-limited program is designed to achieve savings related to salaries and benefits, create flexibility in realigning the workforce to strategic priorities, and recognize the contributions of our senior employees.

Projected 2015/16 operating revenues from various sources is detailed in **Attachment 4**.

After considering first claims totaling \$35,918,381 and baseline reallocation of \$1,200,000 to areas of strategic priority, an operating budget shortfall of \$14,455,057 remains. To address the budget shortfall and enable the reallocation of funding to areas of strategic priority, baseline reductions totaling \$14,455,057 are summarized in Table 1 below.

Table 1

Unit	\$ Reduction	% of Baseline Reduced	March 31, 2015 Basic Baseline Budget
Faculties, Schools, Libraries & Colleges	10,150,590	3.97%	255,868,218
Vice-President (Administration)	2,811,000	4.00%	70,283,612
President's Office	70,276	4.00%	1,756,886
Vice President (Research) & International	178,049	4.00%	4,453,901
Vice-President (External)	429,200	4.00%	10,730,732
Vice-President (Academic) & Provost	815,942	4.45%	18,352,582
Total	\$14,455,057	4.00%	\$361,445,930

Attachment 5 details the recommended 2015/16 Budget Plans for All Funds, and details the Operating Baseline and Fiscal Budget by unit including proposed reductions and allocations.

Restricted Funds

1. Research and Special Funds – 2015/16 Financial Plan

The Research and Special Fund consists of contributions specifically restricted for research or other special activities. Research and Special Funds include external grants and contracts from a variety of federal and provincial granting agencies, industry and non-governmental organizations provided specifically for research, research infrastructure and special activities. Funds are held in trust by the University until they are spent by our researchers, in accordance with the conditions stipulated in the governing contracts and agreements.

Expenditures have not been shown since they vary depending upon the type of research and duration of the project. The funds received in any given year for research may not all be spent in the year received, therefore, any unspent research funds as at March 31 are carried over to the following year.

Table 2 below details the 2013/14 actual, 2014/15 (forecast) and 2015/16 preliminary revenues and expenses for the Research and Special Fund including sources of those revenues.

Table 2
Research and Special Funds
Revenues and Expenses
2015/16 Compared to Previous Years
(in thousands)

	Actuals	Forecast	Preliminary Budget
	2013/14	2014/15	2015/16
REVENUES			
Manitoba Government	29,309	30,343	33,500
Federal Government	65,072	70,658	69,000
Other Revenue	45,286	54,384	47,500
TOTAL REVENUE	139,667	155,385	150,000
EXPENSES			
Other Expenses	131,676	136,883	139,000
TOTAL EXPENSES	131,676	136,883	139,000
Funds Transferred In	8,405	8,312	-
Funds Transferred Out	9,264	15,030	4,903
NET FUND TRANSFERS	(859)	(6,718)	(4,903)
NET FUND BEFORE REMEASUREMENT	7,132	11,784	6,097
REMEASUREMENT GAINS	516	-	-
NET FUND INCREASE/(DECREASE)	7,648	11,784	6,097

2. Capital Asset Fund – 2015/16 Financial Plan

The Capital Asset Fund consists of restricted contributions for the purpose of acquiring capital assets and/or making debt repayments. The expenditures related to the construction of buildings or purchase of equipment are not recorded as an expense but are recorded as an asset on the University's balance sheet. Therefore, the Capital Fund will typically report a surplus unless current year amortization and interest/expense exceeds current year contributions.

Sources of capital funds include:

- Provincial allocations (primarily for deferred maintenance/infrastructure renewal) – see Attachment 1
- Provincial Government allocations for major capital projects (eg. Project Domino)
- Provincial Territorial Base Funding
- Federal and Provincial Government programs eg. MIF, WED, Ag Canada, CGC, etc.
- Canada Foundation for Innovation (CFI) funds and Provincial matching funding
- Debt financing
- Donations through Philanthropy
- Operating, Research and Provision funds (expenditure is reported as an interfund transfer to the Capital Fund)

Forecasted sources of capital and the 2015/16 capital plan are detailed in Table 3 below compared to preliminary 2014/15. Specific projects and contracts in excess of \$1 million are subject to Board of Governors approval.

Table 3
Capital Spending Estimate
2015/16 Fiscal Year

<u>Capital Plan</u>	<u>Prelim 2014-15</u>	<u>Forecast 2015-16</u>
Infrastructure:		
Asbestos	2,300	2,000
Fire Safety	3,348	2,400
Sewer & Water	2,490	1,500
Windows	929	2,000
Roofs	500	500
Other	1,656	4,256
Tache Hall Redevelopment & Addition	22,924	17,600
Capital Research Projects	4,000	5,100
Active Living Centre	21,717	2,300
PGME Curriculum Management	881	590
Machray Hall-Math & Stats Reno	80	2,900
Stanley Pauley Centre	255	-
Chown Centre for Healthcare Innovation	2,984	1,016
Chown Infrastructure Upgrades	1,802	600
Brodie Centre Dining Services	81	497
Bannatyne Electrical Reservicing	2,151	1,178
Wayfinding Strategy-Signage	34	1,100

SmartPark 137 Innov. Dr - MCO	322	53
FG Campus - Electrical Dist. Centre	859	-
Allen Bldg - MIM Facility	1,601	3,379
Central Energy Plant - Boiler Replacement	4,570	430
CCTV Renewal Project	-	660
Teaching Lab Renewal Fund	-	1,435
Med Rehab L300 Respiratory Therapy Renovation	-	1,200
Parker Bldg Room 350 UG Teaching Lab Renovation	-	1,000
BMSB Gross Anatomy Lab Renovation	-	300
T-Bldg (Bann Campus) Decanting/Demolition	-	1,320
Duff Roblin Environmental Chambers	-	930
EAL Miscellaneous Capital Funded Projects	3,020	3,020
Faculty & Unit Funded Projects	7,487	5,496
Research Capital	4,000	4,000
Operating Capital	25,197	25,197
Total Capital Fund Expenditures	115,189	93,957

Capital Sources:

EAL	7,136	7,138
Provincial		
Domino	1,673	-
Deferred Maintenance	6,902	6,856
PT Base Funding - Prov	212	500
Manitoba Innovation Fund (MIF)	1,950	2,500
Science, Innovation and Business Development	1,000	-
Federal		
WED	125	-
PT Base Funding	-	1,500
CFI	1,950	2,500
Agriculture Canada	588	-
Total Revenue	21,537	20,994
Capital Trust	19,202	14,073
General Trust	-	206
Operating - Capital Asset Purchases	25,197	25,197
Operating - Central Transfers (Strategic Funding Priorities)	2,000	500
Operating - Faculty for Capital Projects	100	1,200
Research - Capital Asset Purchases	4,000	4,000
Provisions	63	160
Total Interfund Transfers	50,562	45,336

Total Revenue and Interfund Transfers	72,099	66,330
Capital Fund	29,090	26,306
Total Prior Year Surplus in Capital Fund	29,090	26,306
LT Debt (Provincial Loan)	14,000	-
Total Debt	14,000	-
UNKNOWN FUNDING SOURCE	-	1,320
Total Capital Fund Sources	115,189	93,957

Note: Interfund transfers may include prior year transfers. The above preliminary and forecast projections represent the capital spending plan which does not include debt repayment, interest or amortization, therefore total amounts above will not equal the capital asset fund amounts reflected in Attachment 7.

3. Trust and Endowment – 2015/16 Financial Plan

The Trust Fund records donations that may be used in their entirety, whereas the Endowment Fund records donations with the stipulation that the funds be used in perpetuity for the purpose designated by the donor.

The revenues of the Trust and Endowment Funds include the net investment income, earned by the investments of the UIT and Specific Trusts plus an estimate of the new donations received.

The expenses are transfers of allocations to the various units in accordance with the spending policy approved by the Board of Governors and as required by the units, plus awards paid directly to students.

Table 4 and 5 below include preliminary revenues and expenditures in 2015/16 compared with forecasted results to March 31, 2015 and actual results for March 31, 2014 year end.

Table 4
Trust Fund
Revenues and Expenses
2015/16 Compared to Previous Years
(in thousands)

	Actuals	Forecast	Preliminary Budget
REVENUES	2013/14	2014/15	2015/16
Other Revenue			
Gifts and Contributions	5,501	7,413	8,000
Investment	30,158	24,176	16,050
Other Grants and Contracts			
Total Other Revenue	35,659	31,589	24,050
TOTAL REVENUE	35,659	31,589	24,050
EXPENSES			
Other Expenses	17,645	19,439	19,000
TOTAL EXPENSES	17,645	19,439	19,000
Funds Transferred In	6,017	14,644	7,646
Funds Transferred Out	(12,011)	(16,000)	(1,546)
NET FUND TRANSFERS	(5,994)	(1,356)	6,100
NET FUND BEFORE REMEASUREMENT	12,020	10,794	11,150
REMEASUREMENT GAINS	27,785	2,865	6,735
NET FUND INCREASE/(DECREASE)	39,805	13,659	17,885

Table 5
Endowment Fund
Revenues and Expenses
2015/16 Compared to Previous Years
(in thousands)

	Actuals	Forecast	Preliminary Budget
	2013/14	2014/15	2015/16
REVENUES			
Other Revenue			
Gifts and Contributions	7,971	10,000	17,000
Total Other Revenue	7,971	10,000	17,000
TOTAL REVENUE	7,971	10,000	17,000
Funds Transferred In	3,749	1,301	790
Funds Transferred Out	-	(39)	
NET FUND TRANSFERS	3,749	1,262	790
NET FUND BEFORE REMEASUREMENT	11,720	11,262	17,790
REMEASUREMENT GAINS	71,821	6,685	15,715
NET FUND INCREASE/(DECREASE)	83,541	17,947	33,505

SUMMARY

Attachment 6 is a high level Summary of the 2015/16 Preliminary Operating Budget plus financial plans for all other funds. The 2015/16 preliminary budgets are compared with the 2014/15 forecasted year end results at March 31, 2015 and actual year end results at March 31, 2014. Throughout the 2015/16 fiscal year, the Board of Governors will receive quarterly reports on each fund comparing actual for each quarter with prior year actual and projected full year results.

IMPLICATIONS:

The 2015/16 operating budget recommendations are for an allocation or reallocation of funding totaling \$35,918,381. Of this total \$12.7M is allocated for salary increases (74% of which is in academic units). After reallocating \$1.2M to areas of strategic priority and funding other first claims including increased utilities payments and other specific purpose expenses, a shortfall of \$14.5M remains.

An investment of \$1.2M baseline and \$24.9M fiscal for strategic priorities is recommended. These allocations fall short of what is required to provide adequate support given decades of underinvestment in these areas.

ALTERNATIVES:

Various scenarios were considered with respect to balancing priorities related to the strategic planning framework and the need to address organizational infrastructure challenges as well as provide continuing support to faculties and schools. This proposed budget represents the recommended balance in addressing these needs.

CONSULTATION:

Subsequent to the Fall Strategic Resource plan submissions, Deans and Directors of academic units, Directors of large support areas, heads of colleges and the University Librarian presented their plans to the Executive team in January 2015 which included an assessment of their ability to respond to a 4% baseline budget reduction. Smaller support and administrative units met with their respective Vice President or President. Four meetings were held with the President's Budget Advisory Committee to receive advice and feedback on priorities. Several meetings were held with all members of the President's Executive Team and Senior Administrative staff in the President's Office.



Board of Governors Submission

Routing to the Board of Governors:

<u>Reviewed</u>	<u>Recommended</u>	<u>By</u>	<u>Date</u>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<u>PA Woch</u>	<u>May 11/15</u>
<input type="checkbox"/>	<input type="checkbox"/>	<u>DA Dyer</u>	<u>May 12, 2015</u>
<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>		

Submission prepared by: Office of the Vice-President (Administration)
Kathleen Sobie, University Budget Officer
Joanne Dyer, Executive Director, Financial Planning

Submission approved by:

Appendices

- Attachment 1 – April 30, 2015 letter from EAL re the operating grant increase*
- Attachment 2 – 2015/16 Available Operating Budget Funding Summary*
- Attachment 3 – 2015/16 Operating Budget Recommendations*
- Attachment 4 – 2015/16 Projected Operating Revenues*
- Attachment 5 – 2015/16 Operating Budget by Faculty/Unit/Department*
- Attachment 6 – 2015/16 Operating Budget and Summary Budget for All Funds*
- Attachment 7 – 2015/16 Budget Plans for all Funds Compared to Previous Years*



**MINISTER
OF EDUCATION AND ADVANCED LEARNING**

Room 168
Legislative Building
Winnipeg, Manitoba, Canada
R3C 0V8

MAY 01 2015

Ms Patricia Bovey
Chair, Board of Governors
The University of Manitoba
Room 312 Administration Building
Winnipeg MB R3T 2N2

Dr. David Barnard
President and Vice-Chancellor
The University of Manitoba
Room 202 Administration Building
Winnipeg MB R3T 2N2

Dear Ms. Bovey and Dr. Barnard:

I am pleased to inform you of the funding decisions made by Government for the 2015/16 fiscal year. Despite the serious challenges presented by the current fiscal environment, post-secondary education remains a major priority for Government. This fact is reflected in the overall support provided to the post-secondary system in 2015/16, which will see operating grants increase by \$19,721,000 from \$659,126,000 to \$678,847,000. The post-secondary system envelope is comprised of the following:

University Operating grants	\$510,377,000	
College Operating grants	\$144,734,000	
ACCESS grants	\$ 11,022,000	
Strategic Initiatives	\$ 1,143,000	
Capital Grants	\$ 11,571,000	
Total	\$678,847,000	(increase 3.0%)

Government has increased Strategic Initiatives envelope from \$193,000 to \$1,143,000 to support the Government's Post-Secondary Strategy. Details related to the Post-Secondary Strategy will be released later in the Spring.

