

BOARD OF GOVERNORS

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

Tuesday, May 22, 2018

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

OPEN SESSION

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

OFFICE OF THE UNIVERSITY SECRETARY



UNIVERSITY
OF MANITOBA

BOARD OF GOVERNORS OPEN SESSION

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

Tuesday, May 22, 2018 at 4:00 p.m.

Page 1 of 1

AGENDA

| | <u>Presenter</u> | <u>Page</u> | <u>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 April 17, 2018 OPEN Session as circulated or amended | Chair | 3 | 4:05 p.m. |
| 3.2 Business Arising – none | Chair | | |

FOR RECOMMENDATION

| | | | |
|--|--------|----|-----------|
| 4. FROM FINANCE ADMINISTRATION, & HUMAN RESOURCES | | | |
| 4.1 2018-2019 Proposed Tuition and Course Fee Submission | K. Lee | 6 | 4:10 p.m. |
| 4.2 General Operating Fund Budget 2018-19 and Financial Plans For Restricted and Endowment Funds for 2018-19 | K. Lee | 19 | 4:30 p.m. |
| 4.3 Policy: Use of Copyright Protected Material | K. Lee | 35 | 4:50 p.m. |

FOR INFORMATION

| | | | |
|---|-----------|----|-----------|
| 5. NEW BUSINESS | | | |
| 5.1 Report from the President | President | 43 | 5:00 p.m. |

MOTION TO MOVE TO CLOSED AND CONFIDENTIAL SESSION



UNIVERSITY
OF MANITOBA

**Minutes of the
OPEN Session of the Board of Governors
April 17, 2018**

Present: J. Lieberman, Chair
J. Leclerc, Secretary

| | | | | | |
|-------------|------------|------------|--------------|-------------|----------|
| J. Anderson | D. Barnard | J. Beddoes | S. Connelly | S. Demmings | L. Hyde |
| A. Kilgour | J. Knysh | K. Lee | J. MacKenzie | H. Kroeker | |
| R. Mohammed | | M. Mollot | M. Moshiri | T. Nagra | K. Osioy |
| H. Sector | M. Silicz | J. Taylor | | | |

Via Teleconference: K. Lee

Assessors Present: S. Woloschuk

Assessors Absent: M. Hudson

Officials Present: S. Foster T. Hay D. Jayas J. Kearsey L. Zapshala-Kelln

Regrets: J. Linden H. Maxted C. Neumann

Officials Sending Regrets: J. Ristock

1. **ANNOUNCEMENTS**

The Chair informed the Board that Ms. Lee was participating in the meeting by telephone. He encouraged Board members to complete the Board Evaluation Survey which was sent last week by April 27. He said that the Governance and Nominating Committee would soon meet to consider committee assignments for the 2018-2019 year and asked that members let him or Mr. Leclerc know if they are interested in a particular committee.

The Chair noted that this would be the last meeting for Tanjit Nagra, UMSU President, and Allison Kilgour, UMSU Vice-President (Advocacy) as their terms of office expire on April 30. He thanked them for their contributions to the University and to the Board over the last year.

The Chair reminded the Board that, as approved in March, the Distinguished Service Award would be awarded to Alan Fineblit at spring convocation. He said that Mr. Fineblit had said he was very honoured to be recognized by the Board of Governors of the University.

FOR ACTION

2. APPROVAL OF THE AGENDA

It was moved by Dr. Anderson and seconded by Dr. Beddoes:

THAT the agenda for the April 17, 2018 meeting be approved as circulated.

CARRIED

3. MINUTES (Open) Session

3.1 Approval of the Minutes of the March 20, 2018 Open Session as circulated or amended

It was moved by Mr. Knysh and seconded by Mr. Demmings:

THAT the minutes of the March 20, 2018 Open session be approved as circulated.

CARRIED

3.2 Business Arising - none

4. UNANIMOUS CONSENT AGENDA

The Chair reminded members that this part of the agenda is used to approve routine matters that are not controversial and do not normally generate much discussion and said that if any member of the Board wants to ask a question, discuss, or oppose an item on the consent agenda, they can request that in advance through the Secretary's Office or ask that it be removed before the Chair calls for a mover and seconder for the motion.

It was moved by Ms. Kilgour and seconded by Mr. Nagra:

4.1.1 THAT the Board of Governors approve five new offers, twelve amended offers, and the withdrawal of one offer, as set out in Appendix A of the Report of the Senate Committee on Awards – Part A [dated February 20, 2018].

4.1.2 THAT the Board of Governors approve one new offer and two amended offers, as set out in Appendix A of the Report of the Senate Committee on Awards – Part B [dated February 20, 2018].

CARRIED

FOR INFORMATION

5. NEW BUSINESS

5.1 Report from the President

The President spoke about an editorial that was recently published in the Globe and Mail. He said the piece discussed the importance of research and support for research-intensive

universities in Canada. He added that it was positive recognition of fundamentally important work and recommended that Board members read it.

The President asked Dr. Jayas to provide an update to the Board on the Churchill Marine Observatory (CMO) Project.

Dr. Jayas recalled that the contract award for the CMO Project, approved by the Board in March 2017, was based on utilizing the rail line to transport construction materials. He stated that because the rail line had been washed away last spring there have been delays in transporting materials. He said that efforts to deal with these challenges are ongoing and an alternative method of transport is being considered which will be brought to the Board or Board Executive Committee for approval in due course.

MOTION TO MOVE TO CLOSED AND CONFIDENTIAL

It was moved by Mr. Osiowy and seconded by Mr. Mohammed:
THAT the meeting move into Closed and Confidential Session.

CARRIED

Chair

University Secretary



AGENDA ITEM: 2018/19 Proposed Tuition and Course Fee Submission

RECOMMENDED RESOLUTIONS:

That the Board of Governors approve an increase of 6.6% (1.6 % CPI + 5%) to tuition fees for the 2018/19 academic year; and

That the Board of Governors approve the restructuring of university-wide Student Service Fees, so they are assessed on a per-term rather than an annual basis, effective Fall 2018.

Action Requested: X Approval Discussion/Advice Information

CONTEXT AND BACKGROUND:

The Legislative Assembly of Manitoba enacted The Advanced Education Administration Amendment Act (Bill 31) in November 2017. This resulted in four significant changes as presented to the Board of Governors on January 30, 2018 :

- The limit on annual tuition increases has been raised from the Consumer Price Index (CPI) to CPI + 5%.
- Exceptions to the tuition increase cap on specialized degree programs are no longer allowed.
- Effective 2018/19, course-related fees no longer require government approval and oversight and may be approved by the institution.
- The Minister is now permitted to make deductions from the operating grant should average provincial tuition exceed the lowest average tuition west of Manitoba.

Consistent with the University of Manitoba Act, the Board has the power to determine all fees and charges to be paid to the University. In March 1979, the Board delegated approval of incidental fees, including compulsory fees, to Administration. It is Administration's responsibility to identify any fees that may be of public concern and present these to the Board for comment. Any significant fee changes or introductions of new institutional fees will continue to go to the Board for approval.

Due to the implications of Bill 31, this Tuition and Course Fee Submission has been prepared and is proposed for consideration and approval alongside the 2018/19 budget submission, which discusses the impact of the revenue from the proposed tuition fee increase.

Important conversations have occurred with government over the past few years regarding the impact of incremental rate changes over time. Undergraduate and graduate tuition, including graduate continuing fees, are relatively low compared to other provinces. Legislative change was necessary to bring tuition and fees more in line with other provinces.

From 2011/12 to 2017/18, tuition and course-related fee increases have been limited to CPI, as defined by the Province, which has ranged from 1.0% to 2.8%. To add some financial context to these percentages, in 2017/18 CPI was 1.3%, which provided the University an additional \$1.9M in revenues over 2016/17, as compared to approximately \$9.5M in additional revenue for 2018/19 with the proposed 6.6% increase.

Based on data provided by Manitoba Education and Training, if the University wished to reach tuition parity with other western provinces, it would take several years of maximum tuition increases to do so. For example, using an annual 6.5% increase for Manitoba and 2.0% for the other provinces, it would take until 2023 to reach parity with Alberta, until 2025 to reach parity with British Columbia, and there would still be a gap to catch up to Saskatchewan's tuition rates.

For several years, the Province provided modest increases to the University's base grant and limited increases to tuition and course-related fees to the CPI. This pressured senior administration to impose budget reductions across the University in order to balance the budget and to align resources with our strategic direction. In 2017/18, the Provincial operating grant funding did not increase and this has been followed by a 0.9% grant reduction in 2018/19. In this context, future years' operating grants are uncertain. A sustainable future and the ability to invest in appropriate student programming now relies critically on tuition and course-related fee increases.

The proposed tuition fee increase for 2018/19 is necessary to fully offset the Provincial operating grant reduction and to cover salary and operating cost increases.

Attachment 1: 2018/19 Tuition Fee Guidelines Letter

The proposed tuition increase is consistent with the tuition fee letter from Manitoba Education and Training received on January 31, 2018, which indicates maximum tuition fee increases of 6.6% (1.6% CPI + 5%) for the 2018/19 academic year.

Attachment 2: 2018/19 Tuition and International Differential Fees by Program and 2018/19 University-Wide Fees

This attachment reflects the fees resulting from application of the proposed tuition increase to each program, as well as proposed changes to university-wide course-related fees.

Tuition and International Differential Fees

The proposed 6.6% increase generally applies to all tuition fees effective Fall 2018. (Tuition for Summer 2018 will increase by 1.3%, as approved for 2017/18 tuition and fees.)

International tuition will be set at the same rate as domestic tuition; however, international students will continue to be assessed an international differential fee, calculated using 2015/16 Board-approved multipliers (unchanged), which will also be incremented by a 6.6% increase.

For greater clarity and as an example of the impact of the new rates: a domestic undergraduate student taking 30 credit hours in the Faculty of Science will see their tuition increase from \$3,945 to \$4,205, equivalent to \$260 per year, or, approximately \$26 more per 3-credit-hour course. The projected increase in tuition, including the differential fee, for an international undergraduate student taking 30 credit hours in the Faculty of Science is from \$15,368 to \$16,381, approximately \$1,013 per year, or approximately \$101 more per 3-credit-hour course.

University-Wide Fees

University-wide course-related fees are not uniformly proposed to increase by 6.6%. Proposed changes to university-wide fees are detailed in Attachment 2, and generally reflect an increase of approximately 6.6%.

Attachment 2 also outlines the proposed restructured Student Service Fees, effective Fall 2018. The suite of Student Service fees, as approved by the Board of Governors in May 2006, includes the Library Fee, Registration Fee, and Student Services Fee. The existing annual fee will be

restructured to a per-term fee that is applied at the same rate to both full-time and part-time students fall and winter terms, with a lower rate assessed to students in Summer term.

The proposed changes address several challenges with the existing fee structure, primarily:

- All students pay the same fee regardless of course load and how many terms are attended, which does not recognize differing usage of student services.
- Difficulties at the time of registration for students who register in Winter or Summer Terms but not Fall Term; who study at another institution on a Letter of Permission; or who change programs between terms in the same academic year. Manual intervention is often required in these cases, which leads to additional administrative work for multiple offices and can lead to errors in student fee assessment.
- A customized technical process was developed to support the current fee structure; with planned software updates in the coming year, further customization will be required to continue to accommodate the current structure.

The proposed per-term fee structure is expected to generally address the above-noted challenges by better aligning the fees to registration in each term; simplifying the technical and administrative requirements for these fees; and reducing errors in student fee assessments.

The move to the new fee structure is proposed on a 'revenue neutral' basis for 2018/19. That is, the proposed fee amounts are expected to result in a total revenue level that is similar to what the existing model would have generated. The impact to students is anticipated to be as follows:

- Students registering in only one term will be assessed less than they would pay under the current model.
- Students registering in only fall and winter terms will be assessed the same total amount as they would pay under the current model.
- Students registering in all three terms will be assessed more than they would pay under the current model.

Under the new model, 64% of students will pay less than or the same as they would pay under the current model.

Attachment 3: 2018/19 Unit-Specific Course Fees (*for information*)

This attachment lists unit-specific course fees for the Board's information. These fees are not proposed to uniformly increase by 6.6%.

Consistent with the March 1979 Board delegation of the approval of fees, the following unit-level course fee changes have been approved by the Provost and Vice-President (Academic) and the Vice-President (Administration) and are being provided to the Board for information.

- Approved unit-level course fee increases that are notably higher than 6.6%:
 - An increase in the cooperative work term fee in the Faculty of Agricultural and Food Sciences from \$362 to \$796. *This increase is pending Senate approval of curricular changes to the cooperative education program. Senate will consider these changes at its May 2018 meeting.*
 - An increase in the cooperative work term fee in the Faculty of Science from \$363 to \$550. The increase is to help cover the rising costs resulting from heightened demand for cooperative placements.

- An increase in the School of Art Enhancement and Technology fee from \$25.32 to \$50 to recover increasing costs of digital software licensing.
- Approved new unit-level course fees:
 - The introduction of an annual \$3,000 clinical fee in the clinical graduate programs in the College of Dentistry. In the past, only undergraduate dental students were assessed clinical fees; however, both graduate and undergraduate students learn in the clinical environment. This fee helps to further cover the costs of operating the clinic while still keeping graduate program costs competitive across Canada.
 - The introduction of a cooperative work term fee in the Faculty of Architecture as a result of Senate's approval of a cooperative education/work-integrated learning program in the Bachelor of Environmental Design (December 2017). *Note that the materials approved by Senate were for a May 2018 start date with a proposed work term fee paralleling the Faculty of Engineering cooperative work term fee. Accordingly, students will be assessed the 2017/18 level fee in the summer 2018 term; the 6.6% increase will be applied in fall of 2018 similar to other course fees.*
 - A new Canada Green Building Council (CaGBC) materials fee in Architecture course ARCG 7090. Students registering in the course will be assessed a \$50 fee to cover the costs of the CaGBC materials required for the course.
 - The introduction of a "Fit-to-Sit" activity fee in Dental Hygiene courses, HYGN 2314 and HYGN 2318. Students have already been paying this fee independently from the course. The proposed new fee will now be automatically assessed at time of registration; simplifying payment and registration processes for students.
- Restructured undergraduate dental clinical and lab fees following an audit of associated costs. Fees have been restructured to better reflect categories of costs and to provide transparency to students. The new fee structure includes a clinic/lab fee, a clinical instruments fee, and an electronic textbook fee. The resulting fee structure results in no additional costs to students other than the 6.6% proposed increase for 2018/19.
- Elimination of the Microscope Rental fee in the Max Rady College of Medicine.

RESOURCE REQUIREMENTS:

Alongside this submission, the University is proposing a balanced 2018/19 operating budget. The 2018/19 budget projects proposed tuition and course-fees rates that will result in an estimated revenue increase of approximately \$9.5 million.

CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:

The University has made significant progress in high priority areas identified in Taking Our Place: the University of Manitoba's Strategic Plan 2015-2020. While the University will continue to seek and identify external partners and supporters to provide assistance in implementing the priorities identified in the strategic plan, more control of adjustments in tuition fees to competitive market rates as a result of Bill 31 is expected to assist the University to remain focused and impact the high priority areas.

IMPLICATIONS:

Under the new legislation, it is anticipated that the University will achieve greater flexibility in setting tuition-fee levels that ensure resources are in place to support high-quality programs, while maintaining affordable access to post-secondary education for our students.

ALTERNATIVES:

In light of ongoing cost pressures, reductions in provincial funding and other external factors that have significant impact on the University, various scenarios were considered in order to balance the budget and to continue to achieve the University's mission and priorities. The proposed increase to tuitions represents the recommended balance of strategic priorities, support to faculties and schools, known cost pressures, and future financial uncertainty.

CONSULTATION:

Proposed unit-specific course fees were submitted by Deans and Directors and have been reviewed by representatives of the Provost and Vice-President (Academic), Vice-President (Administration), Registrar's Office, and Office of Institutional Analysis. In addition to the previous presentation to the Board of Governors regarding tuition fees, discussion and consultation has occurred, including meetings with the above-noted offices, student leadership, and the Budget Advisory Committee. The Budget Advisory Committee is comprised of members from senior administration, Senate Planning and Priorities Committee, support staff, the Board of Governors, UMFA and student leadership.

In late March, UMToday also published an article on the proposed changes, providing students, staff and the community with an FAQ page for any questions regarding increases to tuition and related course fees (<http://news.umanitoba.ca/university-to-raise-tuition-for-2018-19/>).



UNIVERSITY OF MANITOBA

Board of Governors Submission

Routing to the Board of Governors:

| <u>Reviewed</u> | <u>Recommended</u> | <u>By</u> | <u>Date</u> |
|-------------------------------------|-------------------------------------|----------------------|-----------------------|
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <i>Arinuerfarrel</i> | <i>April 23, 2018</i> |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <i>AK</i> | <i>April 23, 2018</i> |
| <input type="checkbox"/> | <input type="checkbox"/> | <i>Walt Walc</i> | <i>April 23, 2018</i> |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | FAHR | May 8, 2018 |
| <input type="checkbox"/> | <input type="checkbox"/> | | |

Submission prepared by: Mark Walc, University Budget Officer

Submission approved by:

Submission prepared by: Mark Walc, University Budget Officer

Submission approved by:

Attachments:

Attachment 1 – 2018/19 Tuition Fee Guidelines Letter

Attachment 2 – 2018/19 Tuition and International Differential Fees by Program
and 2018/19 University-Wide Fees

Attachment 3 - 2018/19 Unit-Specific Course Fees



Education and Training

Post-Secondary Education and Workforce Development Division
405 – 800 Portage Avenue, Winnipeg, Manitoba, Canada R3G 0N4
T 204-945-3047 F 204-945-1557
www.manitoba.ca

January 31, 2018

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

Dear Dr. Barnard:

I am writing to confirm guidelines and timelines regarding tuition fees for the 2018/19 academic year, stemming from the new legislation.

Pursuant to subsection 2.2(1) of The Advanced Education Administration Act, increases to tuition fees for the 2018/19 academic year must not exceed 1.6 percent plus 5 percent. This reflects the 12-month rolling average Consumer Price Index as at December 31, 2017.

As per 2.2(3) of the Act, Manitoba's average tuition is required to remain below the lowest average tuition in a province west of Manitoba. Based on projections from the department, institutions may raise tuition to the maximum allowable amount under the legislation, without approaching this average.

A copy of the Permitted Increase in Tuition Fees Policy is enclosed for your information.

The following submissions must be received by the Department by:

- **March 31, 2018** - proposed tuition fees for the 2018/19 academic year.
- **May 31, 2018** - final fee tables for the 2018/19 academic year.

If you have any questions about the policy or the tuition fee process, please contact Mr. Grant Prairie, A/Director – Institutional Relations, Post-Secondary Education and Labour Market Outcomes at 204-945-8564 or Grant.Prairie@gov.mb.ca.

Sincerely,

Colleen Kachulak
A/Assistant Deputy Minister

Enclosures

c. Ms Cassandra Davidson, Academic Programs Specialist

**Attachment 2 - 2018/19 Tuition and International Differential Fees by Program
and 2018/19 University Wide Fees**

| Program Type / Name | FEE 2017/18 | FEE 2018/19 | Fee Rate | % increase |
|--|----------------|----------------|------------------|------------|
| TUITION FEES | | | | |
| GRADUATE | | | | |
| MASTER'S PROGRAMS - MPA (COURSE-BASED FEES) - FT & PT | \$193.93 | \$206.72 | PER CR. HR. | 6.60% |
| MASTER'S PROGRAMS - MASTER OF FINANCE FT YR1 | \$25,000.00 | \$26,650.00 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS - MASTER OF FINANCE PT YR1 & YR2 | \$12,500.00 | \$13,325.00 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS - GENETIC COUNSELLING YR1 & YR2 | \$14,400.00 | \$15,350.40 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS - MASTERS OF PHYSICIAN ASSISTANT STUDIES YR1 & YR2 | \$16,587.82 | \$17,682.60 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAM OCCUPATIONAL THERAPY YR1 & YR2 (WHERE APPLICABLE) | \$5,571.74 | \$5,939.44 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAM PHYSICAL THERAPY YR1 & YR2 | \$8,694.54 | \$9,268.34 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS (OTHER) FT YR1 | \$4,654.54 | \$4,961.64 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS (OTHER) PT YR1 & YR2 | \$2,327.24 | \$2,480.82 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS FT - ARCHITECTURE YR1 & YR2 & YR 3 (WHERE APPLICABLE) | \$4,654.54 | \$4,961.64 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS FT - CITY PLANNING YR1 & YR2 | \$4,654.54 | \$4,961.64 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS FT - FINE ARTS YR1 & YR2 | \$4,654.54 | \$4,961.64 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS FT - INTERIOR DESIGN YR1 & YR2 | \$4,654.54 | \$4,961.64 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS FT - NATURAL RESOURCES MANAGEMENT YR1 & YR2 | \$4,654.54 | \$4,961.64 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS FT - NURSING YR1 & YR2 | \$4,654.54 | \$4,961.64 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS FT - SCHOOL PSYCHOLOGY YR1 & YR2 | \$4,654.54 | \$4,961.64 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS FT -LANDSCAPE ARCHITECTURE YR1 & YR2 | \$4,654.54 | \$4,961.64 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS PT - ARCHITECTURE YR1 YR2 YR3 & YR4 | \$2,327.24 | \$2,480.82 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS PT - CITY PLANNING YR1 YR2 YR3 & YR4 | \$2,327.24 | \$2,480.82 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS PT - FINE ARTS YR1 YR2 YR3 & YR4 | \$2,327.24 | \$2,480.82 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS PT - INTERIOR DESIGN YR1 YR2 YR3 & YR4 | \$2,327.24 | \$2,480.82 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS PT - NATURAL RESOURCES MANAGEMENT YR1 YR2 YR3 & YR4 | \$2,327.24 | \$2,480.82 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS PT - NURSING YR1 YR2 YR3 & YR4 | \$2,327.24 | \$2,480.82 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS PT - SCHOOL PSYCHOLOGY YR1 YR2 YR3 & YR4 | \$2,327.24 | \$2,480.82 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS PT -LANDSCAPE ARCHITECTURE YR1 YR2 YR3, & YR4. YR5 & YR 6 (WHERE APPLICABLE) | \$2,327.24 | \$2,480.82 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS - MBA (COURSE-BASED FEES) - FT & PT | \$505.77 | \$539.15 | PER CR. HR. | 6.60% |
| MASTER'S PROGRAMS - DIPLOMA IN POPULATION HEALTH (CHS) | \$4,654.54 | \$4,961.64 | PER PROGRAM | 6.60% |
| MASTER'S PROGRAMS - ORAL & MAXILLOFACIAL SURGERY (M.DENT., DDSS) | \$14,133.70 | \$15,066.52 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS - ORTHODONTICS (M.SC., PDS) | \$20,569.04 | \$21,926.54 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS - PEDIATRIC DENTISTRY (M.DENT., PDS) | \$18,993.24 | \$20,246.74 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS - PERIODONTICS (M.DENT., DDSS) | \$12,524.82 | \$13,351.44 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS -PROSTHODONTICS (M.SC.) | NEW | \$19,000.00 | PER PROGRAM/YEAR | |
| PHD (FROM BACHELOR'S DEGREE (HONOURS) YR1 - YR3 | \$4,654.54 | \$4,961.64 | PER PROGRAM/YEAR | 6.60% |
| PHD (FROM MASTER'S) YR1 & YR2 | \$4,654.54 | \$4,961.64 | PER PROGRAM/YEAR | 6.60% |

**Attachment 2 - 2018/19 Tuition and International Differential Fees by Program
and 2018/19 University Wide Fees**

| Program Type / Name | FEE 2017/18 | FEE 2018/19 | Fee Rate | % Increase |
|---|----------------|----------------|------------------|------------|
| TUITION FEES | | | | |
| UNDERGRADUATE | | | | |
| AGRICULTURAL & FOOD SCIENCES | \$141.53 | \$150.87 | PER CR. HR. | 6.60% |
| AGRICULTURE DIPLOMA | \$81.37 | \$86.74 | PER CR. HR. | 6.60% |
| ARCHITECTURE | \$128.17 | \$136.62 | PER CR. HR. | 6.59% |
| ARTS | \$111.40 | \$118.75 | PER CR. HR. | 6.60% |
| College of Medicine - Courses | \$157.15 | \$167.52 | PER CR. HR. | 6.60% |
| College of Medicine - Family Social Sciences | \$125.87 | \$134.17 | PER CR. HR. | 6.59% |
| DENTAL HYGIENE DEGREE COMPLETION PROGRAM | \$8,293.86 | \$8,841.24 | PER PROGRAM/YEAR | 6.60% |
| DENTAL HYGIENE DEGREE COMPLETION PROGRAM CONTINUATION FEE | \$564.20 | \$601.42 | PER TERM | 6.60% |
| DENTAL HYGIENE YEAR 1 | \$6,680.52 | \$7,121.42 | PER PROGRAM | 6.60% |
| DENTAL HYGIENE YEAR 2 | \$5,928.28 | \$6,319.54 | PER PROGRAM | 6.60% |
| DENTISTRY 3ID (1ST \$5,000 ASSESSED IN SUMMER SESSION PRIOR TO FALL TERM) | \$51,422.54 | \$54,816.42 | PER PROGRAM | 6.60% |
| DENTISTRY 4ID | \$46,747.74 | \$49,833.04 | PER PROGRAM | 6.60% |
| DENTISTRY YEAR 1 | \$20,570.82 | \$21,928.44 | PER PROGRAM | 6.60% |
| DENTISTRY YEAR 2,3,4 | \$20,091.10 | \$21,417.10 | PER PROGRAM | 6.60% |
| EDUCATION (Education Practicum Fees) | \$296.14 | \$315.68 | PER COURSE | 6.60% |
| EDUCATION (Practicum Fees) | \$148.07 | \$157.84 | PER COURSE | 6.60% |
| EDUCATION | \$121.48 | \$129.49 | PER CR. HR. | 6.59% |
| ENGINEERING | \$140.80 | \$150.09 | PER CR. HR. | 6.60% |
| ENVIRONMENT EARTH & RESOURCES | \$131.50 | \$140.17 | PER CR. HR. | 6.59% |
| Faculty of Health Sciences | \$125.87 | \$134.17 | PER CR. HR. | 6.59% |
| KINESEOLOGY & RECREATION MGMT | \$130.41 | \$139.01 | PER CR. HR. | 6.59% |
| LAW | \$9,726.24 | \$10,368.14 | PER PROGRAM/YEAR | 6.60% |
| MANAGEMENT | \$149.32 | \$159.17 | PER CR. HR. | 6.60% |
| MEDICAL REHABILITATION (Respiratory Therapy) | \$118.09 | \$125.88 | PER CR. HR. | 6.60% |
| MEDICINE | \$8,463.40 | \$9,021.94 | PER PROGRAM | 6.60% |
| MEDICINE - YEAR 2,3,4 | \$8,110.20 | \$8,645.44 | PER PROGRAM | 6.60% |
| MUSIC (DESAULTELS FACULTY) | \$127.02 | \$135.40 | PER CR. HR. | 6.60% |
| NURSING | \$135.95 | \$144.92 | PER CR. HR. | 6.60% |
| PHARMACY | \$148.23 | \$158.01 | PER CR. HR. | 6.60% |
| POST GRADUATE MEDICAL EDUCATION (PGME) TUITION(UG): 12 MONTHS | \$905.06 | \$964.77 | PER PROGRAM | 6.60% |
| POST GRADUATE MEDICAL EDUCATION (PGME) TUITION(UG): 3 MONTHS | \$226.15 | \$241.07 | PER PROGRAM | 6.60% |
| POST GRADUATE MEDICAL EDUCATION (PGME) TUITION(UG): 6 MONTHS | \$452.42 | \$482.27 | PER PROGRAM | 6.60% |
| SCHOOL OF ART | \$139.23 | \$148.41 | PER CR. HR. | 6.59% |
| SCIENCE | \$131.50 | \$140.17 | PER CR. HR. | 6.59% |
| SOCIAL WORK | \$140.39 | \$149.65 | PER CR. HR. | 6.60% |

