

BOARD OF GOVERNORS

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

Tuesday, June 26, 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, June 26, 2018 at 4:00 p.m.

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	AGENDA	<u>Presenter</u>	<u>Page</u>	<u>Est. Time</u>
1.	ANNOUNCEMENTS	Chair		4:00 p.m.
<u>FOR ACTION</u>				
2.	APPROVAL OF THE AGENDA	Chair	2	4:00 p.m.
3.	MINUTES (Open Session)			
3.1	Approval of the Minutes of the May 22, 2018 OPEN Session as circulated or amended	Chair	4	4:00 p.m.
3.2	Business Arising - none	Chair		

4.	UNANIMOUS CONSENT AGENDA	Chair		4:05 p.m.
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If any member of the Board wants to ask a question, discuss or oppose an item that is marked for the consent agenda, the member can have an item removed from the consent agenda by contacting the Secretary of the Board prior to the meeting or by asking that it be removed before the Chair calls for a mover and seconder for the motion to approve or receive, by unanimous consent, the items listed.

4.1 Consent Items from Senate (for approval)

4.1.1	Reports from the Senate Committee on Awards	President		(consent)
	i. Part A (April 3)		12	
	ii. Part B (April 3)		28	
	iii. Part A (May 10)		46	
	iv. Part B (April 10)		62	
4.1.2	Proposed Academic Schedule for 2019 Summer Term	President	69	(consent)

4.2 Consent Items from Senate (for Information)

4.2.1	Implementation of Doctor of Pharmacy (Pharm.D)	President	76	(consent)
4.2.2	Suspension of Admissions to Baccalaureate Program for Registered Nurses (BPRN), Implementation	President	80	(consent)
4.2.3	Annual Report – Status of Academic Program Reviews	President	84	(consent)

4.3 Consent Items from Finance, Administration, & Human Resources (for approval)

4.3.1	Student Referenda	K. Lee	96	(consent)
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NEW BUSINESS

5.	Report from the President	Chair	115	4:10 p.m.
6.	Amendments to Policies relating to the search for and election of the Chancellor and election of Board members to the Chancellor Search Committee	Chair	122	4:15 p.m.

BOARD OF GOVERNORS OPEN SESSION

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	AGENDA	<u>Presenter</u>	<u>Page</u>	<u>Est. Time</u>
7.	FROM AUDIT & RISK MANAGEMENT			
7.1	Annual Financial Report			
7.1.1	Annual Financial Statements	K. Osiowy	137	4:25 p.m.
7.1.2	Audit Results Memo (for information)	K. Osiowy	197	4:40 p.m.
7.1.3	Public Sector Compensation Disclosure	K. Osiowy	229	4:50 p.m.
8.	FROM SENATE			
8.1	Revised Student Discipline Bylaw & Procedure	President	229	4:55 p.m.
8.2	Proposal to Establish a Clinician-Scientist Professorship	President	300	5:05 p.m.
	<u>FOR DISCUSSION</u>			
9.	FROM SENATE			
9.1	Request to Extend Suspension of Admissions B.Sc. Textile Sciences, P.B.Dip. Agrology, and Ph.D. in Cancer Control	President	311	5:10 p.m.
9.2	Suspension of Admissions to B.H.Ecol. in Family Social Sciences	President	318	5:10 p.m.
9.3	Suspension of Admissions to the Integrated B.Mus-B.Ed.	President	334	5:10 p.m.

MOTION TO MOVE TO CLOSED AND CONFIDENTIAL SESSION



UNIVERSITY
OF MANITOBA

**Minutes of the
OPEN Session of the Board of Governors
May 22, 2018**

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

J. Anderson D. Barnard J. Beddoes S. Bonner-Proulx S. Demmings
L. Hyde J. Knysh K. Lee J. Linden J. MacKenzie
H. Kroeker R. Mohammed M. Mollot M. Moshiri
C. Neumann K. Osioy J. Taylor

Regrets: S. Connelly H. Secter M. Silicz

Absent: H. Maxted

Assessors Present: S. Woloschuk

Assessors Absent: M. Hudson

Officials Present: N. Andrew D. Collins C. Davidson S. Foster T. Hay
D. Jayas J. Kearsey G. Martel J. Ristock M. Walc L. Zapshala-Kelln

1. **ANNOUNCEMENTS**

The Chair said that this would be the last meeting for Shona Connelly whose term expires on May 31. He noted that Ms. Connelly was elected by members of the Alumni Association in 2015. He added that Ms. Connelly is unable to be here today and thanked her for her contributions to the Board and to the University. The Chair read a brief statement of appreciation from Ms. Connelly.

The Chair stated that this is the first meeting for Jakob Sanderson, UMSU President and Sarah Bonner-Proulx, UMSU Vice-President (Advocacy). He welcomed them both to the Board.

The Chair congratulated John Anderson on having been re-elected by Senate to the Board of Governors and congratulated Dr. Barnard on having been appointed to the Order of Manitoba.

FOR ACTION

2. **APPROVAL OF THE AGENDA**

It was moved by Dr. Anderson and seconded by Dr. Barnard:
THAT the agenda for the May 22, 2018 meeting be approved as circulated.

CARRIED

3. MINUTES (Open) Session

- 3.1 Approval of the Minutes of the April 17, 2018 Open Session as circulated or amended

It was moved by Mr. Mohammed and seconded by Mr. Demmings:
THAT the minutes of the April 17, 2018 Open session be approved as circulated.

CARRIED

- 3.2 Business Arising - none

FOR RECOMMENDATION

4. FROM FINANCE, ADMINISTRATION, AND HUMAN RESOURCES

- 4.1 2018-2019 Proposed Tuition and Course Fee Submission

Ms. Zapshala-Kelln introduced Gisele Martel, Executive Director, Financial Planning, Mark Walc, University Budget Officer, David Collins, Vice-Provost (Integrated Planning & Academic Programs), and Cassandra Davidson, Academic Program Specialist, who were present to assist with any specific questions from the Committee.

Ms. Zapshala-Kelln said the proposal is to increase tuition fees by the maximum allowable amount of 5.0% plus the Consumer Price Index (CPI) of 1.6% for this year as was set by the provincial government, for a total increase of 6.6%. She noted that the proposal also seeks approval for the restructuring of university-wide Student Service Fees so that they are assessed on a per-term rather than an annual basis, effective Fall 2018.

Ms. Zapshala-Kelln explained that four significant changes resulted from *The Advanced Education Administration Amendment Act (Bill 31)* which was approved by the Legislative Assembly of Manitoba in November 2017:

- a. The limit on annual tuition increases has been raised from CPI to CPI + 5%.
- b. Exceptions to the tuition increase cap on specialized degree programs are no longer allowed.
- c. Course-related fees no longer require government approval and oversight and may be approved by the institution.
- d. The Minister is now permitted to make deductions from the operating grant should average provincial tuition exceed the lowest average tuition west of Manitoba.

Ms. Zapshala-Kelln said that undergraduate and graduate tuition, including graduate continuing fees, are relatively low compared to other provinces. She explained that legislative change was

necessary to bring tuition and fees more in line with other provinces, and noted that, 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.

Ms. Zapshala-Kelln recalled that the Province provided modest increases to the University's base grant and limited increases to tuition and course-related fees to the CPI for several years, which resulted in budget reductions across the University in order to balance the budget and to align resources with the strategic direction. She noted that in 2017/18, the Provincial operating grant funding did not increase and this has now been followed by a 0.9% grant reduction for 2018/19. Ms. Zapshala-Kelln said that, in this context, future years' operating grants are uncertain, so a sustainable future and the ability to invest in appropriate student programming now relies critically on tuition and course-related fee increases. She explained that the revenue from the increase will be approximately \$9.5 million, which will offset the provincial grant reduction and will cover salary and operating cost increases.

Ms. Zapshala-Kelln stated that international student tuition fees will be increased 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. She said the projected increase in tuition, including the differential fee, for an international undergraduate student taking the same course load 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.

With respect to university-wide fees, Ms. Zapshala-Kelln said that they will be restructured so that they are assessed on a per-term basis. She noted that the suite of Student Service Fees includes the Library Fee, the Registration Fee, and the Student Services Fee. She explained that the restructuring will better align the fees to registration in each term, will simplify the technical and administrative requirements for these fees, and will reduce errors in fee assessments. Ms. Zapshala-Kelln said the proposed fee amounts are expected to be revenue neutral. She noted that the expected impact to students is that those registering in only one term will be assessed less under the proposed model, students registering in fall and winter terms will be assessed the same amount under the proposed model, and students registering in all three terms will be assessed more under the proposed model.

Ms. Zapshala-Kelln stated that unit-specific fees were included for information only as they were reviewed and approved by the Provost and Vice-President (Academic) and the Vice-President (Administration), as per the Board's delegation of authority in 1979.

It was moved by Ms. Lee and seconded by Ms. Linden:

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.

Mr. Sanderson spoke against the motion. He acknowledged the difficulties facing the University as a result of the cut in the provincial operating grant, however he noted that the figures on page 20 of the meeting materials show that the increase in revenue resulting from the tuition fee increase is greater than the amount of the cut to the operating grant. He noted his concern that necessary concessions in other places are not being made before a tuition fee increase is requested. He said that the proposed increase would be the highest among post-secondary institutions in western Canada since 2012. He suggested that if a total increase of only 5.0% were implemented it would only require a reduction of \$1.2 million in transfers to capital.

Mr. Neumann said that university-wide fees are of particular concern as most of those fees will affect the graduate students. He noted his understanding that the University must increase revenue, however he said it is unfair to place the majority of that burden on graduate students. He added that graduate students are now required to register for the summer term which also increases their overall costs.

Ms. Bonner-Proulx also spoke against the motion. She said she appreciates the University's efforts to maintain health care coverage for international students. However, she added that with the loss of the provincial tax rebate and an increase in residence fees, the increase in tuition adds to an already significant barrier to accessing post-secondary education. She recommended a total increase of 5% as being more reasonable for students.

Ms. Lee said that she appreciates the comments and concerns expressed and added that she understands these concerns as she herself has paid tuition fees for many years. She reminded the Board that the proposed tuition increase is necessary to catch up from years of tuition freezes and noted that the University must also continually address deferred maintenance.

Dr. Barnard said he appreciates the spirit of the conversation and the care taken by members of the Board in reviewing the budget. He said that inexorable cost increases in all areas, an increased focus on the provision of student services, and the cost of step increases place a great deal of stress on the University. He noted that while the University shares the same costs as peer institutions, it does not share the same amount of revenue.

Mr. Sanderson said that he appreciates the issues discussed. However, he noted that Manitoba has a lower cost of living than other provinces and its faculty members are paid less than at other institutions. He said that international students will find the University of Manitoba less attractive and this may ultimately impact the provincial economy. He commented that the rationale for the increase appears somewhat disingenuous given that it is clear on page 20 of the materials that the proposed increase would have been implemented regardless of the amount of the operating grant.

Mr. Neumann acknowledged the University's need to catch up in tuition rates and he is aware that fees could go up even more in the coming years. He said that although low pay for faculty members and deferred maintenance of infrastructure trouble him, he believes the distribution of the increase is unfair.

In response to a question from Mr. Osiowy, Dr. Ristock said that the assumed enrolment increase of 0.5% is based on enrolment patterns analyzed by the Office of Institutional Analysis. Dr. Barnard added that this is a conservative analysis that is done annually. He noted that it has been fairly accurate over the years.

The motion was CARRIED.

4.2 General Operating Fund Budget 2018-19 and Financial Plans for Restricted and Endowment Funds for 2018-19

Ms. Lee commended the team on the time and effort in developing the new budget model and asked Ms. Zapshala-Kelln and Dr. Ristock to present the budget.

Ms. Zapshala-Kelln stated that the proposed General Operating Fund budget for the year ending March 31, 2019 is based on revenues of \$663,924,000, expenditures of \$618,725,000, and net fund transfers of \$45,199,000 as well as financial plans for Restricted and Endowment Funds with revenue of \$273,039,000 for the year ending March 31, 2019. She reviewed the process and timeline for development of the proposed budget and reminded the Board that the Budget Framework Document was presented on March 20, 2018.

Dr. Ristock said that this is the first year applying the new budget model which is more decentralized than the previous model. She noted a move away from distinctions between baseline and fiscal budgets and noted the three main elements of the budget model:

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.

Dr. Ristock explained the University Fund in greater detail, noting that total funding this year is \$100.8 million, which comes from a tax on allocated tuition and grant revenues from academic units, Investment Income, International College of Manitoba Income, and Ancillary Services overhead. Dr. Ristock explained that this fund is the source of available funds for reallocation to subvent, or subsidize, academic units and invest in the University's strategic priorities. She noted that the majority of the university fund, \$85.2 million, is returned to faculties in the form of subvention which enables leadership to steer the university in a direction that will ultimately benefit the institution as a whole. Ms. Zapshala-Kelln noted that the Asper School of Business requires no subvention which is unique among the faculties. She added that a contingency of \$6.9 million is built into the University Fund because of the degree of uncertainty during the first

year of the new budget model. She added that this contingency fund will be used for investment in strategic priorities if available at year end.

It was moved by Ms. Lee and seconded by Ms. Linden:

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**

Mr. Sanderson said that there are many good aspects to the budget, particularly the University's initiative to assist international students in addressing the lack of provincial funding for health care. He said, however, he will vote against the motion because of the tuition increase called for in the budget.

Mr. Neumann said the Graduate Students' Association is very appreciative of the University's commitment to addressing healthcare funding for international students.

The motion was CARRIED.

4.3 Policy: Use of Copyright Protected Material

Ms. Lee noted that the Finance, Administration, and Human Resources Committee had recommended this policy for approval. Ms. Zapshala Kelln introduced Naomi Andrew who was present to speak to the policy.

Ms. Andrew said that this is a new policy and it speaks specifically to compliance with the Copyright Act. She noted that the University has not renewed the license with Access Copyright and is responsible to have a policy in place that is specifically for the use of copyrighted materials. She said this policy is consistent with other Canadian universities. She explained that the policy sets out the university's responsibilities in relation to copyrighted materials, promotes compliance with the Act, and limits the University's liability. She noted that the policy also sets out the consequences of a breach of the policy.

Ms. Moshiri asked why the license with Access Copyright was not renewed. Ms. Andrew explained that in 2012-13 Access Copyright increased its fee from \$26 per student to \$46 per student. She said this occurred at the same time that the Supreme Court expanded the fair dealing aspect in the use of digital materials. She commented that the price doubled and the value decreased at the same time, which led to this University and others not renewing their license.

In response to a question from Mr. Osiowy, Ms. Andrew said that there is currently good compliance in this area however the two main areas of risk for non-compliance are the online learning management systems and student use.

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

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

CARRIED

FOR INFORMATION

5. NEW BUSINESS

5.1 Report from the President

Dr. Barnard said that the University is a member of Universities Canada, which represents all Canadian universities, as well as the U15, which represents research intensive universities. He said there has been a focus in both groups on conversations with the federal government regarding research. He noted that recent meetings have looked at where to put pressure on the government for research support since greater recognition of the entailments of research is needed.

The President commented that the group of post-secondary presidents in Manitoba collaborates very closely. He said they had met recently with the leadership on the Business Council, which was an opportunity to have a more substantive conversation about how the Business Council can be more supportive of post-secondary education in Manitoba.

Dr. Barnard noted that there have been many different celebrations this spring, including convocation for Agriculture Diploma Students, the Graduation Pow Wow, an Access Program event, and a tenure and promotion event. He added that convocation is still to come and encouraged Board members to try to attend a convocation ceremony.

Mr. Demmings asked about the meeting with the Business Council and whether there was any mention on their part of what might be the next steps, challenges, or opportunities. Dr. Barnard said there had been discussion related to workforce readiness that demonstrated that a more fulsome conversation would be of benefit. He noted that expectations of business are not currently aligned with post-secondary education which trains people for career and for the rest of their lives, not for checklists of specific skills. He said they will continue to meet and flesh out an agenda for a larger conversation.

MOTION TO MOVE TO CLOSED AND CONFIDENTIAL

It was moved by Ms. Linden and seconded by Ms. Lee:

THAT the meeting move into Closed and Confidential Session.

CARRIED

Chair

University Secretary

DRAFT



AGENDA ITEM: Report of the Senate Committee on Awards – Part A
[dated April 3, 2018]

RECOMMENDED RESOLUTION:

THAT the Board of Governors approve seven new offers, fourteen amended offers, and the withdrawal of five offers, as set out in Appendix A of the Report of the Senate Committee on Awards – Part A [dated April 3, 2018].

Action Requested: Approval Discussion/Advice Information

CONTEXT AND BACKGROUND:

At its meeting on April 3, 2018, the Senate Committee on Awards approved seven new offers, fourteen amended offers, and the withdrawal of five offers, as set out in Appendix A of the Report of the Senate Committee on Awards – Part A [dated April 3, 2018].

RESOURCE REQUIREMENTS:

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

IMPLICATIONS:

N/A

ALTERNATIVES:

N/A

CONSULTATION:

These award decisions meet the published guidelines for awards, as approved by Senate. They were reported to Senate for information on May 16, 2018.



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>Senate Committee on Awards</u>	<u>April 3, 2018</u>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<u>Senate Executive</u>	<u>May 2, 2018</u>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<u>Senate</u>	<u>May 16, 2018</u>
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

Submission prepared by: Senate

Submission approved by: University Secretary

Attachments

- Report of the Senate Committee on Awards – Part A [dated April 3, 2018]

REPORT OF THE SENATE COMMITTEE ON AWARDS – Part A

Preamble

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

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

Observations

At its meeting of April 3, 2018, the Senate Committee on Awards approved 7 new offers, 14 revised offers, and the withdrawal of 5 awards, as set out in Appendix A of the *Report of the Senate Committee on Awards – Part A* (April 3, 2018).

Recommendations

On behalf of Senate, the Senate Committee on Awards recommends that the Board of Governors approve 7 new offers, 14 revised offers, and the withdrawal of 5 awards as set out in Appendix A (April 3, 2018). These award decisions comply with the published guidelines of November 3, 1999, and are reported to Senate for information.

Respectfully submitted,

Dr. Phil Hultin

Chair, Senate Committee on Awards

SENATE COMMITTEE ON AWARDS

Appendix A

April 3, 2018

1. NEW OFFERS

Brock and Sophie Bulbuck Youth-In-Care Grant

Brock Bulbuck (B. Comm. (Hons.)/82, C.A. /85) and Sophie Bulbuck (B.Comm. (Hons.)/82) have generously established an endowment fund with an initial gift of \$50,000 at the University of Manitoba in 2017. The purpose of the grant is to provide the opportunity for youth who are or who have been in the care of Child and Family Services in Manitoba to attend post-secondary education. From time to time, a contribution may be made to this award from the Manitoba Scholarship and Bursary Initiative. Beginning in the 2019-2020 academic year, the interest earned on the fund will be used in conjunction with other funds to provide tuition support to eligible undergraduate students who:

- (1) are or will be enrolled full-time (minimum 60% course load) in any undergraduate degree or diploma program at the University of Manitoba in the year in which the award is tenable;
- (2) have a record of satisfactory academic achievement which is defined as:
 - (a) for first year students, a minimum entering average of 70 percent on those courses used for admission;
 - (b) for continuing students, a minimum degree grade point average of 2.0;
- (3) are currently or formerly a youth in care of Child and Family Services in the Manitoba Child Welfare System;
- (4) have demonstrated financial need on the standard University of Manitoba bursary application form.

The grants can be renewed for up to three years provided the recipients:

- (1) remain enrolled full-time (minimum 60% course load) in any undergraduate degree or diploma program at the University of Manitoba;
- (2) continue to maintain a minimum degree grade point average of 2.0;
- (3) continue to demonstrate financial need on the standard University of Manitoba bursary application form.

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

This agreement may be amended by the mutual consent of the donor (or designate) and the University of Manitoba. All such amendments shall be in writing. In the absence of the donor (or designate), and providing all reasonable efforts have been made to consult, the Board of Governors of the University of Manitoba has the right to modify the terms of this award if, because of changed conditions, it becomes necessary to do so. Such modification shall conform as closely as possible to the expressed intention of the donor in establishing the award.

Dr. Antonios Mamandras Scholarship in Graduate Orthodontics

Dr. Antonios Mamandras (M.Sc./1980) established an endowment fund at the University of Manitoba with an initial gift of \$12,500 in 2015. The purpose of the fund is to support a student who has demonstrated leadership, academic and clinical excellence, and significant progress in the graduate

orthodontic program. When funds are available, the Manitoba Scholarship and Bursary Initiative may make a contribution to the award. Each year, beginning in 2020-2021, the available annual income from the fund will be used to offer one scholarship to a student who:

- (1) is enrolled full-time in the Faculty of Graduate Studies, in the second or third year of study in the Master of Science in Orthodontics graduate program offered through the College of Dentistry;
- (2) has achieved above average academic progress in all courses in the graduate orthodontics program, with a minimum “B” grade in all courses from the start of the first year of residency;
- (3) has demonstrated clinical excellence as well as a caring and altruistic attitude towards patients;
- (4) acts in a highly professional manner with fellow students, academic, and support staff;
- (5) has demonstrated significant progress with the M.Sc. (Orthodontics) research project.

Applications for this award will be requested by the Director of the Graduate Orthodontic Program.

The Vice-Provost (Graduate Education) and Dean of the Faculty of Graduate Studies (or designate) will ask the Director of the Graduate Orthodontic Program (or designate) to name the selection committee for this award.

This agreement may be amended by the mutual consent of the donor (or designate) and the University of Manitoba. All such amendments shall be in writing. In the absence of the donor (or designate), and providing all reasonable efforts have been made to consult, the Board of Governors of the University of Manitoba has the right to modify the terms of this award if, because of changed conditions, it becomes necessary to do so. Such modification shall conform as closely as possible to the expressed intention of the donor in establishing the award.

Dr. Patricia Anne Wightman Award for Excellence in Psychiatry

The Department of Psychiatry presents an annual award in honour of Dr. Patricia Wightman (1931–2017), Associate Professor of Psychiatry at the University of Manitoba. The purpose of the award is to recognize excellence in the Psychiatry–Undergraduate Clerkship. Recipients of the award will receive a monetary award of \$1,000 and will have their names engraved on a wall plaque in the Department of Psychiatry. Each year one prize will be offered to the student who:

- (1) has completed at least two years of the Undergraduate Medical Education program at the University of Manitoba;
- (2) has completed an elective in Psychiatry during the academic session to which the award pertains;
- (3) has been accepted to post-graduate studies in the Psychiatry Residency program at the University of Manitoba for the next academic session;
- (4) has demonstrated the following attributes:
 - (a) excellent core knowledge in psychiatry subject areas;
 - (b) exceptional communication skills;
 - (c) a high level of compassion and professionalism in interactions with patients;
 - (d) dedication to the treatment of mental illness;
 - (e) extraordinary potential as a future psychiatrist;
 - (f) leadership within the medical school community.

Students must submit a letter of application (maximum 500 words) outlining how they meet the attributes set out in criterion (4).

The Dean of the Max Rady College of Medicine (or designate) will name the selection committee which will include the Head of the Department of Psychiatry (or designate) and the Undergraduate Coordinator for Psychiatry (or designate).

This agreement may be amended by the mutual consent of the donor (or designate) and the University of Manitoba. All such amendments shall be in writing. In the absence of the donor (or designate), and providing all reasonable efforts have been made to consult, the Board of Governors of the University of Manitoba has the right to modify the terms of this award if, because of changed conditions, it becomes necessary to do so. Such modification shall conform as closely as possible to the expressed intention of the donor in establishing the award.

Dr. Sybil Williams and Dr. Otto Wahl Bursary

In 2017, Dr. Sybil Williams (M.D./1949) generously established an endowment fund at the University of Manitoba with an initial gift of \$30,000. The purpose of the fund is to provide support to students in the Undergraduate Medical Education program in the Max Rady College of Medicine. The donor has set aside \$1,000 of the gift to offer the first bursary in the 2018-2019 academic year. In subsequent years, the available annual income will be used to offer bursaries. Each year, one bursary will be offered to a student who:

- (1) is enrolled full-time in any year of the Undergraduate Medical Education program in the Max Rady College of Medicine;
- (2) is in good standing in the program;
- (3) has demonstrated financial need on the standard University of Manitoba bursary application form.

The Dean of the Max Rady College of Medicine (or designate) will name the selection committee for this award.

The status of the funds will be reviewed from time to time. If the earnings on the fund permit, the number of bursaries offered may be increased, provided that the value of each award will make a significant impact towards the students' educational costs.

This agreement may be amended by the mutual consent of the donor (or designate) and the University of Manitoba. All such amendments shall be in writing. In the absence of the donor (or designate), and providing all reasonable efforts have been made to consult, the Board of Governors of the University of Manitoba has the right to modify the terms of this award, if because of changed conditions, it becomes necessary to do so. Such modification shall conform as closely as possible to the expressed intention of the donor in establishing the award.

Marguerite Wallman Prize of Excellence in STEM Education

In honour of Marguerite Muriel Wallman, an endowment fund was established at the University of Manitoba in 2017. The purpose of the fund is to recognize an Education student who demonstrates excellence and innovation in the area of science, technology, engineering and math (STEM) education. Each year, beginning in the 2019-2020 academic session, the available annual income will be used to offer one prize to an Education student who:

- (1) has successfully met the relevant academic and program requirements of the Bachelor of Education degree in the Faculty of Education;
- (2) has demonstrated excellence and innovation in STEM education, including creative pedagogy, scholarship, leadership, outreach and performance in the practicum classroom, school and/or volunteer activities; and

- (3) has achieved a minimum degree grade point average of 3.0.

To be considered for the Prize, on or before March 31st in any year, students may:

- (1) be independently nominated by a faculty (professor or instructor), faculty advisor (faculty supervisor in the practicum), and/or a cooperating teacher(s) [supervising certified teacher in the practicum classroom] with a letter of nomination; or
- (2) solicit support for their nomination from a faculty, faculty advisor and/or cooperating teacher; or
- (3) solicit support for their nomination from a relevant individual who can speak directly to their experience (e.g., volunteer coordinator, supervisor, etc.).

Letters of nomination and support must directly address the student's demonstrated excellence and innovation in STEM education. Criteria to be considered by the selection committee include, but are not limited to: creativity, innovation, scholarship, leadership, outreach (e.g., STEM related extra-curricular activities in the practicum school or STEM related volunteer work with young people, especially with focus on supporting female), and performance in the practicum classroom and school. In accordance with the donor's wishes, preference will be given to activities and work which supports young women to be successful in the areas of science, technology, engineering and math (STEM).

A Statement of Achievement by the student must either be submitted by the student, or will be requested should they be nominated. The statement should articulate their STEM activities and how they have met the Prize criteria. The Statement of Achievement may include supporting material(s) [e.g., photos or video of STEM lessons/activities, lesson plans].

If the Prize is awarded to a graduating student, then it will be recognized accordingly in the Spring Convocation.

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

This agreement may be amended by the mutual consent of the donor (or designate) and the University of Manitoba. All such amendments shall be in writing. In the absence of the donor (or designate), and providing all reasonable efforts have been made to consult, the Board of Governors of the University of Manitoba has the right to modify the terms of this award if, because of changed conditions, it becomes necessary to do so. Such modification shall conform as closely as possible to the expressed intention of the donor in establishing the award.