The Capital Envelope for 2015/16 will be \$11,571,000 available for major capital renovations and equipment across the system. In addition, Government has approved funding of \$10 million for deferred maintenance projects at universities for 2015/16. The allocation of capital funding for universities and colleges will be determined early in the fiscal year.

.../2

Ms Bovey and Dr. Barnard
Page 2

Within the current fiscal context, these investments are significant and represent the ongoing commitment to the post-secondary sector by this government.

The operating grant allocations available to University of Manitoba for the fiscal year 2015/16 will be as follows:

Operating grant	\$ 341,075,200
Subject to further approval	990,000
Access grant	<u>4,712,100</u>
Total Operating grants	<u>\$ 346,777,300</u>

The operating grant includes a provision of \$218,900 for first claims, \$208,000 for the International Educated Engineers Qualification program, and funding to support base operating requirements of the university.

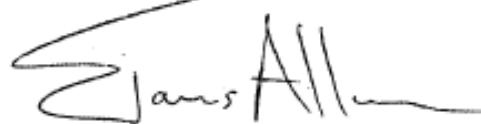
In addition, the operating grant includes funding up to \$990,000 support the expansion of the Engineering program, development of a Hybrid Engineering program and to support a Masters of Social Work in Indigenous Knowledge program. Advanced Learning Division staff will contact you with further details regarding proposal requirements to access funds for these initiatives.

The Access grant has been increased by \$115,100.

Please continue to provide actual billings for the principal and interest costs associated with deferred maintenance, knowledge infrastructure program and project domino loans.

I look forward to working with you and your colleagues in continuing to build a sustainable post-secondary system for Manitoba.

Sincerely,



Honourable James Allum
Minister
Education and Advanced Learning

- c. Gerald Farthing, Deputy Minister, Education and Advanced Learning
Scott Sinclair, Assistant Deputy Minister, Advanced Learning Division

Attachment 2 – 2014/15 Available Operating Budget Funding Summary

2015-16 Operating Budget Funding Summary	
Revenue Increase (Decrease)	\$
EAL Base Grant 2.5%	8,184,000
Targeted External Funding - Provincial, Federal, Other	3,780,331
Increased International Student Enrolment/Differential Fee increase	7,609,201
Targeted Tuition Fees - Unit Specific (Summer Session, Distance Education, Lab Fees etc.)	3,470,594
Internal Recoveries/Targeted Transfers from Other Funds	2,065,454
International College of Manitoba Revenues	1,109,825
EAL ACCESS funding	115,100
Sales of Goods and Services/Ancillary Revenues	(2,579,408)
Regular Session Domestic Tuition Fee Decrease - On Campus	(1,481,694)
Investment Revenue	(650,000)
Miscellaneous Student Fees	(160,079)
Total Increased Revenue	21,463,324
First Claims	
	\$
Increased Salaries/Benefits	12,751,524
Offset Targeted Tuition and Other Revenues - Specific Allocations	6,736,971
Reserve for Fiscal Allocations (Differential Fees and ICM)	8,719,026
Budget Reduction Smoothing for 16/17	4,000,000
Contingency	1,500,000
Increased Utilities and Maintenance Requirements	1,292,148
Spousal Appointments	264,612
ACCESS grant funding	115,100
Library Acquisition Inflation	539,000
Total First Claims	35,918,381
Unit Baseline Budget Reduction Requirement	(14,455,057)
Fiscal Funding Available	
	\$
Budget Reduction Smoothing for 16/17	4,000,000
Differential Fee Reserve	11,575,000
Utilities Budget Projected Surplus in 15/16	3,600,000
Central Operating Reserve	3,960,864
Targeted Tuition - General University Share	264,450
Overhead - General University Share	975,000
Worker's Compensation Surplus	140,000
Transit Subsidy Surplus	51,000
Insurance Surplus	60,000
Property Tax Surplus	300,000
Total Fiscal Funding Available	24,926,314

Attachment 3 – 2015/16 Operating Budget Recommendations

Strategic Priorities - Taking Our Place		
I. Inspiring Minds through innovation and quality teaching		
Description	Baseline	Fiscal Only
Graduate Student Financial Support - Domestic and international	750,000	475,000
International Student Financial Support		1,080,000
International Student Academic and Other Support		720,000
Service Teaching		350,000
Classroom Renewal		2,800,000
II. Driving Discovery and Insight through excellence in research, scholarly work and other creative activities		
Description	Baseline	Fiscal Only
Research Initiatives Support		1,250,000
Undergraduate research awards	100,000	
III. Creating Pathways to Indigenous Achievement		
Description	Baseline	Fiscal Only
Indigenous Scholars (principally for Native Studies)	200,000	
Indigenous community-based research		250,000
IV. Building Community that creates an outstanding learning and working environment		
Description	Baseline	Fiscal Only
For UITAC approved IT project requirements (currently unfunded)		846,314
Teaching Laboratory Renewal		6,000,000
Space Planning Renovation, Relocation Projects 15/16		3,400,000
Preventive Maintenance		3,000,000
Functional Programming Assessments (Space)		1,000,000
Security Enhancements - CCTV, card access		600,000
Visionary Regeneration (possibly \$350,000 loan re land trust)		425,000
Faculty Service Hubs	150,000	
V. Forging Connections to foster high impact community engagement		
Description	Baseline	Fiscal Only
Implementation and Accountability		
Description	Baseline	Fiscal Only
Total	1,200,000	22,196,314

Attachment 4 – 2015/16 Projected Operating Revenues

PROJECTED OPERATING SOURCES OF FUNDING - 2015/16	April 1, 2014	April 1, 2014	April 1, 2015	April 1, 2015
	Baseline	Fiscal Budget	Baseline	Fiscal Budget
1. EAL	337,276,300	337,276,300	345,575,400	345,575,400
2. Tuition Fees	146,823,858	146,823,857	156,207,559	156,207,559
3. Ancillary Services	36,567,753	36,567,753	37,397,843	37,397,843
4. Sale of Goods and Services	30,143,935	30,143,935	27,402,089	27,402,089
5. Other Province of Manitoba	23,494,156	23,494,156	24,949,488	24,949,488
6. Government of Canada	7,960,876	7,960,876	10,184,180	10,184,180
7. Net Investment Income	4,895,000	4,895,000	4,245,000	4,245,000
8. Contributions, Donations, Non-Government Grants	1,395,863	1,395,863	2,342,282	2,342,282
9. Miscellaneous	3,515,484	3,515,484	4,471,769	4,471,769
10. Total Operating Revenue (Excludes Fund Transfers and Internal Recoveries)	592,073,225	592,073,224	612,775,610	612,775,610
11. Fund Transfers In and Internal Recoveries	27,109,824	30,711,624	28,581,987	89,040,971
12. Gross Operating Revenues, Fund Transfers In and Internal Recoveries - Operational Budget	<u>619,183,049</u>	<u>622,784,848</u>	<u>641,357,597</u>	<u>701,816,581</u>

Attachment 5 - 2015/16 Operating Budget by Faculty/Unit/Department

FACULTY/UNIT/DEPARTMENT	March 31, 2015 Baseline	Adjustments to Baseline Budget			Adjustments to Fiscal Budget			2015/16 Baseline Budget (gross)	2015/16 Fiscal Budget (gross)	2015/16 Offset Income (All Revenue)	2015/16 Net Baseline (less offset income)	2014/15 Baseline Budget (gross)	2014/15 Fiscal Budget (gross)
		Reduction	Other	Income Adjustment	Allocation	Other	Funded by Other Funds						
ACADEMIC UNITS													
Agricultural & Food Sciences	18,861,957	(680,502)		(12,928)			1,529,626	18,168,527	19,698,153	1,836,475	16,332,052	15,961,172	15,961,172
Architecture	7,858,000	(285,599)		22,221			750,683	7,594,622	8,345,305	740,255	6,854,367	7,694,465	7,694,465
Art, School of	4,087,427	(157,750)		10,170			462,439	3,939,847	4,402,286	153,838	3,786,009	3,929,466	3,929,466
Arts	38,128,057	(1,501,725)		92,829	300,000		3,521,632	36,719,161	40,540,793	677,773	36,041,388	36,980,011	36,980,011
Clayton H. Riddell Faculty of Environment, Earth and Resources	8,365,892	(280,156)		115,905			790,428	8,201,641	8,992,069	477,345	7,724,296	8,222,757	8,222,757
Education	8,223,329	(275,854)		2,205			489,459	7,949,680	8,439,139	343,990	7,605,690	7,986,207	7,986,207
Engineering Total	20,005,097	(363,209)	-	15,327	-	-	2,776,855	19,657,215	22,434,070	1,859,985	17,797,230	19,285,124	19,285,124
Extended Education Total	20,318,132	(18,637)	-	(159,492)	-	-	1,304,932	20,140,003	21,444,935	19,692,720	447,283	20,305,317	20,305,317
Graduate Studies - Total	14,913,334	(102,099)	-	(74,322)	-	-	668,595	14,736,913	15,405,508	2,562,178	12,174,735	13,809,095	13,809,095
Health Sciences													
College of Rehab	5,574,181	(217,380)		72,690			209,065	5,429,491	5,638,556	212,376	5,217,115	-	-
Dentistry	19,602,341	(397,715)		503,807			1,524,395	19,708,433	21,232,828	10,163,277	9,545,156	19,261,954	19,261,954
Medicine	68,777,793	(1,688,900)		2,235,217	1,800,000		5,968,426	69,324,110	77,092,536	28,790,511	40,533,599	72,203,191	72,203,191
Nursing Total	12,530,661	(467,257)	-	(17,688)	-	-	3,824,442	12,045,716	15,870,158	831,557	11,214,159	12,165,871	12,165,871
Pharmacy	5,037,635	(181,847)		177,397			297,308	5,033,185	5,330,493	668,847	4,364,338	4,716,552	4,716,552
Health Sciences Total	111,522,612	(2,953,099)	-	2,971,423	1,800,000	-	11,823,636	111,540,936	125,164,572	40,666,568	70,874,368	108,347,568	108,347,568
Human Ecology	2,366,631	(222,652)		(98,520)			432,120	2,045,459	2,477,579	8,759	2,036,700	4,548,083	4,548,083
I.H. Asper School of Business	14,857,948	(298,226)		229,683			891,396	14,789,405	15,680,801	3,158,596	11,630,809	14,429,683	14,429,683
Kinesiology	13,215,925	(216,533)	181,143	1,674,129	-	-	339,132	14,854,664	15,193,796	9,476,725	5,377,939	13,090,411	13,090,411
Law	5,040,933	(149,280)		(127,928)			887,247	4,763,725	5,650,972	1,181,001	3,582,724	4,870,544	4,870,544
Music	5,097,992	(127,149)		(603)			155,574	4,970,240	5,125,814	859,099	4,111,141	4,969,655	4,969,655
Science	32,404,023	(754,101)		260,425			1,913,411	31,910,347	33,823,758	2,500,397	29,409,950	30,972,742	30,972,742
Social Work	6,837,876	(144,158)		304,363			689,792	6,998,081	7,687,873	3,538,286	3,459,795	6,697,487	6,697,487
General Faculty (Student Referendum)	1,305,038	-	37,889	-			-	1,342,927	1,342,927	-	1,342,927	-	-
General Faculty - Salary Increases			9,351,452	-			(85,897)	-	9,351,452	9,265,556	-	9,351,452	-
General Faculty - Pooled and Individual Travel				-			2,467,000	-	2,467,000	-	-	-	-
General Faculty - Mandatory Pension Payments				-			6,240,000	-	6,240,000	-	-	-	-
General Faculty - Early Retirement Incentive				-			10,000,000	-	10,000,000	-	-	-	-
General Faculty - Targeted Tuition (Distance)	2,786,446			353,966			-	3,140,412	3,140,412	3,140,412	-	-	-
FACULTIES AND SCHOOLS	336,196,649	(8,530,729)	9,570,484	5,578,853	2,100,000	8,621,103	39,426,957	342,815,257	392,963,318	92,874,402	249,940,855	322,099,787	322,099,787
LIBRARIES													
Libraries - Operating	17,338,774	(667,614)	-	(23,465)			728,453	16,647,695	17,376,148	624,950	16,022,745	17,045,125	17,045,125
Libraries - Acquisitions	8,561,971	-	539,000	27,420	500,000		(415,790)	9,128,391	9,212,601	43,230	9,085,161	8,561,971	8,561,971
General Libraries - Salary Increases			551,953	-			(5,373)	551,953	546,580	-	551,953	-	-
General Libraries - Pooled and Individual Travel				-			103,000	-	103,000	-	-	-	-
General Libraries - Mandatory Pension Payments				-			320,000	-	320,000	-	-	-	-
LIBRARIES	25,900,745	(667,614)	1,090,953	3,955	500,000	417,627	312,663	26,328,039	27,558,329	668,180	25,659,859	25,607,095	25,607,095
COLLEGES													
St. Johns College	537,018	(21,481)	-	-			21,011	515,537	536,548	-	515,537	519,077	519,077
St. Pauls College	647,493	(23,486)	-	(10,950)			-	613,057	586,946	49,400	563,657	629,841	629,841
University College	203,903	(7,280)	-	(4,000)			15,928	192,623	208,551	17,900	174,723	200,451	200,451
General Colleges - Salary Increases			39,388	-			(1,042)	39,388	38,346	-	39,388	-	-
COLLEGES	1,388,414	(52,247)	39,388	(14,950)	-	(1,042)	10,828	1,360,605	1,370,391	67,300	1,293,305	1,349,368	1,349,368

Attachment 5 - 2015/16 Operating Budget by Faculty/Unit/Department con't...