**Attachment 2 - 2018/19 Tuition and International Differential Fees by Program
and 2018/19 University Wide Fees**

| Program Type / Name | FEE 2017/18 | FEE 2018/19 | Fee Rate | % increase |
|--|----------------|----------------|------------------|------------|
| INTERNATIONAL DIFFERENTIAL * | | | | |
| GRADUATE | | | | |
| MASTER'S PROGRAMS - MASTER OF FINANCE FT YR1 | \$5,585.48 | \$5,954.12 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS - MASTER OF FINANCE PT YR1 & YR2 | \$2,792.74 | \$2,977.06 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS - MASTER OF SCIENCE IN GENETIC COUNSELLING YR1 & YR2 | \$5,585.48 | \$5,954.12 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAM OCCUPATIONAL THERAPY YR1 & YR2 (WHERE APPLICABLE) | \$5,585.48 | \$5,954.12 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS (OTHER) FT YR1 | \$5,585.48 | \$5,954.12 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS (OTHER) PT YR1 & YR2 | \$2,792.74 | \$2,977.06 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS FT - ARCHITECTURE YR1 & YR2 | \$5,585.48 | \$5,954.12 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS FT - CITY PLANNING YR1 & YR2 | \$5,585.48 | \$5,954.12 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS FT - FINE ARTS YR1 & YR2 | \$5,585.48 | \$5,954.12 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS FT - INTERIOR DESIGN YR1 & YR2 | \$5,585.48 | \$5,954.12 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS FT - NATURAL RESOURCES MANAGEMENT YR1 & YR2 | \$5,585.48 | \$5,954.12 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS FT - NURSING YR1 & YR2 | \$5,585.48 | \$5,954.12 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS FT - SCHOOL PSYCHOLOGY YR1 & YR2 | \$5,585.48 | \$5,954.12 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS FT -LANDSCAPE ARCHITECTURE YR1 & YR2 & YR 3 (WHERE APPLICABLE) | \$5,585.48 | \$5,954.12 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS PT - ARCHITECTURE YR1,YR2, YR3 & YR 4 | \$2,792.74 | \$2,977.06 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS PT - CITY PLANNING YR1,YR2, YR3 & YR 4 | \$2,792.74 | \$2,977.06 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS PT - FINE ARTS YR1,YR2, YR3 & YR 4 | \$2,792.74 | \$2,977.06 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS PT - INTERIOR DESIGN YR1,YR2, YR3 & YR 4 | \$2,792.74 | \$2,977.06 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS PT - NATURAL RESOURCES MANAGEMENT YR1,YR2, YR3 & YR 4 | \$2,792.74 | \$2,977.06 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS PT - NURSING YR1,YR2, YR3 & YR 4 | \$2,792.74 | \$2,977.06 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS PT - SCHOOL PSYCHOLOGY YR1,YR2, YR3 & YR 4 | \$2,792.74 | \$2,977.06 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS PT -LANDSCAPE ARCHITECTURE YR1, YR2, YR3, & YR4. YR5 & YR 6 (WHERE APPLICABLE) | \$2,792.74 | \$2,977.06 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS - MBA (COURSE-BASED FEES) | \$186.18 | \$198.46 | PER CR. HR. | 6.60% |
| MASTER'S PROGRAMS - DIPLOMA IN POPULATION HEALTH (CHS) | \$5,585.48 | \$5,954.12 | PER PROGRAM | 6.60% |
| MASTER'S PROGRAMS - MPA (COURSE-BASED FEES) | \$232.72 | \$248.07 | PER CR. HR. | 6.60% |
| MASTER'S PROGRAMS - ORAL & MAXILLOFACIAL SURGERY (M.DENT., DDSS) | \$30,262.30 | \$32,259.60 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS - ORTHODONTICS (M.SC., PDS) | \$50,437.22 | \$53,766.04 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS - PEDIATRIC DENTISTRY (M.DENT., PDS) | \$33,517.60 | \$35,729.76 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS - PERIODONTICS (M.DENT., DDSS) | \$15,029.80 | \$16,021.76 | PER PROGRAM/YEAR | 6.60% |
| PHD (FROM BACHELOR'S DEGREE (HONOURS) YR1 - YR3 | \$5,585.48 | \$5,954.12 | PER PROGRAM/YEAR | 6.60% |
| PHD (FROM MASTER'S) YR1 & YR2 | \$5,585.48 | \$5,954.12 | PER PROGRAM/YEAR | 6.60% |
| MASTER'S PROGRAMS - PROSTHODONTICS (M.SC.) | | \$47,000.00 | PER PROGRAM/YEAR | NEW |

* The international differential represents the surcharge assessed to international students in addition to the domestic tuition fees

**Attachment 2 - 2018/19 Tuition and International Differential Fees by Program
and 2018/19 University Wide Fees**

| Program Type / Name | FEE 2017/18 | FEE 2018/19 | Fee Rate | % increase |
|---|----------------|----------------|------------------|------------|
| INTERNATIONAL DIFFERENTIAL * | | | | |
| UNDERGRADUATE | | | | |
| AGRICULTURAL & FOOD SCIENCES | \$382.00 | \$407.21 | PER CR. HR. | 6.60% |
| AGRICULTURE DIPLOMA | \$229.59 | \$244.74 | PER CR. HR. | 6.60% |
| ARCHITECTURE | \$361.63 | \$385.49 | PER CR. HR. | 6.60% |
| ARTS | \$314.36 | \$335.10 | PER CR. HR. | 6.60% |
| COLLEGE OF MEDICINE - COURSES | \$455.02 | \$485.05 | PER CR. HR. | 6.60% |
| COLLEGE OF MEDICINE - FAMILY SOCIAL SCIENCES (formerly Human Ecology) | \$355.15 | \$378.58 | PER CR. HR. | 6.60% |
| EDUCATION | \$342.76 | \$365.38 | PER CR. HR. | 6.60% |
| ENGINEERING | \$328.62 | \$350.30 | PER CR. HR. | 6.60% |
| ENVIRONMENT EARTH & RESOURCES | \$380.75 | \$405.87 | PER CR. HR. | 6.60% |
| HEALTH SCIENCES (formerly Human Ecology) | \$355.15 | \$378.58 | PER CR. HR. | 6.60% |
| KINESEOLOGY & RECREATION MGMT | \$368.00 | \$392.28 | PER CR. HR. | 6.60% |
| LAW | \$14,069.34 | \$14,997.90 | PER PROGRAM/YEAR | 6.60% |
| MANAGEMENT | \$421.34 | \$449.14 | PER CR. HR. | 6.60% |
| MEDICAL REHABILITATION (Respiratory Therapy) | \$341.91 | \$364.47 | PER CR. HR. | 6.60% |
| MUSIC (DESAULTELS FACULTY) | \$367.73 | \$392.00 | PER CR. HR. | 6.60% |
| NURSING | \$366.94 | \$391.15 | PER CR. HR. | 6.60% |
| PHARMACY | \$429.13 | \$457.45 | PER CR. HR. | 6.60% |
| POST GRADUATE MEDICAL EDUCATION (PGME) TUITION(UG): 12 MONTHS | \$2,620.17 | \$2,793.10 | PER PROGRAM | 6.60% |
| POST GRADUATE MEDICAL EDUCATION (PGME) TUITION(UG): 3 MONTHS | \$654.74 | \$697.95 | PER PROGRAM | 6.60% |
| POST GRADUATE MEDICAL EDUCATION (PGME) TUITION(UG): 6 MONTHS | \$1,309.78 | \$1,396.22 | PER PROGRAM | 6.60% |
| SCHOOL OF ART | \$392.88 | \$418.81 | PER CR. HR. | 6.60% |
| SCIENCE | \$380.75 | \$405.87 | PER CR. HR. | 6.60% |
| SOCIAL WORK | \$378.90 | \$403.90 | PER CR. HR. | 6.60% |

* The international differential represents the surcharge assessed to international students in addition to the domestic tuition fees

**Attachment 2 - 2018/19 Tuition and International Differential Fees by Program
and 2018/19 University Wide Fees**

| Program Type / Name | FEE 2017/18 | FEE 2018/19 | Fee Rate | % increase |
|--|----------------|----------------|----------------------|------------|
| UNIVERSITY WIDE FEES | | | | |
| DISTANCE SURCHARGE (ADDED TO PER CREDIT HOUR RATE) | \$18.53 | \$19.75 | PER CR.HR. | 6.58% |
| LABORATORY FEE - DRY/TUTORIAL LABS - 3 - 5 CH | \$29.55 | \$31.50 | PER LAB BASED COURSE | 6.60% |
| LABORATORY FEE - DRY/TUTORIAL LABS - 6 - 8 CH | \$59.10 | \$63.00 | PER LAB BASED COURSE | 6.60% |
| LABORATORY FEE - DRY/TUTORIAL LABS - 9+ CH | \$88.65 | \$94.50 | PER LAB BASED COURSE | 6.60% |
| LABORATORY FEE - WET/BENCH LABS - 3-5 CH | \$35.51 | \$37.85 | PER LAB BASED COURSE | 6.59% |
| LABORATORY FEE - WET/BENCH LABS - 6 - 8 CH | \$71.02 | \$75.70 | PER LAB BASED COURSE | 6.59% |
| LABORATORY FEE - WET/BENCH LABS -9+ CH | \$106.53 | \$113.55 | PER LAB BASED COURSE | 6.59% |
| LIBRARY FEE | \$41.36 | \$0.00 | ANNUAL | CANCEL |
| LIBRARY FEE (F/W) | | \$22.00 | PER TERM | NEW |
| LIBRARY FEE (S) | | \$11.00 | PER TERM | NEW |
| RECREATION FEE (FALL/ WINTER) FT | \$78.34 | \$83.51 | PER TERM | 6.60% |
| RECREATION FEE (FALL/WINTER) PT and SUMMER | \$58.75 | \$62.62 | PER TERM | 6.59% |
| REGISTRATION FEE | \$41.36 | \$0.00 | ANNUAL | CANCEL |
| REGISTRATION FEE (F/W) | | \$22.00 | PER TERM | NEW |
| REGISTRATION FEE (S) | | \$11.00 | PER TERM | NEW |
| STUDENT SERVICES FEE | \$41.36 | \$0.00 | ANNUAL | CANCEL |
| STUDENT SERVICES FEE (F/W) | | \$22.00 | PER TERM | NEW |
| STUDENT SERVICES FEE (S) | | \$11.00 | PER TERM | NEW |
| TECHNOLOGY FEE | \$5.90 | \$6.28 | PER CR. HR. | 6.44% |
| TECHNOLOGY FEE (FT -PRGM RATE) | \$177.00 | \$188.40 | PER TERM | 6.44% |
| TECHNOLOGY FEE (PT -PRGM RATE) | \$88.50 | \$94.20 | PER TERM | 6.44% |