Price Scholarships in Engineering

The Price Family will make an annual contribution valued at \$200,000 to the University of Manitoba for a five-year term to offer the Price Scholarships in Engineering. When funds are available, the Manitoba Scholarship and Bursary Initiative may make a contribution to the award. The purpose of the scholarships is to support undergraduate students pursuing studies in the Faculty of Engineering at the University of Manitoba. Beginning in the 2018-2019 academic year, Price Scholarships in Engineering of up to a maximum value of \$5,000 will be offered to undergraduate students who:

- (1) are entering the Faculty of Engineering directly from high school and who enroll full-time (minimum 80% course load); and
- (2) have achieved a minimum 85% average in the courses used for direct entry admission to the Faculty of Engineering,

OR:

- (3) are entering the second, third or fourth year of any program in the Faculty of Engineering and are enrolled full-time (minimum 80% course load); and
- (4) have achieved a minimum degree grade point average of 3.5.

Students receiving more than \$10,000 in total scholarship support in one academic year (including the Price Scholarship) may only hold a Price Scholarship of value that brings total scholarship support to a maximum value of \$10,000. The maximum value of a Price Scholarship is \$5,000.

Each year, \$50,000 will be available for students in each of the first, second, third and fourth years of study in any undergraduate program in the Faculty of Engineering. The selection committee will have the discretion to determine the number and value of scholarships awarded.

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

The donor will contact the Financial Aid and Awards office by no later than March 31 in any year this award will not be offered.

This agreement may be amended by the mutual consent of the donor (or designate) and the University of Manitoba. All such amendments shall be in writing. In the absence of the donor (or designate), and providing all reasonable efforts have been made to consult, the Board of Governors of the University of Manitoba has the right to modify the terms of this award if, because of changed conditions, it becomes necessary to do so. Such modification shall conform as closely as possible to the expressed intention of the donor in establishing the award.

The Wildlife Society-Manitoba Chapter– Annual Conference Travel Award

The Wildlife Society - Manitoba Chapter has established an endowment fund with an initial gift of \$17,000 in 2017 to offer The Wildlife Society - Manitoba Chapter - Annual Conference Travel Award at the University of Manitoba. The Manitoba Scholarship and Bursary Initiative has made a contribution to this award. This award will supply a post-secondary student from any Manitoba institution with funds to attend The Wildlife Society Annual Conference. The purpose of the award is to allow students from Manitoba institutions with an interest in wildlife to present their research, network with other wildlife professionals/students, and encourage long-lasting membership and involvement with The Wildlife Society.

Beginning in the 2018-2019 academic year, the available annual income will be used to offer one scholarship to a student who:

- (1) is enrolled full-time at a Manitoba post-secondary academic institution at the time of submitting their presentation for the conference;
- (2) is a member of The Wildlife Society – Manitoba Chapter Inc. at the time of application;
- (3) is conducting research or has proposed to conduct research on wildlife, fisheries, and/or related habitats;
- (4) agrees to present their original research of the accepted paper or poster at one of the donor's events in the year following the receipt of the scholarship;
- (5) is deemed by the selection committee to have submitted the top research proposal among the award applicants.

In order to be considered for the scholarship, students will be required to submit: (i) a copy of their research proposal, (ii) an application form, and (iii) proof of registration/attendance at a Manitoban postsecondary institution.

The Wildlife Society - Manitoba Chapter will advertise the application, and will collect all application materials. The recipient's name will be announced at one of the donor's annual events and newsletters.

In years when the available annual income can support more than one \$1,000 scholarship, the selection committee will have the discretion to increase the amount of the award, or to offer additional awards. Any unspent revenue from the fund will be re-capitalized.

The selection committee will be named by the Director of Financial Aid & Awards and will include a member of The Wildlife Society - Manitoba Chapter Inc.

This agreement may be amended by the mutual consent of the donor (or designate) and the University of Manitoba. All such amendments shall be in writing. In the absence of the donor (or designate), and providing all reasonable efforts have been made to consult, the Board of Governors of the University of Manitoba has the right to modify the terms of this award if, because of changed conditions, it becomes necessary to do so. Such modification shall conform as closely as possible to the expressed intention of the donor in establishing the award.

2. AMENDMENTS

Clayton H. Riddell Faculty of Environment, Earth, and Resources Direct Entry Admission Scholarships

The following amendments were made to the terms of reference for the Clayton H. Riddell Faculty of Environment, Earth, and Resources Direct Entry Admission Scholarships:

- The preamble was revised to:
The Clayton H. Riddell Faculty of Environment, Earth, and Resources offers up to five annual Direct Entry admission scholarships, to support undergraduate students admitted to the faculty directly from high school. Each year, five scholarships, valued at \$1,000 each, will be offered to undergraduate students who:
- The numbered criteria were revised to:
 - (1) *have graduated from high school with a minimum average of 85% on high school courses considered for admission to the University of Manitoba;*
 - (2) *have met the requirements for the Direct Entry Program Option to the Clayton H. Riddell Faculty of Environment, Earth, and Resources;*
 - (3) *are enrolled full-time (minimum 80% course load) in any undergraduate degree program offered in the Clayton H. Riddell Faculty of Environment, Earth, and Resources in the year in which the scholarship is tenable;*
 - (4) *are amongst the five highest-ranking students admitted to the faculty in the year in which the award is tenable, based on the University of Manitoba's General Entrance Scholarship Program.*
- The tiebreaking statement was altered to read:
In the event of a tie, the scholarship will be offered to the student who has the highest grades in the courses required for direct entry to the Clayton H. Riddell Faculty of Environment, Earth, and Resources.
- The following sentence was added:
The Clayton H. Riddell Faculty of Environment, Earth, and Resources Direct Entry Admission Scholarships can be held concurrently with the Clayton H. Riddell Faculty of Environment, Earth, and Resources Indigenous Direct Entry Scholarship.

- The standard Board of Governors statement was updated.

**Clayton H. Riddell Faculty of Environment, Earth, and Resources
Graduate Entrance Scholarships**

The following amendments were made to the terms of reference for the Clayton H. Riddell Faculty of Environment, Earth, and Resources Graduate Entrance Scholarships:

- The preamble was revised to:
The Clayton H. Riddell Faculty of Environment, Earth, and Resources offers twelve annual entrance scholarships, valued at \$5,000 each. The purpose of the scholarships is to attract outstanding students to graduate programs offered by units in the Faculty. The scholarships will be offered to graduate students who:
- Numbered criterion (2) was revised to:
have achieved a minimum grade point average of 3.5 based on the last 60 credit hours (or equivalent) of study.
- A paragraph about the allocation of awards each year was edited to read:
The Dean, in consultation with the Unit Heads, will allocate the number of scholarships per unit on an annual basis. Unit Heads will forward their unit award nominations to the faculty. The process by which nominations are made is determined by each unit, in order to most effectively attract and support incoming graduate students to their Master's and Doctoral programs.
- The following eligibility information was added:
Recipients of a Graduate Entrance Scholarship at the start of a Master's program are eligible for an award at the start of a Doctoral program, except in the case of students who transfer directly from a Master's to a Doctoral program.
- The title *Vice-Provost (Graduate Education)* was added to the title of the Dean of the Faculty of Graduate Studies
- The standard Board of Governors statement was updated

**Clayton H. Riddell Faculty of Environment, Earth, and Resources
Undergraduate Admission Scholarships**

The following amendments were made to the terms of reference for the Clayton H. Riddell Faculty of Environment, Earth, and Resources Undergraduate Admission Scholarships:

- The preamble was revised to:
The Clayton H. Riddell Faculty of Environment, Earth, and Resources offers up to five annual Direct Entry admission scholarships, to support undergraduate students admitted to the faculty directly from high school. Each year, five scholarships, valued at \$1,000 each, will be offered to undergraduate students who:
- The numbered criteria were revised to:
 - (1) *have completed a minimum of 24 credit hours and a maximum of 60 credit hours of university-level courses;*
 - (2) *are enrolled full-time (minimum 80% course load) in any undergraduate degree program offered in the Clayton H. Riddell Faculty of Environment, Earth, and Resources in the year in which the scholarship is tenable;*

- (3) *are amongst the five highest-ranking students admitted to the faculty in the year in which the award is tenable, based on a minimum degree grade point average of 3.5.*
- The tiebreaking statement was altered to read:
In the event of a tie, the scholarship will be offered to the student who has completed the largest number of higher level courses (2000-level and above).
 - The following sentence was added:
The Clayton H. Riddell Faculty of Environment, Earth, and Resources Undergraduate Admission Scholarships can be held concurrently with the Clayton H. Riddell Faculty of Environment, Earth, and Resources Indigenous Undergraduate Admission Scholarship.
 - The standard Board of Governors statement was updated.

Faculty of Science Graduate Fellowship - Cangene

The following amendments were made to the Faculty of Science Graduate Fellowship – Cangene:

- The title of the award was changed to **Faculty of Science Graduate Fellowship – Emergent BioSolutions.**
- The preamble was revised to include the following:
The new company name, Emergent BioSolutions, was updated. The phrase: “to graduate students in the department(s) that have the greatest need for additional graduate student support, as determined each year by the Faculty of Science” was removed. The following sentence was added: “The available annual interest from the fund will be used to offer one or more fellowships to graduate students who”
- The following paragraph was revised to:
The recipient of the prize will normally be expected to present a seminar in RIOH at a suitable time, in the current award year. The Cell Biology section of RIOH will be responsible for organizing the seminar.
- Criterion (2) was revised to read:
have achieved a minimum grade point average of 3.5 based on the last 60 credit hours (or equivalent) of study
- Vice-Provost (Graduate Education) was added to the Dean of the Faculty of Graduate Studies’ title
- The standard Board of Governors statement was added.

Jeffrey S. Train Athletic Therapy Award

The following amendments were made to the terms of reference for the Jeffrey S. Train Athletic Therapy Award:

- The preamble was revised to:
Jeffrey S. Train offers to provide an annually funded scholarship of \$750 to students in the Bachelor of Kinesiology – Athletic Therapy program in the Faculty of Kinesiology and Recreation Management at the University of Manitoba. The purpose of the scholarship is not necessarily to recognize academic excellence but to recognize those students who show

commitment to excellence in practice. To be eligible for consideration for this scholarship, an undergraduate student must:

- The award value was increased to \$750.
- The numbered criteria were revised to:
 - (1) *must be enrolled full-time (minimum 60% course load), in the year of the award, in the second year or higher in the Bachelor of Kinesiology – Athletic Therapy program, in the Faculty of Kinesiology and Recreation Management;*
 - (2) *must have achieved satisfactory academic standing (a minimum degree grade point average of 2.0);*
 - (3) *must have carried at least 60 percent of a full course-load in the previous year, and must have completed at least the first year of the program in the faculty;*
 - (4) *must have demonstrated the ability to interact positively with co-workers and patients, while applying the academic knowledge of athletic therapy;*
 - (5) *must show a commitment to the university or community-based team to which they are appointed;*
 - (6) *must be a member in good standing of the Manitoba Athletic Therapy Association.*
- The following paragraph was added:

Applicants will be required to submit a statement (maximum 250 words) outlining how they meet criterion (3).
- The standard Board of Governors statement was added.

Jeffrey S. Train Award

The following amendments were made to the terms of reference for the Jeffrey S. Train Award:

- The preamble was revised to:

Jeffrey S. Train offers to provide an annually funded an scholarship of \$750 to students in the Bachelor of Recreation Management and Community Development degree program, in the Faculty of Kinesiology and Recreation Management at the University of Manitoba. The purpose of the scholarship is not necessarily to recognize academic excellence but to recognize those students who show commitment to excellence in practice. To be eligible for consideration for this scholarship, a student must:
- The award value was increased to \$750.
- The numbered criteria were revised to:
 - (1) *must be enrolled full-time (minimum 60% course load) in the second year of study or higher, in the year of the award, in the Bachelor of Recreation Management and Community Development degree program, in the Faculty of Kinesiology and Recreation Management;*
 - (2) *must have achieved satisfactory academic standing (a minimum degree grade point average of 2.0), must have carried at least 60 percent of a full course-load in the previous year, and must have completed at least the first year of the program in the faculty;*
 - (3) *must have demonstrated the ability to interact positively with student peers, while applying the academic knowledge of the profession through community involvement.*

- The following paragraph was added:

Applicants will be required to submit a statement (maximum 250 words) outlining how they meet criterion (3).

- The standard Board of Governors statement was added.

Jeffrey S. Train Bursary

The following amendments were made to the terms of reference for the Jeffrey S. Train Bursary:

- The preamble was revised to:

Jeffrey S. Train offers to provide an annually funded bursary of \$500 to students in the Bachelor of Recreation Management and Community Development (B.R.M.C.D.) degree program of the Faculty of Kinesiology and Recreation Management at the University of Manitoba. To be eligible for consideration for this bursary, an undergraduate student must:

- The award value was increased to \$500.

- The numbered criteria were revised to:

(1) must be enrolled full-time (minimum 60% course load) in the second year of study or higher, in the year of the award, in the Bachelor of Recreation Management and Community Development (B.R.M.C.D.) degree program of the Faculty of Kinesiology and Recreation Management;

(2) must have achieved satisfactory academic standing (a minimum degree grade point average of 2.5);

(3) must have carried at least 60 percent of a full course-load in the previous year, and must have completed at least the first year of the program in the faculty;

(4) have demonstrated the ability to interact positively with student peers, while applying the academic knowledge of the profession;

(5) must have demonstrated high financial need on the standard University of Manitoba bursary application form;

- The selection committee was changed to:

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

- The standard Board of Governors statement was added.

Pharmacists Manitoba and Canadian Pharmacists Benefits Association Award

The following amendments were made to the Pharmacists Manitoba and Canadian Pharmacists Benefits Association Award:

- The term “award” was changed to “prize” throughout the terms of reference.
- The number of prizes was amended from “three” to “up to three”.
- The standard Board of Governors statement was amended.

Richard C. Goulden Memorial Scholarship

The following amendments were made to the terms of reference for the Richard C. Goulden Memorial Scholarship:

- The number of scholarships was revised to:
Each year, the available annual income will be used to offer one or more scholarships to graduate students who:
- The numbered criteria were revised to:
 - (1) *are enrolled full-time in the Faculty of Graduate Studies in a Master's or Ph.D. program at the University of Manitoba;*
 - (2) *have achieved a minimum grade point average of 3.5 based on the last 60 credit hours (or equivalent) of study;*
 - (3) *are members of The Wildlife Society – Manitoba Chapter Inc. at the time of receipt;*
 - (4) *are conducting research or have proposed to conduct research on wildlife and/or their habitats in Manitoba;*
 - (5) *are deemed by the selection committee to have submitted the top research proposal(s) among the award applicants.*
- The following requirement was added:
In order to be considered for the scholarship, students will be required to submit . . . proof of membership in The Wildlife Society.
- The following sentence was added:
The selection committee will determine the number and value of scholarships each year.
- The standard Board of Governors statement was updated.

Roma Zenovea Hawirko Graduate Scholarship

The following amendments were made to the terms of reference for the Roma Zenovea Hawirko Graduate Scholarship:

- One sentence in the preamble was revised to:
Each year, the available annual interest from the fund will be used to offer one research scholarship to a graduate student who:
- Numbered criteria (1) and (2) were revised to:
 - (4) *is enrolled full-time in the Faculty of Graduate studies, in the first four years of any Ph.D. program delivered by a department in the Faculty of Science or the Faculty of Agricultural and Food Sciences;*
 - (5) *has achieved a minimum grade point average of 3.5 (or equivalent) based on the last 60 credit hours of study (or equivalent);*
- The title *Vice-Provost (Graduate Education)* was added to the title of the Dean of the Faculty of Graduate Studies
- The standard Board of Governors statement was updated.

Ruby Samlalsingh Scholarship

The following amendments were made to the terms of reference for the Ruby Samlalsingh Scholarship

- The numbered criteria were revised to:
 - (1) *is Canadian Indigenous (First Nations, Métis, Inuit);*
 - (2) *is enrolled full-time (minimum 80% course load) in a degree program in any faculty, college, or school at the University of Manitoba;*
 - (3) *has achieved either:*
 - a. *as an entering student, a minimum 85% average on the best five courses appearing on the list of acceptable courses for the University of Manitoba General Entrance Scholarship Program; or*
 - b. *as a continuing student, a minimum degree grade point average of 3.0.*
- The selection committee was changed to:
The Indigenous Student Awards Committee will act as the selection committee for this award.
- The standard Board of Governors statement was added.

Youth in Care Tuition Grants

The following amendments were made to the terms of reference for the Youth in Care Tuition Grants:

- The following sentence in the preamble was amended to include books and supplies:
The grants will cover the costs of undergraduate tuition, books and supplies up to a maximum of \$5,000 per year for a maximum of 4 years for each recipient.
- Criterion (2) was added:
(2) do not already have an undergraduate degree in any program delivered by a post-secondary institute;
- The standard Board of Governors statement was amended.

3. WITHDRAWALS

Allister B. Hickson Scholarship for Supply Chain Management

Funds are no longer available.

Grace General Hospital Bursary

Award is being withdrawn at the request of the donor.

Harjeet Kaur Sandhu-Kahlon

Award is being withdrawn at the request of the donor.

Interlake Reserves Tribal Council Awards

Funds are no longer available.

Rossbrook House Bursary

Donor will be establishing a new award with different parameters.



AGENDA ITEM: Report of the Senate Committee on Awards – Part B
[dated April 3, 2018]

RECOMMENDED RESOLUTION:

THAT the Board of Governors approve two new offers and seven amended offers, as set out in Appendix A of the Report of the Senate Committee on Awards – Part B [dated April 3, 2018].

Action Requested: Approval Discussion/Advice Information

CONTEXT AND BACKGROUND:

- At its meeting on April 3, 2018, the Senate Committee on Awards approved two new offers and seven amended offers that appear to be discriminatory according to the policy on the *Non-Acceptance of Discriminatory Awards*, as set out in Appendix A of the Report of the Senate Committee on Awards – Part B [dated April 3, 2018].
- The Chuck and Libby Winograd Indigenous Scholarship (new) would be offered to Canadian Indigenous undergraduate students registered in any faculty, college, or school at the University.
- The Walter and Maria Schroeder Foundation Scholarship (new) would be offered to graduates of Daniel McIntyre Collegiate Institute who were admitted to the Faculty of Engineering, I.H. Asper School of Business, Faculty of Science, or University 1. Preference would be given to Canadian Indigenous students.
- The amended offers listed below are for Canadian Indigenous undergraduate students enrolled in various academic units and programs, as indicated:
 - BMO Financial Group Indigenous Leader of Tomorrow Scholarships (any faculty, college, or school)
 - Clayton H. Riddell Faculty of Environment, Earth, and Resources Indigenous Undergraduate Admission Scholarship (Faculty of Environment, Earth, and Resources)
 - Clayton H. Riddell Faculty of Environment, Earth, and Resources Indigenous Direct Entry Admission Scholarship (Faculty of Environment, Earth, and Resources)
 - Henry Linklater – Vale Canada Scholarship (B.Sc. in Engineering or B.Sc. in Geological Sciences)
 - Marguerite and John Burelle Memorial Indigenous Scholarships (any faculty, college, or school at the University)
 - Post-Secondary Club (PSC) / Rec and Read Entrance Bursary (University 1 or any faculty with a direct entry option)
 - University of Manitoba Aboriginal Students Association Bursary (any faculty, college, or school at the University)

RESOURCE REQUIREMENTS:

The two new awards would be funded from the sources identified in the Report. The revised awards are funded from various sources, as previously reported to the Board.

IMPLICATIONS:

The two new offers and seven amended offers will support the recruitment and retention of Canadian Indigenous undergraduate students at the University.

CONSULTATION:

These award offers were approved by Senate at its meeting on May 16, 2018.

REPORT OF THE SENATE COMMITTEE ON AWARDS – Part B

Preamble

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

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

Observations

At its meeting of April 3, 2018, the Senate Committee on Awards reviewed 2 new offer and 7 revised offers that appear to be discriminatory according to the policy on the *Non-Acceptance of Discriminatory Awards*, as set out in Appendix A of the *Report of the Senate Committee on Awards - Part B* (dated February 20, 2018).

Recommendations

The Senate Committee on Awards recommends that Senate and the Board of Governors approve 2 new and 7 revised offers, as set out in Appendix A of the *Report of the Senate Committee on Awards - Part B* (dated April 3, 2018).

Respectfully submitted,

Dr. Phil Hultin

Chair, Senate Committee on Awards

SENATE COMMITTEE ON AWARDS

Appendix A

February 20, 2018

1. NEW OFFER

Chuck and Libby Winograd Indigenous Scholarship

Chuck Winograd (B.A./69) and Libby Winograd (Cert.Ed./72) have established an endowment fund with a generous gift of \$500,000 at the University of Manitoba in 2016. The fund will be used to provide renewable scholarships for Canadian Indigenous students. Scholarships will be awarded in the following manner: for 2018-19, one scholarship valued at \$4,000; for 2019-2020, two scholarships valued at \$4,000 each; for 2020-2021, three scholarships valued at \$4,000 each; for 2021-2022, four scholarships valued at \$4,000 each; and for 2022-2023, four scholarships valued at \$5,000 each. Thereafter, the available annual income generated from the fund will be used to offer scholarships, at a minimum value of \$5,000, to undergraduate students who:

- (1) are Canadian Indigenous (First Nations, Métis, Inuit);
- (2) are, or will be, enrolled full-time (minimum 80% course load) in any faculty, college, or school at the University of Manitoba in the year in which the award is tenable;
- (3) have either:
 - a) as an entering student, met the minimum admission requirements for University 1 or any faculty, college, or school with a Direct Entry option;
 - b) as a continuing student, achieved a minimum degree grade point average of 3.0.

The scholarship can be renewed for one year provided that the recipient:

- (1) remains enrolled full-time (minimum 80% course load) in any faculty, college, or school at the University of Manitoba;
- (2) continues to maintain a minimum degree grade point average of 3.0.

Special consideration will be made for renewable scholarships when a student may not meet the academic requirements due to personal hardships or barriers. In this instance, a student may submit a statement, no more than 250 words, outlining why the requirements have not been met. The selection committee will take external factors into consideration when determining the renewability of the award.

Beginning in the 2023-2024 academic year, the selection committee will have the discretion to determine the number and value of awards offered each year based on the number of eligible candidates. New scholarship offers will be made after all renewals have been offered. In any given year where there is unspent revenue remaining after the initial selections have been finalized, it may be allocated at the selection committee's discretion as one-time, non-renewable award.

The Indigenous Student Awards Committee will act as the selection committee for this award.

This agreement may be amended by the mutual consent of the donor (or designate) and the University of Manitoba. All such amendments shall be in writing. In the absence of the donor (or designate), and providing all reasonable efforts have been made to consult, the Board of Governors of the University of Manitoba has the right to modify the terms of this award if, because of changed conditions, it becomes necessary to do so. Such modification shall conform as closely as possible to the expressed intention of the donor in establishing the award.

(Attachment 1)

Walter and Maria Schroeder Foundation Scholarship

Walter Schroeder (B.Comm. (Hons.)/68) and Maria Schroeder (B.A./64) have generously established a fund through the Walter and Maria Schroeder Foundation at the University of Manitoba in 2018. The fund will be used to provide renewable entrance scholarships for students graduating from St. John's High School, Sisler High School, and Daniel McIntyre Collegiate Institute. The initial funding for this award will be depleted by the 2024-25 academic year but with additional funding the awards could be continued for a period of time as agreed upon by the donor and the University of Manitoba.

Beginning in 2018-2019 and ending in 2021-2022 (or later with additional funding from the donor), scholarships will be distributed in the following manner: six scholarships valued at \$7,500 each will be offered to students who have graduated from St. John's High School, two scholarships of \$7,500 each will be offered to students from Sisler High School, and two scholarships of \$7,500 each will be offered to students from Daniel McIntyre Collegiate Institute. Each student must:

- (4) be enrolled full time (minimum 80% course load) in either the Faculty of Engineering, the I.H. Asper School of Business, the Faculty of Science, or University 1 at the University of Manitoba;
- (5) have achieved a minimum average of 85% on the best five courses appearing on the list of acceptable courses for the University of Manitoba General Entrance Scholarship Program;
- (6) have demonstrated a willingness to encourage students from their high school to pursue post-secondary education;
- (7) be committed to participating in the Walter and Maria Schroeder Mentorship Program.

Preference will be given to students who are Canadian Indigenous (First Nations, Métis, Inuit).

Applicants are required to submit an application, which consists of a) three letters of recommendation: one from the School Principal, one from a Student Guidance Counsellor, and one from a teacher, b) a statement (maximum 500 words) that outlines how they meet criteria (3) and (4), and includes an explanation of their academic aspirations; and c) a signed Walter and Maria Schroeder Mentorship Program Commitment Form.

Recipients who are not eligible for renewal may not be awarded this scholarship again. Students may not hold more than one renewable award of equal or greater value each year.

The scholarship is renewable at the value initially offered in the second, third, and fourth year of study at the University of Manitoba provided that the recipients:

- (1) continue to enroll full-time (minimum 80% course load) in the next ensuing year of study in either the Faculty of Engineering, the I.H. Asper School of Business, or the Faculty of Science – Computer Science;
- (2) have achieved a minimum sessional grade point average of 3.5.

In the event that a recipient does not qualify for continuation of the Scholarship, the selection committee may select another student in the same year of study who has graduated from one of the qualifying high schools, and who meets the renewal qualifications.

The Director of Financial Aid & Awards (or designate) will name the selection committee for this award. The selection committee will include one donor representative and a representative from each of the applicant's schools.

This agreement may be amended by the mutual consent of the donor (or designate) and the University of Manitoba. All such amendments shall be in writing. In the absence of the donor (or designate), and providing all reasonable efforts have been made to consult, the Board of Governors of the University of

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

(Attachment 2)

2. AMENDMENTS

BMO Financial Group Indigenous Leader of Tomorrow Scholarships

The following amendments were made to the terms of reference for the BMO Financial Group Indigenous Leader of Tomorrow Scholarships:

- The selection committee was amended to:
The Indigenous Students Awards Committee will act as the selection committee for this award.

(Attachment 3)

Clayton H. Riddell Faculty of Environment, Earth, and Resources Indigenous Undergraduate Admission Scholarship

The following amendments were made to the terms of reference for the Clayton H. Riddell Faculty of Environment, Earth, and Resources Indigenous Undergraduate Admission Scholarship:

- The numbered criteria were revised to:
 - (1) *is Canadian Indigenous (First Nations, Métis, Inuit);*
 - (2) *has completed a minimum of 24 credit hours and a maximum of 60 credit hours of university-level courses;*
 - (3) *is enrolled full-time (minimum 80% course load) in any undergraduate degree program offered by the Clayton H. Riddell Faculty of Environment, Earth, and Resources in the year in which the scholarship is tenable;*
 - (4) *is the highest ranking Indigenous student admitted to the Faculty in the year in which the award is tenable based on a minimum degree grade point average of 3.5.*
- The following sentence was added:
The Clayton H. Riddell Faculty of Environment, Earth, and Resources Direct Entry Admission Scholarships can be held concurrently with the Clayton H. Riddell Faculty of Environment, Earth, and Resources Indigenous Direct Entry Scholarship.
- The standard Board of Governors statement was updated.