FACULTY/UNIT/DEPARTMENT	March 31, 2015 Baseline	Adjustments to Baseline Budget			Adjustments to Fiscal Budget			2015/16 Baseline Budget (gross)	2015/16 Fiscal Budget (gross)	2015/16 Offset Income (All Revenue)	2015/16 Net Baseline (less offset income)	2014/15 Baseline Budget (gross)	2014/15 Fiscal Budget (gross)
		Reduction	Other	Income Adjustment	Allocation	Other	Funded by Other Funds						
ADMINISTRATIVE UNITS													
PRESIDENTS UNITS	1,756,886	(70,276)	53,659	16,842	-	(198)	126,503	1,757,111	1,883,416	16,842	1,740,269	1,722,622	1,722,622
Vice-President (Academic) & Provost Units													
Vice-President (Academic) & Provost	6,053,282	(338,780)	182,805	95,000	130,000	(2,485)	1,423,460	5,992,307	7,543,282	520,000	5,472,307	5,577,512	5,577,512
TOTAL VP (ACADEMIC) & PROVOST UNITS	29,255,079	(815,942)	599,963	118,105	130,000	276,420	2,661,056	29,157,205	32,224,681	6,830,640	22,326,565	27,019,602	27,019,602
Vice-President (Research) & International Units													
VP (Research & International) Office	12,897,557	(132,000)	123,293	594,572	-	184,959	3,019,090	13,483,421	16,687,470	8,128,270	5,355,151	12,104,002	12,104,002
Centres and Institutes	2,203,018	(46,049)	-	(303,212)	-	-	689,965	1,853,757	2,543,722	748,598	1,105,159	1,833,328	1,833,328
TOTAL VP (RESEARCH) & INTERNATIONAL UNITS	15,100,575	(178,049)	123,293	291,360	-	184,959	3,709,055	15,337,178	19,231,192	8,876,868	6,460,310	13,937,330	13,937,330
Vice-President (Administration) Units													
Vice-President (Administration)	106,218,373	(2,811,000)	3,003,844	(672,552)	-	(2,375,572)	11,467,135	105,738,665	114,830,228	19,090,303	86,648,362	103,103,286	100,103,286
Ancillaries	37,805,752	-	-	606,039	-	-	-	38,411,791	38,411,791	38,411,791	-	37,809,448	37,809,448
TOTAL VP (ADMINISTRATION) UNITS	144,024,125	(2,811,000)	3,003,844	(66,513)	-	(2,375,572)	11,467,135	144,150,456	153,242,019	57,502,094	86,648,362	140,912,734	137,912,734
VP (EXTERNAL) UNITS	12,253,731	(429,200)	311,972	(67,638)	-	174,312	944,787	12,068,865	13,187,965	1,455,361	10,613,504	11,907,236	11,907,236
GENERAL UNIVERSITY EXPENDITURES	29,190,649	-	(198,754)	91,508	-	(10,739,450)	1,800,000	29,083,403	20,143,953	2,981,454	26,101,949	33,116,465	33,669,159
UNDISTRIBUTED OPERATING FUNDS	24,827,422	(900,000)	14,507,056	865,000	22,196,314	(21,484,473)	-	39,299,478	40,011,319	4,257,395	35,042,083	41,510,808	47,559,914
TOTAL OPERATING BUDGET	619,894,274	(14,455,057)	29,101,858	6,816,522	24,926,314	(24,926,314)	60,458,984	641,357,597	701,816,581	175,530,536	465,827,061	619,183,047	622,784,847
LESS INTERNAL COST RECOVERIES AND FUND TRANSFERS IN													
Internal Cost Recoveries	(19,507,095)	-	-	(416,779)	-	-	-	(19,923,874)	(19,923,874)	(19,923,874)	-	(20,133,758)	(20,133,758)
Interfund and Fund Transfers In	(7,009,438)	-	-	(1,648,675)	-	-	(60,458,984)	(8,658,113)	(69,117,097)	(69,117,097)	60,458,984	(6,976,066)	(10,577,866)
TOTAL COST RECOVERIES AND TRANSFERS IN	(26,516,533)	-	-	(2,065,454)	-	-	(60,458,984)	(28,581,987)	(89,040,971)	(89,040,971)	60,458,984	(27,109,824)	(30,711,624)
NET OPERATING BUDGET (excluding Cost Recoveries & Fund Transfers In)	593,377,741	(14,455,057)	29,101,858	4,751,068	24,926,314	(24,926,314)	-	612,775,610	612,775,610	86,489,565	526,286,045	592,073,223	592,073,223

Attachment 6 – 2015/16 Operating Budget and Summary Budget for All Funds

Faculty/Department/Unit	A									B	C	D	E	F	G		Total Net Funds (A+B+C+D-G)
	March 31, 2015 Adjusted Gross Baseline	Less March 31, 2015 Fund Transfers In ⁽¹⁾	Less March 31, 2015 Internal Cost Recoveries	March 31, 2015 Adjusted Net Baseline	Baseline Reductions	Targetted Revenue Adjustments	Salaries, Benefits and Pay Levy	Other First Claims - Utilities, Insurance and Contingency	April 1, 2015 Net Revenue Budget ⁽²⁾	Fund Transfers In (Fiscal)	Fund Transfers Out (Fiscal)	Accumulated Remeasurements Gains & (Losses)	Fiscal Only Allocations/ Reallocations ⁽⁴⁾	Internal Cost Recoveries	April 1, 2015 Gross Expense Budget (A+B+E+F)	April 1, 2015 Net Expense Budget (A+B+C)	
VP Academic and Provost																	
Faculties and Schools	336,196,649	(766,739)	(3,800,190)	331,629,720	(8,530,729)	4,367,582	9,351,451	219,032	337,037,056	40,201,048	(5,499,900)		10,721,104	5,004,110	392,963,318	371,738,204	
Libraries	25,900,745	-	(7,875)	25,892,870	(667,614)	8,530	551,953	539,000	26,324,739	312,663			917,627	3,300	27,558,329	26,637,402	
Colleges	1,388,414	-	(24,000)	1,364,414	(52,247)	(12,950)	39,388	-	1,338,605	10,828			(1,042)	22,000	1,370,391	1,349,433	
Student Affairs	23,201,797	-	(112,000)	23,089,797	(477,162)	(65,896)	417,159	-	22,963,898	1,237,596	(4,520,225)		278,905	201,000	24,681,399	19,681,269	
VPAC and Provost Admin Units	6,053,282	-	-	6,053,282	(338,780)	95,000	182,805	-	5,992,307	1,423,460			127,515	-	7,543,282	7,415,767	
Total VP Academic and Provost	392,740,887	(766,739)	(3,944,065)	388,030,083	(10,066,532)	4,392,266	10,542,756	758,032	393,656,605	43,185,595	(10,020,125)	-	12,044,109	5,230,410	454,116,719	426,822,075	
VP Research and International																	
VPRI	12,897,557	(275,000)	(2,500)	12,620,057	(132,000)	545,653	123,293	-	13,157,003	3,342,008	(150,000)		184,959	3,500	16,687,470	16,349,011	
Centres and Institutes	2,203,018	(48,000)	(112,000)	2,043,018	(46,049)	(271,712)	-	-	1,725,257	737,965	-		-	80,500	2,543,722	2,463,222	
Total VPRI	15,100,575	(323,000)	(114,500)	14,663,075	(178,049)	273,941	123,293	-	14,882,260	4,079,973	(150,000)	-	184,959	84,000	19,231,192	18,812,233	
President	1,756,886	-	-	1,756,886	(70,276)	16,842	53,659	-	1,757,111	126,503	-	-	(198)	-	1,883,416	1,883,614	
VP Administration																	
VPADM units	23,996,419	(372,000)	(454,940)	23,169,479	(841,000)	30,134	648,055	-	23,006,668	2,413,884	-		507,613	242,260	26,170,425	25,420,552	
Physical Plant	53,656,486	-	(9,913,532)	43,742,954	(1,000,000)	122,040	523,962	1,284,000	44,672,956	262,730	-		(3,192,392)	9,466,539	51,209,834	44,935,686	
IT	28,565,468	-	(4,007,054)	24,558,414	(970,000)	4,340	547,827	-	24,140,581	9,171,521	-		309,206	3,828,661	37,449,969	33,312,102	
Ancillaries	37,805,752	(1,057,304)	-	36,748,448	-	861,395	-	-	37,609,843	801,948	(8,721,584)		-	-	38,411,791	29,690,207	
Total VP Admin	144,024,125	(1,429,304)	(14,375,526)	128,219,295	(2,811,000)	1,017,909	1,719,844	1,284,000	129,430,048	12,650,083	(8,721,584)	-	(2,375,573)	13,537,460	153,242,019	133,358,547	
VPE	12,253,731	(1,097,999)	(69,000)	11,086,732	(429,200)	(66,400)	311,972	-	10,903,104	2,042,548	-	-	174,312	68,000	13,187,965	12,945,652	
General University Expenditures																	
Pension Plan Mandatory Payments	12,070,000	-	-	12,070,000	-	-	-	-	12,070,000	-	-	-	(9,000,000)	-	3,070,000	12,070,000	
Tuition Fee Sharing	963,000	-	-	963,000	-	(698,550)	-	-	264,450	-	-	-	(264,450)	-	-	264,450	
Insurance	2,859,000	-	-	2,859,000	-	-	-	-	2,859,000	-	-	-	(60,000)	-	2,799,000	2,859,000	
Other ⁽²⁾	13,298,649	-	(1,004,004)	12,294,645	-	(184,942)	-	(198,754)	11,910,949	2,775,000	-	-	(1,415,000)	1,004,004	14,274,953	14,685,949	
Total General University Expenses	29,190,649	-	(1,004,004)	28,186,645	-	(883,492)	-	(198,754)	27,104,399	2,775,000	-	-	(10,739,450)	1,004,004	20,143,953	29,879,399	
Undistributed Operating Expenses	24,827,422	(3,392,395)	-	21,435,027	(900,000)	-	-	14,507,056	35,042,083	4,257,395	(57,764,447)	-	711,841	-	40,011,319	(18,464,969)	
General Operating Fund	619,894,274	(7,009,437)	(19,507,095)	593,377,742	(14,455,057)	4,751,066	12,751,524	16,350,334	612,775,610	69,117,097	(76,656,156)	-	-	19,923,874	701,816,581	605,236,551	-
Specific Provisions Fund	-	-	-	-	-	-	-	-	-	(58,658,984)	3,154,666	-	-	-	-	-	(55,504,318)
Expenses funded from Future Revenues	-	-	-	-	-	-	-	-	-	(100,000)	-	-	-	-	-	-	(100,000)
Capital Asset Fund	-	-	-	-	-	20,994,000	-	-	20,994,000	-	58,155,581	-	-	-	74,065,000	5,084,581	
Research and Special Funds	-	-	-	-	-	150,000,000	-	-	150,000,000	(4,902,918)	-	-	-	-	139,000,000	6,097,082	
Staff Benefits Fund	-	-	-	-	-	5,496,000	-	-	5,496,000	(1,700,000)	4,700,000	3,000,000	-	-	4,074,160	7,421,840	
Trust Fund	-	-	-	-	-	24,050,000	-	-	24,050,000	(1,545,852)	7,646,311	6,735,000	-	-	19,000,000	17,885,459	
Endowment Fund	-	-	-	-	-	17,000,000	-	-	17,000,000	-	790,255	15,715,000	-	-	-	33,505,255	
Total Funds									830,315,610	2,209,343	(2,209,343)	25,450,000	-	19,923,874	701,816,581	841,375,711	14,389,899

⁽¹⁾ Fund transfers in include: transfers from trust and endowment, staff benefits fund, ancillaries, research overhead income, transfers from provisions (carryover) and future revenues

⁽²⁾ Other General University expenditures includes: student endowment fees (funding operating), Provincial Debt Servicing, Retiree Benefits, Institutional Memberships, Access Copyright, Property Tax and other special programming

⁽³⁾ Net Revenue budget is before fund transfers in, fiscal allocations and internal cost recoveries

⁽⁴⁾ Includes unit specific allocations, salary increases, mandatory pension payments & pooled & individual travel

Attachment 7 – 2015/16 Budget Plans for all Funds Compared to Previous Years

	Actuals	Forecast	Preliminary Budget
	2013/14	2014/15	2015/16
General Operating Fund			
Revenue	590,828	597,815	612,776
Accumulated Remeasurements Gains & (Losses)	34	-	-
Expense	(547,528)	(541,515)	(605,237)
Fund Transfers	(43,293)	(56,300)	(7,539)
Net	41	-	-
Specific Provisions Fund			
Revenue	-	-	-
Accumulated Remeasurements Gains & (Losses)	-	-	-
Expense	-	-	-
Fund Transfers	(5,660)	1,396	(55,504)
Net	(5,660)	1,396	(55,504)
Expenses funded from Future Revenues			
Revenue	-	-	-
Accumulated Remeasurements Gains & (Losses)	-	-	-
Expense	-	-	-
Fund Transfers	(510)	(1,000)	(100)
Net	(510)	(1,000)	(100)
Capital Asset Fund			
Revenue	63,036	36,585	20,994
Accumulated Remeasurements Gains & (Losses)	1,283	-	-
* Expense	(70,666)	(72,647)	(74,065)
Fund Transfers	56,656	59,875	58,156
Net	50,309	23,813	5,085
*Includes only interest and amortization			
Research and Special Funds			
Revenue	139,667	155,385	150,000
Accumulated Remeasurements Gains & (Losses)	516	-	-
Expense	(131,676)	(136,883)	(139,000)
Fund Transfers	(859)	(6,718)	(4,903)
Net	7,648	11,784	6,097

Attachment 7 – 2015/16 Budget Plans for all Funds Compared to Previous Years con't...