Attachment 3 - 2018/19 Unit Specific Course Fees

| Program Type / Name | FEE 2017/18 | FEE 2018/19 | Fee Rate | % Increase |
|--|----------------|----------------|----------------|------------|
| ARCHITECTURE - ARCG 7090 | | \$ 50.00 | PER COURSE | NEW |
| ARCHITECTURE - Arch. Technology Fee (F/W) | \$ 233.44 | \$ 233.44 | PER TERM | 0.00% |
| ARCHITECTURE - ENVIRONMENTAL DESIGN CO-OP/WIL (EVDS 3800, EVDS 3900, EVDS 4800, EVDS 4900) | | \$ 385.70 | PER CO-OP TERM | NEW |
| ARCHITECTURE - EVDS 2100 | \$ 345.00 | \$ 367.77 | PER COURSE | 6.60% |
| ARCHITECTURE - LARC 7002 | \$ 28.00 | \$ 30.00 | PER COURSE | 7.14% |
| ART, SCHOOL OF - STUDIO ENHANCEMENT AND TECHNOLOGY FEE (F/W) | \$ 25.32 | \$ 50.00 | PER TERM | 97.47% |
| ART, SCHOOL OF - STUDIO ENHANCEMENT AND TECHNOLOGY FEE (S) | \$ 12.66 | \$ 25.00 | PER TERM | 97.47% |
| ARTS - CO-OP/WORK TERM | \$ 362.16 | \$ 386.06 | PER CO-OP TERM | 6.60% |
| ARTS - MPA - CO-OP/WORK TERM | \$ 362.16 | \$ 386.06 | PER CO-OP TERM | 6.60% |
| ENVIRONMENT, EARTH & RESOURCES - CO-OP/WORK TERM (ENVR 3980) | \$ 619.09 | \$ 659.94 | PER CO-OP TERM | 6.60% |
| ENVIRONMENT, EARTH & RESOURCES - ENVR 3400 | \$ 45.00 | \$ 45.00 | PER COURSE | 0.00% |
| ENGINENVIRONMENT, EARTH & RESOURCESING - CO-OP/WORK TERM | \$ 362.16 | \$ 386.06 | PER CO-OP TERM | 6.60% |
| AGRICULTURE & FOOD SCIENCES - CO-OP/WORK TERM | \$ 362.16 | \$ 796.67 | PER CO-OP TERM | 119.98% |
| KINESIOLOGY & RECREATION MANAGEMENT - KPER 1500 | \$ 35.97 | \$ 35.97 | FIELD WORK | 0.00% |
| KINESIOLOGY & RECREATION MANAGEMENT - PHED 2740 | \$ 20.26 | \$ 20.26 | FIELD WORK | 0.00% |
| KINESIOLOGY & RECREATION MANAGEMENT - PHED 3102 - (S) | \$ 26.37 | \$ 26.37 | FIELD WORK | 0.00% |
| GRADUATE STUDIES - COLLABORATIVE PHD (UM PARTNER) (F/W) | \$ 374.81 | \$ 399.54 | PER TERM | 6.60% |
| GRADUATE STUDIES - CONTINUING FEE (F/W) | \$ 374.81 | \$ 399.54 | PER TERM | 6.60% |
| HEALTH SCIENCES - DENTAL HYGIENE CLINIC & LAB (YR 2) | | \$ 5,372.87 | ONE TIME | NEW |
| HEALTH SCIENCES - DENTAL HYGIENE YEAR 1 (CLINIC CONSUMABLES FEES) | \$ 212.10 | \$ - | ANNUAL | CANCEL |
| HEALTH SCIENCES - DENTAL HYGIENE YEAR 1 (CLINICAL INSTRUMENT FEE) | \$ 12,944.99 | \$ - | ONE TIME | CANCEL |
| HEALTH SCIENCES - DENTAL HYGIENE YEAR 2 (CLINICAL INSTRUMENT FEE) | \$ 4,752.39 | \$ - | ONE TIME | CANCEL |
| HEALTH SCIENCES - DENTAL HYGIENE CLINIC & LAB (YR 3) | | \$ 3,135.89 | ONE TIME | NEW |
| HEALTH SCIENCES - DENTISTRY 1 (CLINICAL INSTRUMENT FEE) | \$ 19,300.29 | \$ - | ONE TIME | CANCEL |
| HEALTH SCIENCES - DENTISTRY YEAR 1 - 4 (CLINIC CONSUMABLES FEE) | \$ 212.10 | \$ - | ANNUAL | CANCEL |
| HEALTH SCIENCES - DENTISTRY YEAR 2 (CLINICAL INSTRUMENT FEE) | \$ 17,075.42 | \$ - | ONE TIME | CANCEL |
| HEALTH SCIENCES - DENTISTRY YEAR 3 (CLINICAL INSTRUMENT FEE) | \$ 7,847.33 | \$ - | ONE TIME | CANCEL |
| HEALTH SCIENCES - DENTISTRY YEAR 4 (CLINICAL INSTRUMENT FEE) | \$ 5,024.05 | \$ - | ONE TIME | CANCEL |
| HEALTH SCIENCES - DENTISTRY DMD CLINIC & LAB (YR 1) | | \$ 11,095.10 | ONE TIME | NEW |
| HEALTH SCIENCES - DENTISTRY DMD CLINIC & LAB (YR 2) | | \$ 12,660.35 | ONE TIME | NEW |
| HEALTH SCIENCES - DENTISTRY DMD CLINIC & LAB (YR 3) | | \$ 7,209.44 | ONE TIME | NEW |
| HEALTH SCIENCES - DENTISTRY DMD CLINIC & LAB (YR 4) | | \$ 4,202.65 | ONE TIME | NEW |
| HEALTH SCIENCES - DENTISTRY IDDP CLINIC & LAB (YR 1) | | \$ 12,464.53 | ONE TIME | NEW |
| HEALTH SCIENCES - DENTISTRY IDDP CLINIC & LAB (YR 2) | | \$ 4,388.52 | ONE TIME | NEW |
| HEALTH SCIENCES - DENTISTRY MDENT DDSS (ORAL & MAX. SURGERY) | | \$ 3,000.00 | ANNUAL | NEW |
| HEALTH SCIENCES - DENTISTRY MDENT DDSS (PERIODONTICS) | | \$ 3,000.00 | ANNUAL | NEW |
| HEALTH SCIENCES - DENTISTRY MDENT PDS (PEDIATRICS) CLINIC & LAB | | \$ 3,000.00 | ANNUAL | NEW |
| HEALTH SCIENCES - DENTISTRY MSC PDS (ORTHODONTICS) CLINIC & LAB | | \$ 3,000.00 | ANNUAL | NEW |
| HEALTH SCIENCES - DENTISTRY MSC PROSTHODONTICS CLINIC & LAB | | \$ 3,000.00 | ANNUAL | NEW |
| HEALTH SCIENCES - HEAL 4640 | \$ 151.95 | \$ 161.97 | PER COURSE | 6.59% |
| HEALTH SCIENCES - HYGN 2314 & HYGN 2318 - FIT TO SIT | | \$ 170.00 | PER COURSE | NEW |
| HEALTH SCIENCES - IDDP YEAR 1 (CLINICAL INSTRUMENT FEE) | \$ 26,925.38 | \$ - | ONE TIME | CANCEL |
| HEALTH SCIENCES - IDDP YEAR 1 (CLINICAL CONSUMABLES FEE) | \$ 212.10 | \$ - | ONE TIME | CANCEL |
| HEALTH SCIENCES - IDDP YEAR 2 (CLINICAL INSTRUMENT FEE) | \$ 5,718.58 | \$ - | ONE TIME | CANCEL |
| HEALTH SCIENCES - IDDP YEAR 2 (CLINICAL CONSUMABLES FEE) | \$ 212.10 | \$ - | ONE TIME | CANCEL |
| HEALTH SCIENCES - MICROSCOPE RENTAL -MEDICINE YR1 & YR2 | \$ 37.96 | \$ - | ANNUAL | CANCEL |
| HEALTH SCIENCES - PHARM 3110 | \$ 522.31 | \$ 556.78 | PER COURSE | 6.60% |
| HEALTH SCIENCES - PHARMACY CLINICAL FIELDWORK | \$ 2,924.95 | \$ 3,117.99 | FIELD WORK | 6.60% |
| HEALTH SCIENCES - CLINICAL ELECTIVE (UGME 4500) | \$ 82.46 | \$ 87.90 | PER COURSE | 6.60% |
| LAW - CLINICAL/EXAM FEE | \$ 88.50 | \$ 94.34 | ANNUAL | 6.60% |
| MANAGEMENT - CO-OP/WORK TERM | \$ 748.05 | \$ 797.42 | PER CO-OP TERM | 6.60% |
| MUSIC - MUSC 3470 (6 CR HR COURSE) | \$ 55.00 | \$ 58.63 | PER COURSE | 6.60% |
| MUSIC - MUSC 3690 | \$ 26.90 | \$ 28.67 | PER COURSE | 6.58% |
| MUSIC - MUSC 3780 | \$ 64.59 | \$ 68.85 | PER COURSE | 6.60% |
| MUSIC - MUSC 3800 | \$ 80.74 | \$ 80.74 | PER COURSE | 0.00% |
| MUSIC - MUSC 3894 | \$ 10.76 | \$ 10.76 | PER COURSE | 0.00% |
| MUSIC - MUSC 4160 (3 CR HR COURSE) | \$ 27.50 | \$ 29.31 | PER COURSE | 6.58% |
| MUSIC - MUSC 4470 (6 CR HR COURSE) | \$ 55.00 | \$ 58.63 | PER COURSE | 6.60% |
| MUSIC - MUSC 4750 | \$ 21.52 | \$ 22.94 | PER COURSE | 6.60% |
| MUSIC - MUSC 4760 | \$ 26.90 | \$ 28.67 | PER COURSE | 6.58% |
| MUSIC - MUSC 5400 (6 CR HR COURSE) | \$ 55.00 | \$ 58.63 | PER COURSE | 6.60% |
| MUSIC - MUSC 7400 (6 CR HR COURSE) | \$ 55.00 | \$ 58.63 | PER COURSE | 6.60% |
| MUSIC - MUSC 7410 (6 CR HR COURSE) | \$ 55.00 | \$ 58.63 | PER COURSE | 6.60% |
| MUSIC - MUSC.1400 (6 CR HR COURSE) | \$ 55.00 | \$ 58.63 | PER COURSE | 6.60% |
| MUSIC - MUSC.2400 (6 CR HR COURSE) | \$ 55.00 | \$ 58.63 | PER COURSE | 6.60% |
| SCIENCE - CO-OP/WORK TERM | \$ 362.16 | \$ 550.00 | PER CO-OP TERM | 51.87% |



AGENDA ITEM: General Operating Fund Budget for 2018/19 and Financial Plans for Restricted and Endowment Funds for 2018/19

RECOMMENDED RESOLUTION:

That the Board of Governors approve:

- A balanced General Operating Fund budget for the year ending March 31, 2019 based on revenues of \$663,924,000, expenditures of \$618,725,000, and net fund transfers of \$45,199,000; and
- financial plans for Restricted and Endowment Funds with revenue of \$273,039,000 for the year ending March 31, 2019.

Action Requested: Approval Discussion/Advice Information

CONTEXT AND BACKGROUND:

In advance of this submission, the Board of Governors was provided with detailed context and background information on the General Operating Fund and Restricted and Endowment Funds in the "University of Manitoba Budget Framework Document" (the budget framework). This document included the timeline required to accommodate the 2018/19 operating budget development under the new budget model, key individuals and groups supporting the process, explanation and rationale for the change in budget model as well as various data and financial information used to inform decision making. The budget framework was presented to the Board on March 20, 2018.

The 2018/19 budget is the first year applying the new budget model to the general operating funds. The three main elements of the new budget model are:

1. Academic and Ancillary Units (revenue units) – comprised of faculties, schools and ancillary units to which revenues (tuition, grants, etc.) are directly allocated in support of teaching, research and service activities. These units are generally defined by their ability to generate revenue.
2. Central Support Units – comprised of student services, research services and administrative units that support the academic goals of the University. The net expenses for these units are allocated to the Academic Units based on a set of cost allocation variables.
3. University Fund – a means of reallocating resources to address subvention, university priorities and revenue growth strategies.

As described in the budget framework, the model allocates tuition and grant revenues to academic units. These revenues support the direct expenses of academic units as well as allocated net expenses of central support units. A portion of the allocated revenue is contributed to the university fund based on the participation rate, which is set at 17.75% for 2018/19. Income from investments, Ancillary Services and the International College of Manitoba is also contributed to the university fund.

The 2018/19 budget reflects the implications of Phase I decisions, such as the reallocation of funds previously budgeted centrally for various ongoing expenditures to faculties/units. Work is ongoing in Phase II to address other outstanding items, and future years' budgets will reflect those refinements.

Central support unit budgets and plans were presented to and reviewed by the Central Unit Allocation Committee (CUAC). The CUAC consists of four Deans, four academic and administrative representatives, two faculty representatives, and the Vice-Provost (Integrated Planning and Academic Programs) as an ex-officio representative. The CUAC is responsible for reviewing and making recommendations regarding central support unit budgets to the Provost and Vice-President (Academic).

In 2018/19, the Provost and Vice-President (Academic) and the Vice-President (Administration) met with all academic unit leaders to discuss their budgets and academic plans.

As part of the budget development process, a series of meetings is also held with the President's Budget Advisory Committee. The Budget Advisory Committee is comprised of members from senior administration, Senate Planning and Priorities Committee, support staff, the Board of Governors, UMFA and student leadership. The group meets at the call of the President. Its mandate is to recommend priorities for resource allocations and review the draft operating budget to be recommended to the Board of Governors. The meetings with CUAC, the Vice-Presidents, and the Deans and Directors, along with analysis, review and information on the institutional financial position from the Financial Planning Office, form the basis of discussions of the Budget Advisory Committee. As part of this year's budget process, three meetings were held with the Budget Advisory Committee, including discussion of the draft General Operating Fund budget.

The draft General Operating Fund budget was also shared with the Deans and Directors group prior to preparing this submission.

GENERAL OPERATING FUNDS

The general operating fund accounts for revenues received for operating purposes that support the university's academic, administrative and operational costs.

As outlined in the budget framework, initial planning assumed no increase in the provincial operating grants and a tuition increase of 6.5% (1.5% CPI + 5%). Subsequent revisions to these planning parameters responded to changing circumstances and new information received, including:

- Provincial Grant Revenue – On March 12, 2018, the Provincial Government confirmed a \$3.1 million (0.9%) reduction in the University's operating grant, a \$0.5 million (10.4%) reduction in the University's ACCESS grants and, to support capital costs of the Doctor of Pharmacy program, a \$0.4 million increase in the University's capital grants.
- Research Manitoba – On March 12, 2018, the Provincial Government confirmed a \$3 million reduction in funding to Research Manitoba, which follows a \$2 million reduction in 2017/18. The University of Manitoba is the primary beneficiary of Research Manitoba funding. The 2018/19 budget allocates \$1.65 million for expenses previously supported by Research Manitoba funding.
- International Students Health Insurance – Subsequent to the Provincial budget, the University was also notified that changes to The Health Services Insurance Act will make international students, their spouses and dependents ineligible for provincial health insurance. Funding of \$2.1 million is allocated in the 2018/19 budget to assist international

students in the transition from provincial health insurance coverage to private health insurance coverage.

- Tuition Revenue – The budget reflects an increase in tuition at the Provincial maximum allowable rate of 6.6% (1.6% CPI + 5%) for the 2018/19 academic year. Combined with a budgeted 0.5% growth in enrolment, tuition revenue is budgeted to increase \$9.5 million. An additional increase of \$4.5 million is budgeted for a planned expansion of non-degree offerings. Further details on the tuition fee increases are provided in the 2018/19 Proposed Tuition and Course-Fee Submission that accompanies this budget submission.

The proposed operating budget as drafted reflects the information noted above and is presented for the Board's consideration in attachments that follow.

Attachment 1: 2018/19 Operating and Capital Grants Letter

The grant letter from Manitoba Education and Training received on March 12, 2018 indicates funding levels for the University of Manitoba's operating and capital grants for the 2018/19 fiscal year.

Attachment 2: 2018/19 University Fund Summary

Under the new budget model, the university fund becomes the source of available funds for reallocation to subvent, or subsidize, academic units and invest in the University's strategic priorities. The available funds are generated from a tax on allocated tuition and grant revenues, plus investment income, a portion of International College of Manitoba revenue and a transfer from Ancillary Services. The total funding available in 2018/19 is \$100.8 million

The majority of the university fund, \$85.2 million, is returned to faculties in the form of subvention. The subvention process enables leadership to steer the university in a direction that will ultimately benefit the institution as a whole. In this first year of implementing the budget model, subvention has been used to ensure a neutral starting point for all units. This is referred to internally as the "hold harmless" process. In this first learning year of the new budget model, the budget for Academic Units has been set according to the revenue they are allocated and generate, their allocation of Central Support Unit expenses, and their direct expenses budgeted at a level that is not lower than the 2017/18 budget.

The 2018/19 budget also allocates funding towards strategic priorities and commitments with allocations from the university fund, listed in Attachment 2 and described in the paragraphs that follow below.

Funding of \$1 million in 2018/19 continues a multi-year commitment to replace network switches. In 2016/17, a multi-year funding plan was established to support switch replacement, as it was determined that 700 network switches needed were at end of life and no longer supported. Hardware failures prevent faculty, staff, and students from accessing the network. In addition, network switching improvements enhance video conferencing and telephony services. Increasing wireless capabilities provides improved services and capacity for 24/7 accessibility as well as seasonality concerns.

A seven year research initiatives commitment was initiated in 2015/16, allocating \$1 million per year to support matching funds for large projects funded by grants from various federal agencies and initiatives such as Canada Foundation for Innovation, The Canada Excellence Research Chairs program and the Canada First Research Excellence Fund.

The 2018/19 budget allocates \$0.9 million to continue to support the objectives identified in the agreement between the Truth and Reconciliation Commission of Canada and the University.

In addition, \$0.5 million is once again allocated to the Indigenous Initiatives Fund for 2018/19. The University of Manitoba's Indigenous Initiatives Fund was created to support unit based projects that further the University's goals and priorities associated with Indigenous achievement. These funds are distributed on a competitive basis to faculties, schools, colleges, libraries and administrative units.

The University was awarded a Senior Canada 150 Research Chair that generates \$1 million each year for the next seven years from the federal government. The researcher is also expected to attract over \$17 million of in-kind contributions from other sources over the 7 years. The 2018/19 budget allocates over \$1.5 million to support this Chair's research: \$1 million for infrastructure, \$0.275 million additional research start-up funds and \$0.25 million for new faculty member salaries.

The 2018/19 budget allocates \$1.65 million for expenses previously supported by Research Manitoba funding: \$1 million for the lease of John Buhler Research Centre and \$0.65 million to replace Research Manitoba's cancellation of the bridge funding program that funds researchers who are unsuccessful in renewing their grants.

Funding of \$2.1 million is allocated in 2018/19 to assist international students in the transition from provincial health insurance. The University of Manitoba values international students and is committed to providing them with supports to help them succeed in their chosen programs.

Approximately \$6.9 million is allocated as contingency for unexpected events, including implications of the transition to the new budget model. These funds will be released for strategic allocations in 2019/20 if not required in 2018/19.

Attachment 3: 2018/19 University Wide Budget

This attachment illustrates the budgeted general operating fund revenues, expenses, and net transfers by unit for 2018/19, reflecting the new budget model elements, as well as the strategic allocations and subvention described above.