(Attachment 4)

Clayton H. Riddell Faculty of Environment, Earth, and Resources Indigenous Direct Entry Admission Scholarship

The following amendments were made to the terms of reference for the Clayton H. Riddell Faculty of Environment, Earth, and Resources Indigenous Direct Entry Admission Scholarship:

- The numbered criteria were revised to:
 - (1) *is Canadian Indigenous (First Nations, Métis, Inuit);*

- (2) *has graduated from high school with a minimum average of 85% on all high school courses considered for admission to the University of Manitoba;*
- (3) *is enrolled full-time (minimum 80% course load) in any undergraduate degree program offered in the Clayton H. Riddell Faculty of Environment, Earth, and Resources in the year in which the scholarship is tenable;*
- (4) *has the highest average amongst Indigenous students admitted to the faculty in the year in which the award is tenable, based on the University of Manitoba's General Entrance Scholarship Program.*

- The following sentence was added:

The Clayton H. Riddell Faculty of Environment, Earth, and Resources Direct Entry Admission Scholarships can be held concurrently with the Clayton H. Riddell Faculty of Environment, Earth, and Resources Indigenous Direct Entry Scholarship.

- The standard Board of Governors statement was updated.

(Attachment 5)

Henry Linklater – Vale Canada Scholarship

The following amendments were made to the terms of reference for the Henry Linklater – Vale Canada Scholarship:

- The selection committee was amended to:

The Indigenous Students Awards Committee will act as the selection committee for this award.

(Attachment 6)

Marguerite and John Burelle Memorial Aboriginal Scholarships

The following amendments were made to the terms of reference for the Marguerite and John Burelle Memorial Aboriginal Indigenous Scholarships:

- The title was amended to the *Marguerite and John Burelle Memorial Indigenous Scholarships*.

- The numbered criteria were revised to:

(1) are Canadian Indigenous (First Nations, Métis, Inuit);

(2) have enrolled full-time (minimum 80% course load), in the second year of study or higher in any faculty, college, or school at the University of Manitoba;

(3) have successfully completed at least one year of full-time studies in a degree program;

(4) have achieved the highest academic standing among Indigenous students, with a minimum grade point average of 3.0.

- The selection committee was amended to:

The Indigenous Student Awards Committee will act as the selection committee for this award.

- The standard Board of Governors statement was added.

(Attachment 7)

Post-Secondary Club (PSC) / Rec and Read Entrance Bursary

The following amendments were made to the terms of reference for the Post-Secondary Club (PSC) / Rec and Read Entrance Bursary:

- All references to the word “Aboriginal” have been amended to “Canadian Indigenous”.
- The program name was updated to “Post-Secondary Club (PSC) or the Rec and Read Mentorship Program”
- The selection committee was amended to:
The Indigenous Student Awards Committee will act as the selection committee for this award.
- The standard Board of Governors statement was added.

(Attachment 8)

University of Manitoba Aboriginal Students Association Bursary

The following amendments were made to the terms of reference for the University of Manitoba Aboriginal Students Association Bursary:

- Criterion (1) was amended to read:
(1) are Canadian Indigenous (First Nations, Métis, Inuit);
- Criterion (3) was amended to read:
(3) are enrolled full-time (minimum 60% course load) in the second year of study or higher in any faculty, college, or school at the University of Manitoba;
- The selection committee was amended to:
The Indigenous Student Awards Committee will act as the selection committee for this award.
- The standard Board of Governors statement was added.

(Attachment 9)



UNIVERSITY
OF MANITOBA

March 15, 2018

Enrolment Services

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Fax (204) 474-7543
awards@umanitoba.ca

Dr. Philip Hultin
Chair, Senate Committee on Awards
c/o Mabelle Magsino, Awards Establishment Coordinator
424F University Centre
University of Manitoba

RE: Chuck and Libby Winograd Indigenous Scholarship

Dear Dr. Hultin,

Financial Aid and Awards supports the establishment of the **Chuck and Libby Winograd Indigenous Scholarship**.

In the Fall Term of 2017, the University of Manitoba's Indigenous undergraduate student population was 8.9% of total enrolment, compared to Manitoba's Indigenous population of 16.7%¹. Indigenous student enrolment data for the past five years at the University of Manitoba is provided for context in the table below.

Year (Fall Term)	Number of Indigenous Students (undergraduate)	Total Students	% Indigenous Students
2017	2,221	25,065	8.9
2016	2,170	25,611	8.5
2015	1,974	25,460	7.8
2014	1,997	25,298	7.9
2013	1,973	25,363	7.8

As an institution, our commitment is to increase the number of Indigenous students on our campuses. Increasing the number of bursaries, scholarships and awards for Indigenous students contributes to this commitment. This scholarship will provide the opportunity to recruit, support and retain Indigenous students at the University of Manitoba and, in doing so; will also contribute to the success of individual Indigenous students.

Sincerely,

Ms. Jane Lastra
Director, Financial Aid and Awards
University of Manitoba

¹ Statistics Canada. *Aboriginal Peoples in Canada: First Nations People, Metis and Inuit, National Household Survey, 2011*, Catalogue no. 99-011-X2011001, <http://www12.statcan.gc.ca/nhs-enm/2011/as-sa/99-011-x/2011001/tbl/tbl02-eng.cfm>.



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awards@umanitoba.ca

April 2, 2018

Dr. Philip Hultin
Chair, Senate Committee on Awards
c/o Pamela Gareau, Awards Establishment Coordinator
420 University Centre
University of Manitoba

RE: Walter and Maria Schroeder Foundation Scholarship

Dear Dr. Hultin,

Enrollment Services supports the establishment of the Walter and Maria Schroeder Foundation Scholarship.

In the Fall Term of 2017, the University of Manitoba's self-declared Indigenous undergraduate student population was 8.9% of total enrolment, compared to Manitoba's Indigenous population of 16.7%¹. The Indigenous student enrolment data for the past five years at the University of Manitoba is provided for context in the table below.

Year (Fall Term)	Number of Indigenous Students	Total Students	% Indigenous Students
2017	2,221	25,065	8.9
2016	2,170	25,611	8.5
2015	1,974	25,460	7.8
2014	1,997	24,996	7.7
2013	1,973	24,374	7.7

As an institution, our commitment is to increase the number of Indigenous students on our campuses. Increasing the number of bursaries, scholarships and awards for Indigenous students contributes to this commitment. This award will provide the opportunity to recruit, support and retain Indigenous students at the University of Manitoba and, in doing so, will also contribute to the success of individual Indigenous students.

Sincerely,

Ms. Jane Lastra
Director, Financial Aid and Awards

¹ Statistics Canada. *Aboriginal Peoples in Canada: First Nations People, Metis and Inuit, National Household Survey, 2011*, Catalogue no. 99-011-X2011001 [cited July 18, 2013 on Employment and Social Development Canada website: <http://well-being.esdc.gc.ca/misme-icwb/3indic.lt.4r@-eng.jsp?iid=36>].



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April 2, 2018

Dr. Philip Hultin
Chair, Senate Committee on Awards
c/o Pamela Gareau, Awards Establishment Coordinator
420 University Centre
University of Manitoba

RE: BMO Financial Group Indigenous Leader of Tomorrow Scholarships

Dear Dr. Hultin,

Enrollment Services supports the amendment of the BMO Financial Group Indigenous Leader of Tomorrow Scholarships.

In the Fall Term of 2017, the University of Manitoba's self-declared Indigenous undergraduate student population was 8.9% of total enrolment, compared to Manitoba's Indigenous population of 16.7%¹. The Indigenous student enrolment data for the past five years at the University of Manitoba is provided for context in the table below.

Year (Fall Term)	Number of Indigenous Students	Total Students	% Indigenous Students
2017	2,221	25,065	8.9
2016	2,170	25,611	8.5
2015	1,974	25,460	7.8
2014	1,997	24,996	7.7
2013	1,973	24,374	7.7

As an institution, our commitment is to increase the number of Indigenous students on our campuses. Increasing the number of bursaries, scholarships and awards for Indigenous students contributes to this commitment. This award will provide the opportunity to recruit, support and retain Indigenous students at the University of Manitoba and, in doing so, will also contribute to the success of individual Indigenous students.

Sincerely,

Ms. Jane Lastra
Director, Financial Aid and Awards

¹ Statistics Canada. *Aboriginal Peoples in Canada: First Nations People, Metis and Inuit, National Household Survey, 2011*, Catalogue no. 99-011-X2011001 [cited July 18, 2013 on Employment and Social Development Canada website: <http://well-being.esdc.gc.ca/misme-iowh/3ndic.lt.4r@-eng.jsp?iid=36>].



UNIVERSITY
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Clayton H. Riddell Faculty of
Environment, Earth, and Resources

Dean's Office
440 Wallace Building
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Canada R3T 2N2
Telephone: 204-474-7252
Fax: 204-275-3147
Riddell.Faculty@umanitoba.ca

March 26, 2018

Dr. Philip Hultin
Chair, Senate Committee on Awards
c/o Regan Sarmatiuk,
Awards Establishment Coordinator
424E University Centre

RE: Clayton H. Riddell Faculty of Environment, Earth, and Resources Indigenous Undergraduate Admission Scholarship

Dear Dr. Hultin,

The Clayton H. Riddell Faculty of Environment, Earth, and Resources supports the establishment of the Clayton H. Riddell Faculty of Environment, Earth and Resources Indigenous Undergraduate Admission Scholarship.

In the Fall Term of 2017, the Faculty of Environment, Earth and Resources' self-declared Canadian Indigenous student population was 7.1% of total enrolment, compared to Manitoba's Indigenous population of 16.7%¹. The Indigenous student enrolment data for the past five years in the faculty is provided for context in the table below.

Year (Fall Term)	Number of Indigenous students in the Faculty of Environment, Earth, and Resources	Total Number of Students in the faculty	% Indigenous students
2017	31	438	7.1
2016	34	474	7.2
2015	26	509	5.1
2014	32	469	6.8
2013	29	471	6.2

As an institution, our commitment is to increase the number of Indigenous students on our campuses. Increasing the number of scholarships, bursaries, and awards for Indigenous students contributes to this commitment. This scholarship will provide the Clayton H. Riddell Faculty of Environment, Earth, and Resources with the opportunity to recruit, recognize and retain Indigenous students at the University of Manitoba, and, in doing so, will also contribute to the success of individual Indigenous students.

Sincerely,

Dr. Norman Halden
Dean, Clayton H. Riddell Faculty of Environment, Earth, and Resources

¹ Statistics Canada. *Number and distribution of the population reporting an Aboriginal identity and percentage of Aboriginal people in the population, Canada, provinces and territories, 2011*, Catalogue no. 99-011-X2011001 [cited November 18, 2016 on Statistics Canada website: <https://www12.statcan.gc.ca/nhs-enm/2011/as-sa/99-011-x/2011001/tbl/tbl02-eng.cfm>].



**UNIVERSITY
OF MANITOBA**

**Clayton H. Riddell Faculty of
Environment, Earth, and Resources**

March 26, 2018

Dr. Philip Hultin
Chair, Senate Committee on Awards
c/o Regan Sarmatiuk,
Awards Establishment Coordinator
424E University Centre

Dean's Office
440 Wallace Building
Winnipeg, Manitoba
Canada R3T 2N2
Telephone: 204-474-7252
Fax: 204-275-3147
Riddell.Faculty@umanitoba.ca

RE: Clayton H. Riddell Faculty of Environment, Earth, and Resources Indigenous Direct Entry Admission Scholarship

Dear Dr. Hultin,

The Clayton H. Riddell Faculty of Environment, Earth, and Resources supports the establishment of the Clayton H. Riddell Faculty of Environment, Earth and Resources Indigenous Direct Entry Admission Scholarship.

In the Fall Term of 2017, the Faculty of Environment, Earth and Resources' self-declared Canadian Indigenous student population was 7.1% of total enrolment, compared to Manitoba's Indigenous population of 16.7%¹. The Indigenous student enrolment data for the past five years in the faculty is provided for context in the table below.

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2013	29	471	6.2

As an institution, our commitment is to increase the number of Indigenous students on our campuses. Increasing the number of scholarships, bursaries, and awards for Indigenous students contributes to this commitment. This scholarship will provide the Clayton H. Riddell Faculty of Environment, Earth, and Resources with the opportunity to recruit, recognize and retain Indigenous students at the University of Manitoba, and, in doing so, will also contribute to the success of individual Indigenous students.

Sincerely,

Dr. Norman Halden
Dean, Clayton H. Riddell Faculty of Environment, Earth, and Resources

¹ Statistics Canada. *Number and distribution of the population reporting an Aboriginal identity and percentage of Aboriginal people in the population, Canada, provinces and territories, 2011*, Catalogue no. 99-011-X2011001 [cited November 18, 2016 on Statistics Canada website: <https://www12.statcan.gc.ca/nhs-enm/2011/as-sa/99-011-x/2011001/tbl/tbl02-eng.cfm>].



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April 2, 2018

Dr. Philip Hultin
Chair, Senate Committee on Awards
c/o Pamela Gareau, Awards Establishment Coordinator
420 University Centre
University of Manitoba

RE: Henry Linklater – Vale Canada Scholarship

Dear Dr. Hultin,

Enrollment Services supports the amendment of the Henry Linklater – Vale Canada Scholarship.

In the Fall Term of 2017, the University of Manitoba's self-declared Indigenous undergraduate student population was 8.9% of total enrolment, compared to Manitoba's Indigenous population of 16.7%¹. The Indigenous student enrolment data for the past five years at the University of Manitoba is provided for context in the table below.

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2014	1,997	24,996	7.7
2013	1,973	24,374	7.7

As an institution, our commitment is to increase the number of Indigenous students on our campuses. Increasing the number of bursaries, scholarships and awards for Indigenous students contributes to this commitment. This award will provide the opportunity to recruit, support and retain Indigenous students at the University of Manitoba and, in doing so, will also contribute to the success of individual Indigenous students.

Sincerely,

Ms. Jane Lastra
Director, Financial Aid and Awards

¹ Statistics Canada. *Aboriginal Peoples in Canada: First Nations People, Metis and Inuit, National Household Survey, 2011*, Catalogue no. 99-011-X2011001 [cited July 18, 2013 on Employment and Social Development Canada website: <http://well-being.esdc.gc.ca/misme-jowb/3ndic.lt.4r@-eng.jsp?iid=36>].



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April 2, 2018

Dr. Philip Hultin
Chair, Senate Committee on Awards
c/o Pamela Gareau, Awards Establishment Coordinator
420 University Centre
University of Manitoba

RE: Marguerite and John Burelle Memorial Aboriginal Scholarships

Dear Dr. Hultin,

Enrollment Services supports the amendment of the Marguerite and John Burelle Memorial Aboriginal Scholarships.

In the Fall Term of 2017, the University of Manitoba's self-declared Indigenous undergraduate student population was 8.9% of total enrolment, compared to Manitoba's Indigenous population of 16.7%¹. The Indigenous student enrolment data for the past five years at the University of Manitoba is provided for context in the table below.

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As an institution, our commitment is to increase the number of Indigenous students on our campuses. Increasing the number of bursaries, scholarships and awards for Indigenous students contributes to this commitment. This award will provide the opportunity to recruit, support and retain Indigenous students at the University of Manitoba and, in doing so, will also contribute to the success of individual Indigenous students.

Sincerely,

Ms. Jane Lastra
Director, Financial Aid and Awards

¹ Statistics Canada. *Aboriginal Peoples in Canada: First Nations People, Metis and Inuit, National Household Survey, 2011*, Catalogue no. 99-011-X2011001 [cited July 18, 2013 on Employment and Social Development Canada website: <http://well-being.esdc.gc.ca/misme-jowb/3ndic.lt.4r@-eng.jsp?iid=36>].



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April 2, 2018

Dr. Philip Hultin
Chair, Senate Committee on Awards
c/o Pamela Gareau, Awards Establishment Coordinator
420 University Centre
University of Manitoba

RE: Post-Secondary Club (PSC) / Rec and Read Entrance Bursary

Dear Dr. Hultin,

Enrollment Services supports the amendment of the Post-Secondary Club (PSC) / Rec and Read Entrance Bursary.

In the Fall Term of 2017, the University of Manitoba's self-declared Indigenous undergraduate student population was 8.9% of total enrolment, compared to Manitoba's Indigenous population of 16.7%¹. The Indigenous student enrolment data for the past five years at the University of Manitoba is provided for context in the table below.

Year (Fall Term)	Number of Indigenous Students	Total Students	% Indigenous Students
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As an institution, our commitment is to increase the number of Indigenous students on our campuses. Increasing the number of bursaries, scholarships and awards for Indigenous students contributes to this commitment. This award will provide the opportunity to recruit, support and retain Indigenous students at the University of Manitoba and, in doing so, will also contribute to the success of individual Indigenous students.

Sincerely,

Ms. Jane Lastra
Director, Financial Aid and Awards

¹ Statistics Canada. *Aboriginal Peoples in Canada: First Nations People, Metis and Inuit, National Household Survey, 2011*, Catalogue no. 99-011-X2011001 [cited July 18, 2013 on Employment and Social Development Canada website: <http://well-being.esdc.gc.ca/misme-jowb/3ndic.lt.4r@-eng.jsp?iid=36>].



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April 2, 2018

Dr. Philip Hultin
Chair, Senate Committee on Awards
c/o Pamela Gareau, Awards Establishment Coordinator
420 University Centre
University of Manitoba

RE: University of Manitoba Aboriginal Students Association Bursary

Dear Dr. Hultin,

Enrollment Services supports the amendment of the University of Manitoba Aboriginal Students Association Bursary.

In the Fall Term of 2017, the University of Manitoba's self-declared Indigenous undergraduate student population was 8.9% of total enrolment, compared to Manitoba's Indigenous population of 16.7%¹. The Indigenous student enrolment data for the past five years at the University of Manitoba is provided for context in the table below.

Year (Fall Term)	Number of Indigenous Students	Total Students	% Indigenous Students
2017	2,221	25,065	8.9
2016	2,170	25,611	8.5
2015	1,974	25,460	7.8
2014	1,997	24,996	7.7
2013	1,973	24,374	7.7

As an institution, our commitment is to increase the number of Indigenous students on our campuses. Increasing the number of bursaries, scholarships and awards for Indigenous students contributes to this commitment. This award will provide the opportunity to recruit, support and retain Indigenous students at the University of Manitoba and, in doing so, will also contribute to the success of individual Indigenous students.

Sincerely,

Ms. Jane Lastra
Director, Financial Aid and Awards

¹ Statistics Canada. *Aboriginal Peoples in Canada: First Nations People, Metis and Inuit, National Household Survey, 2011*, Catalogue no. 99-011-X2011001 [cited July 18, 2013 on Employment and Social Development Canada website: <http://well-being.esdc.gc.ca/misme-jowb/3ndic.lt.4r@-eng.jsp?iid=36>].



AGENDA ITEM: Report of the Senate Committee on Awards – Part A
[dated May 10, 2018]

RECOMMENDED RESOLUTION:

THAT the Board of Governors approve eleven new offers, ten amended offers, and the withdrawal of four offers, as set out in Appendix A of the Report of the Senate Committee on Awards – Part A [dated May 10, 2018].

Action Requested: Approval Discussion/Advice Information

CONTEXT AND BACKGROUND:

At its meeting on May 10, 2018, the Senate Committee on Awards approved eleven new offers, ten amended offers, and the withdrawal of four offers, as set out in Appendix A of the Report of the Senate Committee on Awards – Part A [dated May 10, 2018].

RESOURCE REQUIREMENTS:

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

IMPLICATIONS:

N/A

ALTERNATIVES:

N/A

CONSULTATION:

These award decisions meet the published guidelines for awards, as approved by Senate. They will be reported to Senate for information on June 20, 2018.



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"/>	<u>Senate Committee on Awards</u>	<u>May 10, 2018</u>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<u>Senate Executive</u>	<u>June 5, 2018</u>
<input type="checkbox"/>	<input type="checkbox"/>	<u>Senate</u>	<u>June 20, 2018</u>
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

Submission prepared by: Senate

Submission approved by: University Secretary

Attachments

- Report of the Senate Committee on Awards – Part A [dated May 10, 2018]

REPORT OF THE SENATE COMMITTEE ON AWARDS – Part A

Preamble

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

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

Observations

At its meeting of May 10, 2018, the Senate Committee on Awards approved 11 new offers, 10 revised offers, and the withdrawal of 4 awards, as set out in Appendix A of the *Report of the Senate Committee on Awards – Part A* (May 10, 2018).

Recommendations

On behalf of Senate, the Senate Committee on Awards recommends that the Board of Governors approve 11 new offers, 10 revised offers, and the withdrawal of 4 awards as set out in Appendix A (May 10, 2018). These award decisions comply with the published guidelines of November 3, 1999, and are reported to Senate for information.

Respectfully submitted,

Dr. Phil Hultin

Chair, Senate Committee on Awards

SENATE COMMITTEE ON AWARDS

Appendix A

May 10, 2018

1. NEW OFFERS

Allison Filmon Carvey Bursary in Education

In memory of Allison Filmon Carvey, B.Ed./1986, family and friends have established an endowment fund at the University of Manitoba. The purpose of the fund is to support undergraduate students pursuing studies in the Faculty of Education. Beginning in 2018-2019, the available annual interest from the fund will be used to offer one bursary to a student who:

- (1) is enrolled full-time (minimum 60% course load) in a Bachelor of Education degree program (e.g., After-Degree Bachelor of Education program) in the Faculty of Education, and in any year of the program, with focus in early years education (e.g., early years stream or its equivalent);
- (2) has a minimum degree grade point average of 3.0, or has met admission requirements for the Bachelor of Education degree program (e.g., After-Degree Bachelor of Education program) in the Faculty of Education;
- (3) has demonstrated financial need on the standard University of Manitoba bursary application form.

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

This agreement may be amended by the mutual consent of the donor (or designate) and the University of Manitoba. All such amendments shall be in writing. In the absence of the donor (or designate), and providing all reasonable efforts have been made to consult, the Board of Governors of the University of Manitoba has the right to modify the terms of this award if, because of changed conditions, it becomes necessary to do so. Such modification shall conform as closely as possible to the expressed intention of the donor in establishing the award.

Allison Filmon Carvey Scholarship in Education

In memory of Allison Filmon Carvey (B.Ed./1986), family and friends have established an endowment fund at the University of Manitoba. The purpose of the fund is to reward the academic achievements of undergraduate students pursuing studies in the Faculty of Education. Beginning in 2019-2020, the available annual interest from the fund will be used to offer one scholarship to an undergraduate student who:

- (1) is enrolled full-time (minimum 80% course load) in a Bachelor of Education degree program in the Faculty of Education, and in any year of the program, with focus in early years education;
- (2) has achieved a minimum degree grade point average of 3.5, or if a first year student, has achieved a grade point average of 3.5 based on the previous 27 credit hours (or equivalent) of study; and
- (3) has demonstrated volunteerism and community service.

To be considered for the scholarship, on or before March 31st in any year, students may:

- (1) be independently nominated by a faculty member (professor or instructor), faculty advisor (faculty supervisor in the practicum), and/or a cooperating teacher(s) [supervising certified teacher in the practicum classroom] with a letter of nomination; or
- (2) apply in writing with a Statement of Record.

Letters of nomination and support must directly address the student's demonstrated volunteerism and community service. A Statement of Service by the student must either be submitted by the student, or may be requested should they be nominated. The statement should articulate volunteer and community service activities. The Statement of Service may include supporting material(s) [e.g., photos, etc.].

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

This agreement may be amended by the mutual consent of the donor (or designate) and the University of Manitoba. All such amendments shall be in writing. In the absence of the donor (or designate), and providing all reasonable efforts have been made to consult, the Board of Governors of the University of Manitoba has the right to modify the terms of this award if, because of changed conditions, it becomes necessary to do so. Such modification shall conform as closely as possible to the expressed intention of the donor in establishing the award.

Andrew Fung Memorial Scholarship

In memory of Andrew Fung B.Sc. (Comp. E.)/'85, family and friends have made a pledge to offer an annual scholarship of \$1,000 at the University of Manitoba. The purpose of the scholarship is to reward the academic achievements of electrical and computer engineering students. Each year, beginning in the 2018-2019 academic year, one scholarship of \$1,000 will be offered to an undergraduate student who:

- (1) is enrolled full-time (minimum 80% course load) in their third or fourth year of study in the Faculty of Engineering at the University of Manitoba in either the Electrical or Computer Engineering programs;
- (2) has achieved the highest degree grade point average in their program.

Ties are to be broken using the following criteria, in priority order: (i) the Degree Grade Point Average, calculated to the fourth decimal place; (ii) the higher proportion of A+ and A grades in a total program; (iii) the highest number of credit hours completed in the degree program; (iv) the greater proportion of senior- or advanced-level courses in the total program.

The scholarship can only be held once. The donor will contact the Financial Aid and Awards office by no later than March 31 in any year this award will not be offered.

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

This agreement may be amended by the mutual consent of the donor (or designate) and the University of Manitoba. All such amendments shall be in writing. In the absence of the donor (or designate), and providing all reasonable efforts have been made to consult, the Board of Governors of the University of Manitoba has the right to modify the terms of this award if, because of changed conditions, it becomes necessary to do so. Such modification shall conform as closely as possible to the expressed intention of the donor in establishing the award.

Celeste Waldman Nursing Research Scholarship

In memory of Celeste Waldman, Dr. Jeff Waldman, family, and friends have established an annually funded scholarship at the University of Manitoba. Celeste was passionate about treating patients with dignity and respect. She believed that the patient's perspective is invaluable in setting goals for research and an important tool in improving the quality of care. The purpose of the scholarship is to reward and support a student in the College of Nursing whose research examines patient goals and values, and promotes patient dignity while using patient advisory groups to guide research.

The Jewish Foundation of Manitoba, which holds the capital used to generate the annual funding for the scholarship, will confirm the value with the Financial Aid and Awards Office at the University of Manitoba on an annual basis. Each year, beginning in 2018-2019, one scholarship will be offered to a graduate student who:

- (1) is enrolled full-time in the Faculty of Graduate Studies, in a Master's or Ph.D. program delivered by the College of Nursing; *
- (2) has achieved a minimum grade point average of 3.5 based on the previous 60 credit hours (or equivalent) of study;
- (3) is conducting research that examines patient goals and values, and promotes patient dignity while using a patient advisory group to guide research.

Applicants must submit:

- (1) a cover letter describing the status and progress of the applicant's research program and coursework, to include how #3 above is being addressed;
- (2) an abstract of the applicant's research project;
- (3) an academic transcript (photocopies are acceptable).

*In years when there are no eligible full-time graduate students, the scholarship may be offered to a part-time graduate student.

In years when there are no eligible students, the funds will be re-capitalized.

The Vice-Provost (Graduate Education) and Dean of the Faculty of Graduate Studies (or designate) will ask the Dean of the College of Nursing (or designate) to name the selection committee for this award, which will include the donor (or designate).