	Actuals 2013/14	Forecast 2014/15	Preliminary Budget 2015/16
Staff Benefits Fund			
Revenue	13,616	6,259	5,496
Accumulated Remeasurements Gains & (Losses)	-	-	3,000
Expense	(4,118)	(3,731)	(4,074)
Fund Transfers	(4,089)	2,841	3,000
Net	5,409	5,369	7,422
Trust Fund			
Revenue	35,659	31,589	24,050
Accumulated Remeasurements Gains & (Losses)	27,785	2,865	6,735
Expense	(17,645)	(19,439)	(19,000)
Fund Transfers	(5,994)	(1,356)	6,100
Net	39,805	13,659	17,885
Endowment Fund			
Revenue	7,971	10,000	17,000
Accumulated Remeasurements Gains & (Losses)	71,821	6,685	15,715
Expense	-	-	-
Fund Transfers	3,749	1,262	790
Net	83,541	17,947	33,505
Total Funds			
Revenue	850,777	837,633	830,316
Accumulated Remeasurements Gains & (Losses)	101,439	9,550	25,450
Expense	(771,633)	(774,215)	(841,376)
Fund Transfers	-	-	-
Net	180,583	72,968	14,390



AGENDA ITEM: *Student Referendum, School of Dental Hygiene*

RECOMMENDED RESOLUTION:

That a \$2.25 per credit hour contribution be assessed against the students in the School of Dental Hygiene for a three year term commencing in the fall of 2015 as outlined in the letter from Mary Bertone, Director, School of Dental Hygiene, dated February 3, 2015.

Action Requested: Approval Discussion/Advice Information

CONTEXT AND BACKGROUND:

On January 26th and 27th, the Manitoba Dental Hygiene Student Association held a referendum to support the School of Dental Hygiene Student Lounge and the Wright Computer Lab. Each student was proposed with making a donation of \$2.25 per credit hour for a three year term, beginning in the fall of 2015. This amounts to an approximate donation of \$67.50 per student per year. The students voted in favour of this proposal, resulting in a total contribution of approximately \$10,530 (pending student enrolment); designating 50% Student Lounge and 50% Wright Computer Lab. There was an 88% participation rate with 46 of the 52 eligible student voters casting a ballot. Of those votes, 34 were "yes" votes, 12 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 type="checkbox"/>	John Kearsey <i>John D. Kearsey</i>	April 28, 2015
<input type="checkbox"/>	<input type="checkbox"/>	David Barnard <i>David Barnard</i>	April 28, 2015
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	FAHR	May 5, 2015
<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>		

Sana Mahboob, Donor Relations

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 Mary Bertone, Director, School of Dental Hygiene
- Letter from Taleisha Stapleton, Senior Stick, Dental Hygiene Student Association



UNIVERSITY
OF MANITOBA

Faculty of
Health Sciences

College of Dentistry
School of Dental Hygiene
Office of the Director
D212-780 Bannatyne Avenue
Winnipeg, Manitoba
Canada R3E 0W2
Telephone 204-789-3574
Fax 204-789-3948
mary.bertone@umanitoba.ca

February 3, 2015

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

COPY

Dear Dr. Barnard:

I am pleased to inform you that the students in the School of Dental Hygiene have once again voted to continue making contributions to the school through their student referendum.

Attached you will find the letter I received from Taleisha Stapleton, Senior Stick of the Dental Hygiene Student Association. The letter details how proper notice was provided to the students about the referendum initiative, including the disbursement and the vote date, through presentations made.

As Taleisha explains, the students wish to contribute \$2.25 per credit hour for a three year term, to the Dental Hygiene Student Lounge and the Wright Computer Lab. This will result in a contribution of \$10,530 (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 2015/2016 fiscal year.

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

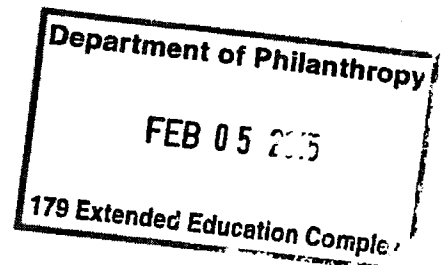
Sincerely,

M. Bertone

Prof. Mary Bertone
Director

enclosure

cc: Sana Mahboob, Donor Relations



February 2, 2015

Prof. Mary Bertone
Director, School of Dental Hygiene
D212B Dentistry Bldg
University of Manitoba,
Winnipeg, MB R3E 0T6

Dear Professor Bertone,

On January 26th and 27th, the Manitoba Dental Hygiene Student Association held a referendum to support the School of Dental Hygiene Student Lounge and the Wright Computer Lab. Each student was proposed with making a donation of \$2.25 per credit hour for a three year term, beginning in the fall of 2015. This amounts to an approximate donation of \$67.50 per student per year. I am pleased to inform you that the vote was successful and as such, the students will be contributing \$10,530 (pending student enrolment) to the School of Dental Hygiene over the next three years. The ballot reads as follows:

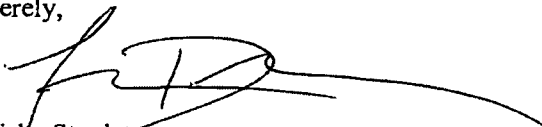
<p>DENTAL HYGIENE 2015 REFERENDUM BALLOT</p> <p>I agree to make a tax-deductible contribution of \$2.25 per credit hour (\$67.50 per year for 30 credit hours) to be paid at the time of registration.</p> <p>This contribution will be directed to Dental Hygiene as follows:</p> <p>50% Student Lounge Fund 50% Wright Computer Lab Fund</p> <p>The term for this agreement is to be 3 years</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
--

There was an 88% participation rate with 46 of the 52 eligible student voters casting a ballot. Of those votes, 34 were "yes" votes, 12 were "no" votes and there were no spoiled ballots.

Prior to the referendum vote, we conducted presentations 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.

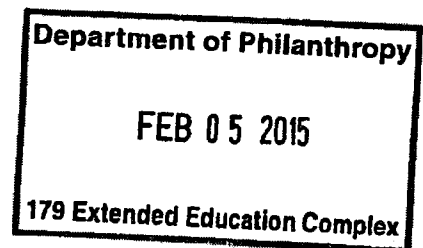
The Dental Hygiene Student Association supports the results of this referendum and asks that the university take the necessary steps to implement the contributions. I am requesting that you forward this information to Dr. David Barnard, President of the University of Manitoba, who will present it to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

Sincerely,



Taleisha Stapleton
Senior Stick

cc: Sana Mahboob, Donor Relations





AGENDA ITEM: *Student Referendum, College of Medicine*

RECOMMENDED RESOLUTION:

That a \$100 per student per year be assessed against the students in the College of Medicine for a two year term commencing in the fall of 2015 as outlined in the letter from Brian Postl, Dean, College of Medicine, dated February 26, 2015.

Action Requested: Approval Discussion/Advice Information

CONTEXT AND BACKGROUND:

From February 9 to 12, the Manitoba Medical Students Association held a referendum to support the College of Medicine Student Scholarship, Student Initiative Fund, and the Wish Clinic. Each student was proposed with making a donation of \$100 per student for a two year term, beginning in the fall of 2015. The students voted in favour of this proposal, resulting in a total contribution of approximately \$88,000 (pending student enrolment); designating 50% Medicine Student Scholarship, 40% Medicine Student Initiative Fund and 10% Wish Clinic. There was a 37% participation rate with 163 of the 440 eligible student voters casting a ballot. Of those votes, 108 were "yes" votes, 55 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 type="checkbox"/>	John Kearsey <i>John d Kearsey</i>	April 22, 2015
<input type="checkbox"/>	<input type="checkbox"/>	David Barnard <i>DA B</i>	April 28, 2015
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	FAHR	May 5, 2015
<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>		

Sana Mahboob, Donor Relations

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 Brian Postl, Dean, College of Medicine
- Letter from Connor Sommerfeld, Senior Stick/President, Manitoba Medical Students Association



UNIVERSITY OF MANITOBA | Faculty of Health Sciences

College of Medicine
Office of the Dean of Medicine
and Vice-Provost, FHS
230-745 Bannatyne Avenue
Basic Medical Sciences Building
Winnipeg, Manitoba R3E 0J9
Phone: (204) 789-3485
Fax: (204) 789-3661

February 26, 2015

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

Dear Dr. Barnard:

Re: College of Medicine 2015 Referendum Ballot

I am pleased to inform you that the students in the College of Medicine have once again voted to continue making contributions to the college through their student referendum.

Attached you will find the letter I received from Connor Sommerfeld, Senior Stick/President of the Manitoba Medical Students Association. The letter details how proper notice was provided to the students about the referendum initiative, including the disbursement and the vote date, through correspondence by the student council.

As Connor explains, the students wish to contribute \$100 per student for a two year term, to College of Medicine Student Scholarship, Student Initiative Fund, and the Wish Clinic. This will result in a contribution of \$88,000 (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 2015/2016 fiscal year.

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

Yours Truly,

Brian Postl, MD, FRCP(C)
Dean, College of Medicine
Vice-Provost, Faculty of Health Sciences

Attach.

BP/kh

March 17, 2015

Dr. Brian Postl
Dean, College of Medicine
230 Brodie Centre
University of Manitoba

Dear Dr. Postl,

From February 9 to 12, the Manitoba Medical Students Association held a referendum to support the College of Medicine Student Scholarship, Student Initiative Fund, and the Wish Clinic through a donation from each student. Each student was proposed with making a donation of \$100 per student for a two year term, beginning in the fall of 2015. We are pleased to inform you that the vote was successful and as such, the students will be contributing \$88,000 (pending student enrolment) to the College of Medicine over the next two years. The ballot read as follows:

**COLLEGE OF MEDICINE
2015 REFERENDUM BALLOT**

1

I agree to make a contribution of \$100 to be paid at the time of registration.

This contribution, which is eligible for a tax-credit will be directed to the
College of Medicine as follows:

50% Medicine Student Scholarship
40% Medicine Student Initiative Fund
10% Wish Clinic

The term for this agreement is to be two (2) years.

Yes
 No

Save progress

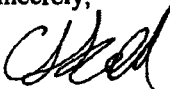
Page 1 / 1

There was a 37% participation rate with 163 of the 440 eligible student voters casting a ballot. Of those votes, 108 were "yes" votes, 55 were a "no" vote and there were no spoiled ballots.

Prior to the vote, we promoted the referendum via email to ensure all students were made aware of information detailing the referendum process, the proposed donation amount and disbursements, and the need to give back.

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

Sincerely,



Connor Sommerfeld
Senior Stick/President
Manitoba Medical Students Association

cc: Sana Mahboob, Donor Relations



AGENDA ITEM: *Student Referendum, Kinesiology and Recreation Management*

RECOMMENDED RESOLUTION:

That a \$4.00 per credit hour contribution be assessed against the students in the Faculty of Kinesiology and Recreation Management for a three year term commencing in the fall of 2015 as outlined in the letter from Douglas Brown, Dean, Faculty of Kinesiology and Recreation Management, dated February 12, 2015.

Action Requested: Approval Discussion/Advice Information

CONTEXT AND BACKGROUND:

On February 9th and 10th, the Students Association for Health Physical Education and Recreation Studies held a referendum to support the Faculty of Kinesiology and Recreation Management Endowment Fund and the Student Initiative Fund. Each student was proposed with making a donation of \$4.00 per credit hour for a three year term, beginning in the fall of 2015. This amounts to an approximate donation of \$120 per student per year. The students voted in favour of this proposal, resulting in a total contribution of approximately \$178,920 (pending student enrolment); designating 50% Student Initiative Fund and 50% Endowment Fund. There was a 10% participation rate with 48 of the 497 eligible student voters casting a ballot. Of those votes, 47 were "yes" votes, 1 was "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 type="checkbox"/>	John Kearsey <i>[Signature]</i>	April 22, 2015
<input type="checkbox"/>	<input type="checkbox"/>	David Barnard <i>[Signature]</i>	April 22, 2015
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	FAHR	May 5, 2015
<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>		

Sana Mahboob, Donor Relations

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 Douglas Brown, Dean, Faculty of Kinesiology and Recreation Management
- Letter from Zachary Leclerc, Senior Stick/President, Students Association for Health Physical Education and Recreation



UNIVERSITY
OF MANITOBA

Faculty of Kinesiology
and Recreation Management

102 Frank Kennedy Centre
Winnipeg, Manitoba
Canada R3T 2N2

February 12, 2015

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 Kinesiology and Recreation Management have once again voted to continue making contributions to the faculty through their student referendum.

Attached you will find the letter I received from Zachary Leclerc, Senior Stick/President of the Students Association for Health Physical Education and Recreation Studies. The letter details how proper notice was provided to the students about the referendum initiative, including the disbursement and the vote date, through presentations made by the members of the student council.

As Zachary explains, the students wish to contribute \$4.00 per credit hour for a three year term, to the Faculty of Kinesiology and Recreation Management Endowment Fund and the Student Initiative Fund. This will result in a contribution of \$178,920 (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 2015/2016 fiscal year.

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

Sincerely,

Douglas Brown
Dean

Enclosure

cc: Sana Mahboob, Donor Relations

February 11, 2015

Dr. Douglas Brown
Dean, Faculty of Kinesiology and Recreation Management
104 Frank Kennedy
University of Manitoba,
Winnipeg, MB R3T 2N2

Dear Dr. Brown,

On February 9 and 10, the Students Association for Health Physical Education and Recreation Studies held a referendum to support the Faculty of Kinesiology and Recreation Management Endowment Fund and the Student Initiative Fund through a donation from each student. Each student was proposed with making a donation of \$4.00 per credit hour for a three year term, beginning in the fall of 2015. This amounts to an approximate donation of \$120 per student per year. We are pleased to inform you that the vote was successful and as such, the students will be contributing \$178,920 (pending student enrolment) to the Faculty of Kinesiology and Recreation Management over the next three years. The ballot read as follows:

<p style="text-align: center;">KINESIOLOGY & RECREATION MANAGEMENT 2015 REFERENDUM BALLOT</p> <p style="text-align: center;">I agree to make a tax-deductible contribution of \$4.00 per credit hour (\$120 per year for 30 credit hours) to be paid at the time of registration.</p> <p style="text-align: center;">This contribution will be directed to Kinesiology & Recreation Management as follows:</p> <p style="text-align: center;">50% Student Initiative Fund 50% Endowment Fund</p> <p style="text-align: center;">The term for this agreement is to be 3 years</p> <p style="text-align: center;"><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
--

There was a 10% participation rate with 48 of the 497 eligible student voters casting a ballot. Of those votes, 47 were "yes" votes, 1 was a "no" vote and there were no spoiled ballots.