The revenues reflect tuition and grant revenue allocated by the budget model as well as revenues budgeted directly by the units themselves. Expenses include salaries, benefits and operating expenses budgeted by the units.

Net fund transfers reflect transfers between the general operating and the restricted and special funds. For example, operating funds are transferred: to the capital fund for current year acquisitions (\$15.1 million), debt repayment (\$17.5 million) and to support renovations and projects (\$17.4 million); to the trust and endowment funds to support student scholarships and bursaries (\$10 million); to the staff benefits funds for the long term disability plan and other staff benefits (\$3.3 million); and to the research fund to support research projects and initiatives (\$7.4 million). Funds transferred into the operating fund include the annual spending allocation from the trust funds (\$6.8 million), net change in carryover (\$12.1 million), and research overhead (\$5.9 million).

The central support cost allocations reflect the allocation of the net expenses of central support units to the academic units.

The contribution to the university fund by academic units is calculated as 17.75% of allocated tuition and grant revenues. That contribution totals \$88.2 million. The remaining \$12.6 million is contributed as a direct allocation of investment income, International College of Manitoba revenues and Ancillary Services overhead.

Funds are allocated out of the university fund to Academic Units requiring subvention to balance their budget. The university fund allocations also reflect the strategic allocations listed in Attachment 2 and described earlier in this document.

**Attachment 4: 2018/19 General Operating Fund Budget and
2018/19 Financial Plans for Restricted and Endowment Funds**

This attachment shows the proposed General Operating Fund Budget and Financial Plans for Restricted and Endowment Funds for 2018/19, with comparative 2017/18 budget information for all fund types.

Revenues for budget and financial plans are categorized by source (tuition, donations, etc.). Total Expense and Net Inter-Fund Transfers represents anticipated transactions. As indicated in the budget framework, inter-fund transfers are necessary in certain circumstances and represent transfers between fund types.

The first page of the attachment shows General Funds, which includes the General Operating Fund, Specific Provisions Fund and Future Revenues Fund. It shows the proposed 2018/19 operating budget and reflects the planning parameters described earlier in this document.

The second page of Attachment 4, Restricted and Endowment Funds, includes the Research and Special Fund, the Capital Fund, the Staff Benefits Fund, the Trust Fund and the Endowment Fund. The Restricted and Endowment financial plan is subject to the inherent variations of these funds as explained below.

The third page of Attachment 4 combines the first two pages into a summary of all funds.

RESTRICTED AND ENDOWMENT FUNDS: 2018/19 FINANCIAL PLANS

Research and Special Fund

The Research and Special Fund is used to account for the University's revenue and expenses related to sponsored research and other special activities. The Research and Special Fund consists of contributions from a variety of sources, including federal and provincial granting agencies, industry and non-government organizations that have provided funding specifically for research and other special activities. Funds received are held by the University until they are spent by our researchers in accordance with the terms and conditions stipulated in the contracts and agreements governing each research project, and cannot be used to support general operations.

As research projects may span multiple fiscal years, the funds received in any given year for research and special activities may not all be spent in the year received. As such, any unspent research and special funding as at March 31 each year are carried forward to the following year.

Capital Asset Fund

The Capital Asset Fund consists of the University's capital assets and capital-related debt. It also consists of funding that can only be used to purchase or build capital assets, support future costs of capital upgrades or replacement, and funding to repay debt that was used to buy or build capital assets. The expenditures related to the construction of buildings or purchase of equipment are not

recorded as expenses in the Capital Asset Fund, but rather are recorded as assets on the University's balance sheet. The only expenses recognized in the Capital Asset Fund are amortization of capital assets, interest paid on debt, losses on the disposal of capital assets, and losses on capital-related loan receivables.

The University's capital-related funding is derived primarily from the federal and provincial governments, debt financing, donations, and transfers of funding from the General Operating Fund, Specific Provisions Fund, Research and Special Fund, and Trust Fund. Similar to the Research and Special Fund, capital projects may span multiple fiscal years and as such, funds received in any given year for capital-related expenditures may not all be spent in the year received so are carried forward to the following year.

Capital project contracts in excess of \$1 million are subject to approval by the University's Board of Governors. Attachment 5 outlines the University's capital spending estimate for 2018/19 and includes comparative information for 2017/18.

Staff Benefits Fund

The Staff Benefits Fund consists of funding to support the benefit plans of the University's employees, and can only be used for that purpose. It consists of employee contributions to the Long Term Disability Plan, and the University's contributions to the Long Term Disability Plan and other benefit plans offered by the University. Funding is set aside in this Fund as the University is obligated to fund these benefit plans for its employees.

Trust Fund and Endowment Fund

The Trust Fund consists of funding that has been gifted or bequeathed to the University and can be used in its entirety, in accordance with donor restrictions. The Endowment Fund consists of resources that have been gifted or bequeathed to the University under the condition that they be held in perpetuity to support the future of the University.

Funding received in the Trust and Endowment Funds is invested in the University Investment Trust and Specific Trusts. The income earned from this investment is either reinvested to provide financial security for future beneficiaries, or used to support various undertakings by the University in accordance with a spending policy approved by the Board of Governors. Expenditures, which includes support for faculties and schools, students, professorships, chairs, research, capital projects, libraries, and athletic programs, are either recognized in the Trust Fund as an expense or are transferred from the Trust Fund to other Funds for spending.

Attachment 5: 2018/19 Capital Spending Estimate

This attachment provides the preliminary 2018/19 capital spending plan compared to projected spending in 2017/18. The total planned spending of \$142 million in 2018/19 includes completion of the Strategic Investment Fund projects (SmartPark Innovation Hub - \$34 million and the Engineering Innovation Centre - \$20 million), the Churchill Marine Observatory (\$17 million), investment in library acquisitions, equipment, furnishings, etc. from the Operating Fund (\$15.1 million) and Research Fund (\$8 million), and various other infrastructure renewals, classroom and laboratory upgrades, and renovations. The list of projects is intended to be inclusive to help share information with the Board of Governors; however, there is potential that some projects will not be completed within the year while other projects planned for subsequent years may be advanced.

RESOURCE REQUIREMENTS:

Alongside this submission, the University is requesting approval for tuition and course fees in order to balance the 2018/19 budget while continuing to achieve the University's mission and priorities. The budget projects a revenue increase of approximately \$9.5 million related to the proposed tuition and course-fees rates.

CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:

Budget planning and decision-making occur in the context of the *Taking Our Place: The University of Manitoba Strategic Plan 2015 – 2020*, previously approved by Senate and the Board of Governors.

IMPLICATIONS:

A General Operating Fund budget for 2018/19 of:

- \$663,924,000 of revenue
- \$618,725,000 of expenditures
- \$45,199,000 of net fund transfers

and financial plans for Restricted and Endowment Funds with revenue of \$273,039,000 are proposed to the Board for their consideration and approval.

ALTERNATIVES:

In light of ongoing cost pressures, reductions in provincial funding and other external factors that have significant impact on the University, various scenarios were considered in order to balance the budget and to continue to achieve the University's mission and priorities. This proposed budget represents the recommended balance of strategic priorities, support to faculties and schools, known cost pressures, and future financial uncertainty.

CONSULTATION:

As the first budget developed under the new budget model, the 2018/19 planning process involved significant consultation with academic, ancillary and central units, in addition to the President's Budget Advisory Committee.



Routing to the Board of Governors:

| <u>Reviewed</u> | <u>Recommended</u> | <u>By</u> | <u>Date</u> |
|-------------------------------------|-------------------------------------|-------------------|-----------------------|
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <i>Jinwen Fan</i> | <i>April 23, 2018</i> |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <i>Al</i> | <i>April 23, 2018</i> |
| <input type="checkbox"/> | <input type="checkbox"/> | <i>Dick Sand</i> | <i>April 23, 2018</i> |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | FAHR | May 8, 2018 |
| <input type="checkbox"/> | <input type="checkbox"/> | | |

Submission prepared by: Mark Walc, University Budget Officer

Submission approved by:

Attachments:

- Attachment 1 – 2018/19 Operating and Capital Grant Letter
- Attachment 2 – 2018/19 University Fund Summary
- Attachment 3 – 2018/19 University Wide Budget
- Attachment 4 – 2018/19 General Operating Fund Budget and
2018/19 Financial Plans for Restricted and Endowment Funds
- Attachment 5 – 2018/19 Capital Spending Estimate



Education and Training

Post-Secondary Education and Workforce Development Division
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March 12, 2018

Mr. Jeff Lieberman
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 Mr. Lieberman and Dr. Barnard:

I would like to inform you of the funding decisions made by Government as part of the Budget 2018. The overall post-secondary envelope for 2018/19 is \$698.0 million. The capital envelope for 2018/19 will be maintained at \$11.6 million for major capital, renovations and equipment across the system. The grant allocations available to University of Manitoba for the fiscal year 2018/19 will be as follows:

| | |
|------------------------|-----------------------|
| Operating grant | \$ 348,458,500 |
| Access grant | 4,330,100 |
| Major Capital | 4,100,000 |
| Equipment & Renovation | <u>3,020,000</u> |
| Total grants | <u>\$ 359,908,600</u> |

The operating grant includes a provision of \$193,200 for first claims and \$208,000 for the International Educated Engineers Qualification program.

Included in Major Capital funding is \$419,000 to support capital costs of the Doctor of Pharmacy program. Government will provide a total of \$3.21 million over eight years to support this project.

The challenging fiscal environment will require an increased focus on effective financial management to ensure sustainability of post-secondary institutions now and in the future. Government funding to institutions is significant and there is an expectation to demonstrate efficient and effective use of the public funding while making every effort to minimize impacts on students. Following the lead of the Province and other government reporting entities to contain expenditures, institutions will be expected to review measures that:

- Take action to reduce administrative costs and increase operating efficiencies within your institution;
- Implement a 15% reduction in management administrative positions; and
- Improve collaboration between institutions to minimize and reduce duplication of programs and services.

.../2

Mr. Jeff Lieberman
Dr. David Barnard
Page 2

Please continue to provide actual billings for the principal and interest costs associated with deferred maintenance, knowledge infrastructure program, project domino, active living centre, stadium track and athletic centre rehabilitation project loans.

I look forward to working with you and your colleagues.

Sincerely,

A handwritten signature in cursive script that reads "Colleen Kachulak".

Colleen Kachulak
A/Assistant Deputy Minister

- c. Honourable Ian Wishart, Minister of Education and Training
Mr. James Wilson, Deputy Minister of Education and Training

**Attachment 2 - 2018/19 University Fund Summary
(in thousands of dollars)**

| | 2018/19 |
|---|-------------------|
| Funding Sources | |
| Contribution from Academic Units | \$ 88,231 |
| Investment income | 7,627 |
| International College of Manitoba | 3,729 |
| Ancillary Services overhead | 1,257 |
| Total Funding Available | \$ 100,844 |
| Strategic Priorities | |
| Network switch replacement (year 3/6) | \$ 1,000 |
| Research initiatives (year 4/7) | 1,074 |
| National Centre for Truth and Reconciliation (year 3/5) | 900 |
| Indigenous Initiatives | 500 |
| Canada 150 research chair - Infrastructure and start up | 1,275 |
| Canada 150 research chair - Faculty (year 1/7) | 250 |
| Support Research Manitoba funding reduction | 1,650 |
| Support international student health care | 2,100 |
| Contingency / Strategic priorities reserve | 6,923 |
| Strategic Priorities | 15,672 |
| Subvention allocated to academic units | 85,172 |
| Total Funding Allocated | \$ 100,844 |

Attachment 3 - 2018/19 University Wide Budget
 General Operating Funds
 (in thousands of dollars)

| | Net Fund | | | Central | Contribution to University Fund | | Net Surplus |
|--|-------------------|-------------------|----------------------|--------------------------|---------------------------------|-----------------------------|-------------|
| | Revenue | Expenses | Transfers In / (Out) | Support Cost Allocations | University Fund | University Fund Allocations | (Deficit) |
| Academic Units & Ancillaries | | | | | | | |
| Faculty of Agricultural & Food Sciences | \$ 35,720 | \$ 23,095 | \$ 902 | \$ 16,606 | \$ (5,921) | \$ 9,000 | \$ - |
| Faculty of Architecture | 9,592 | 8,450 | 309 | 4,810 | (1,603) | 4,962 | - |
| Faculty of Arts | 93,479 | 46,387 | (133) | 31,335 | (16,298) | 674 | - |
| School of Art | 5,111 | 4,729 | 61 | 3,197 | (861) | 3,615 | - |
| I.H. Asper School of Business | 39,480 | 18,747 | (1,111) | 12,954 | (6,668) | - | - |
| Faculty of Education | 11,063 | 8,976 | (65) | 6,125 | (1,907) | 6,010 | - |
| Faculty of Engineering | 35,081 | 23,654 | 544 | 18,047 | (6,031) | 12,107 | - |
| Clayton H. Riddell Faculty of Environment, Earth & Resources | 18,996 | 9,249 | 102 | 7,064 | (3,281) | 496 | - |
| Faculty of Extended Education | 13,572 | 13,164 | 185 | 5,028 | (372) | 4,807 | - |
| Faculty of Kinesiology & Recreation Management | 19,881 | 16,105 | (2,109) | 7,714 | (1,413) | 7,460 | - |
| Faculty of Law | 7,308 | 5,312 | (282) | 3,082 | (1,257) | 2,625 | - |
| Faculty of Music | 3,516 | 5,898 | 371 | 2,836 | (502) | 5,349 | - |
| Faculty of Science | 89,975 | 37,994 | (777) | 36,577 | (15,475) | 848 | - |
| Faculty of Social Work | 12,800 | 9,065 | 49 | 5,272 | (2,220) | 3,708 | - |
| Rady Faculty of Health Sciences | 183,130 | 131,914 | 4,914 | 55,219 | (24,422) | 23,511 | - |
| Ancillaries | 38,201 | 26,240 | (11,961) | - | - | - | - |
| Total Academic Units & Ancillaries | 616,905 | 388,979 | (9,001) | 215,866 | (88,231) | 85,172 | |
| Central Support Cost Pools | | | | | | | |
| Academic | 5,702 | 34,181 | (2,889) | (30,868) | - | 500 | - |
| Executive (President and External) | 362 | 14,880 | 1,793 | (12,725) | - | - | - |
| Information Technology | 1,414 | 30,892 | 4,058 | (24,420) | - | 1,000 | - |
| Administration | 1,178 | 28,075 | 1,418 | (25,479) | - | - | - |
| Facilities | 2,128 | 43,872 | (464) | (42,208) | - | - | - |
| Research | 10,993 | 15,702 | (8,620) | (8,180) | - | 5,149 | - |
| Student Services | 5,324 | 21,871 | (4,192) | (18,639) | - | 2,100 | - |
| Libraries | 1,610 | 30,553 | 498 | (28,445) | - | - | - |
| General University | 6,952 | 9,720 | (29,057) | (24,902) | - | 6,923 | - |
| Total Central Support Cost Pools | 35,663 | 229,746 | (37,455) | (215,866) | - | 15,672 | |
| University Fund | 11,356 | - | 1,257 | - | (12,613) | - | - |
| Grand Total | \$ 663,924 | \$ 618,725 | \$ (45,199) | \$ - | \$ (100,844) | \$ 100,844 | \$ - |