This agreement may be amended by the mutual consent of the donor (or designate) and the University of Manitoba. All such amendments shall be in writing. In the absence of the donor (or designate), and providing all reasonable efforts have been made to consult, the Board of Governors of the University of Manitoba has the right to modify the terms of this award if, because of changed conditions, it becomes necessary to do so. Such modification shall conform as closely as possible to the expressed intention of the donor in establishing the award.

DMT Scholarship in Computer Science

DMT Development Systems Group will make an annual contribution to the University of Manitoba valued at \$2,500 per year for a five-year term to offer the DMT Scholarship in Computer Science. When funds are available, the Manitoba Scholarship and Bursary Initiative may make a contribution to the award. The purpose of the award is to recognize outstanding academic achievement and to support undergraduate students pursuing studies in Computer Science in the Faculty of Science. Beginning in the 2018-2019 academic year and ending in the 2022-2023 academic year, one scholarship will be offered annually to an undergraduate student who:

- (1) is enrolled full-time (minimum 80% course load) in their third or fourth year of study in the Faculty of Science; Computer Science degree Program;
- (2) has achieved a minimum degree grade point average of 3.5.

The donor will contact the Financial Aid and Awards office by no later than March 31 in any year this award will not be offered.

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

This agreement may be amended by the mutual consent of the donor (or designate) and the University of Manitoba. All such amendments shall be in writing. In the absence of the donor (or designate), and providing all reasonable efforts have been made to consult, the Board of Governors of the University of Manitoba has the right to modify the terms of this award if, because of changed conditions, it becomes necessary to do so. Such modification shall conform as closely as possible to the expressed intention of the donor in establishing the award.

Dr. Elaine Sigurdson Memorial Scholarship

A fund has been established in honour of Dr. Elaine Sigurdson at the Westshore Community Foundation. This award was established to encourage and support students who have graduated from the Evergreen School Division of Manitoba. Each year, beginning in 2018-2019, the Westshore Community Foundation will report the available annual earnings from the fund which will be used to offer one scholarship to an undergraduate student who:

- (1) has graduated from the Evergreen School Division of Manitoba;
- (2) has been admitted to the Undergraduate Medical Education program in the Max Rady College of Medicine;
- (3) has achieved a minimum Adjusted Grade Point Average (AGPA) of 3.5 used for admission to the Max Rady College of Medicine or is in good standing in the program.

If there is no suitable candidate who meet the above criteria, the scholarship will then be used to offer one scholarship to a graduate student who:

- (1) has graduated from the Evergreen School Division of Manitoba;
- (2) are enrolled full-time in the Faculty of Graduate Studies in the Master of Physician Assistant Studies program (MPAS) at the University of Manitoba;
- (3) has achieved a minimum grade point average of 3.0 based on the previous 60 credit hours (or equivalent) of study.

The Dean of the Max Rady College of Medicine (or designate) will name the selection committee for this award. If the award is to be given to a student in the Master of Physician Assistant Studies program, the Vice-Provost (Graduate Education) and Dean (Faculty of Graduate Studies) will ask the Dean of the Max Rady College of Medicine (or designate) to name the selection committee.

This agreement may be amended by the mutual consent of the donor (or designate) and the University of Manitoba. All such amendments shall be in writing. In the absence of the donor (or designate), and providing all reasonable efforts have been made to consult, the Board of Governors of the University of Manitoba has the right to modify the terms of this award if, because of changed conditions, it becomes necessary to do so. Such modification shall conform as closely as possible to the expressed intention of the donor in establishing the award.

Judy Micay Linhart and Samuel Linhart Scholarship in Interior Design

Mrs. Judy Micay Linhart (B.I.D./1963) and Mr. Samuel W. Linhart (B.Comm./58, C.A./61) established an endowment fund with a gift of \$50,000 at the University of Manitoba in 2017. The purpose of the fund is to provide scholarships for students entering the Faculty of Architecture's Department of Interior Design. Beginning in the 2019-2020 academic year, the available annual income from the fund will be used to offer one scholarship to a graduate student who:

- (1) is enrolled full-time in the Faculty of Graduate Studies in their first year of study in the Master of Interior Design program offered by the Faculty of Architecture;
- (2) has achieved a minimum grade point average of 3.5, based on the last 60 credit hours (or equivalent) of study;

The Vice-Provost (Graduate Education) and Dean of the Faculty of Graduate Studies (or designate) will ask the Head of the Department of Interior Design (or designate) to name the selection committee for this award.

This agreement may be amended by the mutual consent of the donor (or designate) and the University of Manitoba. All such amendments shall be in writing. In the absence of the donor (or designate), and providing all reasonable efforts have been made to consult, the Board of Governors of the University of Manitoba has the right to modify the terms of this award if, because of changed conditions, it becomes necessary to do so. Such modification shall conform as closely as possible to the expressed intention of the donor in establishing the award.

Lew-King Li Bursary

In memory of Dr. Lew-King Li (M.Sc. /65, Ph.D. /68), his family has established an endowment fund at the University of Manitoba to honour his commitment, sacrifices and determination in achieving a higher education. The purpose of the fund is to support international graduate students who have financial need. Beginning in the 2019-2020 academic year, the available annual income from the fund will be used to offer one bursary to a graduate student who:

- (1) is an international student;
- (2) is registered as full-time student in the Faculty of Graduate Studies at the University of Manitoba in either a Master's or Doctoral program;
- (3) has achieved a minimum degree grade point average of 3.0 based on the last 60 credit hours (or equivalent) of study; and
- (4) has demonstrated financial need on the standard University of Manitoba bursary application form.

The Director of Financial Aid and Awards will name the selection committee for this award.

This agreement may be amended by the mutual consent of the donor (or designate) and the University of Manitoba. All such amendments shall be in writing. In the absence of the donor (or designate), and providing all reasonable efforts have been made to consult, the Board of Governors of the University of Manitoba has the right to modify the terms of this award if, because of changed conditions, it becomes necessary to do so. Such modification shall conform as closely as possible to the expressed intention of the donor in establishing the award.

Pete and Lena Galatiuk Entrance Bursary in Agriculture

In memory of Pete and Lena Galatiuk, Bob Galatiuk established an endowment fund at the University of Manitoba with an initial gift of \$25,000 in 2015. The purpose of the fund is to support rural undergraduate student entering the Faculty of Agricultural and Food Sciences. The Manitoba Scholarship and Bursary Initiative has made a contribution to the fund. Each year, beginning in 2018-2019, the available annual income from the fund will be used to offer two bursaries with a minimum value of \$1,000 to undergraduate students who:

- (1) are Manitoba residents from outside the city limits of Winnipeg and Brandon;

- (2) are enrolled full-time (minimum 60% course load) in their first year of study in a degree program in the Faculty of Agricultural and Food Sciences;
- (3) have achieved either:
 - (a) if entering directly from high school, a minimum 85% average on those courses considered for admission, or
 - (b) a minimum degree grade point average of 2.5;
- (4) have demonstrated financial need on the standard University of Manitoba bursary application.

The donor will notify Financial Aid and Awards by March 31 in any year the additional gift will not be provided as outlined above.

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

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

Rettie Family Track & Field Scholarship

The Rettie family has established an endowment fund at the University of Manitoba in 2015. The Manitoba Scholarship and Bursary Initiative has made a contribution to the fund. The purpose of the fund is to reward undergraduate students who are members of the Bison Track & Field team. Beginning in the 2017-2018 academic year, the available annual income will be used to offer one scholarship to an undergraduate student who:

- (1) is eligible to compete in U Sports and is a member of the Bison Track & Field team;
- (2) is enrolled full-time, as defined by U Sports, in any faculty, college, or school at the University of Manitoba;
- (3) is enrolled in a minimum of 9 credit hours in each of the terms of competition;
- (4) has achieved either:
 - a. as an entering student, a minimum average of 80% on those high school courses used for admission to the University; or
 - b. a minimum degree grade point average of 2.0.

Preference will be given to students participating in speed and power events.

The Director of Athletics and Recreation (or designate) will name the selection committee for this award, which will include the Head Coach of the Bison Track & Field team (or designate).

This agreement may be amended by the mutual consent of the donor (or designate) and the University of Manitoba. All such amendments shall be in writing. In the absence of the donor (or designate), and providing all reasonable efforts have been made to consult, the Board of Governors of the University of Manitoba has the right to modify the terms of this award if, because of changed conditions, it becomes necessary to do so. Such modification shall conform as closely as possible to the expressed intention of the donor in establishing the award.

The terms of this award will be reviewed annually against the U Sports criteria governing “Athletic Financial Awards Policy” (also referred to as “Athletics Scholarships Policy”), currently numbered C50.10 in the U Sports Operations Manual.

University of Manitoba Youth in Care Education Grants

An anonymous donor will make an annual contribution valued at \$200,000 to the University of Manitoba for a three year term, beginning in 2018-2019 and ending in 2020-2021, to offer the University of Manitoba Youth in Care Education Grants. The purpose of these grants are to provide the opportunity for students who are or who have been in the care of Child and Family Services or Child Protection Services in Western Canada (Manitoba, Saskatchewan, Alberta or British Columbia) to attend post-secondary education. The grants can be used for academic supports (tuition, books and supplies) and social supports (living costs including food, transportation, rent, personal expenses, etc). In 2018-2019 a minimum of 20 grants, up to a maximum of \$10,000 each will be offered to undergraduate students who:

- (1) are or will be enrolled full time (minimum 60% course load) in any undergraduate degree or diploma program at the University of Manitoba in the year in which the award is tenable;
- (2) have a record of satisfactory academic achievement which is defined as:
 - a. as entering students, met the minimum admission requirements for University 1 or any faculty, college or school at the University of Manitoba that offers a direct-entry option; or
 - b. as continuing students, achieved a minimum degree grade point average of 2.0;
- (3) are currently or formerly a youth in care of the child welfare system in Western Canada (Manitoba, Saskatchewan, Alberta or British Columbia);
- (4) have demonstrated financial need on the Youth in Care Tuition Grant application.

The grants, which will have the same value as previously received, can be renewed for up to two years provided the recipients:

- (1) remain enrolled full-time (minimum 60% course load) in any undergraduate degree or diploma program at the University of Manitoba;
- (2) continue to maintain a minimum degree grade point average of 2.0;
- (3) continue to demonstrate financial need on the standard Youth in Care Tuition Grant application.

The selection committee will have the discretion to determine the number and value of awards offered each year based on the available funds. If a recipient does not qualify for the renewal in the second year, a new recipient will be chosen with a maximum renewal period of one year. If a recipient does not qualify for the renewal in the third year, a new recipient will be chosen without a renewal option. At the end of the term, the funds will be reviewed by Financial Aid and Awards and if there are sufficient funds, additional grants of up to a maximum value of \$10,000 will be awarded based on the available funding.

The Director of Financial Aid and Awards (or designate) will name the selection committee for this grant.

This agreement may be amended by the mutual consent of the donor (or designate) and the University of Manitoba. All such amendments shall be in writing. In the absence of the donor (or designate), and providing all reasonable efforts have been made to consult, the Board of Governors of the University of Manitoba has the right to modify the terms of this award if, because of changed conditions, it becomes necessary to do so. Such modification shall conform as closely as possible to the expressed intention of the donor in establishing the award.

2. AMENDMENTS

Andrew Young Scholarship

The following amendments were made to the terms of reference for the **Andrew Young Scholarship**:

- The Department name was changed to the Department of English, Theatre, Film & Media.

- The preamble was revised to:
An endowment fund of \$80,000 has been established in the name of Andrew Young by Andrew's parents, Jon Young and Nancy Read, and by the Estate of Andrew's maternal grandparents, Wallace and Grace Read. The fund will be used to provide scholarships to students studying English at the University of Manitoba. The Manitoba Scholarship and Bursary Initiative has made a contribution to this fund. Beginning in 2006-2007, this fund will offer two scholarships each year. The first scholarship will be offered to a new recipient and the second scholarship will be offered as a renewal (for one additional year) to the previous year's recipient.
- The numbered criteria were revised to:
Each year, 50% of the available annual income from the fund will be used to offer one scholarship to the undergraduate student who:
 - (1) is enrolled full-time (minimum 80% course load) in their third year of study in the Department of English, Theatre, Film & Media at the University of Manitoba;*
 - (2) has completed a minimum of 24 credit hours in 2000 level courses or higher in the Faculty of Arts;*
 - (3) has declared their major (honours or an advanced major) in English;*
 - (4) has achieved a minimum degree grade point average of 3.5;*
 - (5) has demonstrated exceptional intellectual engagement with literature, and poetry, Shakespeare or creative writing, in particular.*
- The following sentence was added:
In years when a new recipient cannot be selected based on the criteria outlined above, a fourth year or pre-M.A. student may be considered. Such a recipient will only hold the award once (i.e., they will not receive the renewal portion of the scholarship).
- The renewal criteria were revised to:
Each year, the other 50% of the available annual income from the fund will be used to offer the second scholarship to the previous year's recipient of the Andrew Young Scholarship as a renewal, provided that the student:
 - (1) is enrolled full-time (minimum 80% course load) in their fourth year of study in the Department of English, Theatre, Film & Media in the Faculty of Arts; and*
 - (2) has achieved a minimum degree grade point average of 3.5.*
- The following sentence was added:
In the event that the previous year's recipient does not qualify for the renewal of the award, the unspent interest will be reinvested with the capital of the fund.
- The selection committee was revised to:
The Head of the Department of English, Theatre, Film & Media (or designate) will name the selection committee for this award.
- The standard Board of Governors statement was added.

Dr. Charlotte W. Ross Memorial Award

The following amendments were made to the terms of reference for the **Dr. Charlotte W. Ross Memorial Convocation Prize**:

- The preamble was revised to:
The Dr. Charlotte W. Ross Memorial Prize is offered annually from funds placed in trust at The University of Manitoba by the descendants of Dr. Ross. The fund was established in 1916 by Dr. Edith Ross (Medicine, 1913) as a memorial to her grandmother. Each year, the available annual interest from the fund will be used to offer one prize to a graduating undergraduate student who:
- The numbered criteria were revised to:
 - (1) *has completed the requirements for the Doctor of Medicine (M.D.) degree, in the Max Rady College of Medicine at the University of Manitoba;*
 - (2) *has been ranked highest* in the selection process for admission to the postgraduate program in Obstetrics and Gynecology;*
 - (3) *has been accepted to post-graduate studies in the the Obstetrics and Gynecology Residency Program, at the University of Manitoba.*
- The name of the Max Rady College of Medicine was updated throughout the terms of reference.
- The Board of Governors statement was added.

Faculty of Agricultural and Food Sciences Students' Organization Awards

The following amendments were made to the terms of reference for the **Faculty of Agricultural and Food Sciences Students' Organization Prizes**:

- The preamble was revised to:
The Faculty of Agricultural and Food Sciences Students Organization (FASO) has invested \$10,000 with The University of Manitoba for the purpose of generating funds for student awards. The Manitoba Scholarships and Bursaries Initiative has made a contribution to this fund. The purpose of these prizes will be to award students with an equal monetary value. Each year, the available annual interest will be used to offer prizes of equal value to the following:
- The numbered criteria for the following awards were revised to:

One prize (#21019) will be offered to a student who:

 - (1) *was enrolled full-time (minimum 80% course load) and has completed the first year in the degree course in the Faculty of Agricultural and Food Sciences;*
 - (2) *has a minimum grade point average of 3.0; and*
 - (3) *has participated in student activities of no less than 6 points.*

One prize (#21023) will be offered to a student who:

 - (1) *was enrolled full-time (minimum 80% course load) and has completed second year in the degree course in the Faculty of Agricultural and Food Sciences;*
 - (2) *has a minimum grade point average of 3.0; and*
 - (3) *has participated in student activities of no less than 8 points.*

One prize (#21024) will be offered to a student who:

 - (1) *was enrolled full-time (minimum 80% course load) and has completed third year in the degree course in the Faculty of Agriculture and Food Sciences;*
 - (2) *has a minimum grade point average of 3.0; and*
 - (3) *has participated in student activities of no less than 8 points.*

One prize (#21025) will be offered to a student who:

- (1) was enrolled full-time (minimum 80% course load) and has completed first year in the diploma course in the Faculty of Agricultural and Food Sciences;*
- (2) has a minimum grade point average of 3.0; and*
- (3) has participated in student activities of no less than 4 points.*

- The following paragraph was revised to:

For each of the above awards, in order to support criterion (3), candidates will be required to submit a points form, which will be obtained from FASO at the end of the year. This points form will rate participation in student activities and will include items such as FASO participation, attending various events throughout the year, playing intramural sports, etc. The points form, along with a letter of application (maximum 250 words), must be submitted to the Faculty of Agricultural and Food Sciences Students Organization (FASO)

FASO (Faculty of Agriculture and Food Sciences Students' Organization) Bursary

The following amendments were made to the terms of reference for the **FASO (Faculty of Agriculture and Food Sciences Students' Organization) Bursary**:

- The terms of reference was changed to include students in the degree and diploma program in the Faculty of Agriculture and Food Sciences.
- The criteria (1) and (2) were revised to:
 - (5) are enrolled full-time (minimum 60% course load) in the Faculty of Agricultural and Food Sciences or the School of Agriculture at the University of Manitoba;*
 - (6) (i) as degree students, have achieved the required minimum entrance average based on those courses used for admission to the University of Manitoba or are being admitted via Advanced Entry with a minimum grade point average of 2.0;*
 - (ii) as diploma students, have achieved the required minimum entrance average of 60% based on their Grade 12 high school courses (or equivalent) or are being admitted via the Advanced Entry with a minimum grade point average of 2.0; or if they were admitted by the Special Consideration Category as defined by the School of Agriculture;*

Gary and Janice Filmon Bursary in Engineering

The following amendments were made to the terms of reference for the **Gary and Janice Filmon Bursary in Engineering**:

- The preamble was revised to:

An initial contribution provided by the PC Manitoba Fund established an endowment fund at the University of Manitoba in honour of Gary and Janice Filmon. The purpose of the fund is to support undergraduate students pursuing studies in the Faculty of Engineering. Beginning with the 2005-2006 academic year, the available annual interest from the fund will be used to offer a bursary to an undergraduate student who:
- The term cumulative was removed from the terms of reference.
- The standard Board of Governors statement was added.

International Graduate Student Scholarship

The following amendments were made to the International Graduate Student Scholarship:

- The following was removed from the first criterion as a descriptor of international students:
(i.e., those in Canada on study permits)
- Criterion 2(d) was removed:
(d) the first year of a Ph.D. program after completing a Master's degree at the University of Manitoba;
- The standard Board of Governors statement was updated.

Kathy Windsor Memorial Scholarship

The following amendments were made to the terms of reference for the **Kathy Windsor Memorial Scholarship**:

- The Department name was changed to the Department of English, Theatre, Film & Media.
- The preamble was revised to:
In memory of his late daughter Kathy, Mr. Lynne Windsor established an endowment fund with the University of Manitoba in 1965. The Manitoba Scholarship and Bursary Initiative has made a contribution to the fund. Though it has since been divided into two separate endowment funds, the original endowment supported both the Lynn and Dorothy Windsor Scholarship in Engineering and the Kathy Windsor Memorial Scholarship. The purpose of the fund is to reward the academic achievements of undergraduate students pursuing studies in the Department of English, Theatre, Film & Media. Each year, the available annual income from the fund will be used to offer one scholarship to an undergraduate student who:
- The numbered criteria were revised to read:
 - (1) is enrolled full-time (minimum 80% course load) in any major, advanced major, or honours program offered by the Department of English, Theatre, Film and Media at the University of Manitoba;*
 - (2) has achieved a minimum degree grade point average of 3.5;*
 - (3) has achieved high standing, as determined by the selection committee, in any 3000 or 4000 level course in drama or theatre.*
- The following sentence was added:
In the event that no 3000 or 4000 level course in drama or theatre is offered, the scholarship will be offered to a student who has achieved high standing, as determined by the selection committee, in any 2000 level course in drama or theatre.
- The selection committee was revised to read:
The Head of the Department of English, Theatre, Film & Media (or designate) will name the selection committee for this award.
- The standard Board of Governors statement was added.

Leonard A. Bateman Scholarship for Electrical Engineering Power Option

The following amendments were made to the Leonard A. Bateman Scholarship for Electrical Engineering Power Option:

- The last sentence of the preamble was revised to reflect the donor’s desire to offer two awards annually, rather than just one, as follows:
“The available annual interest from the fund will be used to offer two scholarships to undergraduate students who:”
- The language of the numbered criteria was altered to reflect that there will now be two students rather than just one who will receive awards. Plural forms of “is” and “has” replaced the singular.
- The standard Board of Governors statement was updated

PWC Professional Scholarship

The following amendments were made to the terms of reference for the **PWC Professional Scholarship**:

- The following sentence was added to the preamble:
The University of Manitoba and PwC entered this gift agreement on May 6, 2016.
- The following sentence was added to the numbered criteria:
(4) are Canadian citizens or Permanent Residents;
- The following paragraph was revised to read:
In order to be considered for this scholarship, candidates will be required to submit an application that includes i) a resume with a cover letter, ii) a list of the Accounting courses that they have taken, along with the grades received in those courses, and iii) a statement (maximum 250 words) which demonstrates how they meet criterion (6).
- The following sentences were added:
The selection committee will have the discretion to determine the number of awards offered each year based on the available funds.
Candidates may not be currently employed by another public accounting firm at the time of application.
- The standard Board of Governors statement was added.

Robert Ross McLaughlin Scholarship in Mathematics

The following amendments were made to the Robert Ross McLaughlin Scholarship in Mathematics:

- The preamble was revised to:
In memory of Robert Ross McLaughlin [B.Sc. (Hons.)/47], friends, family, and the Department of Mathematics have established an endowment fund at the University of Manitoba. The available annual interest from the fund will be used to offer one scholarship (minimum value of \$1,500) to an undergraduate student who:
- Criterion (2) was revised to:
(2) in the next ensuing academic session, is enrolled full-time (minimum 80% course load) in the fourth year of study, in the Faculty of Science, in any Mathematics Honours program.
- The following footnote was removed:
** Should changes to the academic regulations of the Faculty of Science, at some future point, allow students to pursue a B.Sc. (Honours) degree part-time, this Scholarship will also be offered to students enrolled part-time.*

- The selection committee paragraph was revised to:
The Head of the Department of Mathematics (or designate) will name the selection committee for this award.
- The standard Board of Governors statement was updated

3. WITHDRAWALS

Philipp and Anna Wiebe Music Scholarship

This award is being withdrawn at the request of the donor.

“Oppressive Paradigm” Prize

The term for this award has been completed.

GFTC Legacy Fund Undergraduate Entrance Scholarships

This award is being withdrawn at the request of the donor.

Gary and Janice Filmon Bursary in Human Ecology

The original Human Ecology program no longer exists



AGENDA ITEM: Report of the Senate Committee on Awards – Part B
[dated May 10, 2018]

RECOMMENDED RESOLUTION:

THAT the Board of Governors approve two new offers, as set out in Appendix A of the Report of the Senate Committee on Awards – Part B [dated May 10, 2018].

Action Requested: Approval Discussion/Advice Information

CONTEXT AND BACKGROUND:

- At its meeting on May 10, 2018, the Senate Committee on Awards approved two new offers that appear to be discriminatory according to the policy on the *Non-Acceptance of Discriminatory Awards*, as set out in Appendix A of the Report of the Senate Committee on Awards – Part B [dated May 10, 2018].
- The Accutech Engineering ENGAP Entrance Award would be offered to a resident of Nunavut, who has been admitted to the Engineering Access Program (ENGAP).
- The Ken and Peggy French Bursary for Indigenous Students would be offered to an undergraduate Canadian Indigenous student enrolled in any faculty, college, or school at the University.

RESOURCE REQUIREMENTS:

The awards would be funded from the sources identified in the Report.

IMPLICATIONS:

The awards would support the recruitment and retention of Indigenous undergraduate students at the University.

CONSULTATION:

These award offers will be considered by Senate, for approval, at its meeting on June 20, 2018.

REPORT OF THE SENATE COMMITTEE ON AWARDS – Part B

Preamble

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

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

Observations

At its meeting of May 10, 2018, the Senate Committee on Awards reviewed 2 new offer that appear to be discriminatory according to the policy on the *Non-Acceptance of Discriminatory Awards*, as set out in Appendix A of the *Report of the Senate Committee on Awards - Part B* (dated February 20, 2018).

Recommendations

The Senate Committee on Awards recommends that Senate and the Board of Governors approve 2 new offer, as set out in Appendix A of the *Report of the Senate Committee on Awards - Part B* (dated May 10, 2018).

Respectfully submitted,

Dr. Phil Hultin

Chair, Senate Committee on Awards

SENATE COMMITTEE ON AWARDS

Appendix A

May 10, 2018

1. NEW OFFER

Accutech Engineering ENGAP Entrance Award

Accutech Engineering will make an annual contribution valued at \$3,000 to the University of Manitoba to offer the Accutech Engineering ENGAP Entrance Award. The purpose of the award is to provide support for students from Nunavut who have been admitted into the Engineering Access Program (ENGAP) in the Faculty of Engineering. Each year, beginning in the 2017-2018 academic year, one scholarship of \$3,000 will be offered to an undergraduate student who:

- (1) is a resident of Nunavut;
- (2) has been admitted to the Engineering Access Program;
- (3) will be enrolled full-time (as defined by the ENGAP program), in the first year of study in Engineering.

If there are no eligible students, the funds will be offered to a student who received the award in a previous year, provided they are registered in full-time studies in ENGAP, and have a minimum degree grade point average of 2.0. If there is more than one student who qualifies under this clause, the award will be offered to the student with the higher degree GPA. If there are still no eligible students, an award will not be offered in that academic year.

For the purposes of this scholarship, a resident of Nunavut will be defined as a Canadian citizen or Permanent Resident who meets either of the following descriptions: (i) has graduated from a high school in Nunavut, or (ii) has resided in Nunavut for at least 12 consecutive months prior to completing the application to the ENGAP program.

The donor will contact the Financial Aid and Awards office by no later than March 31 in any year this award is not to be offered.

The Director of the Engineering Access Program (or designate) will name the selection committee for this award.

This agreement may be amended by the mutual consent of the donor (or designate) and the University of Manitoba. All such amendments shall be in writing. In the absence of the donor (or designate), and providing all reasonable efforts have been made to consult, the Board of Governors of the University of Manitoba has the right to modify the terms of this award if, because of changed conditions, it becomes necessary to do so. Such modification shall conform as closely as possible to the expressed intention of the donor in establishing the award.

(Attachment I)

Ken and Peggy French Bursary for Indigenous Students

Ken and Peggy French have established an annually funded bursary through the Winnipeg Foundation to support Canadian Indigenous students. Each year, The Winnipeg Foundation will report the available annual earnings from the fund to Financial Aid and Awards at the University of Manitoba. Beginning in the 2018-2019 academic year, bursaries valued at \$2,000 each will be offered to one or more undergraduate students who:

- (4) are Canadian Indigenous (First Nations, Métis, Inuit)

- (5) are enrolled full-time (minimum 60% course load) in any faculty, college or school at the University of Manitoba;
- (6) have achieved a minimum degree grade point average of 2.0;
- (7) have demonstrated financial need on the standard University of Manitoba bursary application form.