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

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

Sincerely,



Zachary Leclerc
Senior Stick/President

cc: Sana Mahboob, Donor Relations



AGENDA ITEM: *Committee Chairs for Board of Governors Committees*

RECOMMENDED RESOLUTION:

THAT the terms of reference of the Audit and Risk Management Committee, the Finance, Administration, & Human Resources Committee, the Distinguished Service Award Committee, the Executive Committee and the Governance & Nominating Committee be amended to provide that:

- The Chair and Vice-Chair of the Audit and Risk Management Committee be appointed annually by the Board on recommendation of the Governance & Nominating Committee;
- The Chair and Vice-Chair of the Distinguished Service Award Committee be appointed annually by the Board on recommendation of the Governance & Nominating Committee [the Chair and Chancellor will remain on the Committee as members];
- That the Chair and Vice-Chair of the Finance, Administration and Human Resources Committee be appointed annually by the Board on recommendation of the Governance and Nominating Committee;
- That the Chair and Vice-Chair of the Board of Governors continue to be the Chair and Vice-Chair of the Executive Committee;
- That the Chair of the Board of Governors continue to be the Chair of the Management Resources and Compensation Committee;
- That the Vice-Chair of the Board be the Chair of the Governance & Nominating Committee with the Chair of the Board as a member of the Committee.

Concurrent with these changes it is proposed that:

- the Chair of the Audit and Risk Management Committee be added to the membership of the Executive Committee;
- the Vice Chair of the Board be added to the membership of the Governance and Nominating Committee;
- it be noted that normally, committee chairs will be independent Board members, and that vice-chairs may be internal or independent Board members.

Action Requested: Approval Discussion/Advice Information

CONTEXT AND BACKGROUND:

It is important that the selection of committee chairs be strategic and take into account both the leadership abilities of Board members and the evolving needs of the Board and its committees.

The provision for more appointed committee chairs rather than elected or ex-officio chairs will allow the Governance & Nominating Committee to consider leadership succession, the needs of

the Board, and specific skill sets in making appointments.

The rationale for the proposed changes is described below.

- The strategic appointment of the Chair and Vice-Chair of the Audit & Risk Management Committee will allow the Board to select a Committee Chair with specific audit and/or risk management skills and experience.
- Appointing the Chair and Vice-Chair of the Distinguished Service Award Committee will create a leadership opportunity for another Board member.
- The Chair and Vice-Chair of the Finance, Administration, & Human Resources Committee are currently elected by the Committee. The proposed change will allow the Governance and Nominating Committee to consider leadership succession, the needs of the Board and specific skill sets in appointing Committee leadership.
- Maintaining the Executive Committee leadership as Chair (ex officio) and Vice-Chair (ex officio) recognizes that the Executive Committee can act with full authority of the Board.
- Continuing the ex officio role of the Chair of the Board as Chair of the Management Resources and Compensation Committee recognizes role of Board Chair in managing the President supervisory relationship.
- The Vice-Chair serving as Chair (ex officio) of the Governance & Nominating Committee recognizes the importance of good governance as a leadership responsibility of the Board Chair and Vice-Chair.

CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:

Strong governance at the University undergirds all the goals and supporting actions of the Strategic Plan. The Board of Governors and its committees are an essential part of making the difficult decisions that are necessary in a transparent and accountable manner. As such, Committee Leadership must be considered strategically.

CONSULTATION:

A survey of the practices of other Canadian universities was undertaken to determine best practices.



Board of Governors Submission

Routing to the Board of Governors:

<u>Reviewed</u>	<u>Recommended</u>	<u>By</u>	<u>Date</u>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<u>Governance & Nominating Cttee</u>	<u>March 17, 2015</u>
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

Submission prepared by: _____

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. *Draft Revised Terms of Reference for the Executive Committee*
2. *Draft Revised Terms of Reference for the Governance & Nominating Committee*
3. *Draft Revised Terms of Reference for the Audit & Risk Management Committee*
4. *Draft Revised Terms of Reference for the Distinguished Service Award Committee*
5. *Draft Revised Terms of Reference for the Finance, Administration, & Human Resources Committee*

BOARD COMMITTEES

EXECUTIVE COMMITTEE

Membership

As voting members:

- The Chair of the Board (as Chair)
- ~~The Vice Chair of the Board (as Vice-Chair) and~~
- ~~Chair of the Audit and Risk Management Committee (as Vice-Chair)~~
- The Chancellor
- The President
- ~~The Chair of the Finance, Administration and Human Resources Committee~~
- The Chair of the Audit and Risk Management Committee
- Three additional members elected by and from the Board, ensuring at least one academic staff member.
- One member of the Board elected by and from the Board, from amongst those members of the Board appointed by the University of Manitoba Students' Union.

As non-voting members:

- The UMFA Assessor
- The Support Staff Assessor

Resource persons:

- The University Secretary (as secretary)
- The Vice-President (Academic) and Provost
- The Vice-President (Administration)
- The Vice-President (Research)
- The Vice-President (External)

Terms of Reference

Executive

To exercise all powers and perform all the duties of the Board during all intervals between meetings of the Board and report such actions to the next meeting of the Board. Such actions include, but are not limited to:

- Staff recommendations, except that in the case of dismissals, or suspensions without pay of academic staff, such recommendations shall be considered directly by the Board, or if the timing requires action by the Executive Committee, such actions shall be submitted to the Board for ratification by the Board at its next regular meeting;

- Appointments of University/Board representatives to external organizations.
- To consider and approve on behalf of the Board, the guidelines to be followed in negotiating collective agreements.
- To deal with duties or matters delegated to it by the Board in the intervals between meetings of the Board.
- To deal with issues or matters which may arise and for which a specific committee of the Board has not been struck.
- To recommend to the Board on affiliation agreements with entities such as post-secondary institutions and health care facilities, and agreements with other organizations for joint instruction.
- To recommend to the Board on the use of the Coat of Arms.

Term of office is for one year from June 1 to May 31.

Approved by the Board of Governors April 19, 2011.

Approved by the Board of Governors April 24, 2007.

Governance and Nominating Committee

Terms of Reference

1. To consider and make recommendations to the Board on issues surrounding the composition, structure, roles, responsibilities, and procedural matters of the Board of Governors and its Committees, in order to improve their effectiveness, relevance, clarity and efficiency.
2. To develop and review the Code of Conduct for members of the Board of Governors and to monitor compliance to the code and to ethical business and good governance practices.
3. To provide for the periodic confidential assessment of the effectiveness of the Board, its Committees, Chairs and individuals in their capacity as Governors.
4. To facilitate the consideration by the Board of matters related to Board orientation, development, continuing education, and strategic planning in order to support a solid understanding of the University's current state of affairs and good governance practices.
5. To periodically review the methods used to distribute meeting materials and communications to Board members, the general practices of the Board and its' administrative support, and to review members' communication needs and time constraints, thereby ensuring optimal use of members' time in board governance matters and ongoing meetings.
6. To act as the Nominating Committee of the Board for the purpose of making recommendations to the Board and other appointing bodies for the appointment of Board and Board Committee members and to ensure that succession plans are in place for Board members, Chair, Vice-Chair and Committee Chairs.
7. To see to other governance matters that may be referred by the Board to the Committee on occasion.
8. Term of office is for one year from June 1 to May 31.
9. Composition

The Vice-Chair of the Board (as Chair)

The Chair of the Board

The Chancellor

The President

Two other members of the Board who are not students

One student member of the Board

BOARD COMMITTEES

AUDIT AND RISK MANAGEMENT COMMITTEE

Terms of Reference

1. Authority

- a) The Audit and Risk Management Committee (the "Committee") is created by and responsible to the Board of Governors (the "Board") of the University of Manitoba (the "University").
- b) The Vice-President (Administration) shall provide management support to the Committee.
- c) The Director of Audit Services shall serve as a resource person to the Committee.
- d) The University Secretary shall serve as a resource person on governance matters to the Committee.
- e) The Committee shall function in accordance with the Code of Conduct of the Board.

2. Composition of Committee

- a) Voting Members appointed by the Board (~~seven~~nine members)
 - i. The Chair of the Board, by virtue of office
 - ii. The Vice-Chair of the Board, by virtue of office ~~as Chair~~
 - iii. The Chair of the Finance, Administration and Human Resources Committee, by virtue of office ~~as Vice-Chair~~
 - iv. Two Board members who have experience in accounting, law or business administration
 - v. Two-Four members of the community who are Chartered Accountants and/or have senior executive experience
 - ~~v~~vi. The Chair and Vice-Chair are appointed annually by the Board of Governors on recommendation of the Governance and Nominating Committee.
- b) Non-Voting Member:
The President
- c) Non-Voting University Officials:
 - 1) The University Secretary - as Secretary
 - 2) The Vice-President (Administration)
 - 3) The Comptroller
 - 4) The Director of Audit Services
 - 5) The Director of Risk Management
- d) No member of the staff (academic or non-academic), nor any student of the University, shall be eligible for appointment to this committee.

- e) A majority of Committee members shall form a quorum and no business shall be transacted at a meeting unless a quorum is present. All questions shall be decided by a majority vote.
- f) The external auditor will be invited to meetings of the Committee at times when they are reporting to the Committee.

3. Mandate of the Committee

Subject to Section 4, the Committee shall monitor, evaluate and make recommendations to the Board with respect to all auditing, financial reporting, and internal control functions relating to the University.

In particular, the Committee shall:

(i) External Audit Oversight

- a) recommend to the Board the appointment of independent auditors on an annual basis;
- b) approve the proposed fees of the external auditor;
- c) review and consider the independence of the external auditor including review of other services provided to the University by the external auditor;
- d) review the external auditor's proposed audit plan, scope and approach and ensure no unjustified restrictions or limitations have been placed on such plan;
- e) discuss the results of the annual audit under Generally Accepted Accounting Principles ("GAAP") and auditing standards, recommendations made by the external auditors to the administration, and any other matters that may be communicated to the Committee by the external auditors;
- f) review the annual financial statements and determine whether they are complete and consistent with information known to Committee members and assess the reasonableness of presentation, appropriateness of accounting policies, and adequacy of disclosure;
- g) recommend approval of the draft audited financial statements to the Board.

(ii) Internal Audit Oversight

- a) review and recommend to the Board on the scope and mandate of the internal audit function and the annual internal audit plan;
- b) review periodic reports received by from the internal auditor, discuss recommendations set out in those reports, and ensure that administration responds to such recommendations in a timely manner.

(iii) Internal Controls and Risk Management Oversight

- a) consider the effectiveness of the University's internal control system, including financial reporting and information security controls;
- b) receive regular reports from administration on areas of significant risk to the University, including but not limited to, legal claims, environmental issues, health, safety, and other regulatory matters;

- c) discuss with administration, internal audit and the external auditors the University's major risk exposures (whether financial, operational, or otherwise), the adequacy and effectiveness of accounting and financial system, and the steps administration has taken to monitor and control such exposure;
- d) consider whether the University has adequate processes and controls to prevent and detect fraud;
- e) consider whether the University has adequate disaster recovery and business continuity plans and processes in place;
- f) review of the adequacy of insurance coverages maintained by the University to ensure that the University is not exposed to an unacceptable level of risk;
- g) ensure compliance with regulatory matters and with University governing documents; periodically review issues relating to Board members' personal liability.

(iv) Other Responsibilities

- a) provide an avenue of communication among the external auditors, administration, the internal audit function and the Board;
- b) review with the University's general counsel or outside legal counsel legal matters that may have a material impact on the financial statements;
- c) recommend to the Board the engagement of special audits or studies as the Committee deems necessary;
- d) periodically meet with the internal auditor, external auditor and administration in separate "in camera" sessions to discuss any matters that the Committee or these groups believe should be discussed privately with the Committee. It is understood that generally speaking, the internal auditor will be a part of the in camera sessions, unless the Committee decides otherwise;
- e) perform such other function as assigned by law, the University of Manitoba Act or the Board
- f) review its Terms of Reference at least every three years and recommend changes, if any, to the Board.

4. Limits on Authority

Notwithstanding the provisions set out in Section 3, the Committee shall bring to the Board for final approval:

- a) the financial statements of the University and related auditor's reports;
- b) reports, information and recommendations with respect to issues that, in the opinion of the Committee, may pose a material risk to the University; and
- c) recommendations with respect to information from the internal auditor and external auditors on controls, or related matters the Chair of the Committee or the Committee may consider prudent or necessary.

5. Reporting Relationship with the Internal Auditor

The Director of Audit Services reports functionally to the Committee, reporting directly to the

Committee at each meeting. The Director shall report administratively to the Vice-President (Administration).

6. Frequency of Meetings and Calendar of Business

The Committee shall meet at least four times during the year. The Committee shall have a calendar of business, maintained by the Secretary, for the purpose of ensuring the meeting agenda addresses all of the responsibilities as outlined in these Terms of Reference.

7. Term of Office

Term of office is one year from June 1 to May 31.

8. Reporting to the Board

The Committee shall regularly report to the Board with respect to its activities and decisions.

Approved by the Board of Governors November 15, 2011.