Attachment 4 - 2018/19 General Operating Fund Budget and
2018/19 Restricted and Endowment Fund Financial Plans
(in thousands of dollars)

| | General Funds | | | | |
|---|-------------------|---------------------|-----------------|--------------------|-------------------|
| | 2018/19 | | | | 2017/18 |
| | General Operating | Specific Provisions | Future Revenues | Total General Fund | Fiscal Budget |
| REVENUE | | | | | |
| Tuition and Related Fees | \$ 182,145 | \$ - | \$ - | \$ 182,145 | \$ 168,181 |
| Donations | 1,554 | - | - | 1,554 | 2,355 |
| Non-Government Grants | 6,379 | - | - | 6,379 | 5,767 |
| Investment Income | 7,627 | - | - | 7,627 | 4,233 |
| Miscellaneous Income | 6,685 | - | - | 6,685 | 5,692 |
| Government Grants: | | | | | |
| Education and Training | 352,602 | - | - | 352,602 | 356,209 |
| Other Province of Manitoba | 27,665 | - | - | 27,665 | 27,946 |
| Government of Canada | 9,647 | - | - | 9,647 | 8,856 |
| City of Winnipeg | 51 | - | - | 51 | 51 |
| Sales of Goods and Services | 31,328 | - | - | 31,328 | 31,881 |
| Ancillary Services | 38,241 | - | - | 38,241 | 36,972 |
| Total Revenue | 663,924 | - | - | 663,924 | 648,143 |
| Total Expenses | 618,725 | - | - | 618,725 | 597,872 |
| Net Revenue | 45,199 | - | - | 45,199 | 50,271 |
| INTERFUND TRANSFERS | | | | | |
| Employee Future Benefits | - | - | - | - | (130) |
| Benefit Premiums Net of Employer Contributions for Staff Benefits | (3,300) | - | - | (3,300) | (3,500) |
| Benefit Refunds | - | - | - | - | 800 |
| Funding of Capital Asset Additions: | | | | | |
| Current Year Acquisitions | (15,141) | - | - | (15,141) | (20,000) |
| Other Funded Projects | (10,760) | - | - | (10,760) | (12,880) |
| Faculty and Unit Funded Projects | (6,669) | 473 | - | (6,196) | (743) |
| Long Term Debt Repayment | | | | | |
| Ancillaries | (5,756) | - | - | (5,756) | (4,976) |
| Faculties | (1,542) | - | - | (1,542) | (1,542) |
| Unit Capital Development Assessment | (5,725) | - | - | (5,725) | (5,549) |
| Student Contributions for Technology | (3,104) | - | - | (3,104) | (2,834) |
| Other | (1,339) | - | - | (1,339) | (593) |
| Student Contribution to University Development Fund | (1,095) | - | - | (1,095) | (955) |
| Scholarships, Bursaries & Prizes | | | | | |
| Faculty and Unit Funded | (1,445) | - | - | (1,445) | (1,717) |
| Centrally Funded | (7,506) | - | - | (7,506) | (5,771) |
| Other Net Transfers | - | - | - | - | 1,567 |
| Overhead Recoveries | 5,877 | - | - | 5,877 | 5,750 |
| Funding of General Operating Expenses | 10,301 | (1,400) | - | 8,901 | - |
| Net Change in Unit Carryover | 12,133 | (12,133) | - | - | - |
| Funding of Research Projects | (7,438) | - | - | (7,438) | (1,218) |
| Transfers to Provisions: Specific Projects | | | | | |
| Faculty and Unit Funded | (2,790) | 2,790 | - | - | - |
| Vacation and Sick Leave Liability | 100 | (100) | - | - | - |
| Total Net Inter-Fund Transfers | (45,199) | (10,370) | - | (55,569) | (54,291) |
| Remeasurement Gains (Losses) | - | - | - | - | - |
| TOTAL INCREASE (DECREASE) TO FUND BALANCE | \$ - | \$ (10,370) | \$ - | \$ (10,370) | \$ (4,020) |

Attachment 4 - 2018/19 General Operating Fund Budget and
2018/19 Restricted and Endowment Fund Financial Plans
(in thousands of dollars)

| | Restricted and Endowment Funds | | | | | | |
|---|--------------------------------|---------------------------|-----------------|------------------|------------------|------------------|-------------------|
| | 2018/19 | | | | | | 2017/18 |
| | Research and Special | Capital and Capital Trust | Staff Benefits | Trust | Endowment | Total | Fiscal Budget |
| REVENUE | | | | | | | |
| Tuition and Related Fees | \$ - | \$ - | \$ - | \$ - | - | \$ - | \$ - |
| Donations | 500 | 5,500 | - | 9,100 | 13,700 | 28,800 | 37,500 |
| Non-Government Grants | 60,431 | 2,500 | - | - | - | 62,931 | 67,500 |
| Investment Income | - | 4,263 | 530 | 24,400 | - | 29,193 | 33,341 |
| Miscellaneous Income | - | 2,500 | 3,300 | - | - | 5,800 | 5,400 |
| Government Grants: | | | | | | | |
| Education and Training | - | 7,120 | - | - | - | 7,120 | 6,701 |
| Other Province of Manitoba | 32,000 | 15,500 | - | - | - | 47,500 | 55,228 |
| Government of Canada | 65,650 | 25,995 | - | - | - | 91,645 | 112,184 |
| City of Winnipeg | - | - | - | - | - | - | - |
| Sales of Goods and Services | 50 | - | - | - | - | 50 | 300 |
| Ancillary Services | - | - | - | - | - | - | - |
| Total Revenue | 158,631 | 63,378 | 3,830 | 33,500 | 13,700 | 273,039 | 318,154 |
| Total Expenses | 157,147 | 68,237 | 4,325 | 26,565 | - | 256,274 | 259,388 |
| Net Revenue | 1,484 | (4,859) | (495) | 6,935 | 13,700 | 16,765 | 58,766 |
| INTERFUND TRANSFERS | | | | | | | |
| Employee Future Benefits | - | - | - | - | - | - | 130 |
| Benefit Premiums Net of Employer Contributions for Staff Benefits | - | - | 3,300 | - | - | 3,300 | 3,500 |
| Benefit Refunds | - | - | - | - | - | - | (800) |
| Funding of Capital Asset Additions: | | | | | | | |
| Current Year Acquisitions | - | 15,141 | - | - | - | 15,141 | 20,000 |
| Other Funded Projects | - | 10,760 | - | - | - | 10,760 | 12,880 |
| Faculty and Unit Funded Projects | (5,000) | 11,196 | - | - | - | 6,196 | 743 |
| Long Term Debt Repayment | | | | | | | |
| Ancillaries | - | 5,756 | - | - | - | 5,756 | 4,976 |
| Faculties | - | 1,542 | - | - | - | 1,542 | 1,542 |
| Unit Capital Development Assessment | - | 5,725 | - | - | - | 5,725 | 5,549 |
| Student Contributions for Technology | - | 3,104 | - | - | - | 3,104 | 2,834 |
| Other | - | 1,339 | - | - | - | 1,339 | 593 |
| Student Contribution to University Development Fund | - | - | - | 820 | 275 | 1,095 | 955 |
| Scholarships, Bursaries & Prizes | | | | | | | |
| Faculty and Unit Funded | - | - | - | 1,345 | 100 | 1,445 | 1,717 |
| Centrally Funded | - | - | - | 7,454 | 52 | 7,506 | 5,771 |
| Other Net Transfers | - | - | - | (2,000) | 2,000 | - | (1,567) |
| Overhead Recoveries | (5,877) | - | - | - | - | (5,877) | (5,750) |
| Funding of General Operating Expenses | (2,093) | - | - | (6,808) | - | (8,901) | - |
| Net Change in Unit Carryover | - | - | - | - | - | - | - |
| Funding of Research Projects | 9,638 | - | - | (2,200) | - | 7,438 | 1,218 |
| Transfers to Provisions: Specific Projects | | | | | | | |
| Faculty and Unit Funded | - | - | - | - | - | - | - |
| Vacation and Sick Leave Liability | - | - | - | - | - | - | - |
| Total Net Inter-Fund Transfers | (3,332) | 54,563 | 3,300 | (1,389) | 2,427 | 55,569 | 54,291 |
| Remeasurement Gains (Losses) | - | - | 4,000 | 6,855 | 15,995 | 26,850 | 25,200 |
| TOTAL INCREASE (DECREASE) TO FUND BALANCE | \$ (1,848) | \$ 49,704 | \$ 6,805 | \$ 12,401 | \$ 32,122 | \$ 99,184 | \$ 138,257 |

Attachment 4 - 2018/19 General Operating Fund Budget and
2018/19 Restricted and Endowment Fund Financial Plans
(in thousands of dollars)

| | All Funds | | | |
|---|--------------------|--------------------------------|------------------|-------------------|
| | 2018/19 | | 2017/18 | |
| | General Funds | Restricted and Endowment Funds | Total All Funds | Fiscal Budget |
| REVENUE | | | | |
| Tuition and Related Fees | \$ 182,145 | \$ - | \$ 182,145 | \$ 168,181 |
| Donations | 1,554 | 28,800 | 30,354 | 39,855 |
| Non-Government Grants | 6,379 | 62,931 | 69,310 | 73,267 |
| Investment Income | 7,627 | 29,193 | 36,820 | 37,574 |
| Miscellaneous Income | 6,685 | 5,800 | 12,485 | 11,092 |
| Government Grants: | | | | |
| Education and Training | 352,602 | 7,120 | 359,722 | 362,910 |
| Other Province of Manitoba | 27,665 | 47,500 | 75,165 | 83,174 |
| Government of Canada | 9,647 | 91,645 | 101,292 | 121,040 |
| City of Winnipeg | 51 | - | 51 | 51 |
| Sales of Goods and Services | 31,328 | 50 | 31,378 | 32,181 |
| Ancillary Services | 38,241 | - | 38,241 | 36,972 |
| Total Revenue | 663,924 | 273,039 | 936,963 | 966,297 |
| Total Expenses | 618,725 | 256,274 | 874,999 | 857,260 |
| Net Revenue | 45,199 | 16,765 | 61,964 | 109,037 |
| INTERFUND TRANSFERS | | | | |
| Employee Future Benefits | - | - | - | - |
| Benefit Premiums Net of Employer Contributions for Staff Benefits | (3,300) | 3,300 | - | - |
| Benefit Refunds | - | - | - | - |
| Funding of Capital Asset Additions: | | | | |
| Current Year Acquisitions | (15,141) | 15,141 | - | - |
| Other Funded Projects | (10,760) | 10,760 | - | - |
| Faculty and Unit Funded Projects | (6,196) | 6,196 | - | - |
| Long Term Debt Repayment | | | | |
| Ancillaries | (5,756) | 5,756 | - | - |
| Faculties | (1,542) | 1,542 | - | - |
| Unit Capital Development Assessment | (5,725) | 5,725 | - | - |
| Student Contributions for Technology | (3,104) | 3,104 | - | - |
| Other | (1,339) | 1,339 | - | - |
| Student Contribution to University Development Fund | (1,095) | 1,095 | - | - |
| Scholarships, Bursaries & Prizes | | | | |
| Faculty and Unit Funded | (1,445) | 1,445 | - | - |
| Centrally Funded | (7,506) | 7,506 | - | - |
| Other Net Transfers | - | - | - | - |
| Overhead Recoveries | 5,877 | (5,877) | - | - |
| Funding of General Operating Expenses | 8,901 | (8,901) | - | - |
| Net Change in Unit Carryover | - | - | - | - |
| Funding of Research Projects | (7,438) | 7,438 | - | - |
| Transfers to Provisions: Specific Projects | | | | |
| Faculty and Unit Funded | - | - | - | - |
| Vacation and Sick Leave Liability | - | - | - | - |
| Total Net Inter-Fund Transfers | (55,569) | 55,569 | - | - |
| Remeasurement Gains (Losses) | - | 26,850 | 26,850 | 25,200 |
| TOTAL INCREASE (DECREASE) TO FUND BALANCE | \$ (10,370) | \$ 99,184 | \$ 88,814 | \$ 134,237 |

**Attachment 5 - 2018/19 Capital Spending Estimate
(in thousands of dollars)**

| | Preliminary 2018-19 | Projection 2017-18 |
|---|--------------------------------|-------------------------------|
| Infrastructure Renewal Projects: | | |
| Fire/Life Safety | 2,500 | 2,000 |
| Asbestos | 1,500 | 1,400 |
| Building Envelope | 2,500 | 1,300 |
| Sewers & Water | | 1,106 |
| Heating, Ventilation and Air Conditioning | 1,500 | 108 |
| Other Projects | 4,000 | 1,086 |
| Miscellaneous Capital Projects | 3,020 | 3,020 |
| Major Capital Projects: | | |
| SmartPark Innovation Hub Building - Strategic Investment Fund | 34,000 | 8,500 |
| Churchill Marine Observatory Building Construction/Canadian Foundation for Innovation | 16,956 | 7,479 |
| Engineering Innovation Centre - Strategic Investment Fund | 19,942 | 6,800 |
| Campus Day Care Addition | 1,671 | 1,365 |
| Tache Hall Redevelopment & Addition | | 1,043 |
| Saunderson Street Renewal and Primary Dike Stabilization | 750 | |
| Faculty of Agriculture Functional Programming and Study of Expansion of Richardson Centre for Functional Foods and Nutraceuticals to relocate the Dairy Pilot Plant | 250 | |
| Renovations: | | |
| Teaching Lab Renewal | | 5,000 |
| Classroom & Learning space upgrades | 6,000 | 3,500 |
| Chown L100 & L200 upgrade | | 3,850 |
| Administration building L100 & L200 | 400 | 2,585 |
| Glenlea Revitalization | 1,700 | 1,830 |
| Max Bell - Fieldhouse upgrade | | 1,257 |
| CCTV Renewal Project | 500 | 560 |
| T-Bldg Decanting/Demolition | | 450 |
| Max Bell - Lighting | | 368 |
| University College Window Replacement | 2,515 | 286 |
| Music Building - Centre for Advancement of Teaching and Learning | | 122 |
| Fort Garry Campus-Wayfinding Signage | 1,055 | 55 |
| Albert Cohen Library Renovation | | 50 |
| Other Projects (Faculty or Unit Funded) | 2,600 | 6,000 |
| Gross Anatomy Lab Renovations | 4,260 | |
| Renovation of Allen Building | 2,700 | |
| Brodie - Student Health Clinic Renovation | 2,000 | |
| International College of Manitoba / Extended Education Renovation | 1,735 | |
| University Centre-Washroom Renovation (1 & 2) | 1,000 | |
| Renovation of Research Labs in Buller and Duff Roblin | 1,000 | |
| Fletcher Argue - Arts Office Renovation | 575 | |
| Art Lab - School of Art Renovation/Furnishings | 507 | |
| Bannatyne Dining Services Renovation | 1,500 | |
| University Centre Rm 500 - Faculty of Graduate Studies Renovation | 500 | |
| Redevelopment of Machray Hall - Graduate and Undergraduate Study Spaces | 250 | |
| Duff Roblin - W216 Renovation | 200 | |
| Space Optimization Projects | 500 | |
| Machray Room 200-Office Renovation | 425 | |
| Redevelopment of Machray Hall (Math and Statistics Faculty and Staff Offices) | 400 | |
| Centre for the Advancement of Teaching and Learning | 350 | |
| ICU and Primary Care Simulation Suites - Apotex Building | 100 | |
| Operating - Equipment, Library Acquisitions, Furniture, Construction | 15,141 | 21,500 |
| Capital Research - Canadian Foundation for Innovation, Research Equipment, Construction | 8,000 | 9,315 |
| Total | 142,729 | 91,935 |



AGENDA ITEM: Use of Copyright Protected Materials Policy

RECOMMENDED RESOLUTION:

That the Board of Governors approves the new Use of Copyright Protected Materials Policy effective upon approval of the Board.