The Director of Financial Aid and Awards (or designate) will name the selection committee for this award.

The Board of Governors of the University of Manitoba has the right to modify the terms of this award if, because of changed conditions, it becomes necessary to do so. Any future modifications that may be necessary due to changed conditions will require complete consultation with the Winnipeg Foundation.

(Attachment II)



UNIVERSITY
OF MANITOBA

Faculty of Engineering

May 24, 2018

Dr. Philip Hultin
Chair, Senate Committee on Awards
c/o Regan Sarmatiuk,
Awards Establishment Coordinator
424E University Centre
University of Manitoba

RE: Accutech Engineering ENGAP Entrance Award

Dear Dr. Hultin,

The Faculty of Engineering supports the establishment of the Accutech Engineering ENGAP Entrance Award. In the Fall Term of 2017, the Faculty of Engineering's self-declared Canadian Indigenous student population was 6.1% of total enrolment, compared to Manitoba's Indigenous population of 16.7%¹. The Indigenous student enrolment data for the past five years in Engineering is provided for context in the table below.

Year (Fall Term)	Number of Indigenous students in Engineering	Total Number of Engineering Students	% Indigenous students
2017	109	1,777	6.1
2016	109	1,785	6.1
2015	98	1,722	5.7
2014	92	1,653	5.6
2013	84	1,644	5.1

As an institution, our commitment is to increase the number of Indigenous students on our campuses. Increasing the number of scholarships, bursaries, and awards for Indigenous students contributes to this commitment. This scholarship will provide the Faculty of Engineering with the opportunity to recruit, recognize and retain Indigenous students at the University of Manitoba, and, in doing so, will also contribute to the success of individual Indigenous students.

Sincerely,

Randy Herrmann, P.Eng, FEC
Director, Engineering Access Program (ENGAP)

¹ Statistics Canada. *Number and distribution of the population reporting an Aboriginal identity and percentage of Aboriginal people in the population, Canada, provinces and territories, 2011*, Catalogue no. 99-011-X2011001 [cited November 18, 2016 on Statistics Canada website: <https://www12.statcan.gc.ca/nhs-enm/2011/as-sa/99-011-x/2011001/tbl/tbl02-eng.cfm>].

Engineering Access Program
Room E2-442
Engineering & Information
Technology Complex
Winnipeg, Manitoba
Canada R3T 5V6
Telephone: 204-474-9872
1-800-432-1960 ext. 9872
Fax 204-474-7518



**Scholarships and Bursary
Funding Provided By:**

Engineering Endowment Fund

Engineers
Geoscientists
Manitoba

HATCH Ltd.

LAFARGE

Manitoba Hydro

Petro Canada

Price Industries Ltd.

Manitoba Aerospace Human
Resources Council:

- StandardAero
- Magellan Aerospace Corp/
Bristol Aerospace Limited
- Boeing Canada Technology

Shell Canada

Vale

Vector Construction Ltd.



UNIVERSITY
OF MANITOBA
May 8, 2018

Enrolment Services

Financial Aid & Awards
422 University Centre
Winnipeg, Manitoba
Canada R3T 2N2
Telephone (204) 474-9531
Fax (204) 474-7543
awards@umanitoba.ca

Dr. Philip Hultin
Chair, Senate Committee on Awards
c/o Pamela Gareau, Awards Establishment Coordinator
420 University Centre
University of Manitoba

RE: Ken and Peggy French Bursary for Indigenous Students

Dear Dr. Hultin,

Financial Aid and Awards supports the amendments to the **Ken and Peggy French Bursary for Indigenous Students**.

In the Fall Term of 2017, the University of Manitoba's Indigenous undergraduate student population was 8.3% of total enrolment, compared to Manitoba's Indigenous population of 16.7%¹. Indigenous student enrolment data for the past five years at the University of Manitoba is provided for context in the table below.

Year (Fall Term)	Number of Indigenous Students	Total Students	% Indigenous Students
2017	2,455	29,498	8.3
2016	2,400	29,987	8.0
2015	2,180	29,929	7.3
2014	2,168	29,657	7.3
2013	2,140	29,759	7.2

As an institution, our commitment is to increase the number of Indigenous students on our campuses. Increasing the number of bursaries, scholarships and awards for Indigenous students contributes to this commitment. This scholarship will provide the opportunity to recruit, support and retain Indigenous students at the University of Manitoba and, in doing so; will also contribute to the success of individual Indigenous students.

Sincerely,

Ms. Jane Lastra
Director, Financial Aid and Awards
University of Manitoba

¹ Statistics Canada. *Aboriginal Peoples in Canada: First Nations People, Metis and Inuit, National Household Survey, 2011*, Catalogue no. 99-011-X2011001, <http://www12.statcan.gc.ca/nhs-enm/2011/as-sa/99-011-x/2011001/tbl/tbl02-eng.cfm>.



AGENDA ITEM: Academic Schedule for 2019 Summer Term

RECOMMENDED RESOLUTION:

For information only.

Action Requested: Approval Discussion/Advice Information

CONTEXT AND BACKGROUND:

- The Academic Schedule for the 2019 Summer Term was prepared by the Registrar. It will be considered by Senate, for approval, at its meeting on June 20, 2018.
- The Academic Schedule for the 2019 Summer Term addresses recommendations made following a recent review of the Academic Schedule, as approved by Senate on November 1, 2017 and provided to the Board of Governors, for information, on November 21, 2017.
- The Academic Schedule for the 2019 Summer Term includes only university-wide, standard dates. Unit-specific dates not previously approved as part of the 2018-2019 Academic Schedule will be reviewed by the applicable units and presented to Senate for consideration in October 2018.

RESOURCE REQUIREMENTS:

N/A

CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:

N/A

IMPLICATIONS:

N/A

ALTERNATIVES:

N/A

CONSULTATION:

The Academic Schedule for the 2019 Summer Term was reviewed by Senate Executive (June 5, 2018) and will be considered by Senate, for approval, at its meeting on June 20, 2018.

MEMO

REGISTRAR'S OFFICE

Room 400 University Centre

PH: 474-9425



UNIVERSITY
OF MANITOBA

Date: May 23, 2018

Memo To: Senate

From: Neil Marnoch, Registrar

A handwritten signature in black ink, appearing to read 'Neil Marnoch'.

Re: Proposed Academic Schedule for the 2019 Summer Term

The attached proposed 2019 Summer Term Academic Schedule has been updated based on recommendations approved by Senate at its meeting on November 1, 2017, changes in days and/or dates to conform to the 2019 calendar and University Closure dates. The proposed schedule includes university wide, standard dates only. Unit specific dates not already approved as part of the 2018-2019 Academic Schedule will be reviewed by the applicable units and presented for consideration in October 2018.

Encl.

2.1 Summer Term 2019 Dates

2.1.1 Start and End Dates

Distance and online courses:

Winter/Summer spanned courses Jan. 7 to July 4, 2019*

Summer Term courses May 6 to Aug. 2, 2019

May Day

May 6 to 29, 2019

May-June Day

May 6 to June 25, 2019

May-June Expanded

May 6 to June 25, 2019

May-June Evening

May 6 to June 20, 2019

May-August Evening

May 6 to Aug. 8, 2019

June Day

June 3 to 25, 2019

June-August Evening

June 24 to Aug. 8, 2019

July Day

July 2 to 24, 2019

July-August Day

July 2 to Aug. 21, 2019

July-August Expanded

July 2 to Aug. 21, 2019

August Day

July 29 to Aug. 21, 2019

- Previously approved

2.1.2 Registration and Withdrawal Dates

Regular Registration Period

Registration start dates are to be determined by the Registrar's Office.

Distance and online courses

Winter/Summer spanned courses ends January 6, 2019*

Summer Term courses Ends May 5, 2019

May Day

Ends May 5, 2019

May-June Day

Ends May 5, 2019

May-June Expanded

Ends May 5, 2019

May-June Evening

Ends May 5, 2019

May-August Evening

Ends May 5, 2019

June Day

Ends June 2, 2019

June-August Evening

Ends June 23, 2019

July Day

Ends July 1, 2019

July-August Day

Ends July 1, 2019

July-August Expanded

Ends July 1, 2019

August Day

Ends July 28, 2019

- Previously approved

Limited Access Term Expiry Date

Limited Access expires after all students have had a first opportunity to register for Summer Term classes. The Limited Access Expiry date for Summer Term courses will be set once the registration schedule has been determined.

Late Registration/Registration Revision Period

Students may use this period of time to make changes to their selected courses or class schedule. NOTE – Last day to drop is 1 working day prior to the end of the Registration Revision Period.

Distance and online courses

Winter/Summer spanned courses	Jan. 7 to 21, 2019*
Summer Term courses	May 6 to 20, 2019
May Day	May 6 to 9, 2019
May-June Day	May 6 to 9, 2019
May-June Expanded	May 6 to 13, 2019
May-June Evening	May 6 to 13, 2019
May-August Evening	May 6 to 13, 2019
June Day	June 3 to 6, 2019
June-August Evening	June 24 to July 2, 2019
July Day	July 2 to 5, 2019
July-August Day	July 2 to 5, 2019
July-August Expanded	July 2 to 9, 2019
August Day	July 29 to Aug. 1, 2019

- Previously approved

Last Date to Drop without Penalty

Last date to drop and have course excluded from transcripts; VWs will be recorded on transcripts for courses dropped after this date. There will be no refunds for courses dropped after this date.

Distance and online courses

Winter/Summer spanned courses	Jan. 18, 2019*
Summer Term courses	May 17, 2019
May Day	May 8, 2019
May-June Day	May 8, 2019
May-June Expanded	May 10, 2019
May-June Evening	May 10, 2019
May-August Evening	May 10, 2019
June Day	June 5, 2019
June-August Evening	June 28, 2019
July Day	July 4, 2019

July-August Day	July 4, 2019
July-August Expanded	July 8, 2019
August Day	July 31, 2019

- Previously approved

Voluntary Withdrawal (VW) deadline

Last date to withdraw and not receive a final grade; students cannot withdraw from courses after this date.

Distance and online courses

Winter/Summer spanned courses	May 8, 2019*
Summer Term courses	July 12, 2019
May Day	May 23, 2019
May-June Day	June 13, 2019
May-June Expanded	June 13, 2019
May-June Evening	June 11, 2019
May-August Evening	July 16, 2019
June Day	June 19, 2019
June-August Evening	July 30, 2019
July Day	July 18, 2019
July-August Day	Aug. 9, 2019
July-August Expanded	Aug. 9, 2019
August Day	Aug. 15, 2019

- Previously approved

2.1.3 Fee Deadlines

Fee payment deadlines

A financial penalty will be assessed on accounts with an outstanding balance after this date.

(determined by Financial Services)

2.1.4 Examination and Test Dates

Students are reminded that they must remain available until all examination and test obligations have been fulfilled.

Distance and online courses

Winter/Summer spanned courses	July 3 to 6, 2019
Summer Term courses	Aug. 6 to 13, 2019
May Day	May 31 & June 1, 2019
May-June Day	June 27 & 28, 2019
May-June Expanded	June 27 & 28, 2019
May-June Evening	June 21 & 22, 2019
May-August Evening	Aug. 9 & 10, 2019
June Day	June 27 & 28, 2018
June-August Evening	Aug. 9 & 10, 2018
July Day	July 26, 2019
July-August Day	Aug. 23 & 24, 2019
July-August Expanded	Aug. 23 & 24, 2019
August Day	Aug. 23 & 24, 2019

2.1.5 Other Summer Term Start and End Dates

Business Administration (M.B.A.)	TBD
Medicine	
Year 3	TBD
B.Sc. (Med.)	TBD
Nursing	
Summer Term Nursing Practice 7	See class schedule
Summer Term Year 4 NURS 4290 Senior Practicum	TBD Orientation for Fall Term
2018 Year 4 NURS 4290 Senior Practicum	May 2018 (TBD)
Occupational Therapy	<i>flexible start and end dates between</i>
Year 2 Advanced Fieldwork	TBD
Physical Therapy	
MPT1	2 x 6-week placements between TBD
MPT2	2 x 6-week placements between TBD



AGENDA ITEM: Implementation of Doctor of Pharmacy (Pharm.D.)

RECOMMENDED RESOLUTION:

For information only.

Action Requested: Approval Discussion/Advice Information

CONTEXT AND BACKGROUND:

- The Doctor of Pharmacy (Pharm.D.) was approved by the Board of Governors at its meeting of May 23, 2017. The University received notification on March 19, 2018 that the program had been approved by Manitoba Education and Training.
- The Provost and Vice-President (Academic) has authorized the implementation of the program effective September 2019.

RESOURCE REQUIREMENTS:

- The province did not support a request for one-time funding of \$4.5 million over five years, which included one-time operating support. The province did allocate \$3.2 million of capital funding over eight years, beginning in 2018/2019, with allocations of \$419,000 in each of the first seven years and \$277,000 in the final year.
- The province recently approved a tuition fee increase for the program, which will offset operating costs for the program.
- Resources to support the program include existing undergraduate baseline funding currently used to offer the Bachelor of Science in Pharmacy program, an internal reallocation of funds within the Rady Faculty of Health Sciences, tuition fees (\$15,500 per year), and clinical lab fees (\$3,600 per year).

CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:

N/A

IMPLICATIONS:

N/A

ALTERNATIVES:

N/A

CONSULTATION:

N/A



Board of Governors Submission

Routing to the Board of Governors:

<u>Reviewed</u>	<u>Recommended</u>	<u>By</u>	<u>Date</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Senate Executive	May, 2, 2018
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Senate	May 16, 2018
<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>		

Submission prepared by: Senate

Submission approved by: University Secretary

Attachments

- Correspondence from the Provost and Vice-President (Academic) RE: Doctor of Pharmacy (Pharm.D.) Program
- Correspondence from Assistant Deputy Minister, Manitoba Education and Training



UNIVERSITY
OF MANITOBA

Provost & Vice-President (Academic)

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

March 23, 2018

TO: Dr. Brian Postl, Dean, Rady Faculty of Health Sciences
Dr. Lalitha Raman-Wilms, Dean, College of Pharmacy

FROM: Dr. Janice Ristock, Provost and Vice-President (Academic)

RE: **Doctor of Pharmacy (Pharm.D.) Program**

On March 19, 2018, the University received a formal notification of approval from Manitoba Education and Training (MET) to establish a Doctor of Pharmacy (Pharm.D.) program. In the notification, the Assistant Deputy Minister expressed appreciation for the University of Manitoba's longstanding contribution to the Manitoba healthcare system as the sole pharmacy education provider in the province, and the university's continued commitment to quality training for pharmacists.

I hereby approve implementation of the Pharm.D. program commencing in Fall 2019, and would note the following:

- The province did not support the University's request for one-time funding of \$4.5M over five years, which included one-time operating support. However, the approval did include provision for capital funding of \$3.2M over eight years, from 2018/19 to 2025/26: \$419,000 each year for the first seven years and \$277,000 for the last year. The first \$419,000 has been allocated in the Major Capital funding for the University in the 2018/19 budget.
- Operating costs for the program will be offset by tuition revenue; an increase to which was approved by the province subsequent to submission of the proposal; and by reallocation of resources within the Rady Faculty of Health Sciences.
- Students will be assessed tuition of \$15,500 per annum, as well as a clinical fee of \$3,600 per annum.
- Initial enrolment, commencing September 2019, will be 55 students with a total anticipated enrolment at maturation of 220 students.

Consistent with Section 9.7(1) of The Advanced Education Administration Act, should your wish to make any significant modifications to, or cease to provide the program in the future, you are required to seek and receive prior approval from the MET. In this respect, the program is and will be subject to any regulations prescribed under section 9.7(1) of The Advanced Education Administration Act.

On behalf of the University of Manitoba, I extend my congratulations to all those who have worked so hard to design this exciting new program.

Cc: David Collins, Vice-Provost (Integrated Planning and Academic Programs)
Jeff Leclerc, University Secretary
Neil Marnoch, Registrar
Jeff Adams, Executive Director, Enrolment Services
Randy Roller, Executive Director, Institutional Analysis
Mark Walc, University Budget Officer, Financial Planning
Cassandra Davidson, Academic Programs Specialist



Education and Training

Post-Secondary Education and Workforce Development Division
405 – 800 Portage Avenue, Winnipeg, Manitoba, Canada R3G 0N4
T 204-945-3990 F 204-945-1557
www.manitoba.ca

March 19, 2018

Dr. David Barnard
President and Vice-Chancellor
The University of Manitoba
Email: david.barnard@umanitoba.ca

Dear Dr. Barnard:

I am pleased to inform you that Manitoba Education and Training has approved the University of Manitoba's proposal to establish the Doctor of Pharmacy (Pharm.D) Program.

Although the request for one-time operational funding is declined, this approval includes the provision of capital funding of \$3.2M for this program over eight years from 2018/19 to 2025/26: \$419,000 each year for the first seven years and \$277,000 for the last year. The first \$419,000 is included in the Major Capital funding for the University, as indicated in the 2018/19 budget letter.

I appreciate the University of Manitoba's longstanding contribution to the Manitoba healthcare system as the sole pharmacy education provider in the province, and the university's continued commitment to quality training for pharmacists. I am also pleased to see the strong practicum component of this program as it represents significant experiential learning in our post-secondary system.

Should you have any questions regarding this program approval, please contact Mr. Grant Prairie, A/Director, Institutional Relations of Post-Secondary Education and Labour Market Outcomes, at 204-945-8564 or Grant.Prairie@gov.mb.ca.

I wish the University of Manitoba and students success with this program.

Sincerely,

Colleen Kachulak
A/Assistant Deputy Minister

- c. Dr. David Collins, Vice-Provost, University of Manitoba
Mr Grant Prairie, Manitoba Education and Training



AGENDA ITEM: Suspension of Admissions to Baccalaureate Program for Registered Nurses (BPRN), Implementation

RECOMMENDED RESOLUTION:

For information only.

Action Requested: Approval Discussion/Advice Information

CONTEXT AND BACKGROUND:

The Board policy on *Admission Targets* (section 2.6) specifies that the President may suspend admissions to a program for defined time periods at intervals of no more than 24 months following consultation and discussion with the applicable Unit's dean or director, with Senate and with the Board of Governors, subject to the provisions of the provincial Programs of Study Regulation.

The President consulted the Board of Governors on a request to temporarily suspend admissions to the Baccalaureate Program for Registered Nurses at its meeting on November 21, 2017. The President's decision to approve the request was reported to the Board on March 20, 2018.

On March 21, 2018, the University received notice that Manitoba Education and Training had approved the University's request to temporarily suspend admissions for a period of two years. The Vice-Provost (Integrated Planning and Academic Programs) has confirmed that admissions will be suspended effective Fall 2019, for the 2019/20 and 2020/2021 academic years, to allow time for the College of Nursing to evaluate the ongoing viability of the program.

RESOURCE REQUIREMENTS:

N/A

CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:

N/A

IMPLICATIONS:

N/A

ALTERNATIVES:

N/A

CONSULTATION:

N/A



Board of Governors Submission

Routing to the Board of Governors:

<u>Reviewed</u>	<u>Recommended</u>	<u>By</u>	<u>Date</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Senate Executive	May 2, 2018
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Senate	May 16, 2018
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

Submission prepared by: Senate

Submission approved by: University Secretary

Attachments

- Correspondence from the Vice-Provost (Integrated Planning and Academic Programs) RE: Suspension of Admissions to the Baccalaureate Program for Registered Nurses (BPRN) [dated April 2, 2018]
- Correspondence from Assistant Deputy Minister, Manitoba Education and Training [dated March 21, 2018]



UNIVERSITY
OF MANITOBA

Office of the Provost & Vice-President (Academic)

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

Date: April 2, 2018

To: Dr. Netha Dyck, Dean, College of Nursing

From: Dr. David Collins, Vice-Provost (Integrated Planning and Academic Programs)

Re: Suspension of Admissions to the Baccalaureate Program for Registered Nurses (BPRN)

Please find attached Manitoba Education and Training's approval of the UM's proposal for the temporary suspension of admissions to the BPRN for two academic years. This follows Dr. Barnard's decision of December 7, 2017 to approve the request to suspend admissions, following consultation with Senate and the Board.

Accordingly, suspension of admissions to the BPRN will be effective beginning the Fall 2019 Term and will apply to the 2019/20 and 2020/21 academic years. The decision to continue this suspension should be raised for review no later than February 1, 2021. It is my understanding that in the interim, the College of Nursing will evaluate the on-going viability of the BPRN program and will proceed accordingly.

Cc.: Dr. David Barnard, President and Vice-Chancellor
Dr. Janice Ristock, Provost and Vice-President (Academic)
Dr. Brian Postl, Dean, Rady Faculty of Health Sciences
Mr. Jeff Leclerc, University Secretary
Mr. Jeff Adams, Director, Enrolment Services
Mr. Neil Marnoch, Registrar
Mr. Randy Roller, Executive Director, OIA
Ms. Cassandra Davidson, Academic Program Specialist



Education and Training

Post-Secondary Education and Workforce Development Division
405 – 800 Portage Avenue, Winnipeg, Manitoba, Canada R3G 0N4
T 204-945-3990 F 204-945-1557
www.manitoba.ca

March 21, 2018

Dr. David Barnard
President and Vice-Chancellor
University of Manitoba
Email: david.barnard@umanitoba.ca

Dear Dr. Barnard:

I am pleased to inform you that Manitoba Education and Training has approved the University of Manitoba's proposal to temporarily suspend admissions to the Baccalaureate Program for Registered Nurses for the two academic years of 2019/20 and 2020/21, as submitted.

During the temporary cessation, the University of Manitoba will evaluate the viability and sustainability of this program. Please note that as per Section 9.7(1) of The Advanced Education Administration Act, any further change to the suspension of the program or permanent cessation of the program will need approval from Manitoba Education and Training.

Should you have any questions regarding this approval please contact Mr. Grant Prairie, A/Director, Institutional Relations, Post-Secondary Education and Labour Market Outcomes at 204-945-8564 or at Grant.Prairie@gov.mb.ca.

Sincerely,

Colleen Kachulak
A/Assistant Deputy Minister

- c. Dr. David Collins, Vice-Provost, University of Manitoba
Mr. Grant Prairie, Manitoba Education and Training



AGENDA ITEM: Report of the Senate Committee on Academic Review RE: Annual Report on the Status of Academic Program Reviews and Accredited Programs, May 15, 2017 – April 5, 2018

RECOMMENDED RESOLUTION:

For information only.

Action Requested: Approval Discussion/Advice Information

CONTEXT AND BACKGROUND:

- The review of academic programs at the University is governed by the policy and procedure on *Academic Program Reviews*. The reason for the policy is to maintain the academic integrity of academic programs at the University through a process of periodic formal reviews of all academic programs.
- Section 2.1 of the policy stipulates that all academic programs shall undergo both periodic and formal reviews, on a schedule set by the Provost and Vice-President (Academic). Section 2.1.1 specifies further that such reviews shall take place at least once in each ten years.
- The objective of the periodic review of academic programs is to assess the quality of undergraduate and graduate programs and to stimulate strategic planning and actions for future enhancements.
- The purpose of the *Annual Report on the Status of Academic Program Reviews and Accredited Programs, May 15, 2017 – April 5, 2018*, is to summarize the current status of program reviews at the University.
- The *Annual Report* was prepared in response to a request from the Board of Governors, to receive information on the outcomes of the academic program review process.

RESOURCE REQUIREMENTS:

N/A

CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:

N/A

IMPLICATIONS:

N/A

ALTERNATIVES:

N/A

CONSULTATION:

The *Annual Report on the Status of Academic Program Reviews and Accredited Programs, May 15, 2017 – April 5, 2018* was provided to the Senate Committee on Academic Review (April 16, 2018), and Senate Executive (June 5, 2018), for information. The *Annual Report* will be provided to Senate, for information, on June 20, 2018.



Board of Governors Submission

Routing to the Board of Governors:

<u>Reviewed</u>	<u>Recommended</u>	<u>By</u>	<u>Date</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Senate Committee on Academic Review	April 16, 2018
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Senate Executive	June 5, 2018
<input type="checkbox"/>	<input type="checkbox"/>	Senate	June 20, 2018
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

Submission prepared by: Senate

Submission approved by: University Secretary

Attachments

- Report of the Senate Committee on Academic Review RE: *Annual Report on the Status of Academic Program Reviews and Accredited Programs, May 15, 2017 – April 5, 2018*

April 16, 2018

Report of the Senate Committee on Academic Review RE: Annual Report on the Status of Academic Program Reviews and Accredited Programs, May 15, 2017 – April 5, 2018

Preamble:

1. The Terms of Reference for the Senate Committee on Academic Review are found on the web at:
http://www.umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/489.htm
2. At its meeting on April 16, 2018, the Committee received the *Annual Report on the Status of Academic Program Reviews and Accredited Programs, May 15, 2017 – April 5, 2018*, for information.

Observations:

1. The Committee received the *Annual Report on the Status of Academic Program Reviews and Accredited Programs, May 15, 2017 – April 5, 2018*, for information. The *Annual Report* (attached) will also be provided to Senate and to the Board of Governors, in June 2018, for information.
2. Production of the *Annual Report* responds to a request from the Board, which had asked to receive information on the outcomes of the academic program review process.

Respectfully submitted,

David Collins, Chair
Senate Committee on Academic Review



Date: April 6, 2018
To: Members of the Senate Committee on Academic Review (SCAR)
From: Cassandra Davidson, Academic Program Specialist
Subject: **Annual Report on the Status of Academic Program Reviews and Accredited Programs:
May 15, 2017 – April 5, 2018**

In May 2000, the Senate of the University of Manitoba endorsed a process for the periodic review of academic programs to assess the quality of undergraduate and graduate programming presently provided at the University, and to stimulate strategic planning and actions for future enhancements. The purpose of this report is to summarize the current status of program reviews at the university. Details around individual reviews can be found in the reports to Senate by the Senate Committee on Academic Reviews (SCAR).

1. Status of Undergraduate Program Reviews

The second-cycle of reviews, originally scheduled to begin in the 2017-2018 academic year, has been delayed to the 2019-2020 academic year to accommodate the completion of some remaining first-cycle reviews and to facilitate a review of the current Academic Program Reviews policy and procedures (http://umanitoba.ca/admin/governance/governing_documents/academic/364.html). The consultation process for this review is scheduled for the summer and fall of 2018 with a goal to have revised documents to Senate for consideration in the spring of 2019.

For 2017-2018, three site visits took place (with two more scheduled for early fall), and one review was presented to SCAR. Seven reviews are in the follow-up period, during which any changes resulting from the review begin moving through the approval and implementation processes.

Feedback from reviewers continues to touch upon similar themes including, complexity of programming and the need for clear pathways to completion, and student access to advising resources required to navigate through degree requirements. Concerns also continue to be raised about the availability of teaching resources to deliver core programming on a regular schedule, as well as a number of questions about the role of 3-year general degrees versus 4-year degrees at UM. In more recent years, there has been an increase in recommendations addressing the need to include (more) indigenous content and perspectives in academic programs. This has resulted in recommendations for new indigenous faculty in a number of units. Finally, as seen in past years, the time and resources needed to complete the reviews continues to be raised as an issue.