Approved by the Board of Governors September 23, 2014.

UNIVERSITY OF MANITOBA BYLAW

Bylaw:	DISTINGUISHED SERVICE AWARD COMMITTEE BYLAW
Effective Date:	
Revised Date:	November 8, 2013
Review Date:	November 8, 2023
Approving Body:	Board of Governors
Authority:	
Responsible Executive Officer:	University Secretary
Delegate:	
Contact:	Governance Specialist, Office of the University Secretary
Application:	Board of Governors Members

Part I Reason for Bylaw

- 1.1 There shall be a Committee of the Board known as the “Distinguished Service Award Committee”.

Part II Bylaw Content

Membership

- 2.1 The membership of the Distinguished Service Award Committee will consist of:
- (a) The Chair of the Board of Governors
 - (b) The Chancellor
 - (c) The President
 - (d) A student member of the Board of Governors
 - (e) Three other members of the Board of Governors

Terms of Office

2.2 The term of office of an elected member of the Distinguished Service Award Committee shall be for a period of not exceeding three (3) years following such person's election and shall terminate when such person ceases to be a member of the Board, or resigns, or when such person's membership in the Committee is sooner terminated by the Board.

2.3 The ~~Chair of the Board shall be the~~ Chair and Vice-Chair of the Distinguished Service Award Committee shall be appointed annually by the Board of Governors on the recommendation of the Governance & Nominating Committee.

~~2.4 The Chancellor shall be the Vice Chair of the Distinguished Service Award Committee.~~

Duties of the Committee

2.5 The duties of the Distinguished Service Award Committee include the following:

- (a) To recommend, pursuant to the approved Policy and Procedure on Distinguished Service Awards, candidates for the Distinguished Service Award for consideration by the Board of Governors; and
- (b) To recommend to the Board of Governors on Policy and criteria to be used in awarding the Distinguished Service Award.

Part III Accountability

3.1 The Office of Legal Counsel is responsible for advising the University Secretary that a formal review of this Bylaw is required.

3.2 The University Secretary is responsible for the implementation, administration and review of this Bylaw.

3.3 Board of Governors members are responsible for complying with this Bylaw.

Part IV Authority to Approve Procedures

4.1 The Distinguished Service Award Committee may approve Procedures, if required, which are secondary to and comply with this Bylaw in order to carry out the duties outlined in subsections 2.5(a) and (b).

Part V Review

5.1 Governing Document reviews shall be conducted every ten (10) years. The next scheduled review date for this Bylaw is November 8, 2023.

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

Part VI
Effect on Previous Statements

- 6.1 This Bylaw supersedes all of the following:
- (a) all previous Board of Governors/Senate Governing Documents on the subject matter contained herein; and
 - (b) all previous Administration Governing Documents on the subject matter contained herein.

Part VII
Cross References

- 7.1 This Bylaw should be cross referenced to the following relevant Governing Documents, legislation and/or forms:
- (a) [Distinguished Service Award Policy](#); and
 - (b) [Distinguished Service Award Procedure](#).

Finance, Administration & Human Resources Committee

Membership

As voting members:

- The Chair of the Board (ex officio)
- The Chancellor (ex officio)
- The President (ex officio)
- Six additional members elected by and from the Board, ensuring at least one student member and one academic staff member.
- One member of the community with a certified accounting designation or with senior executive or board experience.

As non-voting members:

- The Vice-President (Administration)

As resource persons:

- The University Secretary, as Secretary
- The Vice-President (Academic) and Provost
- The Vice-President (Research)
- The Vice-President (External)

Terms of Reference

1. FINANCE

Facilitate consideration by the Board of financial matters by analyzing, commenting upon, and making recommendations to the Board with respect to financial reports and proposals by the administrative officers of the University and other individuals or groups within the University, including but not limited to:

- a. the annual operating budget;*
- b. the monthly operating financial statements;*
- c. budget adjustments;*
- d. the annual operating and capital estimates submissions;*
- e. long-term forecasts of budget requirements;*
- f. the fixing of all fees which require Board approval;*
- g. amendments to resolutions on signing and banking;*
- h. requests to the Board for special financial support*
- i. monitor trends which may affect the financial health, long term sustainability, or strategic direction of the University*
- k. Investments**
 - i) the general investment policy and the management of the University's investments;*
 - ii) reports on the sale and purchase of securities, and additions to trust funds;*

l. Development

- i) *the establishment of designated chairs, professorships, and faculty fellowships as may be recommended by the Senate;*
- ii) *the establishment of scholarships, fellowships, prizes, bursaries and other awards as may be recommended by the Senate; and*
- iii) *the acceptance of gifts, grants, bequests, etc.*

2. ADMINISTRATION

Facilitate consideration by the Board of administrative matters by analyzing, commenting upon, and making recommendations to the Board with respect to proposals by the administrative officers of the University and other individuals or groups within the University on matters relating to human resources, governing documents and the general administration of the University, including, but not limited to:

- a. *mechanisms to evaluate the performance of administrative units;*
- b. *ancillary services;*
- c. **Policies**
 - i) *governing documents (bylaws, policies, procedures and regulations) relating to the administrative affairs of the University;*
- d. **Facilities & Property**
 - i) *long-range plans for the development of lands and facilities owned, controlled or administered by the University;*
 - ii) *proposals relating to the sale, acquisition and development of land, including building sites;*
 - iii) *proposals for building and renovation projects valued in excess of \$1,000,000;*
 - iv) *policies related to land and facility management and development, including policies regarding tendering and procurement;*
 - v) *matters relating to the physical plant, including deferred maintenance and plant quality.*

3. HUMAN RESOURCES

- a. *the fiscal and non-fiscal components of union contracts and staff benefits proposals*

4. GOVERNANCE

- a. *The Chair and Vice-Chair ~~are appointed~~ annually by the Board of Governors on the recommendation of the Governance & Nominating Committee*
- b. *self-assessment*



AGENDA ITEM: Suspension of Admissions to the Master of Science in Family Social Sciences Program

RECOMMENDED RESOLUTION:

For information only.

Action Requested: Approval Discussion/Advice Information

CONTEXT AND BACKGROUND:

The Board policy on enrolment limits specifies 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.

At its meeting on December 3, 2014, Senate received, for consultation, correspondence from the President together with a request from Dr. Doering, Vice-Provost (Graduate Education) and Dean, Faculty of Graduate Studies, to suspend admissions to the Master of Science in Family Social Sciences program. The request follows from the recent amalgamation of the Department of Family Social Sciences with the Department of Community Health Sciences (Board of Governors, June 25, 2014) and subsequent discussions concerning programs offered by those departments. In order to address a redundancy identified during those discussions, as both departments had offered a Master's program leading to a Master of Science degree, the amalgamated Department has taken a decision to commit ongoing efforts to support the Master of Science in Community Health Sciences and to suspend admissions to the Master of Science in Family Social Sciences.

At the February 4, 2015 meeting, Senate was informed that the President had approved the request for suspension of admissions to the M.Sc. in Family Social Sciences, in a letter from President Barnard to Dr. Collins, Vice-Provost (Integrated Planning and Academic Programs), dated December 17, 2014.

At its meeting on April 1, 2015, Senate received, for information, correspondence from the Vice-President (Academic) and Provost, indicating that admission to the M.Sc. in Family Social Sciences will be suspended effective May 2015 through May 2016. The decision to suspend admission will be reviewed no later than February 2016.

RESOURCE REQUIREMENTS:

N/A

CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:

N/A

IMPLICATIONS:

The decision to suspend admissions to the program would not adversely affect students currently enrolled in the Master of Science in Family Social Sciences, who will be allowed to complete their program.

ALTERNATIVES:

N/A

CONSULTATION:

The request from the Vice-Provost (Graduate Education) and Dean, Faculty of Graduate Studies to suspend admission to the Master of Science in Family Social Sciences has been accepted by the President, following consultation with Senate Executive, on November 19, 2014, and Senate, on December 3, 2014.



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 Executive	November 19, 2014
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Senate	December 3, 2014
<input checked="" type="checkbox"/>	<input type="checkbox"/>	President	December 17, 2014
<input type="checkbox"/>	<input type="checkbox"/>		

Submission prepared by: Senate

Submission approved by: University Secretary

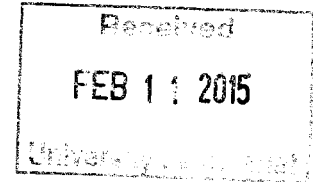
Attachments

- Correspondence from the Vice-President (Academic) and Provost [dated February 10, 2015] RE: Program Suspension – M.Sc. in Family Social Sciences
- Correspondence from the President and Vice-Chancellor [dated December 17, 2014] RE: Suspension of Admissions to the M.Sc. in Family Social Sciences
- Correspondence from the President and Vice-Chancellor [dated December 2, 2014] RE: Request for Suspension of Admissions in Family Social Sciences Graduate Program
 - Correspondence from the Vice-Provost (Integrated Planning and Academic Programs) [dated November 6, 2014] RE: Family Social Sciences Graduate Program
 - Correspondence from the Vice-Provost (Graduate Education) and Dean, Faculty of Graduate Studies [dated November 5, 2014] RE: Family Social Sciences Graduate Program

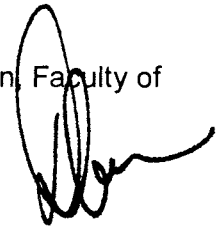


UNIVERSITY OF MANITOBA | Office of the Vice-President
(Academic) & Provost

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



Date: February 10, 2015
To: Jay Doering, Dean, Vice-Provost (Graduate Education) & Dean, Faculty of Graduate Studies
From: Joanne C. Keselman, Vice-President (Academic) and Provost
Subject: **Program Suspension - *M.Sc. in Family Social Sciences***



At its meeting of February 4, 2015, the President notified Senate of his acceptance of the recommendation from Dr. Jay Doering, Vice-Provost (Graduate Education) and Dean of the Faculty of Graduate Studies, that admission to the following program(s) be suspended:

M.Sc., Family Social Sciences

Accordingly, suspension to these programs is effective as of May 2015 and will be in place until May 2016. The decision to suspend admissions to these programs should be raised for review no later than February 2016.

cc. David Collins, Vice-President (Integrated Planning & Academic Programs)
Brian Postl, Vice-Provost (Health Sciences), Dean, College of Medicine
Jeff Adams, Executive Director, Enrolment Services
Jeff Leclerc, University Secretary
Thelma Lussier, Executive Director, Institutional Analysis
Neil Marnoch, Registrar
Cassandra Davidson, Undergraduate Program Analyst




UNIVERSITY
OF MANITOBA

Office of the President

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

DATE: December 17, 2014

TO: David Collins, Ph.D.
Vice-Provost (Integrated Planning and Academic Programs)

FROM: David T. Barnard, Ph.D.
President and Vice-Chancellor 

RE: Suspension of Admissions to the M.Sc. in Family Social Sciences

Having consulted with Senate, I accept the recommendation from Dr. John Doering, Vice-Provost (Graduate Education) & Dean (Faculty of Graduate Studies) that admission to the M.Sc. in Family Social Sciences be suspended and I would ask that you proceed accordingly

Cc: Dr. Joanne Keselman, Vice-President (Academic) and Provost
Dr. Brian Postl, Dean of Medicine; Dean & Vice-Provost (Health Sciences)
Dr. Jay Doering, Vice-Provost (Graduate Education) & Dean (Faculty of Graduate Studies)
Mr. Jeff Leclerc, University Secretary
Mr. Neil Marnoch, Registrar



Date: December 2, 2014

To: Jeff Leclerc
University Secretary

From: David T. Barnard, Ph.D.
President and Vice-Chancellor *David T. Barnard*

Re: Request for Suspension of Admissions in Family Social Sciences
Graduate Program

I have received the attached request regarding the suspension of admissions in the Master of Science in Family Social Sciences (M.Sc.(FSS)). Under the Enrolment Limitations Policy, 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 making a decision on this request, I would like to opportunity to present this matter to Senate for consultation.

Please place this item on the next agenda for the Senate Executive Committee and Senate.

cc. Dr. Joanne Keselman, Vice-President (Academic) and Provost
Dr. Jay Doering, Vice-Provost (Graduate Education) and Dean, Graduate Studies
Dr. David Collins, Vice-Provost (Academic Planning and Programs)
Mr. Neil Marnoch, Registrar



UNIVERSITY
OF MANITOBA

Office of the Vice-President
(Academic) & Provost

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

Date: November 6, 2014
To: David Barnard, President and Vice-Chancellor
From: David Collins, Vice-Provost (Integrated Planning and Academic Programs)
Subject: Family Social Sciences Graduate Program

Please find attached a recommendation from Dr. John Doering, Vice-Provost (Graduate Education) and Dean (Faculty of Graduate Studies), to formally suspend admissions into the Master of Science in Family Social Sciences (M.Sc. (FSS)).