Action Requested: Approval Discussion/Advice Information

CONTEXT AND BACKGROUND:

The University of Manitoba does not have a policy respecting the use of copyright protected materials. The need for this policy has been identified to provide clarity to the University Community while navigating the changing copyright landscape.

The *Copyright Act* is undergoing a review and the recent Federal Court decision in *Access Copyright v. York University* (currently under appeal) has created uncertainty surrounding standard copying practices used by Canadian universities without Access Copyright licences. Since the University of Manitoba is operating without an Access Copyright licence and changes to the *Copyright Act* may be pending, a University-wide policy setting out the legal obligations and expectations of University Community members is necessary to provide a compliance framework.

The Policy will:

- highlight the types of educational materials and advice available to the University Community respecting copyright;
- promote and ensure compliance with the *Copyright Act*;
- provide clarity for the University Community regarding copyright; and
- limit potential legal liability of the University for copyright infringement through due diligence.

The Policy maintains the University's commitments to the advancement and preservation of knowledge and to ethical behavior and integrity. Additionally, the Policy supports the University's Intellectual Property Policy, the UM Copyright Guidelines, and compliance with the federal *Copyright Act*.

RESOURCE REQUIREMENTS:

The Copyright Office will provide the resources required to implement and maintain the Use of

Copyright Protected Materials Policy. There is no significant change in resource allocation anticipated in the execution and support of the Policy.

CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:

The Policy will support the University's planning relating to quality teaching and excellence in research, scholarly work, and other creative activities by providing a copyright compliance framework for the University Community as a whole.

IMPLICATIONS:

This Policy will mitigate the potential of legal or reputational issues arising from improper use of copyright protected materials at the University by outlining the responsibilities of the University Community.

ALTERNATIVES:

N/A




CONSULTATION:

The Copyright Office consulted with the Libraries, IST, the Centre for the Advancement of Teaching and Learning, the Bookstore, the Provost and Vice-President (Academic), the Provost, Vice-President (Research and International), and members of the Copyright Advisory Committee in the development of this policy. UMFA and CUPE have both reviewed the policy and have not raised any objections to its contents.



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>March 26, 2018</u> |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |  | <u>March 26, 2018</u> |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> |  | <u>March 20, 2018</u> |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | FAHR | May 8, 2018 |
| <input type="checkbox"/> | <input type="checkbox"/> | | |

Naomi Andrew, Director & General Counsel

Submission prepared by:

Submission approved by:

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

Attachments

- Use of Copyright Protected Materials Policy

UNIVERSITY OF MANITOBA POLICY

| | |
|---------------------------------------|---|
| Policy: | Use of Copyright Protected Materials |
| Effective Date: | |
| Revised Date: | |
| Review Date: | |
| Approving Body: | Board of Governors |
| Authority: | <i>The University of Manitoba Act</i> |
| Responsible Executive Officer: | Provost and Vice-President (Academic) |
| Delegate: (If applicable) | |
| Contact: | General Counsel |
| Application: | All Students, Employees, and all individuals holding an academic appointment (even if unpaid), academic staff, teaching staff, researchers, administrative and other staff, all employee groups, post-doctoral fellows, adjunct appointments, nil-salaried appointments, senior scholars, and professor emeriti are responsible for complying with this Policy. |

Part I Reason for Policy

- 1.1 The University of Manitoba is committed to compliance with all legislation related to the use of Copyright Protected Materials. Copyright Infringement is a serious offence which may lead to significant legal, reputational, and financial consequences for the University. This Policy aims to:
- (a) Highlight educational materials and advice available to the University Community respecting the legal use of Copyright Protected Materials.
 - (b) Promote and ensure compliance with the *Copyright Act* (Canada) and respect for the rights of Copyright holders.
 - (c) Provide clarity regarding the responsible use of Copyright Protected Materials.

- (d) Limit the potential legal liability of the University for Copyright Infringement through a continued exercise of due diligence.

Part II Policy Content

Policy Statement

- 2.1 The Act, this Policy and UM Copyright Guidelines, govern the use of Copyright Protected Materials. All members of the University Community are expected to stay informed of relevant federal law, and if engaged in using Copyright Protected Materials, must abide by the Act and follow the requirements outlined in this Policy. Members of the University Community using Copyright Protected Materials must demonstrate integrity and ethical behavior by ensuring the use is authorized, providing proper attribution, and refraining from Copyright Infringement. Failure to comply with the Act is a violation of federal legislation.
- 2.2 The Copyright Office is available to provide additional information, clarification, assistance and advice in relation to Copyright compliance.

Definitions

- 2.3 The following terms have the following defined meanings for the purpose of this Policy and any Procedures:
 - (a) “**Act**” means the *Copyright Act* (R.S.C., 1985, c. C-42) as amended from time to time.
 - (b) “**Copyright**” means the rights described in the *Copyright Act* (Canada), as amended from time to time.
 - (c) “**Copyright Infringement**” means a violation of the Copyright owner’s rights outlined in the Act, as amended from time to time.
 - (d) “**Copyright Protected Materials**” means original literary, dramatic, musical and artistic works, performances, communication signals and sound recordings, in any media (whether electronic or non-electronic), capable of Copyright protection under the Act.
 - (e) “**UM Copyright Guidelines**” means the detailed informational guidelines, as revised from time to time, provided by the Copyright Office for the University Community to follow respecting Copyright concepts, including: fair dealing, exemptions in the *Copyright Act*, library licences, digital locks, infringement, permission, attribution, modifying, the public domain, and other relevant Copyright topics. The UM Copyright Guidelines can be found at: http://umanitoba.ca/copyright/copyright_basics.html.

- (f) **“University Community”** means all students, employees, and all individuals holding an academic appointment (even if unpaid), academic staff, teaching staff, researchers, administrative and other staff, all employee groups, post-doctoral fellows, adjunct appointments, nil-salaried appointments, senior scholars, and professor emeriti.

Scope

- 2.4 This Policy applies to the use of all Copyright Protected Materials by all members of the University Community.

Use of Copyright Protected Materials

- 2.5 Individuals and groups subject to this Policy will only use Copyright Protected Materials when:
 - (a) the use is permitted under the *Copyright Act* (Canada) and the UM Copyright Guidelines;
 - (b) the University has a licence with terms that permit the proposed use of the Material;
 - (c) permission has been obtained from the Copyright owner(s); or
 - (d) the Material is designated as open access or freely available through a Creative Commons licence or other similar notice.

Violation

- 2.6 It is a violation of this Policy to use Copyright Protected Materials except as described above.
- 2.7 If it is determined that a violation of this Policy has occurred, appropriate remedial action shall be taken by the University. Remedial action will emphasize violation prevention through education about the legal acquisition and use of Copyright Protected Materials, however, in the event of repeated and/or egregious violations of this Policy, such action may include disciplinary action, which will be implemented pursuant to and in accordance with the relevant collective agreement, University policies or by-laws.

Responsibilities of the University

- 2.8 The University, through its Copyright Office or otherwise, will make information pertaining to Copyright widely available, and will offer Copyright advice and Copyright information sessions.
- 2.9 The University may review course content for Copyright compliance.

Responsibilities of the University Community

- 2.10 Members of the University Community will stay informed of federal Copyright legislation and the UM Copyright Guidelines, and take reasonable steps to ensure that their use of Copyright Protected Materials complies with the Act and UM Copyright Guidelines.
- 2.11 Members of the University Community will consult with the Copyright Office, or other staff as determined by the University, for guidance prior to using Copyright Protected Materials if they are unclear whether their intended use of materials is in compliance with the Act and UM Copyright Guidelines.

Part III Accountability

- 3.1 The Office of Legal Counsel is responsible for advising the Responsible Executive Officers that a formal review of this Policy is required.
- 3.2 The Responsible Executive Officers are responsible for the implementation, administration and review of this Policy.

Part IV Authority to Approve Procedures

- 4.1 The Provost and Vice-President (Academic) 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 .
- 5.2 In the interim, this Policy may be revised or repealed if:
 - (a) the Responsible Executive Officers or Approving Body deem 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, if applicable, shall be reviewed as soon as possible in order 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) The *Copyright Act* R.S.C., 1981, c. C-42
 - (b) UM Copyright Guidelines
 - (c) Intellectual Property Policy
 - (d) Use of Computer Facilities Policy
 - (e) Responsible Conduct of Research – Code of Research Ethics
 - (f) Student Discipline By-Law
 - (g) Textbook and Course Material Ordering Policy and Procedure

PRESIDENT'S REPORT: May 22, 2018

GENERAL

Following an extensive search, the Board of Directors has been named for UM Properties GP Inc., which will be responsible for leading the development of the Southwood lands into a mixed-use, transit-centered neighbourhood. The Board will be chaired by Distinguished Alumni Award recipient Robert (Bob) Silver [BSc/70] and includes Rick Adams [BA/69, LLB/72], David Barnard, Steve Demmings [MCP/78], Bob Ellard [BES/70, MArch/73], Diane Gray [BA/93, MPAdmin/96], and Lynn Zapshala-Kelln. The directors will ensure Southwood Lands' development aligns with the principles articulated in the Visionary (re)Generation Master Plan.

In its 2018 budget, the Provincial Government announced that it would be ceasing to provide health coverage for International Students effective September 1, 2018. Purchasing Services is collaborating with the University of Winnipeg Purchasing Department on the development of a Request for Proposals for International Students' Health Insurance Coverage on behalf of educational institutions in Manitoba.

The Lieutenant Governor of Manitoba has announced the 2018 recipients of the Order of Manitoba, who will be invested into the Order on July 12. The 2018 honourees include a number of University of Manitoba alumni, faculty members and administration:

- Dr. Cheryl Rockman-Greenberg, Distinguished Professor, Pediatrics & Child Health and Distinguished Professor, Biochemistry and Medical Genetics
- Dr. Sarah Israels, renowned pediatric hematologist/oncologist [M.D./1979]
- William Loewen, distinguished business leader and philanthropist [C.A./1954]
- Dr. Grant N. Pierce, cardiovascular medicine researcher [Ph.D./1983]
- Jacqueline Blay, award-winning francophone historian [M.A./1987, Cert.Trad.2003]
- Dr. David Barnard, University of Manitoba President and Vice-Chancellor
-

The University of Manitoba surpassed its 2017/2018 cumulative campaign goal and is on track to meet its 2018/2019 campaign benchmark. The last Front and Centre Campaign total, reported on December 8, was \$456,925,065. The University also ended the 2017/2018 fiscal year with 18.6% alumni participation and are on track to meet the alumni participation goal of 20% by the end of the 2018/2019 fiscal year.

On May 11, 2018 the University announced that it accepted the decision of the Manitoba Labour Board that the University should have shared the government's salary mandate sooner than it did during the 2016 negotiations with the University of Manitoba Faculty Association (UMFA). Though the University thought at the time it was acting in the best interests of UMFA members and the institution by continuing the dialogue with government, it is understood that the decision to do so was wrong, and the University has apologized. Each affected member of UMFA will receive a remedy payment of \$2,000.00 in an upcoming pay period; UMFA also will receive a \$2,000.00 payment in accordance with the Manitoba Labour Board ruling.

ACADEMIC MATTERS

- Sheryl Zelenitsky, college of pharmacy, received the Canadian Society for Hospital Pharmacists Manitoba Branch Award of Excellence.
- The Canadian Association for Medical Education (CAME) presented a 2018 Certificate of Merit Award to Dr. Michael West, surgery, for his “exemplary teaching, leadership and advocate for professionalism.” Dr. Aviva Goldberg, pediatrics and child health, also was awarded a 2018 Certificate of Merit Award for her “passionate teaching and co-developed professionalism, reflection/resiliency and medical humanities curricula.”
- Johise Namwira, women’s and gender studies program student, was awarded the 2018 Summer Internship with Federal Minister of Status of Women in Ottawa, Ontario.
- Maria Gheorge and Dan Chobrak, political studies’ students, have been selected to attend the United Nations Intensive Summer Program at Seton Hall in New York City June 4-8.
- Two medical researchers who recently earned doctorates at the University of Manitoba have been selected to network with Nobel laureates at a prestigious global scientific conference. Rushita Bagchi, physiology student, and Forough Khadem immunology student, are among 600 scientists under the age of 35 chosen to participate in the Lindau Nobel Laureate Meeting in Germany from June 24-29.
- The faculty of agricultural and food sciences mentorship program for women held their final networking event of the 2017-18 year on March 26. In its inaugural year, the program matched 40 mentors and 20 university students to celebrate women helping women in science, technology, engineering, math (STEM) careers.
- Representatives from the University of Manitoba attended a gala dinner and dance held on April 21 marked the 30th anniversary of the St. Boniface Hospital Albrechtsen Research Centre. The event, recognized three decades of partnership between The University of Manitoba and St. Boniface Hospital.
- On April 25, a midday Pop-up Social in the Brodie Centre Atrium was held to kick off the drive for volunteers and donations for this year’s Habitat for Humanity build project. The 2018 build project, titled Key to Health, marks the fourth partnership between the University of Manitoba and Habitat for Humanity Manitoba to construct a home for purchase by a family. The building will take place from June 4-15.