Effective Fall 2017, the course forms for the Senate Committee on Curriculum and Course Changes (SCCCC) were modified to include notification of proposed changes resulting from an academic program review. It is anticipated that this will enable better tracking of curriculum changes resulting from the review process going

forward. Over the past year, Senate has considered curriculum changes resulting from reviews in such undergraduate programs as Physics & Astronomy, Political Studies, and the full suite of undergraduate programs in Kinesiology and Recreation Management.

2. Status of Graduate Program Reviews

Graduate program reviews are at the end of the second cycle of reviews. Plans to commence the third-cycle have been postponed to accommodate the remaining second-cycle reviews and to allow for the formal review of current policy and procedures. Over the past year, one graduate review was initiated, two site visits took place, and two reviews were presented to SCAR. Twelve reviews are currently in the follow-up stage, during which changes resulting from the review begin moving through the approval and implementation processes. Three programs have submitted final follow-up reports to SCAR, completing the review process.

As with undergraduate programs, the Provost's Office has observed ongoing trends in reviewer recommendations. Review teams continue to raise concerns over levels of graduate student funding, time-to-completion, and in some units, the practice of cross-listing graduate courses with undergraduate courses. Recommendations to review the number of required courses within degree programs have led to Senate considering a number of proposals to reduce course requirements at both the masters and doctoral levels. Recommendations on recruitment strategies and increasing enrolment are also frequent, often accompanied with the advice to redevelop program websites and associated marketing materials. Finally, similar to the undergraduate reviews, the time and resources required to complete the reviews continues to be raised.

The FGS course change forms have also been modified to include notification of changes resulting from program reviews. As examples, in this past year, Senate has considered proposed changes in graduate programs in Sociology, Community Health Sciences, and Human Anatomy and Cell Sciences in response to reviews.

3. Pilot Project: Combined Program Reviews and Policy Review

In 2015, in response to observations raised by academic units and external review teams about the lack of integration between undergraduate and graduate program reviews, SCAR authorized the Provost's Office to commence a pilot project combining undergraduate and graduate reviews into a single review process. The intent of the project is to determine whether combined reviews provide a more comprehensive, integrated evaluation of the University's programs, while at the same time saving on the time and resources required to complete reviews at the unit level.

To date, three units – History, Biological Sciences, and Statistics – have participated in the pilot reviews. The review in History is in the last stages of responding to the external review and the associated recommendations. This review has been complicated by the inclusion of the joint-masters program with the University of Winnipeg, and on-going participation of joint programs in future combined reviews will need to be considered carefully. It is expected that a final report will be presented to SCAR in Fall 2018. All reports and responses to the review in Biological Sciences have been submitted to the Vice-Provost (Integrated Planning and Academic Programs) for his consideration and final response. It is expected that this will be communicated to the unit shortly and will be formally presented to SCAR in the fall term. The review of Statistics was initiated most recently; the department has completed the self-evaluation report and potential reviewers have been identified. To avoid the necessity of a review over the summer months when reviewers would not necessarily have full access to faculty, staff and students, the formal sit visit is to be scheduled for September 2018.

Throughout the pilot exercise, the Departments concerned, their respective Dean’s Offices, and other units involved in the pilot are being encouraged to provide feedback on all stages of the review process—including self-evaluation, external review and site visit, responses, and follow-up with SCAR. The outcomes and feedback garnered will be used to inform the review of the existing policies and procedures pertaining to academic program review.

As the first two pilot reviews are coming to an end, the Provost’s Office will be initiating a formal review of the existing policy and procedures. Preliminary conversations with Deans have started and the consultation process is expected to continue over the summer and fall months with a goal to present a revised policy and procedures for Senate to review in the spring of 2019. In the meantime, the Provost’s Office will continue to provide status updates and inform SCAR of any concerns arising from the pilot reviews or the policy review.

4. Current Status of Academic Program Reviews

The following is a list of programs currently undergoing an academic program review; the list has been sorted by where in the process the review stands as of April 5, 2018.

STAGE 1: SELF-EVALUATION

Program	Level	Round	Self-Evaluation Report Due
1. Agriculture (Diploma)	Undergrad.	1	Postponed (revisit in Fall 2018)
2. Asian Studies	Undergrad.	1	SER due Fall 2018
3. Canadian Studies	Undergrad.	1	SER due Winter 2018
4. Design and Planning	Graduate	2	Postpone until 3 rd cycle
5. Environment & Geography	Graduate	2	SER due Winter 2018
6. Genetics	Undergrad.	1	SER due Winter 2018
7. Icelandic	Undergrad.	1	SER due Winter 2017 (overdue)
8. Ind. Interdisciplinary Studies (IIS)	Graduate	1	TBD
9. Philosophy	Undergrad.	1	SER due Fall 2018
10. Public Administration (MPA)	Graduate	2	SER due Fall 2018
11. Ukrainian Canadian Heritage Studies	Undergrad.	1	SER due Fall 2018

STAGE 2: EXTERNAL REVIEW

Program	Level	Round	Date of Site Visit
1. Art (M.F.A.)	Graduate	2	October 2017
2. Global Political Economy	Undergrad.	1	TBD (Fall 2018)
3. General Science (B.Sc.)	Undergrad.	1	TBD (Fall 2018)
4. Integrated Studies (B.A.I.S.)	Undergrad.	1	March 2018
5. Interdisc. Health (BHSc/BHSt)	Undergrad.	1	April 2018
6. Linguistics	Undergrad.	1	April 2018
7. Mgmt. Info. Systems (MIS) (B.Comm.Hons.)	Undergrad	1	TBD
8. Natural Resources (MNRM, PhD)	Graduate	2	April 2018
9. Statistics	Combined	2	TBD (Fall 2018)

STAGE 3: PROGRAM AND DEAN/DIRECTOR RESPONSES

Program	Level	Round	Program Category ¹
1. Agribusiness & Agricultural Econ.	Undergrad.	1	Not provided
2. Agriculture	Undergrad.	1	Minor revisions (2)
3. Agroecology	Undergrad.	1	Minor revisions (2)
4. Applied Health Sciences	Graduate	1	Major revisions (3)
5. Canadian Studies	Graduate	2	Minor revisions (2)
6. Food Science	Undergrad.	1	Minor revisions (2)
7. History	Combined	1-2	Minor revisions (2)
8. Linguistics	Graduate	2	Minor revisions (2)
9. Native Studies	Graduate	2	Minor revisions (2)
10. Political Studies	Graduate	2	Minor revisions (2)

STAGE 4: PROVOST OR FGS RESPONSE

Program	Level	Round	Program Category
1. Anthropology	Undergrad.	1	Minor revisions (2)
2. Biological Sciences	Combined	1-2	Minor revisions (2)
3. Native Studies	Undergrad.	1	Major revisions (3)

STAGE 5: REVIEW BY SCAR (MEETING OF APRIL 16, 2018)

Program	Level	Round	Program Category
1. Art (B.F.A.)	Undergrad.	1	Minor revisions (2)
2. Community Health Sciences	Graduate	2	Not provided
3. Oral & Maxillofacial Surgery (DDSS)	Graduate	2	Minor revisions (2)

STAGE 6: REVIEW FOLLOW-UP

Program	Level	Round	Category	Follow-up
1. Environmental Design	Undergrad.	1	Major revisions (3)	Final report due Fall 2018
2. Civil Engineering	Graduate	2	Minor revisions (2)	Due Fall 2017
3. Periodontics (DDSS)	Graduate	2	Continue as is (1)	Due Fall 2017
4. Environment & Geography	Undergrad.	1	Not provided	Due Summer 2018
5. French, Spanish, and Italian	Undergrad.	1	Not provided	Due Winter 2018
6. Geological Sciences	Graduate	2	Not provided	Due Winter 2018
7. German & Slavic Studies	Graduate	2	Continue as is (1)	Due Fall 2017
8. Human Nutritional Sciences	Graduate	2	Minor revisions (2)	Due Winter 2018
9. Interior Design	Graduate	2	Continue as is (1)	Due Summer 2017
10. Labour Studies	Undergrad.	1	Minor revisions (2)	Due Fall 2017
11. Law	Undergrad.	1	Continue as is (1)	Due Summer 2017
12. Mechanical Engineering	Graduate	2	Minor revisions (2)	Due Fall 2017

¹ As per the Senate-approved procedures on Academic Program Reviews, review teams are asked to categorize programs into the following:

- (a) "Adequate" and should continue as is (1);
- (b) "Adequate" but requiring minor revision or restructuring (2); or
- (c) "Inadequate" and requiring major revision or restructuring (3).

13. Music	Undergrad.	1	Not provided	Due Fall 2017
14. Orthodontics (PDS)	Graduate	2	Continue as is (1)	Due Fall 2017
15. Peace & Conflict Studies (Ph.D.)	Graduate	1	Minor revisions (2)	Due Winter 2018
16. Pediatric Dentistry (PDS)	Graduate	2	Continue as is (1)	Due Fall 2017
17. Political Studies	Undergrad.	1	Major revisions (3)	Due Summer 2018
18. Psychology	Graduate	2	Continue as is (1)	Due Fall 2017
19. Sociology	Graduate	2	Minor revisions (2)	Due Fall 2017

STAGE 7: COMPLETED (FOLLOW-UP PRESENTED TO SCAR, APRIL 16, 2018)

Program	Level	Round	Program Category
1. Economics	Undergrad	1	Minor revisions (2)
2. Education (USB)	Graduate	2	Minor revisions (2)
3. Electrical & Computer Engineering	Graduate	2	Minor revisions (2)
4. German & Slavic Studies	Graduate	2	Continue as is (1)

5. Accredited Programs

The current Senate policy on academic program reviews, allows for academic programs that are required to undergo external accreditation to use the process in lieu of a formal program review, unless otherwise determined by the Provost. In considering whether an accreditation review will be considered equivalent to an academic program review, the Provost considers all elements of the accreditation process, including the mandatory nature of the accreditation, and the appropriateness of the information provided to, and commented on, by an external review team.

Currently, there are 35 external bodies accrediting and/or certifying over 45 academic programs at the university. Two programs were reviewed and renewed in the 2017-2018 academic year and one program, the Master of Science in Genetic Counselling, was newly accredited. Thirty (30) programs – fifteen in 2018 and fifteen in 2019 - are scheduled for accreditation review over the next year. A list of all accredited programs can be found below. Those programs where an accreditation review has been used in lieu of an academic program review are marked with an asterisk (*).

List of Accredited Programs, 2017-2018

Faculty of Agricultural and Food Sciences

B.Sc. (Food Science), Science Option

Institute for Food Technologists (IFT) 2014-2019

B.Sc. (Human Nutritional Sciences) *

Partnership for Dietetic Education and Practice (PDEP) 2010-2018

Faculty of Architecture

Master of Architecture (M.Arch.)

Canadian Architectural Certification Board (CACB) 2015-2018

Master of City Planning (M.C.P.)*

Canadian Institute of Planners (CIP) 2015-2020

Master of Interior Design (M.I.D.)

Council for Interior Design Accreditation (CIDA) 2012-2018

Master of Landscape Architecture (M.L.A.)*
Canadian Society of Landscape Architects (CSLA) 2015-2021

Faculty of Arts

Ph.D., Psychology (Clinical Stream)
Canadian Psychological Association (CPA) 2014-2018

I.H. Asper School of Business, Faculty of Management

B. Comm. (Hons.)*
Association to Advance Collegiate Schools of Business (AACSB) 2014-2019
Canadian Association of Co-operative Education (CAFCE) 2012-2018
Co-operative Option
Chartered Professional in Human Resources (CPHR) 2017-2019
Major in Human Resources

M.B.A.
Association to Advance Collegiate Schools of Business (AACSB) 2014-2019

M.Sc., Ph.D., Management
Association to Advance Collegiate Schools of Business (AACSB) 2014-2019

B.Sc. (Hons.), Actuarial Mathematics (joint program with Faculty of Science)
Canadian Institute of Actuaries (CIA) 2015-2020
Centre of Excellence (CEA), Society of Actuaries (SOA) 2014-2019

Faculty of Engineering

B.Sc. (Biosystems Engineering)*
Canadian Engineering Accreditation Board (CEAB) 2013-2019

B.Sc. (Civil Engineering)*
Canadian Engineering Accreditation Board (CEAB) 2013-2019

B.Sc. (Computer Engineering)*
Canadian Engineering Accreditation Board (CEAB) 2013-2019

B.Sc. (Electrical Engineering)*
Canadian Engineering Accreditation Board (CEAB) 2013-2019

B.Sc. (Manufacturing Engineering)*
Canadian Engineering Accreditation Board (CEAB) 2013-2019

Clayton H. Riddell Faculty of Environment, Earth, and Resources

Bachelor of Environmental Science (B.Env.Sc.)
Canadian Environmental Accreditation Commission and ECO Canada 2011-2018

Rady Faculty of Health Sciences

COLLEGE OF DENTISTRY

Doctor of Dental Medicine (D.M.D.)*
Commission on Dental Accreditation of Canada (CDAC) 2015-2022

M.Dent., Dental Diagnostic & Surgical Sciences (Oral & Maxillofacial Surgery)
Commission on Dental Accreditation of Canada (CDAC) 2015-2022

M.Dent., Dental Diagnostic & Surgical Sciences (Periodontics)	Commission on Dental Accreditation of Canada (CDAC)	2015-2022
M.Dent., Preventive Dental Science (Pediatric Dentistry)	Commission on Dental Accreditation of Canada (CDAC)	2017-2024
M.Sc., Preventive Dental Science (Orthodontics)	Commission on Dental Accreditation of Canada (CDAC)	2015-2022
Diploma, Dental Hygiene*	Commission on Dental Accreditation of Canada (CDAC)	2015-2022
B.Sc., Dental Hygiene*	Commission on Dental Accreditation of Canada (CDAC)	2015-2022

MAX RADY COLLEGE OF MEDICINE

Undergraduate Medical Education – UGME (M.D.)*	Committee on Accreditation of Canadian Medical Schools (CACMS)	2016-2024
Post-graduate Medical Education - PGME*	Canadian Residency Accreditation Consortium (CanRAC)	2014-2021
	Canadian College of Medical Geneticists <i>Molecular Genetics & Cytogenetics</i>	2013-2018
	Canadian College of Microbiologists (FCCM) <i>NEW</i> <i>Clinical Microbiology Training Program</i>	T.B.D.
	Canadian Psychological Association (CPA) <i>Clinical Psychology Training Program</i>	2011-2018
Physician Assistant Studies (M.P.A.S.)*	Canadian Medical Association (CMA)	2016-2022
M.Sc., Genetic Counselling	Accreditation Council for Genetic Counseling (ACGC)	2017-2020
Continuing Professional Development (C.P.D.)*	Committee on Accreditation of Continuing Medical Education (CACME)	2016-2024

COLLEGE OF NURSING

Bachelor of Nursing (B.N.)*	College of Registered Nurses of Manitoba (CRNM)	2014-2018
Master of Nursing (M.N.) – Nurse Practitioner Stream*	College of Registered Nurses of Manitoba (CRNM)	2015-2018

COLLEGE OF PHARMACY

B.Sc., Pharmacy*	Canadian Council for Accreditation of Pharmacy Programs (CCAPP)	2013-2019
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COLLEGE OF REHABILITATION SCIENCES

Bachelor of Respiratory Therapy (B.R.T.)*	Council on Accreditation for Respiratory Therapy Education (CoARTE)	2013-2019
Master of Occupational Therapy (M.O.T.)*	Canadian Association of Occupational Therapists (CAOT)	2012-2019
Master of Physical Therapy (M.P.T.)*	Physiotherapy Education Accreditation Canada (PEAC)	2014-2020

Faculty of Kinesiology and Recreation Management

Bachelor of Kinesiology (B.Kin.)

Canadian Council of Physical Education & Kinesiology
Administrators (CCUPEKA) 2011-2018

Bachelor of Kinesiology (B.Kin.), Athletic Therapy

Canadian Athletic Therapists Association (CATA) 2016-2020

Bachelor of Physical Education (B.P.E.)

Canadian Council of Physical Education & Kinesiology
Administrators (CCUPEKA) 2011-2018

Faculty of Law

Juris Doctor (J.D.), Common Law

Federation of Canadian Law Societies 2017-2018
Note that programs are reviewed on an annual basis.

Faculty of Science

B.Sc. (Hons.), Actuarial Mathematics (*joint program with Faculty of Management*)

Canadian Institute of Actuaries (CIA) 2015-2020
Centre of Excellence (CEA), Society of Actuaries (SOA) 2014-2019

B.Sc. (Maj.), B.Sc. (Hons.), Biochemistry

Canadian Society for Chemistry (CSC) 2015-2020

B.Sc. (Maj.), B.Sc. (Hons.), Chemistry*

Canadian Society for Chemistry (CSC) 2015-2020

B.C.Sc.(Hons), B.Sc.(Maj.), Computer Science*

Canadian Information Processing Society (CIPS) 2012-2018
With additional accreditation for Software Engineering Specialization

B.Sc. (Maj.), B.Sc. (Hons.), Statistics – 3000 and 4000 level courses

Statistical Society of Canada *Renewal in progress*

M.Sc., Ph.D. – Physics (Medical Physics)

Commission on Accreditation of Medical Physics Education
Programs, Inc. (CAMPEP) 2018-2022

Faculty of Social Work

Bachelor of Social Work (B.S.W.)*

Canadian Association for Social Work Education (CASWE) 2014-2022

Master of Social Work (M.S.W.)

Canadian Association for Social Work Education (CASWE) 2014-2022

Cc: David Collins, Vice-Provost (Integrated Planning and Academic Programs) and Chair, Senate Committee on Academic Review
Jeff Leclerc, University Secretary



AGENDA ITEM: *Student Referenda for: Agricultural and Food Sciences (graduate), Art, Dental Hygiene, Dentistry, Interior Design, Kinesiology and Recreation Management, Music, and Nursing.*

RECOMMENDED RESOLUTION:

That the Board of Governors approve the following contributions be assessed against students beginning in the fall of 2018:

Unit	Contribution	Term	Requested by:
<i>Agricultural and Food Sciences (Graduate)</i>	<i>\$35.00 / term</i>	<i>Ongoing</i>	<i>Dean Karin Wittenberg</i>
<i>Art</i>	<i>\$2.75 / credit hour</i>	<i>2 years</i>	<i>Director Paul Hess</i>
<i>Dental Hygiene</i>	<i>\$35.00 / term</i>	<i>3 years</i>	<i>Director Mary Bertone</i>
<i>Dentistry</i>	<i>\$87.50 / term</i>	<i>3 years</i>	<i>Dean Anthony Iacopino</i>
<i>Interior Design</i>	<i>\$1.66 / credit hour</i>	<i>2 years</i>	<i>Dean Jonathan Beddoes</i>
<i>Kinesiology and Recreation Management</i>	<i>\$4.50 / credit hour</i>	<i>1 year</i>	<i>Dean Douglas Brown</i>
<i>Music</i>	<i>\$2.00 / credit hour</i>	<i>3 years</i>	<i>Dean Edmund Dawe</i>
<i>Nursing</i>	<i>\$3.30 / credit hour</i>	<i>3 years</i>	<i>Acting Dean Christine Ateah</i>

Action Requested: Approval Discussion/Advice Information

CONTEXT AND BACKGROUND:

Student Referendum History: *During 'Drive for Excellence', the University of Manitoba capital campaign launched in 1987, Mitch Gregoire, Senior Stick (class president) for the Faculty of Engineering (1986-87) felt that a change was needed to the traditional fundraising strategy of bake sales and their variety. He wanted 100% involvement from students, and to achieve this, a referendum was held where students were asked to vote on making an annual contribution. That vote passed and, since then nearly every faculty and college at the University of Manitoba continues to participate in the referendum program – raising over \$49.4 million dollars to date.*

Agricultural and Food Sciences (Graduate): *On March 15th and 16th, students held a referendum to support the Endowment fund (100%). They voted in favour of contributing \$17.50/term for an ongoing period in the fall of 2018. This amounts to an approximate donation of \$35/student/year, and a total annual contribution of \$9,695 (pending student enrollment). There was a 22% participation rate with 60 of the 277 eligible student voters casting a ballot. Of those, 50 were "yes" votes, 10 were "no" votes, and 0 spoiled ballots.*

Art: On March 19th and 20th, students held a referendum to support the Student Initiative (80%), Endowment (10%), and the Visiting Artist (10%) funds. They voted in favour of contributing \$2.75/credit hour, for two years beginning in the fall of 2018. This amounts to an approximate donation of \$86/student/year, and a total contribution of \$47,300 (pending student enrollment). Students also voted to transfer a surplus of \$38,550 from their Student Initiative to establish the Bursary fund. There was a 16% participation rate with 43 of the 275 eligible student voters casting a ballot. Of those, 39 were "yes" votes, 4 were "no" votes, and 0 spoiled ballots.

Dental Hygiene: On October 30th and 31st, students held a referendum to support the Smiles for Miles (100%). They voted in favour of contributing \$35/term, for three years beginning in the fall of 2018. This amounts to an approximate donation of \$70/student/year, and a total contribution of \$10,920 (pending student enrolment). There was a 94% participation rate with 49 of the 52 eligible student voters casting a ballot. Of those, 43 were "yes" votes, 3 were "no" votes, and there were 3 spoiled ballots.

Dentistry: On March 20th and 21st, students held a referendum to support the Student Initiative fund (100%). They voted in favour of contributing \$87.50/term, for three years beginning in the fall of 2018. This amounts to an approximate donation of \$175/student/year, and a total contribution of \$65,100 (pending student enrolment). There was a 79% participation rate with 98 of the 124 eligible student voters casting a ballot. Of those, 89 were "yes" votes, 9 were "no" votes, and there were 0 spoiled ballots.

Interior Design: On November 20th and 21st, students held a referendum to support the Endowment (50%) and Student Initiative (50%) funds. They voted in favour of contributing \$1.66/credit hour for two years beginning in the fall of 2018. This amounts to an approximate donation of \$50/student/year, and a total contribution of \$2,600 (pending student enrolment). There was a 54% participation rate with 14 of the 26 eligible student voters casting a ballot. Of those votes, 14 were "yes" votes. There were 0 "no" votes or spoiled ballots.

Kinesiology and Recreation Management: October 2nd and 3rd, students held a referendum to support the Endowment (40%) and Student Initiative (60%) funds. They voted in favour of contributing \$4.50/credit hour for one year, beginning in the fall of 2018. This amounts to a donation of \$135/student/year, and a total contribution of \$63,450 (pending student enrolment). There was a 22% participation rate with 102 of the 470 eligible student voters casting a ballot. Of those votes, 77 were "yes" votes, 25 were "no" votes and there were 0 spoiled ballots.

Music: On November 22nd and 23rd, students held a referendum to support the Endowment (70%) and the Student Initiative (30%) funds. They voted in favour of contributing \$2.00/credit hour for three years beginning in the fall of 2018. This amounts to an approximate donation of \$60/student/year and a total contribution of \$27,000 (pending student enrolment). There was a 39% participation rate with 58 of the 150 eligible student voters casting a ballot. Of those votes, 54 were "yes" votes, 4 were "no" votes and 0 spoiled ballots.

Nursing: On October 26th and 27th, students held a referendum to support the Endowment (80%), Student Initiative (10%), Student Lounge and NSA Office Improvements (8%), and Humanitarian (2%) funds. They voted in favour of contributing \$3.30/credit hour for three years, beginning in the fall of 2018. This amounts to an approximate donation of \$99/student/year, and a total contribution of \$175,527 (pending student enrolment). There was a 29% participation rate with 174 of the 591 eligible student voters casting a ballot. Of those votes, 105 were "yes" votes, 69 were "no" votes and there were 0 spoiled ballot.



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>John Kearsey</u>	<u>April 10, 2018</u>
<input type="checkbox"/>	<input type="checkbox"/>	<u>David Barnard</u>	<u>April 11, 2018</u>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<u>FAHR</u>	<u>May 8, 2018</u>
<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>		

Office of the Vice-President (External)

Submission prepared by:

Submission approved by:

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

Attachments (letters from):

- Karin Wittenberg, Dean, Faculty of Agricultural and Food Sciences
- Tasneem Vahora, Graduate Student Representative, Faculty of Agricultural and Food Sciences
- Paul Hess, Director, School of Art
- Mathew Lacose and Kelsey Smith, Co-Sticks, School of Art
- Mary Bertone, Director, School of Dental Hygiene
- Nicole Saive, Senior Stick, School of Dental Hygiene
- Anthony Iacopino, Dean, College of Dentistry
- Randal (Randy) Mutchmor, Senior Stick, College of Dentistry
- Jonathan Beddoes, Dean, Faculty of Architecture
- Christine Stochl, President, Department of Interior Design
- Douglas Brown, Dean, Faculty of Kinesiology and Recreation Management
- Courtney Gabrielle, Senior Stick/President, Faculty of Kinesiology and Recreation Management
- Edmund Dawe, Dean, Faculty of Music
- McKENzie Warriner, Senior Stick, Faculty of Music
- Christine Ateah, Acting Dean, College of Nursing
- Stephanie Hilmerich, Senior Stick/President, College of Nursing



UNIVERSITY
OF MANITOBA

Faculty of Agricultural and Food
Sciences

Office of the Dean
256 Agriculture Building
Winnipeg, Manitoba
Canada R3T 2N2
Phone (204) 474-6026
Fax (204) 474-7525

March 22, 2018

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

Dear Dr. Barnard:

I am pleased to inform you that the graduate students of the Faculty of Agricultural and Food Sciences have voted to contribute to the Faculty through their student referendum.

Attached you will find the letter I received from Tasneem Vahora, Graduate Student Representative. The letter details how proper notice was provided to the students about the referendum initiative, including the disbursement and the vote date.

As Tasneem explains, the graduate students wish to contribute \$35 per year, for an ongoing term to the Agricultural and Food Sciences Endowment Fund. This will result in a contribution of \$9,695 (pending enrolment) to the university. This contribution is to be collected from each student in each term when fees are paid, beginning in the fall of the 2018/2019 fiscal year.

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

Sincerely,

Dr. Karin Wittenberg
Dean

Enclosure

cc: Sana Mahboob, Donor Relations

March 22, 2018

Dr. Karin Wittenberg
Dean, Faculty of Agricultural and Food Sciences
257 Agriculture Building
University of Manitoba

Dear Dr. Wittenberg,

On March 15th and 16th, the Agriculture and Food Sciences graduate students held a referendum to support the Endowment fund. We proposed a contribution of \$17.50 per term from each graduate student, for an ongoing period, beginning in the fall of 2018. This amounts to an approximate donation of \$35 per student per year. I am pleased to inform you that the vote was successful and as such, the students will be contributing \$9,695 (pending student enrolment) to the Faculty of Agricultural and Food Sciences annually. The ballot read as follows:

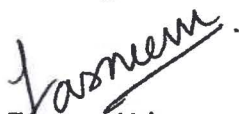
<p style="text-align: center;">FACULTY OF AGRICULTURAL & FOOD SCIENCES GRADUATE STUDENTS 2018 REFERENDUM BALLOT</p> <p style="text-align: center;">I agree to make a tax-deductible contribution of \$35 per year (\$17.50 per term) to be paid at the time of registration.</p> <p style="text-align: center;">100% of this contribution will be directed to the Agricultural & Food Sciences Endowment.</p> <p style="text-align: center;">The term for this agreement is to be ongoing.</p> <p style="text-align: center;"><i>*Previous referendum for Human Nutritional Sciences is no longer applicable.</i></p> <p style="text-align: center;"><input type="checkbox"/> Yes <input type="checkbox"/> No</p>

There was a 22% participation rate with 60 of the 277 eligible student voters casting a ballot. Of those votes, there were 50 "yes" votes, 10 "no" votes and 0 spoiled ballot.