Following the announcement of the amalgamation of the Department of Family Social Sciences and the Department of Community Health Sciences, discussions commenced about their respective programs. Since both departments offer a Master's program leading to the same degree, i.e., a Master's of Science (M.Sc.), there is redundancy as a result of the amalgamation and the decision has been made to commit their ongoing efforts in support of the Master of Science in Community Health Sciences. Therefore, in accordance with the Enrolment Limitations Policy, I am requesting that you now formally suspend admissions to the M.Sc. (FSS). At a later date, once students currently enrolled in the Family Social Sciences program have completed their studies, a recommendation to close the M.Sc. (FSS) will be forwarded to the Senate Committee on Curriculum and Course Changes.

cc Joanne Keselman, Vice-President (Academic) and Provost
Jay Doering, Vice-Provost (Graduate Education) and Dean, Graduate Studies
Neil Marnoch, Registrar
Jeff Leclerc, University Secretary



UNIVERSITY
OF MANITOBA

500 University Centre
Winnipeg, Manitoba
Canada R3T 2N2
Telephone: (204) 474-9887
Fax: (204) 474-7553

MEMORANDUM

Date: 5 November 2014

To: Dr. David Collins, Vice-Provost (Integrated Planning and Academic Programs)
xc: Dr. Harvy Frankel, Acting Dean, Human Ecology

From: Dr. John (Jay) Doering, Vice-Provost (Graduate Education)
& Dean (Faculty of Graduate Studies)

Re: Family Social Sciences graduate program

The amalgamation of the graduate programs in the Departments of Family Social Sciences and Community Health Sciences is progressing. The respective graduate chairs, Drs. Eni and Menec, are making good progress on the amalgamation of these graduate programs. Since both departments offer a Master's program leading to the same degree, *i.e.*, a Master's of Science (M.Sc.), there is redundancy as a result of the amalgamation. Therefore, I am requesting that you consider this memo the formal request to suspend admission (as soon as possible) to the M.Sc. program in Family Social Sciences. Thank you.



AGENDA ITEM: *Revisions to the Terms of Reference of the Chancellor's Committee and Related Policies*

RECOMMENDED RESOLUTION:

THAT the Board of Governors approve revising the terms of reference of the Chancellor's Committee and the policies related to the honorary titles Professor Emeritus/Emerita, Dean Emeritus/Emerita, President Emeritus/Emerita, Librarian Emeritus/Emerita, and Chancellor Emeritus/Ermerita to reflect a change in the nomination deadline to March 31.

Action Requested: Approval Discussion/Advice Information

CONTEXT AND BACKGROUND:

The Chancellor's Committee meets annually in January to review nominations for Emeritus titles. In past years the nomination deadline was December 31 to facilitate the titles being conferred during spring Convocation. Emeritus/Emerita titles are now conferred at a separate event independent of Convocation. The Chancellor's Committee has proposed changing the nomination deadline to March 31 to allow time for consideration by the Committee in May or June and subsequent presentation of the titles in September or October.

CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:

The honorary title of Emeritus/Emerita reflects the following goals of the Planning Framework:

- Expect, recognize, support and reward high quality and innovative research, scholarly work and other creative activities (Driving Discovery and Insight)
- Expect, recognize, promote and reward high quality and innovative teaching. (Inspiring Minds)
- Ensure university governance processes are meaningful, transparent, engaging and effective in advancing the University's mission and strategic priorities. (Building Community)

ALTERNATIVES:

The Chancellor's Committee could continue operating within the current timeline however the proposed change would allow the Committee to meet and the titles to be presented at a time of year when there is more flexibility in schedules.



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"/>	Chancellor's Committee	February 2, 2015
<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. Proposed Terms of Reference for The Chancellor's Committee
2. Revised Professor Emeritus/Emerita Policy
3. Revised Dean Emeritus/Emerita Policy
4. Revised Librarian Emeritus/Emerita Policy
5. Revised President Emeritus/Emerita Policy
6. Revised Chancellor Emeritus/Emerita Policy

The Chancellor's Committee

Terms of Reference

1. To meet annually to consider nominations which should be received by ~~December~~ March 31 for the following titles:
 - (i) Professor Emeritus/Emerita
 - (ii) Dean Emeritus/Emerita
 - (iii) Librarian Emeritus/Emerita
 - (iv) President Emeritus/Emerita
 - (v) Honorary Professor
2. To forward its recommendations to the Board of Governors for consideration.

Composition

1. Chancellor, as Chair
2. Vice-Chair of the Board of Governors
3. Vice-President (Academic) and Provost
4. Senior Dean (in the event there are two or more deans with the same period of service, the President shall name one of the deans to the Committee).

Policy and Procedures

I PROFESSOR EMERITUS/EMERITA

1. Criteria

The honorary title of Professor Emeritus/Emerita may be conferred after retirement on members of the faculty of the University who have held the rank of Professor. Individuals nominated for the title must have rendered distinguished service to the University through their teaching, research, and scholarship. Nominations normally would include evidence of excellence in teaching, including graduate student supervision, and excellence in research, scholarship, and/or creative work. Evidence of excellence in teaching may include awards, evaluations by students, assessment of peers, testimonials from former students, a record of course and curriculum development, innovations in teaching methods, and a corpus of work relating to teaching and learning. Evidence of excellence in research, scholarship and creative work may include awards and recognitions, reviewed and juried works, refereed publications, invited lectureships, success in grant and other competitions, and testimonials by peers. Although the number of years of service at the University of Manitoba is unspecified, it is expected that those nominated will have had a reasonable length of service with the University.

2. Nominations

In faculties which are divided into departments, nominations for Professor Emeritus/Emerita are normally made by the department. Recommendations are then submitted to the faculty council according to the procedures of the particular faculty. In faculties and schools which do not have departments, nominations shall be made to the faculty or school council according to the procedures established by those councils. All

deliberations by departments and faculties/schools should be in confidential session. The nominations should be accompanied by supporting material showing the candidate's contributions to the University and to his/her discipline. A detailed curriculum vitae should be included in nominations made to the faculty or school councils. An abridged ~~detailed~~ curriculum vitae should form part of ~~the~~ the final nomination submitted to the Chancellor's Committee following faculty or school council approval material.

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3. **Length of Term**

The appointment of Professor Emeritus/Emerita is for life.

4. **Recognition**

The honour is the most important aspect of this title. However, it is acknowledged that some individuals holding the title Professor Emeritus/Emerita may require facilities such as office and laboratory space. The responsibility for supplying such resources lies with the department and/or faculty/school concerned. Those holding the title of Professor Emeritus/Emerita are members of the Faculty of Graduate Studies.

Professors Emeriti/Emeritae shall be eligible to apply for grants and contracts under the aegis of the University.

II. **DEAN EMERITUS/EMERITA**

1. **Criteria**

The title of Dean Emeritus/Emerita may be conferred on a Dean who has served as Dean for at least five years. Individuals nominated for the title shall have given distinguished service to his/her faculty during the term of office. The title can be conferred at any time after the expiry of the term as Dean. A Dean Emeritus/Emerita, upon retirement, is eligible to be considered for the title of Professor Emeritus/Emerita.

2. **Nominations**

Nominations for Dean Emeritus/Emerita are to be submitted to the faculty council according to the procedures of the particular faculty. All deliberations should be in confidential session. The nominations should be accompanied by supporting material outlining the individual's contributions to the faculty.

3. **Length of Term**

The appointment of Dean Emeritus/Emerita is for life.

4. **Recognition**

The honour is the most important aspect of this title. However, it is acknowledged that some individuals holding the title Dean Emeritus/Emerita may require facilities such as

office and laboratory space. The responsibility for supplying such resources lies with the faculty concerned.

5. **Other**

The above procedures are applicable to directors of schools, except the title to be conferred will be Director Emeritus/Emerita.

III. **LIBRARIAN EMERITUS/EMERITA**

1. **Criteria**

The title of Librarian Emeritus/Emerita may be conferred after retirement of any member of the Libraries' staff of the University who has held the rank of Librarian. Individuals nominated for the title must have rendered distinguished service to the University, the profession and have a significant record in professional performance, teaching, research and scholarship. Although the number of years of service at the University of Manitoba is unspecified, it is expected those nominated will have had some reasonable length of service with the University.

2. **Nominations**

Nominations for Librarian Emeritus/Emerita may be submitted to the Director of Libraries, who will submit the recommendations to a special meeting of the Librarians' Council. All deliberations will be in confidential session. The nominations should be accompanied by supporting material showing the candidate's contributions to the University, to his/her discipline, and to the profession. A detailed *curriculum vitae* should form part of this material.

3. **Length of Term**

The appointment of Librarian Emeritus/Emerita is for life.

4. **Recognition**

The honour is the most important aspect of this title. However, it is acknowledged that some individuals holding the title Librarian Emeritus/Emerita may require facilities such as office space. The responsibility for supplying such resources lies with the Director of Libraries.

VI. **PRESIDENT EMERITUS/EMERITA**

1. **Criteria**

The title of President Emeritus/Emerita may be conferred on an individual who has served as President of the University for at least five years and is retired. Individuals

recommended by the current President for the title must have rendered distinguished service to the University during the term of office.

1. **Length of Term**

The appointment of President Emeritus/Emerita is for life.

2. **Recognition**

The honour is the most important aspect of this title, which will be conferred during Convocation.

V. **HONORARY PROFESSOR**

1. **Criteria**

The title of Honorary Professor is to be conferred on distinguished individuals who are not members of the academic staff of the University. Individuals nominated shall have a distinguished record in teaching, research and scholarship or in creative activity, and be resident in Manitoba. Although there is no maximum, it is anticipated the number of honorary professors at the University will be limited.

2. **Nominations**

Nominations should be submitted to the faculty/school council according to the procedures of the particular faculty/school. All deliberations should be in confidential session. The nominations should be accompanied by supporting material, including a detailed *curriculum vitae*.

3. **Length of Term**

Appointments shall be for five year renewable terms.

4. **Recognition**

The conferring of the title honours both the individual and the University. The honour is the most important aspect of the title, but honorary professors would be expected to participate from time to time in the activities of a department such as the presentation of lectures.

5. **Other**

The terms outlined in this policy do not apply to individuals appointed as honorary professors by the Faculty of Graduate Studies prior to 1969 subsequent to which no new appointments of honorary professors were made.

V. **FURTHER INFORMATION**

Nominations should be submitted to the University Secretary, Room 312 Administration Building. Deadline for receipt of nominations is ~~December~~March 31 for consideration by the Chancellor's Committee in ~~January~~May.

Further information is available from this office (telephone 474-6167).

UNIVERSITY OF MANITOBA POLICY

Policy:	PROFESSOR EMERITUS/EMERITA
Effective Date:	January 26, 2010
Revised Date:	September 10, 2013
Review Date:	January 26, 2020
Approving Body:	Board of Governors
Authority:	<i>The University of Manitoba Act</i> Section 16(1)
Responsible Executive Officer:	University Secretary
Delegate:	
Contact:	University Secretary
Application:	Board of Governors members; Faculty/School Councils

Part I Reason for Policy

- 1.1 To establish criteria for the nominations for Professor Emeritus/Emerita.

Part II Policy Content

Criteria

- 2.1 The honorary title of Professor Emeritus/Emerita may be conferred after retirement on members of the faculty of the University who have held the rank of Professor. Individuals nominated for the title must have rendered distinguished service to the University through their teaching, research, and scholarship. Nominations normally would include evidence of excellence in teaching, including graduate student supervision, and excellence in research, scholarship, and/or creative work. Evidence of excellence in teaching may include awards, evaluations by students, assessment of peers, testimonials from former students, a record of course and curriculum development, innovations in teaching methods, and a corpus of work relating to teaching and learning. Evidence of excellence in research, scholarship and creative work may include awards and recognitions, reviewed and juried works, refereed publications, invited lectureships, success in grant and other competitions, and testimonials by peers. Although the number of years of service at the University of Manitoba is unspecified, it is expected that those nominated will have had a reasonable length of service with the University.

Nominations

- 2.2 In faculties which are divided into departments, nominations for Professor Emeritus/Emerita are normally made by the department. Recommendations are then submitted to the faculty council according to the procedures of the particular faculty. In faculties and schools which do not have departments, nominations shall be made to the faculty or school council according to the procedures established by those councils. All deliberations by departments and faculties/schools should be in confidential session. The nominations should be accompanied by supporting material showing the candidate's contributions to the University and to his/her discipline. A detailed curriculum vitae should form part of this material. Nominations that receive an affirmative vote shall go forward to the Chancellor's Committee for review and recommendation to the Board of Governors.

Length of Term

- 2.3 The appointment of Professor Emeritus/Emerita is for life.

Recognition

- 2.4 The honour is the most important aspect of this title. However, it is acknowledged that some individuals holding the title Professor Emeritus/Emerita may require facilities such as office and laboratory space. The responsibility for supplying such resources lies with the department and/or faculty/school concerned. Those holding the title of Professor Emeritus/Emerita are members of the Faculty of Graduate Studies. Professors Emeriti/Emerita shall be eligible to apply for grants and contracts under the aegis of the University.
- 2.5 Nominations should be submitted to the University Secretary, Room 312 Administration Building. Deadline for receipt of nominations is ~~December 31~~March 31 for consideration by the Committee in ~~January~~May or June. Further information is available from this office (telephone 204-474-6167).

Part III Accountability

- 3.1 The Office of Legal Counsel is responsible for advising the University Secretary that a formal review of this Policy is required.
- 3.2 The University Secretary is responsible for the implementation, administration and review of this Policy.
- 3.3 Board of Governors members and Faculty/School Councils are responsible for complying with this Policy.

Part IV Authority to Approve Procedures

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

Part V Review

- 5.1 Governing Document reviews shall be conducted every ten (10) years. The next scheduled review date for this Policy is January 26, 2020.
- 5.2 In the interim, this Policy may be revised or repealed if:
- (a) the University Secretary or Approving Body deems it necessary or desirable to do so;
 - (b) the Policy is no longer legislatively or statutorily compliant; and/or
 - (c) the Policy is now in conflict with another Governing Document.
- 5.3 If this Policy is revised or repealed, all Secondary Documents will be reviewed as soon as reasonably possible in order to ensure that they:
- (a) comply with the revised Policy; or
 - (b) are in turn repealed.

Part VI Effect on Previous Statements

- 6.1 This Policy supersedes all of the following:
- (a) Policy: Professor Emeritus/Emerita approve July 1, 2005;
 - (b) all previous Board of Governors/Senate Governing Documents on the subject matter contained herein; and
 - (c) all previous Administration Governing Documents on the subject matter contained herein.