RESEARCH MATTERS

- On March 29, the Government of Canada announced the complete list of Canada 150 (C150) Research Chairs: the University of Manitoba was awarded the C150 Chair in Sea Ice-Climate Coupling for seven years, receiving \$7 million in funding. Dr. Julienne Stroeve (Environment and Geography) is the chair holder who begins her chair September 1, 2018. Stroeve comes from the

University College London. Her new research program will advance the University of Manitoba’s and Canada’s, reputation as a global centre of excellence in arctic system science.

Stroeve will use satellite and ground-based data, Inuit Traditional Knowledge, community monitoring, and climate models to improve our understanding of how changes in sea ice impact climate, which then impacts sea ice in new ways, which impacts climate, and on and on. Her study of this “sea ice-climate coupling” will provide a key bridge to understanding how the Arctic affects the climate and hydrology of southern Canada. Throughout her research program, Stroeve will work with numerous regional and national Inuit and Cree organizations, and benefit from the expertise of Indigenous field investigators.

- On April 11, the recipients of the 2017 Terry G. Falconer Memorial Rh Institute Foundation Emerging Researcher Awards and the 2017 Dr. John M. Bowman Memorial Winnipeg Rh Institute Foundation Award were honoured at an awards ceremony, lecture and reception. The Falconer Awards are awarded to academic staff members who are in the early stages of their careers and who display exceptional innovation, leadership and promise in their respective fields. The recipients were:
 - Applied Sciences – Dr. Robert Duncan (Plant Science), Dr. Yang Wang (Computer Science)
 - Health Sciences – Dr. Nathan Nickel (Community Health Sciences/Manitoba Centre for Health Policy)
 - Humanities – Dr. Mary Shariff (Law)
 - Interdisciplinary – Dr. Ehsan Khafipour (Animal Science/Medical Microbiology and Infectious Diseases)
 - Natural Sciences – Dr. David Herbert (Chemistry)
 - Social Sciences – Dr. Robert Mizzi (Education).

The 2017 Dr. John M. Bowman Memorial Winnipeg Rh Institute Foundation Award recipient is Professor Peter Kulchyski (Native Studies) and co-director of the SSHRC funded Canadian Consortium on Performance and Politics in the Americas research project. A public lecture was held following the awards presentation entitled: Bush Ethics: Decolonizing the University. Kulchyski is a role model for scholars who are working at the cross-roads of sociology, history, and cultural studies and aspire to combine a passionate commitment to social justice causes with high-level scholarship.

- The Honourable Kirsty Duncan, Minister of Science and Minister of Sport and Persons with Disabilities recently announced \$1,328,603 million for seven research infrastructure projects at the University of Manitoba. The funding is provided through the Canada Foundation for Innovation’s John R. Evans Leaders Fund (JELF), which allows researchers from around the country to carry out groundbreaking research in world-class facilities.

The recipients are:

| PI | Title | Awarded |
|--|---|-----------|
| Burgess, Jacob (Physics and Astronomy) | Atomically resolved dynamics of emergent quantum states and strongly correlated materials | \$160,000 |
| Cha, Young Jin (Civil Engineering) | Autonomous structural health monitoring using UAV and deep learning | \$156,066 |

| | | |
|---|--|-----------|
| Fraser, Kevin (Biological Sciences) | Migration research on the move: using new technologies to track animal movement | \$150,396 |
| Kindrachuk, Jason (Medical Microbiology) | Establishment of a high-throughput molecular dynamics facility | \$231,724 |
| Siddiqui, Tabrez (Physiology) | Infrastructure enabling quantitative analyses of neuronal circuit activity and integrity in health and disease | \$160,000 |
| Jonathan Singer (Kinesiology & Recreation Management) | Neuromechanical mechanisms of age-related instability during walking | \$156,765 |
| Yang, Chengbo (Animal Science) | Nutritional biochemistry laboratory for sustainable livestock production | \$157,652 |
| Zhu, Guo-zhen (Mechanical Engineering) | In-situ temperature-controlled nano-mechanical testing in transmission electron microscopes | \$156,000 |

- A celebration on April 11, hosted by President Barnard, was held to mark the 2018 graduating international students at the University of Manitoba. The annual President’s Reception for Graduating International Students, which started as a tradition 14 years ago, is intended to specifically recognize the contributions of international students. During their time at the University of Manitoba, international students—who make up 17.9 per cent of the University student body—do cutting edge research, teach courses, volunteer countless hours for a wide variety of programs, share their culture and language, and bring new perspectives to the way we teach, research, and do service at this institution.
- On April 18, the University of Manitoba hosted the Sanofi Biogenius Canada (SBC) Manitoba competition. SBC is a national science research competition open to high school students from local schools who vie for a chance to go to the national SBC event in Toronto, ON in May. Jacob Harvey, a Grade 12 student from Grant Park High School, earned top honours for his research project examining the production of biodegradable, environmentally friendly plastic, which was realized with the support of mentor Professor Nazim Cicek (Biosystems Engineering). Winners of all eight regional SBC competitions will present their work to a panel of Canada’s pre-eminent scientists for a chance at winning the top prize: \$5,000 and a place at the 2018 International BioGENEius Challenge in Boston this coming June.
- Fifty-two research projects led by twenty-six investigators were awarded a total of \$1,382,978. Those projects awarded more than \$25,000 are:

| PI | Sponsor | Title | Awarded |
|-------------------------------------|------------------------|---|----------|
| Cardona, Silvia (Microbiology) | Cystic Fibrosis Canada | Determining and exploiting the target and mechanism of action of a novel cell division inhibitor against antibiotic-resistant pathogens | \$30,000 |
| Davoren, Gail (Biological Sciences) | NSERC | The ecology of forage fish species and interactions with marine predators | \$96,456 |

| | | | |
|---|--------------|--|-----------|
| Higgins, Scott (Biological Sciences) | Mitacs Inc. | Photons to fish (PHISH): Ecosystem indicators of fish productivity | \$53,333 |
| Komenda, Paul (Internal Medicine) | CIHR | Dialysis strategies in Manitoba: Creating a sustainable future | \$97,350 |
| Kordi, Behzad (Electrical and Computer Engineering) | NSERC Engage | Partial discharge detection and analysis in motor winding under variable frequency and air pressure | \$25,000 |
| Maghoul, Pooneh (Civil Engineering) | NSERC Engage | Material characterization of the pavement structure using FWDT, a non-destructive testing technique | \$25,000 |
| Major, Arkadij (Electrical and Computer Engineering) | NSERC Engage | Fiber-based frequency conversion of near-infrared lasers for efficient generation of terahertz (THz) | \$25,000 |
| Tomy, Gregg (Chemistry) | NSERC Engage | Simultaneous determination of compounds in Cannabis by liquid chromatography tandem mass spectrometry | \$25,000 |
| Woodgate, Roberta (Nursing) | CIHR | Putting children first: Delivering quality and cost-effective mental health services to children and youth living in First Nations Communities | \$100,000 |
| Zarychanski, Ryan (Internal Medicine) | CIHR | Integrating clinical data systems to demonstrate improvements in the performance, reach, and value of Manitoba's healthcare system | \$100,000 |

ADMINISTRATIVE MATTERS

- The University of Manitoba celebrated Earth Day on April 20. The Office of Sustainability hosted events at the Fort Garry and Bannatyne campuses designed to raise awareness about sustainability issues and the effects of personal choices. Each event featured environmental trivia questions for staff, students and visitors. Prizes included seedlings, wild flower seeds, reusable coffee mugs or stainless steel utensil kits. In total, over 300 people attended the Earth Day events.
- The Office of Sustainability, in partnership with Residence Life, implemented a residence move out campaign to help redirect reusable goods from the waste stream. The program included an orientation for Resident Advisors, collection bins and an information campaign. Diversion rates doubled from the previous year with over 4000 lbs. (1814 kg) of materials collected during the April move-out period. Clothing, household items and usable electronics were directed to a Winnipeg non-profit organization and food items were redirected to the University Food Bank.

- During the fall and winter semesters, the Office of Sustainability in partnership with the Graduate Students Associated hosted six film series (“Green Flicks”) that provide insight into local, national and global sustainability issues.
- The Campus Planning Office recently completed an inventory of all interior spaces owned or leased by the University. 20,880 rooms are included in the inventory, providing detailed room data that supports space planning, design and construction, and operations and maintenance; all within the Facilities portfolio under the Associate Vice-President (Administration). Room data included in the inventory includes room identification information, function, area, and unit allocation data. Space allocation data supports budget planning by providing space allocation for each unit as an input into the University’s Budget Model.
- The Respect the Goose Campaign is receiving positive results and the campus community is embracing the approach. There is an interactive map on the site that is being used to communicate active nesting pairs. Although not all hazing techniques were initially established, the majority of problem locations have been avoided.
http://umanitoba.ca/campus/physical_plant/wildlife_plan.html
- Flood precautions are in place and the campus is in flood watch. Pump house #5 gate was closed and pumps put in automatic. Flood Station #1 requires calibration that is being worked on. Outfall #2 has collapsed and has been temporarily repaired to allow for pumping to occur over the dyke. Currently there are no additional concerns identified and no negative impacts are expected from the Red River levels this year.
- *Geodetic Metric*, the University of Manitoba electrical grid has experienced several issues over the past few months, including two major power outages on February 22, 2018 and April 1, 2018. A short, medium, and long-term strategy is being developed to address the issues:
 - Short-term involves repair of the existing electrical mains which are only 20 years old;
 - Medium term is to review and replace the problematic electrical lines in the next 12 months; and
 - Long term is to implement the MB Hydro Reservicing Project with our utility partner.
- On April 20th Jackie Gruber along with the Associate Dean of Professionalism of the College of Medicine and members of the Ongomiizwin Indigenous Institute of Health and Healing, facilitated a “Dialogue on Racism in the Learning Environment” at the Rady Faculty of Health Sciences. This event was organized in response to a group of students who identified to the Dean of the College of Medicine the need for a firm commitment to a racism-free learning environment, a shift in the organizational culture, and a clear plan of action. The event began with a panel of students who shared their experiences, a brief overview of current policies/processes, and then a facilitated dialogue that will assist with the creation of an action plan.
- As the issues related to respectful work and learning environments and sexual assault evolve, and societal expectations change, the number and complexity of formal complaints received under the RWLE and Sexual Assault Procedure is increasing. The need for additional guidelines to support the response to formal complaints received under the RWLE and Sexual Assault procedure has been identified. In seeking to address this, the Office of Fair Practices & Legal Affairs has engaged Bronson

Consulting to prepare a toolkit that will provide additional guidance on roles and responsibilities; as well as more detailed procedures, timelines, flowcharts, checklists, templates and other tools to assist in addressing and resolving formal complaints.

- Lobbying efforts by the educational sector at Committee meetings regarding the Copyright Act review are ongoing. The University of Manitoba intends to appear at the Winnipeg hearing on May 10th, 2018.
- The information security Policy and Procedure was reviewed by UMFA and changes are required before it can be presented to the Board.
- Parking Services completed testing of Automated License Plate Recognition (ALPR) units in staff parking areas and began patrolling staff parking areas with ALPR vehicles. This is a key step towards full virtual permit parking in staff lots planned for September.
- Our contracted dining services vendor, ARAMARK Canada, was selected as one of the Greenest Employers in Canada 2018. This annual award is sponsored by Mediacorp Canada and measures sustainability initiatives - such as using Marine Stewardship Council certified fish, offering Fair Trade items, and supporting local businesses. (<http://www.canadastop100.com/environmental/>)

EXTERNAL MATTERS

Significant events and activities in the last reporting period include:

- Appearances before the Senate Special Committee on the Arctic by Dr. David Barber (April 16) and Dr. Gary Stern (April 30) are highlighted for Manitoba parliamentarians this month along with the announcement that Dr. Julianne Stroeve is moving to the University of Manitoba as Canada 150 Research Chair.
- The University's Alumni Engagement Working Group continues its work developing an Alumni Engagement Strategy. Meetings with key stakeholders on April 18-20 engaged deans, campus wide alumni staff, Alumni Association Board of Directors, and External Relations leaders to identify strategy priorities and to anticipate implementation.
- On April 23, President Barnard and John Kearsy met with Mayor Brian Bowman to provide updates on University priorities and discuss areas for collaboration. The Mayor presented at the May 10 Distinguished Alumni Awards.
- On April 26, Paul Soubry, Front and Centre Campaign Chair, and John Kearsy met with alumni, donors and prospective donors in Toronto to share information on the Front and Centre Campaign.
- The Spring 2018 issue of UM Today The Magazine was distributed to over 124,000 alumni worldwide; the magazine continues to earn professional recognition, most recently an award from the Canadian Council for the Advancement of Education (CCAEE).

- The University presented to the House of Commons' Standing Committee on Industry, Science and Technology as part of its review of the Copyright Act on May 10.
- Thirty-seven meetings are taking place with faculties and administrative departments on website redesign and migration. To date 16 meetings are completed and feedback is positive and supportive.
- A campaign to share the story of the university's innovative research and exceptional students launched April 28. The integrated campaign features graduate student finalists of this year's 3MT competition and directs donors to the graduate student support pillar of the Front and Centre Campaign.
- The Distinguished Alumni Awards Celebration of Excellence gala took place on May 10 at the Metropolitan Entertainment Centre. The five outstanding alumni honoured for their achievements at the event hosted by Bison and NFL alumnus, Israel Idonije include:
 - *Lifetime Achievement* **Paul Soubry [BComm(Hons)/84]**
 - *Community Service* **Tina Jones [BEd/89]**
 - *Professional Achievement* **Dr. Lorrie Kirshenbaum [BSc/86, MSc/88, PhD/92]**
 - *Outstanding Young Alumni* **Dr. Shayne Reitmeier [BSc(Maj)/13, MD/17]**
 - *Service to the University of Manitoba* **Jan Lederman [BA/74, LLB/77]**
 The event featured performances by University of Manitoba students from the Desautels Faculty of Music.

Upcoming events and activities include the following:

- Convocation takes place on May 24 at Bannatyne Campus, and June 5 – 8 on the Fort Garry Campus.
- University of Manitoba celebrates Pride Week May 24 – June 3. All are welcome to walk in the June 3 parade.
- A transformational gift announcement is planned for May 29 in the Brodie Centre Atrium, Bannatyne Campus. All are welcome to attend.
- The annual Isbister Legacy Society Luncheon is planned for May 31 to recognize donors who have provided a planned gift to the University.
- On June 1, the University is supporting NCTR's "Imagine a Canada" event and inviting government officials across the country to attend.