Prior to the referendum vote, we held discussions, sent emails and held an open forum to ensure all students were made aware of information detailing the referendum process, the proposed donation amount and disbursement, and the need to give back.

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

Sincerely,


Tasneem Vahora
Graduate Student Representative

cc: Sana Mahboob, Donor Relations



UNIVERSITY
OF MANITOBA

School of Art

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Canada R3T 2N2
Telephone (204) 474-9367
Fax (204) 474-7605

March 22, 2018

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

Dear Dr. Barnard:

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

Attached you will find the letter I received from Mathew Lacosse and Kelsey Smith, Co- Sticks of the School of Fine Arts Student Association. The letter details how proper notice was provided to the students about the referendum initiative, including the disbursement and the vote date through emails and a presentations made by the student council.

As Mathew and Kelsey explain, the students wish to contribute \$2.75 per credit hour for a two-year term, to the School of Art Endowment, Student Initiative, and Visiting Artist funds. This will result in a contribution of \$47,300 (pending enrolment) to the university. This contribution is to be collected from each student in each term when fees are paid, beginning in the fall of the 2018/2019 fiscal year.

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

Sincerely,

Paul Hess
Director

enclosure
cc: Sana Mahboob, Donor Relations

March 22, 2018

Prof. Paul Hess
Director, School of Art
326 ARTlab
University of Manitoba,
Winnipeg, MB R3T 2N2

Dear Prof. Hess,

On March 19th and 20th, the School of Fine Arts Student Association held a referendum to support the Endowment, Student Initiative, and Visiting Artist funds. Each student was proposed with making a donation of \$2.75 per credit hour for a two-year term, beginning in the fall of 2018. This amounts to an approximate donation of \$80 per student per year. I am pleased to inform you that the vote was successful and as such, students will be contributing \$47,300 (pending student enrolment) to the School of Art over the next two years.

Students also voted to transfer a surplus of \$38,550 from the Student Initiative Fund to establish the Bursary Fund. The ballot read as follows:

SCHOOL OF ART 2018 REFERENDUM BALLOT

I agree to make a tax-deductible contribution of \$2.75 per credit hour (\$86 per year for 30 credit hours) to be paid at the time of registration.

This contribution will be directed to Art as follows:

10% Art Endowment Fund
80% Art Student Initiative Fund
10% Visiting Artist Fund

The term for this agreement is to be 2 years

I vote to transfer \$38,550 from the *Student Initiative Fund* to establish the *Bursary Fund*

Yes No

There was a 16% participation rate with 43 of the 275 eligible student voters casting a ballot. Of those votes, there were 39 "yes" votes, 4 "no" votes and there were no spoiled ballots.

Prior to the referendum vote we conducted classroom presentations, sent emails and held an open forum to ensure all students were made aware of information detailing the referendum process, the proposed donation amount and disbursement and the need to give back.

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

Sincerely,



Mathew Lacosse
Co-Stick



Kelsey Smith
Co-Stick

cc: Sana Mahboob, Donor Relations



UNIVERSITY
OF MANITOBA

Rady Faculty of
Health Sciences

College of Dentistry
School of Dental Hygiene
D212-780 Bannatyne Avenue
Winnipeg, Manitoba
Canada R3E 0W2
Telephone (204) 789-3683
Fax (204) 789-3948

November 1, 2017

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

Dear Dr. Barnard:

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

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

As Nicole explains, the students wish to contribute \$35 per semester for a three year term, to Smiles for Miles. This will result in a contribution of \$10,920 (pending enrolment) to the university. This contribution is to be collected from each student in each term when fees are paid, beginning in the fall of the 2018/2019 fiscal year.

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

Sincerely,

Prof. Mary Bertone
Director

enclosure

cc: Sana Mahboob, Donor Relations

November 1, 2017

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

Dear Professor Bertone,

On October 30th and 31st, the Manitoba Dental Hygiene Student Association held a referendum to support Smiles for Miles. Each student was proposed with making a donation of \$35 per semester for a three year term, beginning in the fall of 2018. This amounts to an approximate donation of \$70 per student per year. I am pleased to inform you that the vote was successful and as such, the students will be contributing \$10,920 (pending student enrolment) to the School of Dental Hygiene over the next three years. The ballot reads as follows:

<p>DENTAL HYGIENE 2017/18 REFERENDUM BALLOT</p> <p>I agree to make a tax-deductible contribution of \$35 per term (\$70 per year) to be paid at the time of registration.</p> <p>This contribution will be directed to Dental Hygiene as follows:</p> <p>100% Smiles for Miles</p> <p>The term for this agreement is to be 3 years</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>

There was a 94% participation rate with 49 of the 52 eligible student voters casting a ballot. Of those votes, 43 were "yes" votes, 3 were "no" votes and there were 3 spoiled ballots.

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

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

Sincerely,



Nicole Saive, Senior Stick

cc: Sana Mahboob, Donor Relations



UNIVERSITY
OF MANITOBA

Faculty of Health Sciences

College of Dentistry
Dean's Office
D113-780 Bannatyne Avenue
Winnipeg, Manitoba
Canada R3E 0W2
Telephone: 204. 789. 3631
Fax: 204. 789. 3912
info_dent@umanitoba.ca

March 22, 2018

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

Dear Dr. Barnard:

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

Attached you will find the letter I received from Randy Mutchmor, Senior Stick of the Manitoba Dental Students Association. The letter details how proper notice was provided to the students about the referendum initiative.

As Randy explains, the students wish to contribute \$87.50 per term for three years, to the College of Dentistry Student Initiative Fund. This will result in a contribution of \$65,100 (pending enrolment) to the university. This contribution is to be collected from each student in each term when fees are paid, beginning in the fall of the 2018/2019 fiscal year.

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

Sincerely,

Anthony Iacopino, Ph.D.
Dean

enclosure

cc: Sana Mahboob, Donor Relations

March 22, 2018

Dr. Anthony Iacopino
Dean, College of Dentistry
D113 Dental Building
University of Manitoba
Winnipeg, MB R3E 0W2

Dear Dr. Iacopino,

On March 20th and 21st, the Manitoba Dental Student Association held a referendum to support the College of Dentistry Student Initiative Fund. Each student was proposed with making a donation of \$87.50 per term for three years, beginning in the fall of 2018. This amounts to an approximate donation of \$175 per student per year. I am pleased to inform you that the vote was successful and as such, the students will be contributing \$65,100 (pending student enrolment) to the College of Dentistry over the next three years. The ballot reads as follows:

<p>COLLEGE OF DENTISTRY 2018 STUDENT REFERENDUM BALLOT</p> <p>I agree to make a tax-deductible contribution of \$175 per year (\$87.50 per term) to be paid at the time of registration.</p> <p>100% of this contribution will be directed to the Dentistry Student Initiative Fund</p> <p>The term for this agreement is to be 3 years</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
--

There was a 79% participation rate with 98 of the 124 eligible student voters casting a ballot. Of those votes, 89 were “yes” votes, 9 were “no” votes and there were no spoiled ballots.

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

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

Sincerely,



Randy Mutchmor
Senior Stick, MDSA

cc: Sana Mahboob, Donor Relations



UNIVERSITY
OF MANITOBA

Faculty of Architecture

Architecture
City Planning
Environmental Design
Interior Design
Landscape Architecture

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

November 28, 2017

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

Dear Dr. Barnard:

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

Attached you will find the letter I received from Christine Stochl, President of the Interior Design Association of Students. The letter details how proper notice was provided to the students about the referendum initiative, including the disbursement and the vote date, through emails sent and open forum held by the student council.

As Christine explains, the students wish to contribute \$1.66 per credit hour for a two year term, to the Architecture Endowment and Student Initiative funds. This will result in a contribution of \$2,600 (pending enrolment) to the university. This contribution is to be collected from each student in each term when fees are paid, beginning in the fall of the 2018/2019 fiscal year.

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

Sincerely,

J. Beddoes

Jonathan Beddoes, Ph.D., P.Eng.
Dean

enclosure

cc: Sana Mahboob, Donor Relations

November 27, 2017

Dr. Jonathan Beddoes
Dean, Faculty of Architecture
201 Russell Bldg
University of Manitoba,
Winnipeg, MB R3T 2N2

Dear Dr. Beddoes,

On November 20th and 21st, the Interior Design Association of Students held a referendum to support the Architecture Endowment and Student Initiative funds. Each student was proposed with making a donation of \$1.66 per credit hour for a two year term, beginning in the fall of 2018. This amounts to an approximate donation of \$50 per student per year. I am pleased to inform you that the vote was successful and as such, the students will be contributing \$2,600 (pending student enrolment) to the Faculty of Architecture over the next two years. The ballot read as follows:

<p>INTERIOR DESIGN 2017 REFERENDUM BALLOT</p> <p>I agree to make a tax-deductible contribution of \$1.66 per credit hour (\$50 per year for 30 credit hours) to be paid at the time of registration.</p> <p>This contribution will be directed to the Faculty of Architecture as follows:</p> <p style="text-align: center;">50% Interior Design Student Initiative Fund 50% Faculty of Architecture Endowment Fund</p> <p style="text-align: center;">The term for this agreement is to be 2 years</p> <p style="text-align: center;"><input type="checkbox"/> Yes <input type="checkbox"/> No</p>

There was a 54% participation rate with 14 of the 26 eligible student voters casting a ballot. Of those votes, 14 were "yes" votes, 0 were "no" votes and there were no spoiled ballots.

Prior to the referendum vote, we sent emails and conducted an open forum to ensure all students were made aware of information detailing the referendum process, the proposed donation amount and disbursement and the need to give back.

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

Sincerely,

C. Stochl

Christine Stochl
President, Interior Design Association of Students

cc: Sana Mahboob, Donor Relations



UNIVERSITY
OF MANITOBA

Faculty of Kinesiology
and Recreation Management

102 Frank Kennedy Centre
Winnipeg, Manitoba
Canada R3T 2N2

October 25, 2017

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

Dear Dr. Barnard:

I am pleased to inform you that the students in the Faculty of Kinesiology and Recreation Management have once again voted to continue making contributions to the faculty through their student referendum.

Attached you will find the letter I received from Courtney Gabrielle, Senior Stick/President of the Physical Education Recreation Kinesiology Student (PERKS) council. The letter details how proper notice was provided to the students about the referendum initiative, including the disbursement and the vote date, through presentations made by the members of the student council.

As Courtney explains, the students wish to contribute \$4.50 per credit hour for a one year term, to the Faculty of Kinesiology and Recreation Management Endowment and the Student Initiative funds. This will result in a contribution of \$63,450 (pending enrolment) to the university. This contribution is to be collected from each student in each term when fees are paid, beginning in the fall of the 2018/2019 fiscal year.

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

Sincerely,

Douglas Brown
Dean

Enclosure

cc: Sana Mahboob, Donor Relations

October 24, 2017

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

Dear Dr. Brown,

On October 2 and 3, the Physical Education Recreation Kinesiology Student (PERKS) council held a referendum to support the Faculty of Kinesiology and Recreation Management Endowment and the Student Initiative funds through a donation from each student. Each student was proposed with making a donation of \$4.50 per credit hour for a one year term, beginning in the fall of 2018. This amounts to an approximate donation of \$135 per student per year. We are pleased to inform you that the vote was successful and as such, the students will be contributing \$63,450 (pending student enrolment) to the Faculty of Kinesiology and Recreation Management over the next year. The ballot read as follows:

<p style="text-align: center;">KINESIOLOGY & RECREATION MANAGEMENT 2017 REFERENDUM BALLOT</p> <p style="text-align: center;">I agree to make a tax-deductible contribution of \$4.50 per credit hour (\$135 per year for 30 credit hours) to be paid at the time of registration.</p> <p style="text-align: center;">This contribution will be directed to Kinesiology & Recreation Management as follows:</p> <p style="text-align: center;">60% Student Initiative Fund 40% Endowment Fund</p> <p style="text-align: center;">The term for this agreement is to be 1 year</p> <p style="text-align: center;"><input type="checkbox"/> Yes <input type="checkbox"/> No</p>

There was a 22% participation rate with 102 of the 470 eligible student voters casting a ballot. Of those votes, 77 were "yes" votes, 25 were "no" votes and there were no spoiled ballots.

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

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

Sincerely,



Courtney Gabrielle
Senior Stick/President, PERKS

cc: Sana Mahboob, Donor Relations

November 28, 2017

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

Dear Dr. Barnard:

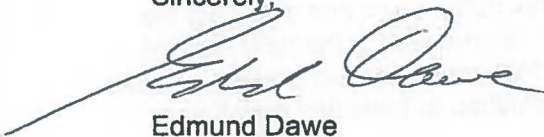
I am pleased to inform you that the students in the Desautels Faculty of Music have once again voted to continue making contributions to the faculty through their student referendum.

Attached you will find the letter I received from McKenzie Warriner, Senior Stick of the Faculty of Music Student Association. The letter details how proper notice was provided to the students about the referendum initiative, including the disbursement and the vote date, through emails sent and presentations made by the Executive of the Faculty of Music Student Association.

As McKenzie explains, the students wish to contribute \$2.00 per credit hour for a three-year term to the Music Endowment, and the Music Student Initiative funds. This will result in a contribution of \$27,000 (pending enrolment) to the university. This contribution is to be collected from each student in each term when fees are paid, beginning in the fall of the 2018/2019 fiscal year.

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

Sincerely,



Edmund Dawe
Dean

enclosure

cc: Sana Mahboob, Donor Relations



November 27, 2017

Dr. Edmund Dawe
Dean, Marcel A. Desautels Faculty of Music
T307 Tache Arts Complex
University of Manitoba

Dear Dr. Dawe,

On November 22nd and 23rd, the Faculty of Music Students Association held a referendum to support the Music Endowment and Student Initiative funds. Each student was proposed with making a donation of \$2.00 per credit hour for a three year term, beginning in the fall of 2018. This amounts to an approximate donation of \$60 per student per year. I am pleased to inform you that the vote was successful and as such, the students will be contributing \$27,000 (pending student enrolment) to the Faculty of Music over the next year. The ballot read as follows:

<p style="text-align: center;">MARCEL A. DESAUTELS FACULTY OF MUSIC 2017 REFERENDUM BALLOT</p> <p style="text-align: center;">I agree to make a tax-deductible contribution of \$2.00 per credit hour (\$60 per year for 30 credit hours) to be paid at the time of registration.</p> <p style="text-align: center;">This contribution will be directed to Music as follows:</p> <p style="text-align: center;">70% Music Endowment Fund 30% Music Student Initiative Fund</p> <p style="text-align: center;">The term for this agreement is to be 3 years</p> <p style="text-align: center;"><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
--

There was a 39% participation rate with 58 of the 150 eligible student voters casting a ballot. Of those votes, 54 were "yes" votes, 4 were "no" votes and there were no spoiled ballots.

Prior to the referendum vote, we sent emails and conducted an open forum to ensure all students were made aware of information detailing the referendum process, the proposed donation amount and disbursement and the need to give back.

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

Sincerely,



McKenzie Warriner
Senior Stick, Faculty of Music Students Association

cc: Sana Mahboob, Donor Relations



November 14, 2017

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

Dear Dr. Barnard:

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

Attached you will find the letter I received from Stephanie Hilmerich, Senior Stick/President of the Nursing Students' Association. The letter details how proper notice was provided to the students about the referendum initiative, including the disbursement and the vote date, through a detailed email and presentations made.

As Stephanie explains, the students wish to contribute \$3.30 per credit hour for a three year term, to the Nursing Endowment, Student Initiative, Student Lounge and NSA Office Improvements, and Humanitarian funds. This will result in a contribution of \$175,527 (pending enrolment) to the university. This contribution is to be collected from each student in each term when fees are paid, beginning in the fall of the 2018/2019 fiscal year.

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

Sincerely,

Dr. Christine Ateah, RN, PhD
Acting Dean

enclosure

cc: Sana Mahboob, Donor Relations

November 6, 2017

Dr. Christine Ateah
Acting Dean, College of Nursing
293 Helen Glass Ctr
University of Manitoba,
Winnipeg, MB R3T 2N2

Dear Dr. Ateah,

On October 26th and 27th, the Nursing Student's Association held a referendum to support the College of Nursing Endowment, Student Initiative, Student Lounge and NSA Office Improvements, and Humanitarian funds. Each student was proposed with making a donation of \$3.30 per credit hour for a three year term, beginning in the fall of 2018. This amounts to an approximate donation of \$99 per student per year. I am pleased to inform you that the vote was successful and as such, the students will be contributing \$175,527 (pending student enrolment) to the College of Nursing over the next three years. The ballot read as follows:

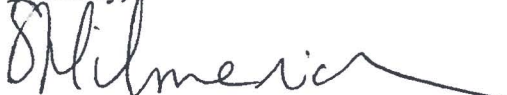
<p>2017 NURSING REFERENDUM BALLOT</p> <p>I agree to make a tax-deductible contribution of \$3.30 per credit hour (\$99 per year for 30 credit hours) to be paid at the time of registration.</p> <p>This contribution will be directed to Nursing as follows:</p> <p style="margin-left: 40px;">80% Endowment Fund 10% Student Initiative Fund 8% Student Lounge & NSA Office Improvements Fund 2% Humanitarian Fund</p> <p>The term for this agreement is to be 3 years</p> <p style="text-align: center;"><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
--

There was a 29% participation rate with 174 of the 591 eligible student voters casting a ballot. Of those votes, 105 were "yes" votes, 69 were "no" votes and there were no spoiled ballots.

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

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

Sincerely,



Stephanie Hilmerich
Senior Stick/President, Nursing Students' Association

cc: Sana Mahboob, Donor Relations

PRESIDENT'S REPORT: June 26, 2018

GENERAL

On June 12 and 13, the University of Manitoba and the Gairdner Foundation hosted the *Canada and Global Public Health: Moving from Strategy to Action* conference, which brought together global public health leaders from across the country and around the world to discuss key issues in global public health. The conference focused on current challenges and opportunities in global public health, Canada's role (current and future) and contributions, and on how collectively we can move from strategy to action.

We are pleased to congratulate Carla Loewen (M.Ed./16) on her recent election as the alumni representative on the Board of Governors and welcome her to the Board for her 2018-2021 term. She was elected from a pool of 25 candidates and replaces long-time alumni association board member, Shona Connelly (M.A./90).

On May 29 the University of Manitoba announced a new Front and Centre Campaign total of \$466,495,719. The University is on track to meet its 2018/2019 Front and Centre Campaign benchmark.

Also on May 29, Dr. Gerald Niznick [DMD/66, LLD (Hon)/02] and Mrs. Reesa Niznick announced their \$7.5 million donation to the College of Dentistry to more than 150 guests including The Hon. Ian Wishart, Minister of Education and Training. Dr. Niznick, an internationally successful inventor, entrepreneur and dentist, is recognized as the originator of modern implant dentistry. The Niznicks' transformative gift will enhance clinical training space, fund special initiatives and create reliable endowed funding for the college. The University renamed the College of Dentistry The Dr. Gerald Niznick College of Dentistry in recognition of the Niznicks' gift, which is the largest gift in its history.

Homecoming events will take place at the Fort Garry and Bannatyne campuses September 24-30.

ACADEMIC MATTERS

- Jason Gibbs, entomology, has had the unusual honour of having a new species of bee, *Epeolus gibbsi*, named after him by a colleague, based on material Jason collected at Spruce Woods Provincial Park.
- Mary Brabston, accounting & finance received "Best Coach" award at Engineering/Commerce (ENGCOMM) 2018. Mary has served as faculty advisor for 14 years and recently retired.
- Heather Dean, retired, pediatrics/child health, Michael Moffatt, community health sciences, Elizabeth Sellers, pediatrics & child health, and Jon McGavock, pediatrics & child health served as the advisory committee for a recent book project, along with Indigenous community members. The book by Larry Krotz is titled "Diagnosing the Legacy: The Discovery, Research and Treatment of Type 2 Diabetes in Indigenous Youth." It traces the 30-year story of how First Nations communities, health professionals and researchers journeyed from first awareness to addressing the astoundingly high prevalence of Type 2 diabetes in Indigenous youth.

- Jaime Clark, student, food and human nutritional sciences, was awarded the Christine Gagnon Memorial Travel Award in addition to being one of eight finalists selected to give an oral presentation at the Canadian Nutrition Society meeting in Halifax on May 5.
- I.H. Asper school of business students, Aaron Menon, Marko Gajic and Collin Drosdoski, and their mentor, Tracey Code, Commercial Lending Manager at RBC placed first and won the top prize of \$2,500 US in the 2018 Commercial Credit Analysis Competition. The international competition was comprised of seven universities from Canada and the United States and challenged the participants on their analytical, business education and presentation skills through an exercise in identifying and mitigating the credit risks that a bank faces when lending to a small business.
- At a ceremony held in March, 51 undergraduate and graduate asper students were inducted into membership of the University of Manitoba chapter of beta gamma sigma. These students were recognized because of their outstanding academic achievements. Beta Gamma Sigma is the highest international scholastic recognition offered by business schools.
- At the 10th annual Arni Thorsteinson Study Exchange Program, 16 students from I.H. Asper School of Business participated in a month long academic, business and cultural exchange with the Guilford Glazer Faculty of Business and Management, Ben-Gurion University of the Negev in Israel.

RESEARCH MATTERS

- On May 4, the Canadian astronaut Dr. Jenni Sidey announced the teams selected to take part in the Canadian Space Agency's (CSA) Canadian CubeSat Project. The University of Manitoba team led by Dr. Philip Ferguson (Mechanical Engineering) with the ManitobaSat-1 leadership team including: Dr. Witold Kinsner (Electrical & Computer Engineering), Dr. Edward Cloutis (University of Winnipeg), Dr. Regina Lee (York University), Ms. Maria Nickel (Interlake School Division), Corey Mack (Magellan Aerospace) and a group of more than 25 students will design and build the satellite. The ManitobaSat-1 team is receiving \$200,000 over three years.

The ManitobaSat-1 project is designed to investigate how space weathering affects asteroids and the moon by exposing meteorites and other material to the space environment in low Earth orbit and also test a new sun sensor. A CubeSat is a small, cube-shaped satellite measuring 10 × 10 × 10 cm. Nickel's Grade 8 students will build and test the CubeSat's onboard gnomon, the calibrated sundial used on space missions to independently measure the direction of the sun in space. CSA experts, as well as representatives from the Canadian space industry, will guide the teams throughout the Canadian CubeSat Project, to optimize the success of each mission.

- On May 11, Dr. Doug Eyolfson, Member of Parliament for Charleswood-St James-Assiniboia-Headingley, with Dr. Marc Fortin (Vice-President, Natural Sciences and Engineering Research Council of Canada) announced two new chairs in engineering at the University of Manitoba:

- Dr. Marcia Friesen is the new NSERC Chair in Design Engineering for Sustainable Development and Enhanced Design Integration. Friesen is currently Associate Dean and Director of the Centre for Engineering Professional Practice and Engineering Education. She is receiving \$2.3 million over five years; from NSERC (\$1 million) and 11 sponsors (\$1.3 million). The sponsors are: Boeing Canada, MacDon Industries, EnviroTREC, Magellan Aerospace, New Flyer Industries, Province of Manitoba, Standard Aero, Manitoba Aerospace, WestCaRD, Price Industries and Friends of Engineering (Manitoba) Inc.

Friesen’s chair will advance students’ design knowledge by integrating sustainable development into their courses, emphasizing the equity principles inherent in sustainable development through a focus on Indigenous Knowledge, perspectives, and design principles. Students’ design skills will be enhanced through design spines developed in each undergraduate program, building a mastery approach to design skills through a ladder series of courses.

- Dr. Philip Ferguson (Mechanical Engineering) is the new NSERC – Magellan Aerospace Industrial Research Chair (IRC) in Satellite Engineering. The IRC will receive a total of \$1.25 million in funding over the next five years from NSERC and Magellan Aerospace. The IRC in Satellite Engineering creates a research program to speed up the costly and lengthy development process currently required for manufacturing satellites. It will help make satellite technology less expensive and more accessible than currently possible, and will pave the way for growth in the academic and commercial sectors for the benefit of Canadian society.