Part VII Cross References

- 7.1 This Policy should be cross referenced to the following relevant Governing Documents, legislation and/or forms:
- (a) [Emeritus / Emerita Title Nomination Form](#);
 - (b) [Emeritus / Emerita Title Recipients](#).

UNIVERSITY OF MANITOBA POLICY

Policy:	DEAN EMERITUS/EMERITA
Effective Date:	January 26, 2010
Revised Date:	September 10, 2013
Review Date:	January 26, 2020
Approving Body:	Board of Governors
Authority:	<i>The University of Manitoba Act</i> Section 16(1)
Responsible Executive Officer:	University Secretary
Delegate:	
Contact:	University Secretary
Application:	Board of Governors members; Faculty/School Councils

Part I Reason for Policy

- 1.1 To confer a title of distinction on a dean of the University of Manitoba who has given distinguished service to his/her faculty during the term of office.

Part II Policy Content

Criteria

- 2.1 The title of Dean Emeritus/Emerita may be conferred on a dean who has served as dean for at least five years. The title can be conferred at any time after the expiry of the term as dean. A Dean Emeritus/Emerita, upon retirement, is eligible to be considered for the title of Professor Emeritus/Emerita.

Nominations

- 2.2 Nominations for Dean Emeritus/Emerita are to be submitted to the faculty council according to the procedures of the particular faculty. All deliberations should be in confidential session. The nominations should be accompanied by supporting material outlining the individual's contributions to the faculty. Nominations that receive an affirmative vote shall go forward to the Chancellor's Committee for review and recommendation to the Board of Governors.

Length of Term

2.3 The appointment of Dean Emeritus/Emerita is for life.

Recognition

2.4 The honour is the most important aspect of this title. However, it is acknowledged that some individuals holding the title Dean Emeritus/Emerita may require facilities such as office and laboratory space. The responsibility for supplying such resources lies with the faculty concerned.

Other

2.5 The above information is applicable to directors of schools, except the title to be conferred will be “Director Emeritus/Emerita”.

Further Information

2.6 Nominations should be submitted to the University Secretary, Room 312 Administration Building. Deadline for receipt of nominations is ~~December 31~~March 31 for consideration by the Committee in ~~January~~May or June. Further information is available from this office (telephone 474-6167).

Part III Accountability

- 3.1 The Office of Legal Counsel is responsible for advising the University Secretary that a formal review of this Policy is required.
- 3.2 The University Secretary is responsible for the implementation, administration and review of this Policy.
- 3.3 Board of Governors members and Faculty/School Councils are responsible for complying with this Policy.

Part IV Authority to Approve Procedures

- 4.1 The Approving Body may approve Procedures, if applicable, which are secondary to and comply with this Policy.

Part V Review

- 5.1 Governing Document reviews shall be conducted every ten (10) years. The next scheduled review date for this Policy is January 26, 2020.
- 5.2 In the interim, this Policy may be revised or repealed if:
 - (a) the University Secretary or Approving Body deems it necessary or desirable to do so;

- (b) the Policy is no longer legislatively or statutorily compliant; and/or
 - (c) the Policy is now in conflict with another Governing Document.
- 5.3 If this Policy is revised or repealed, all Secondary Documents will be reviewed as soon as reasonably possible in order to ensure that they:
- (a) comply with the revised Policy; or
 - (b) are in turn repealed.

Part VI
Effect on Previous Statements

- 6.1 This Policy supersedes all of the following:
- (a) Policy: Dean Emeritus approved June 28, 1984;
 - (b) all previous Board of Governors/Senate Governing Documents on the subject matter contained herein; and
 - (c) all previous Administration Governing Documents on the subject matter contained herein.

Part VII
Cross References

- 7.1 This Policy should be cross referenced to the following relevant Governing Documents, legislation and/or forms:
- (a) [Emeritus/Emerita Titles Nomination Form](#)
 - (b) [Emeritus/Emerita Title Recipients](#)

UNIVERSITY OF MANITOBA POLICY

Policy:	LIBRARIAN EMERITUS/EMERITA
Effective Date:	January 26, 2010
Revised Date:	September 10, 2013
Review Date:	January 26, 2020
Approving Body:	Board of Governors
Authority:	<i>The University of Manitoba Act</i> Section 16 (1)
Responsible Executive Officer:	University Secretary
Delegate:	
Contact:	University Secretary
Application:	Board of Governors members; Faculty/School Councils

Part I Reason for Policy

- 1.1 To confer a title of distinction for Libraries' staff of the University who have rendered distinguished service to the University, the profession and have a significant record in professional performance, teaching, research and scholarship.

Part II Policy Content

Criteria

- 2.1 The title of Librarian Emeritus/Emerita may be conferred, by the Board of Governors, after retirement of any member of the Libraries' staff of the University. Those nominated for the title shall normally have held the rank of Librarian.

Nominations

- 2.2 Nominations for Librarian Emeritus/Emerita may be submitted to the University Librarian, who will submit the recommendations to a special meeting of the Librarians' Council. All deliberations will be in confidential session. The nominations should be accompanied by supporting material showing the candidate's contributions to the University, to his/her discipline, and to the profession. A detailed curriculum vitae should form part of this material.

- 2.3 The Librarian's Council shall vote on the nomination by secret ballot. Nominations that receive an affirmative vote shall go forward to the Chancellor's Committee for review and recommendation to the Board of Governors.

Length of Term

- 2.4 The appointment of Librarian Emeritus/Emerita is for life.

Recognition

- 2.5 The honour is the most important aspect of this title. However, it is acknowledged that some individuals holding the title Librarian Emeritus/Emerita may require facilities such as office space. The responsibility for supplying such resources lays with the University Librarian.

Further Information

- 2.6 Nominations should be submitted to the University Secretary, Room 312 Administration Building. Deadline for receipt of nominations is March 31 for consideration by the Chancellor's Committee in May or June. Further information is available from this office (telephone 204-474-6167).

Part III Accountability

- 3.1 The Office of Legal Counsel is responsible for advising the University Secretary that a formal review of this Policy is required.
- 3.2 The University Secretary is responsible for the implementation, administration and review of this Policy.
- 3.3 Board of Governors members and Faculty/School Councils are responsible for complying with this Policy.

Part IV Authority to Approve Procedures

- 4.1 The Approving Body may approve Procedures, if applicable, which are secondary to and comply with this Policy.

Part V Review

- 5.1 Governing Document reviews shall be conducted every ten (10) years. The next scheduled review date for this Policy is January 26, 2020.
- 5.2 In the interim, this Policy may be revised or repealed if:
- (a) the University Secretary or Approving Body deems it necessary or desirable to do so;

- (b) the Policy is no longer legislatively or statutorily compliant; and/or
 - (c) the Policy is now in conflict with another Governing Document.
- 5.3 If this Policy is revised or repealed, all Secondary Documents will be reviewed as soon as reasonably possible in order to ensure that they;
- (a) comply with the revised Policy; or
 - (b) are in turn repealed.

Part VI
Effect on Previous Statements

- 6.1 This Policy supersedes all of the following:
- (a) Policy: Library Emeritus/Emerita approved September 23, 1999;
 - (b) all previous Board of Governors/Senate Governing Documents on the subject matter contained herein; and
 - (c) all previous Administration Governing Documents on the subject matter contained herein.

Part VII
Cross References

- 7.1 This Policy should be cross referenced to the following relevant Governing Documents, legislation and/or forms:
- (a) [Emeritus/Emerita Title Nomination Form](#);
 - (b) [Emeritus/Emerita Title Recipients](#).

UNIVERSITY OF MANITOBA POLICY

Policy:	PRESIDENT EMERITUS/EMERITA
Effective Date:	January 26, 2010
Revised Date:	November 1, 2013
Review Date:	January 26, 2020
Approving Body:	Board of Governors
Authority:	<i>The University of Manitoba Act</i> Section 16(1)
Responsible Executive Officer:	President
Delegate:	University Secretary
Contact:	University Secretary
Application:	Board of Governors members; Senate members; Faculty/School Councils; Students

Part I Reason for Policy

- 1.1 To honour former Presidents of the University of Manitoba who rendered distinguished service while serving as President.

Part II Policy Content

Criteria

- 2.1 The title of President Emeritus/Emerita may be conferred on an individual who has served as President of the University for at least five (5) years. Individuals so honoured must have rendered distinguished service to the University during the term of office. A President Emeritus/Emerita, upon retirement, is eligible to be considered for the title of Professor Emeritus/Emerita.

Nominations

- 2.2 Nominations for President Emeritus/Emerita may be made by any member of Senate or the Board of Governors. Nominations shall be submitted in confidence to the University Secretary. The Board of Governors shall approve nominations for President Emeritus/Emerita based on recommendation from the Chancellor's Committee. Any consideration of a nomination for President Emeritus/Emerita by the Board of Governors shall be considered in closed session.

Length of Term

2.3 The appointment of President Emeritus/Emerita is for life.

Recognition

2.4 The conferring of the title honours both the individual and the University. The honour is the most important aspect of this title, which will be conferred during convocation.

Further Information

2.5 Nominations should be submitted to the University Secretary, Room 312 Administration Building. Deadline for receipt of nominations is ~~December-March~~ 31 for consideration by the Chancellor's Committee in ~~January~~ May or June.

Part III Accountability

- 3.1 The Office of Legal Counsel is responsible for advising the President that a formal review of this Policy is required.
- 3.2 The University Secretary is responsible for the implementation, administration and review of this Policy.
- 3.3 Board of Governors members, Senate members, Faculty/School Councils and Students are responsible for complying with this Policy.

Part IV Authority to Approve Procedures

- 4.1 The President may approve Procedures, if applicable, which are secondary to and comply with this Policy.

Part V Review

- 5.1 Governing Document reviews shall be conducted every ten (10) years. The next scheduled review date for this Policy is January 26, 2020.
- 5.2 In the interim, this Policy may be revised or repealed if:
 - (a) the President or Approving Body deems it necessary or desirable to do so;
 - (b) the Policy is no longer legislatively or statutorily compliant; and/or
 - (c) the Policy is now in conflict with another Governing Document.
- 5.3 If this Policy is revised or repealed, all Secondary Documents will be reviewed as soon as reasonably possible in order to ensure that they:

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

Part VI
Effect on Previous Statements

- 6.1 This Policy supersedes all of the following:
- (a) Policy: President Emeritus/Emerita, approved July 1, 2005;
 - (b) all previous Board of Governors/Senate Governing Documents on the subject matter contained herein; and
 - (c) all previous Administration Governing Documents on the subject matter contained herein.

Part VII
Cross References

- 7.1 This Policy should be cross referenced to the following relevant Governing Documents, legislation and/or forms:
- (a) [Emeritus/Emerita Titles Nomination Form](#); and
 - (b) [Emeritus/Emerita Title Recipients](#).

UNIVERSITY OF MANITOBA POLICY

Policy:	CHANCELLOR EMERITUS/EMERITA
Effective Date:	February 24, 2004
Revised Date:	September 10, 2013
Review Date:	September 10, 2023
Approving Body:	Board of Governors
Authority:	<i>The University of Manitoba Act</i> Section 16(1), 50(1)
Responsible Executive Officer:	University Secretary
Delegate:	
Contact:	University Secretary
Application:	Board of Governors members, Senate members, Faculty/School Councils, Students

Part I Reason for Policy

- 1.1 To honour former Chancellors of the University of Manitoba who rendered distinguished service while serving as Chancellor.

Part II Policy Content

- 2.1 The title of Chancellor Emeritus/Emerita may be conferred on an individual who has served as Chancellor of the University for at least three years. Individuals so honoured must have rendered distinguished service to the University during the term of office.
- 2.2 The honour is the most important aspect of this title, which will be conferred during convocation.
- 2.3 The appointment of Chancellor Emeritus/Emerita is for life.
- 2.4 It is expected that those named Chancellor Emeritus/Emerita will continue to be a friend of the University of Manitoba in the greater community.
- 2.5 The Board of Governors shall approve nominations for Chancellor Emeritus/Emerita based on recommendation from the Senate. Any consideration of a nomination for Chancellor Emeritus/Emerita by the Board of Governors or the Senate shall be considered in closed session.
- 2.6 Nominations for Chancellor Emeritus/Emerita may be made by any member of Senate or the Board of Governors. Nominations shall be submitted in confidence to the University Secretary.

Part III
Accountability

- 3.1 The Office of Legal Counsel is responsible for advising the University Secretary that a formal review of this Policy is required.
- 3.2 The University Secretary is responsible for the implementation, administration and review of this Policy.
- 3.3 Board of Governors members, Senate members, Faculty/School Councils and Students are responsible for complying with this Policy.
- 3.4 The University Secretary is responsible for receiving nominations for Chancellor Emeritus/Emerita.

Part IV
Authority to Approve Procedures

- 4.1 The University Secretary may approve Procedures, if applicable, which are secondary to and comply with this Policy.

Part V
Review

- 5.1 Governing Document reviews shall be conducted every ten (10) years. The next scheduled review date for this Policy is September 10, 2023.
- 5.2 In the interim, this Policy may be revised or repealed if:
 - (a) the University Secretary or Approving Body deems it necessary or desirable to do so;
 - (b) the Policy is no longer legislatively or statutorily compliant; and/or
 - (c) the Policy is now in conflict with another Governing Document.
- 5.3 If this Policy is revised or repealed, all Secondary Documents will be reviewed as soon as reasonably possible in order to ensure that they:
 - (a) comply with the revised Policy; or
 - (b) are in turn repealed.

Part VI
Effect on Previous Statements

- 6.1 This Policy supersedes all of the following:
 - (a) all previous Board of Governors/Senate Governing Documents on the subject matter contained herein; and

- (b) all previous Administration Governing Documents on the subject matter contained herein.

Part VII
Cross References

7.1 This Policy should be cross referenced to the following relevant Governing Documents, legislation and/or forms:

- (a) [Emeritus/Emerita Title Recipients](#)