- Thirty-four research projects were awarded a total of \$1,152,267 in funding from various sponsors. Those awarded more than \$25,000 are:

PI	Sponsor	Title	Awarded
Annakkage, Udaya (Electrical and Computer Engineering)	Mitacs Inc.	The effect of increased levels of converter based power generation on the voltage stability of a power system	\$30,000
Annakkage, Udaya (Electrical and Computer Engineering)	RTDS Technologies Inc.	Advanced computational algorithms for transient stability simulation using dynamic phasors	\$28,750
Belmonte, Mark (Biological Sciences)	Stoller Enterprises Ltd	Development of novel crop protection technologies using Canadian microbes	\$180,000
Currie, Raymond (Sociology)	Winnipeg Foundation (The)	Circles for reconciliation	\$30,000

Currie, Raymond (Sociology)	Toronto Foundation	Circles for reconciliation	\$50,000
Daayf, Fouad (Plant Science)	Canadian Grain Commission	Effect of timely or late fungicide application on field populations of Fusarium graminearum in Manitoba	\$40,500
Entz, Martin (Plant Science)	Manitoba Organic Alliance	Nutrient and weed dynamics on Manitoba organic farms: Data synthesis and whole farm systems modeling	\$40,000
Flaten, Donald (Soil Science)	Fertilizer Canada	4R phosphorus fertilizer management in the northern great plains phase 1: Updating, assessing and publicizing the science base	\$69,000
Logsetty, Sarvesh (Surgery)	CIHR	Mental health outcomes in pediatric survivors of traumatic injury compared to matched controls: A population based, retrospective study	\$74,875
McMillan, Diana (Dean's Office - College of Nursing)	Health Sciences Centre Foundation	The impact of bedside video education on patient knowledge and health behaviour change related to heart failure and pressure injury prevention	\$25,534
Scribbans, Trisha (Kinesiology and Recreation Management)	Manitoba Medical Service Foundation	Towards restoring scapular position and motion with shoulder pain: Mapping muscle activation in the trapezius	\$30,000
Stadnyk, Tricia (Civil Engineering)	University of Saskatchewan	Diagnostic and mitigating hydrologic model uncertainty in high latitude Canadian watersheds	\$85,000
Stadnyk, Tricia (Civil Engineering)	University of Saskatchewan	Integrated modelling for prediction and management of change in Canada's major river basins	\$80,000
Stewart, Ronald (Environment & Geography)	McMaster University	Future water for the Mountain West	\$68,000
Su, Ruey-Chyi (Medical Microbiology)	CIHR	Elucidating the role of gut-homing pathways in controlling endothelial cell- mediated enhancement of resting CD4+ T cell infection by HIV	\$206,600
Wilkinson, Lori (Sociology)	Dalhousie University	Data analysis for child and youth research coalition	\$25,000

ADMINISTRATIVE MATTERS

- Payroll Services processed 1,215 extra payments of \$2,000 to eligible UMFA members on May 31, to address the ruling of the Manitoba Labour Board. These payments have been provisionally treated as non-employment earnings and not subject to normal withholdings pending confirmation from the Canada Revenue Agency of the correct treatment.
- The Fort Garry Cashier's Office is being temporarily relocated within University Centre to the old Rogers Communication space in order to allow a re-design of the existing space to meet accessibility needs and improve efficiency.
- Ancillary Services in collaboration with the Rady Faculty of Health Sciences, will rejuvenate the Dining Services offerings at Bannatyne this summer. Tim Horton's will remain, and a kitchen expansion will be constructed resulting in the ability to provide more options including a much broader range of hot food items. A healthy kitchen concept and a flex station, similar to those currently offered in CAMPO at Fort Garry will be featured upgrades.
- Jane's Walks were held on both the Fort Garry and Bannatyne campuses on Friday, May 4. The Bannatyne Walk, Art and History, was held in partnership with the Archivist from the Health Science Centre (Winnipeg) and featured the historical buildings of the Bannatyne Campus and the Health Sciences Centre, as well as the murals of the West End neighbourhood. The Fort Garry **campus** walk explored the outdoor restorative spaces on campus including a walk along the riparian trail. Over 60 people including staff, faculty, students, alumni and members of the community attended the two walks.
- An 18-month contract has been awarded to develop a wildlife management plan for the Fort Garry and Bannatyne campuses. The plan will identify species and management frameworks to address risks to infrastructure and human wildlife interaction.
- Campus Beautification 2018 occurred this year on May 21 at the Bannatyne Campus, May 25 at the Fort Garry Campus, and June 4 at SmartPark Research Park. The events were successful and significant planting and clean up were completed.
- The University of Manitoba appeared at the parliamentary Copyright Act review meeting held in Winnipeg on May 10th, 2018. Director and General Counsel, Naomi Andrew presented on behalf of the University of Manitoba with the University Librarian and Copyright Strategy Manager also in attendance to assist in answering questions from the Standing Committee on Industry, Science and Technology. The University effectively advanced the position that fair dealing for educational purposes should remain unchanged in the Copyright Act, and urged that a new fair dealing exemption for the purposes of reconciliation is needed to help achieve the mandate of the National Centre for Truth and Reconciliation. The Vice-Provost (Indigenous Engagement) and Indigenous Services Librarian were also invited by the Standing Committee to appear on their own behalf to discuss copyright and Indigenous Knowledge. A brief will be submitted by the University to the Standing Committee later this year.

- The Office of Legal Counsel and the Access and Privacy Office are working together to assess and provide the University community with information related to the potential impact of the General Data Protection Regulation (GDPR). The GDPR is a regulation in the European Union (EU), which came into effect on May 25, 2018, regarding data protection and privacy that aims to provide all EU citizens and residents with control over how organizations use their personal data. The impact of the GDPR on the University of Manitoba have been assessed and will be communicated with the University community in the near future.
- A Human Rights & Conflict Management Officer gave a presentation on May 2, 2018 regarding the University Policy and Framework on Sexual Harassment and Violence and Responding to Disclosures at the Faculty of Engineering Retreat. The retreat was attended by all staff and faculty.

EXTERNAL MATTERS

- Twenty-nine out of thirty seven meetings with faculties and administrative departments on website redesign and migration are completed. Feedback continues to be positive.
- Two stakeholder engagement sessions are completed as part of the branding initiative being undertaken to explore how the University tells its story going forward – one with senior administration and one with parents and students. Sessions with alumni, current students, staff and others will continue throughout June and beyond.
- On May 10, 346 people attended the Distinguished Alumni Awards Celebration of Excellence where five outstanding alumni were honored including: Paul Soubry - Lifetime Achievement; Dr. Lorrie Kirshenbaum – Professional Achievement Award; Tina Jones – Community Service Award; Jan Lederman – Service to the University of Manitoba Award; and Dr. Shayne Reitmeier – Outstanding Young Alumni Award.
- On May 10 the President and members of the executive team met with the Minister of Education and Training, The Hon. Ian Wishart, to highlight challenges the 2018 provincial budget creates for the University. The delegation also emphasized the University's ongoing support of the province's long-term economic, social and cultural vitality.
- On May 11 Federal MP Doug Eyolfson participated in an announcement at Magellan Aerospace of two new Natural Sciences and Engineering Research Council of Canada (NSERC) chairs for the University of Manitoba.
- On May 14 the President made opening remarks at a presentation to deans on Making Time for Philanthropy facilitated by Bentz Whaley Flessner (BWF) and the Vice-President (External).
- On May 14 the President met with The Hon. Carolyn Bennett, Minister of Crown-Indigenous Relations and Northern Affairs prior to her consultation with indigenous students in Migizii Agamik

to hear their views on the development of a Recognition and Implementation of Indigenous Rights Framework.

- On May 25, Government Relations participated in one of a series of economic development consultations being held by the Province to collect input into the development of a provincial economic development strategy announced by Premier Pallister in December 2017.
- On May 31, President Barnard and Chancellor Harvey Sexter joined 80 guests at the Isbister Legacy Society luncheon. Over 1,000 alumni and friends have committed more than \$140 million to the University through a bequest or other planned gift.
- Pride Week activities took place between May 18 – June 3 at both the Fort Garry and Bannatyne campuses. The President, members of the executive team and more than 60 others attended the Fort Garry campus flag raising ceremony on May 28. More than 200 members of our University community participated in the Pride Parade on June 3.
- On June 11, the University's Alumni Association celebrated its 97th year with guest speaker Dr. Lorrie Kirshenbaum, 2018 Distinguished Alumni Award recipient for Professional Achievement.



AGENDA ITEM: Amendments to Policies relating to the search for and election of the Chancellor and Election of two Board members to the Chancellor Search Committee

RECOMMENDED RESOLUTION:

THAT the Board of Governors approve the amendments to the Chancellor Policy, as outlined in appendix 1;

THAT the Board of Governors approve the addition of the Vice-President (External) as a member of the Chancellor Search Committee; and

THAT the Board of Governors elect two members (in addition to the Chair) to the Chancellor Search Committee at the June 26, 2018 Board meeting.

Action Requested: Approval Discussion/Advice Information

CONTEXT AND BACKGROUND:

Background

The Chancellor of the University of Manitoba serves as the titular head of the University of Manitoba and confers all degrees. The Chancellor is a member of the Board of Governors and the Senate. The Chancellor serves as an ambassador, advisor, leader and essential contributor to the governance and advancement of the institution. A full profile of the role of Chancellor is appended to this submission.

The University of Manitoba Act sets out that the Chancellor is elected by the Committee of Election for a three-year term. The Committee of Election is a body comprised of all members of the Board of Governors and all members of the Senate, meeting in joint session. The Committee of Election is chaired by the Chair of the Board of Governors. Chancellor Harvey Sector's current term as Chancellor concludes on May 31, 2019. He has served with great distinction as Chancellor since January 1, 2010. Chancellor Sector has indicated he will not be standing for a further term as Chancellor. Accordingly, a new Chancellor will need to be identified and elected.

In 2011, the Board of Governors and the Senate approved a Policy on the Election of the Chancellor to facilitate the election of a Chancellor. This Policy provides for a Chancellor Search Committee to solicit and review nominations and recommend a candidate for Chancellor to the Committee of Election for approval. The Chancellor Search Committee's composition includes:

- The Chair of the Board of Governors (as Chair);
- The President
- Three members of Senate who are not students, elected by Senate;

- Two members of the Board of Governors (in addition to the Chair), elected by the Board;
- Two students, one undergraduate and one graduate, elected by Senate;
- Two members of the University of Manitoba Alumni Association, nominated by the Alumni Association; and
- The University Secretary, as secretary (non-voting).

The process for nominating, recommending, electing, and announcing the Chancellor is appended to this submission.

Requested adjustments to the Chancellor Search Process

The Chair of the Board of Governors and the Chair of Senate are jointly requesting that the Board of Governors and Senate support adjustments to two matters related to the Chancellor Search. With the concurrence of Senate and the Board, these adjustments will be made to the process that will be undertaken this fall.

The first adjustment is to make a few small amendments to the duties and qualifications sought in a Chancellor as outlined in The Chancellor Policy. The changes reflect an updating and simplifying of the language of the policy and make clear the strong desire that the Chancellor be an alumnus of the University of Manitoba. The proposed revised language is attached.

The second adjustment is to include the Vice-President (External) as a member of the Chancellor Search Committee. The Chancellor plays an essential role as an ambassador for the University with alumni, and friends, fostering important linkages between the broader community and the University. Having the Vice-President (External) as a member of the Chancellor Search Committee will be of great benefit to the Committee and the process as it unfolds.

Election of Board of Governors members to the Chancellor Search Committee

The Board of Governors, Senate and Alumni Association are being asked to elect their representatives to the Chancellor Search Committee now, so that the Committee can commence its search in late-August, 2018. It is anticipated that the work of the Chancellor Search Committee will continue throughout the fall and early-winter. The meeting of the full Committee of Election, which will receive and vote on the recommendation of the Chancellor Search Committee, will be held on December 5, 2018.

Members of the Board should come to the meeting prepared to nominate Board members to serve as the two members of the Chancellor Search Committee. Members of the Chancellor Search Committee should expect to meet 5-7 times over the fall.

RESOURCE REQUIREMENTS:

Some limited staff time will be required to support the process. Funding will come from the existing budget of the Office of the University Secretary.

CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:

The Chancellor serves to connect the University and the broader communities that the University serves, while being an essential contributor to the good governance of the University. Ensuring a strong Chancellor is in place will contribute to the advancement of the University's mission.



Board of Governors Submission

Routing to the Board of Governors:

<u>Reviewed</u>	<u>Recommended</u>	<u>By</u>	<u>Date</u>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Jeff Leclerc	May 25, 2018
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

Submission prepared by: **Melissa Watson**

Submission approved by:

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

Attachments

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

Attachment 1: Chancellor Policy (with proposed amendments)

Attachment 2: Policy: Election of the Chancellor

Attachment 3: Process for the Election of the Chancellor 2019

UNIVERSITY OF MANITOBA POLICY

Policy:	THE CHANCELLOR
Effective Date:	January 25, 2011
Revised Date:	June 26, 2018
Review Date:	June 26, 2028
Approving Body:	Board of Governors and Senate
Authority:	<i>The University of Manitoba Act</i> Section 51
Responsible Executive Officer:	University Secretary
Delegate:	
Contact:	University Secretary
Application:	Board of Governors members; Senate members; All members of the University of Manitoba Community

Part I Reason for Policy

- 1.1 The reason for this Policy is to provide a detailed description of the duties of and qualities desired in a Chancellor.

Part II Policy Content

- 2.1 As titular head of the University, the Chancellor serves an important volunteer and leadership role. The following sections outline the duties of the Chancellor and the qualities sought in a Chancellor.

Duties of the Chancellor

- 2.2 The Chancellor shall:
- (a) confer degrees at all convocation ceremonies of the University;
 - (b) be an advisor and counselor to the President;

- (c) facilitate the administration's efforts to make the case for universities in government and other arenas;
- (d) add to the ability of the University's senior officers to represent and respond to the diverse interests found among the University's students, faculty, staff, alumni and friends;
- (e) attend, to host or to speak at a number of University and community events throughout the year;
- (f) be an essential contributor to the good governance of the University. The Chancellor is a voting member of the Board of Governors and the Senate. The Chancellor chairs the Chancellor's Committee, the Board Nominations Committee, the Senate Committee on Honorary Degrees and the Peter D. Curry Chancellor's Award Selection Committee. The Chancellor is also a member of the Board of Governors Executive and Governance, Finance, Administration and Human Resources, Management Resource and Compensation and Distinguished Service Award Committees;
- (g) lend support to the development philanthropic and alumni relations initiatives of the University when called upon.

Qualities sought in the Chancellor

2.3 While each Chancellor will bring different qualities to the role, ideally the Chancellor will possess the following qualities:

- (a) ideally, the Chancellor will be an alumnus of, and have an established relationship with, the University and a strong connection to Manitoba;
- (b) the Chancellor will demonstrate an unquestioned commitment to the University and will exemplify and symbolize the University by his/her conduct and the standards he/she sets;
- (c) the Chancellor will have experience and contacts which add to those of the Chair and Vice-Chair of the Board of Governors, the President and other members of the Executive Team;
- (d) the Chancellor will have experience serving on governing boards;
- (e) the Chancellor will be credible in fundraising campaigns and have ~~connections and access to public and/or private funders. The Chancellor will have~~ the respect of many of the ~~corporate/foundation/special interest~~ groups with which the University must cultivate and maintain relations; and
- (f) the Chancellor will be an articulate and effective communicator, comfortable in a wide variety of public and private settings and across a diverse range of audiences.

- 2.4 The President is designated as the Vice-Chancellor of the University and shall act for the Chancellor in the absence of the Chancellor.

Part III Accountability

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

Part IV Authority to Approve Procedures

- 4.1 The Approving Bodies 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 June 26, 2028.
- 5.2 In the interim, this Policy may be revised or repealed if:
- (a) the University Secretary or Approving Bodies deems it necessary or desirable to do so;
 - (b) the Policy is no longer legislatively or statutorily compliant; and/or
 - (c) the Policy is now in conflict with another Governing Document.
- 5.3 If this Policy is revised or repealed, all Secondary Documents will be reviewed as soon as reasonably possible in order to ensure that they:
- (a) comply with the revised Policy; or
 - (b) are in turn repealed.

Part VI
Effect on Previous Statements

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

Part VII
Cross References

- 7.1 This Policy should be cross referenced to the following relevant Governing Documents, legislation and/or forms:
- (a) Election of the Chancellor Policy

UNIVERSITY OF MANITOBA POLICY

Policy:	ELECTION OF THE CHANCELLOR
Effective Date:	January 25, 2011
Revised Date:	September 10, 2013
Review Date:	January 25, 2021
Approving Body:	Board of Governors and Senate
Authority:	<i>The University of Manitoba Act</i> Section 46-50
Responsible Executive Officer:	University Secretary
Delegate:	
Contact:	University Secretary
Application:	Board of Governors members; Senate members; Members of the University Community

Part I Reason for Policy

- 1.1 To provide for the election of the Chancellor in a manner consistent with the provisions of *The University of Manitoba Act*, C.C.S.M. c.u60.

Part II Policy Content

- 2.1 *The University of Manitoba Act* states that the Chancellor shall be elected by the Committee of Election. The Committee of Election is a joint session of the voting members of the Board of Governors and the Senate. The Committee of Election is chaired by the Chair of the Board of Governors. The University Secretary, as Secretary of Senate, serves as the Secretary of the Committee of Election.
- 2.2 The Chancellor shall be elected by the Committee of Election following a recommendation of the Chancellor Search Committee.

Chancellor Search Committee

- 2.3 The Chancellor Search Committee shall consist of:
- (a) The Chair of the Board of Governors (as Chair);
 - (b) The President;
 - (c) Three (3) members of Senate who are not students, elected by Senate;
 - (d) Two (2) member of the Board of Governors (in addition to the Chair), elected by the Board;
 - (e) Two (2) students, one undergraduate and one graduate, elected by Senate;
 - (f) Two (2) members of the University of Manitoba Alumni Association, nominated by the Alumni Association; and
 - (g) The University Secretary, as Secretary (non-voting)
- 2.4 The Terms of Reference of the Chancellor Search Committee are:
- (a) To solicit nominations for the office of Chancellor from members of the University Community. The nomination period shall be of at least four (4) weeks duration and the call for nominations made widely;
 - (b) To review nominations for the office of Chancellor;
 - (c) To assess the suitability of candidates for the office of Chancellor against the description of the role of Chancellor as outlined in the Chancellor Bylaw;
 - (d) To prepare a Report to the Committee of Election on the number of nominations received for Chancellor, including the one recommended candidate for Chancellor with supporting documentation.
- 2.5 The Chancellor Search Committee shall have the option to:
- (a) Obtain or ask nominators to obtain supplemental biographical or other information about the nominees;
 - (b) Meet with individual nominees to discuss the nature of the position, and obtain additional information that would be of assistance to the Committee of Election.
- 2.6 Prior to submitting the Report to the Committee of Election, the Chancellor Search Committee shall determine the willingness of the recommended candidate to stand as Chancellor.
- 2.7 The deliberations of the Chancellor Search Committee shall be confidential.

Meetings of the Committee of Election

- 2.8 Meetings of the Committee of Election require fourteen (14) days written notice to all voting members of the Committee. An electronic message shall be considered sufficient written notice.
- 2.9 Meetings of the Committee of Election shall be held in closed session.
- 2.10 The election shall be by secret ballot following the presentation of the report of the Chancellor Search Committee.
- 2.11 To be elected, a candidate must receive support from a majority of those members present and voting.
- 2.12 The Chair of the Committee of Election shall ask the successful candidate to serve.
- 2.13 The name of the successful candidate shall be held in confidence until a public announcement is made by the University.
- 2.14 In the event that the candidate recommended to the Committee of Election by the Chancellor Search Committee does not receive a majority of the votes cast, the nomination, and any comments shall be referred back to the Chancellor Search Committee for further review and deliberations. The Chancellor Search Committee shall make another recommendation to the Committee of Election within thirty (30) days. This recommendation may be for the same candidate with additional information, or for a new candidate.

Part III Accountability

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

Part IV Authority to Approve Procedures

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

Part V Review

- 5.1 Governing Document reviews shall be conducted every ten (10) years. The next scheduled review date for this Policy is January 25, 2021.
- 5.2 In the interim, this Policy may be revised or repealed if:
- (a) the University Secretary or Approving Bodies deems it necessary or desirable to do so;
 - (b) the Policy is no longer legislatively or statutorily compliant; and/or
 - (c) the Policy is now in conflict with another Governing Document.
- 5.3 If this Policy is revised or repealed, all Secondary Documents will be reviewed as soon as reasonably possible in order to ensure that they:
- (a) comply with the revised Policy; or
 - (b) are in turn repealed.

Part VI Effect on Previous Statements

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

Part VII Cross References

- 7.1 This Policy should be cross referenced to the following relevant Governing Documents, legislation and/or forms:
- (a) [Policy: The Chancellor](#)

University of Manitoba Process for the Election of the Chancellor 2019

May 25, 2018

General

The Chancellor is the titular head of the University and confers all degrees. The Chancellor is also a member of the Board of Governors and the Senate.

In accordance with *The University of Manitoba Act*, the Chancellor is elected by the Committee of Election for a three-year term. Chancellor Harvey Sectar's current term as Chancellor concludes on May 31, 2019. He has served with great distinction as Chancellor since January 1, 2010. Chancellor Sectar has indicated that he will not be standing for a further term as Chancellor. Accordingly, a new Chancellor will need to be identified and elected.

The Committee of Election is comprised of all the voting members of the Board of Governors and the Senate. The Chair of the Board of Governors is the presiding officer. The University Secretary is the secretary. The sole function of the Committee of Election is to elect a Chancellor.

To facilitate the election of a Chancellor the Board of Governors and the Senate approved a Policy on the Election of the Chancellor, which was approved in 2011. This Policy provides for a Chancellor Search Committee to solicit and review nominations and recommend a candidate for Chancellor to the Committee of Election for approval. The Chancellor Search Committee is comprised of:

- The Chair of the Board of Governors (as Chair);
- The President
- Three members of Senate who are not students, elected by Senate;
- Two members of the Board of Governors (in addition to the Chair), elected by the Board;
- Two students, one undergraduate and one graduate, elected by Senate;
- Two members of the University of Manitoba Alumni Association, nominated by the Alumni Association; and
- The University Secretary, as secretary (non-voting).

Date of the Election

The meeting of the Committee of Election and the election of the Chancellor shall be held at 1:00 p.m. on Wednesday, December 5, 2018 in the Senate Chamber, Room E3-262 Engineering and Information Technology Complex.

Nominations

Nominations for the office of Chancellor shall open on September 1, 2018 and shall close at 4:00 p.m. on October 1, 2018.

Nominations may be made by:

- a) Members and assessors of the Board of Governors and the Senate;
- b) Students;
- c) Academic staff;
- d) Support staff; and
- e) Alumni

In addition, nominations may be made by the Chancellor Search Committee itself.

Nominations must be made on the prescribed form which is available at www.umanitoba.ca/admin/governance/forms. Nomination forms must be signed by any five persons eligible to nominate.

All nomination forms must be received in the Office of the University Secretary, Room 312 Administration Building, no later than 4:00 p.m. on October 1, 2018. Any questions regarding the nomination process may be directed to Mr. Jeff Leclerc, University Secretary, by phone (204-474-6167) or by email (jeff.leclerc@umanitoba.ca).

Nomination forms must be accompanied by the curriculum vitae of the person nominated as well as a short (two pages or fewer) biographical sketch of the nominee which will be provided to the Committee of Election.

Nominations from the floor on the date of the meeting of the Committee of Election shall not be permitted.

Eligibility

No person who is a member of the academic or administrative staff of any university or of any college or of the governing body of any university other than the University of Manitoba or of any college is eligible to be Chancellor.

Review Process

The Chancellor Search Committee shall meet to review the nominations for the office of Chancellor and to assess the suitability of the nominees against the description of the role of the Chancellor as outlined in the Chancellor Policy. As part of the Chancellor Search Committee's review, the Committee may elect to obtain or ask nominators to obtain supplemental information about the nominees or meet with individual nominees to discuss the nature of the position, and obtain additional information directly from the nominees.

Following this review, the Chancellor Search Committee shall prepare a report to the Committee of Election. This report shall include the number of nominations received for Chancellor and the one recommended candidate for election as Chancellor along with supporting documentation. Prior to making this report, the Chancellor Search Committee shall ensure the willingness of the recommended candidate to serve as Chancellor.

Meeting of the Committee of Election

A meeting of the Committee of Election shall be called on a minimum of 14 days' notice.

The meeting shall be held in a closed and confidential meeting of members of the Committee of Election, with the understanding that assessors to the Board and Senate may be present, but shall not vote.

The election of the Chancellor shall be by secret ballot following the presentation of the report of the Chancellor Search Committee. The Chair of the Committee of Election shall cast a ballot in a sealed envelope, only to be opened and counted in the event of a tie. The University Secretary shall act as Chief Returning Officer, and shall appoint others to assist in the conduct of the election.

To be elected Chancellor, the recommended candidate must receive support from a majority of those members present and voting.

Announcement

The results of the election shall be released publicly by the Chair of the Committee of Election once the nominee has been notified. Members of the Committee are requested to keep the information confidential until the formal announcement has been made.



AGENDA ITEM: Annual Financial Report 2018

RECOMMENDED RESOLUTION:

The Board of Governors approve the Financial Statements of The University of Manitoba for the year ended March 31, 2018.

Action Requested: Approval Discussion/Advice Information

CONTEXT AND BACKGROUND:

The University of Manitoba Act requires that the Board of Governors provide the Minister of Education and Training an annual report of the operations of the University including the audited financial statements within six months of each fiscal year end. The Act also requires that the Office of Auditor General of Manitoba (OAG) audit the accounts of the University.

The OAG will be presenting to the ARMC an Audit Results Memo including draft auditors' reports for the Financial Statements and Public Sector Compensation Disclosure report, draft transmittal letter, draft management letters and draft management representation letters.

The OAG has indicated that it is prepared to issue an unqualified opinion on the Financial Statements once the following items have been completed:

- Subsequent events audit procedures.
- Management's representations.
- Legal letter replies.
- Board of Governors approval of financial statements.

At the March 6th ARMC meeting we advised the committee about the need to record an allowance against the loan receivable and payable related to the stadium. Our discussions with the Provincial Comptroller's Office and the OAG concluded that the entire balance of the Phase One loan should be allowed for. As a result the University recorded an expense of \$118.7M to write down the loan receivable and recorded revenue of \$118.7M to write down the loan payable. This has been recorded in the Restricted Funds, specifically the Capital Asset Fund.

The Management Discussion and Analysis (MD&A) is included in the Annual Financial Report and includes explanation of the financial results for the year. The report has been prepared to provide users of the financial statements with the necessary background to understand how the University accounts for its diverse activities. In addition to highlighting significant components of the assets, liabilities, revenue and expenses it also includes explanations of cash balances and fund transfers which are points of recent interest. The report also includes trends to provide stakeholders with more information and provide additional context of the financial results as opposed to just a one year comparison. All of this has been provided in such a way to provide transparency and accountability

to our stakeholders.

Although the MD&A contains detailed explanations based on the activities recorded in each fund, the following table has been presented to briefly highlight the major influences on each change in fund balance.

	(\$ 000)		
	2018	2017	Notes
General Operating Fund	\$2	\$18	1
Specific Provisions Fund	28,812	36,101	2
Expenses Funded from Future Revenues Fund	2,916	(4,588)	3
Total General Funds	31,730	31,531	
Capital Asset Fund	60,619	44,807	4
Research and Special Fund	21,609	18,736	5
Staff Benefits Fund	(717)	(3,222)	6
Trust Fund	30,681	15,491	7
Total Restricted Funds	112,192	75,812	
Endowment Fund	11,048	26,728	8
Increase to Fund Balance from Operating Activities	154,970	134,071	
Total Remeasurement Gains (Losses) for the Year	(10,923)	61,563	9
Total Increase to Fund Balances	\$144,047	\$195,634	

1. General Operating Fund results are after transfers to Provisions (e.g. Carryover \$11M) and Capital to fund future projects.
2. Specific Provisions increase is a result of an \$11M increase in carryover, \$3M funding of early retirement payments, \$3.1M funding of copyright contingencies, \$2.6M for IST projects spanning multiple years, \$2.2M for replacement of the HR/payroll system as well as other priorities.
3. This absorbs the net change in actuarial valuations and in 2018 there was a net decrease while in 2017 the liabilities increased overall.
4. The Capital Fund net result represents revenues less amortization and interest on debt. Net increases in capital assets are reflected as an increase to the balance sheet.
5. Net increases to the Research and Special Fund represents a difference between when funds are received versus spent as research projects follow a different time period than the fiscal year. Over time this will eventually balance to nil.
6. Similar to Future revenues, this represents the change in the actuarial valuation of the long term disability liability.
7. The overall increase in the Trust Fund represents donations plus realized investment income less student assistance and fees paid to manage the university's investments. The excess revenue is used to support the Trust and Endowment fund over the long term and support the payment of awards in years of poor investment returns.
8. The endowment fund recorded fewer gifts in the year, however, overall the combined trust and endowed gifts were \$20.7M in 2018 versus \$25.2M the prior year.
9. Remeasurement gains represent unrealized investment returns and in 2018 there were significant losses on Canadian and US equities.

RESOURCE REQUIREMENTS:

Approval of the Financial Statements does not impact resource requirements.

CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:

Issuing Financial Statements including appropriate notes supports the University's value of Accountability. Having audited statements that are expressed to be free of material misstatement also supports the University's value of Integrity.

Reporting of financial results and the inclusion of the Management Discussion and Analysis demonstrates the University as good stewards of public money and promotes the case for continued government support for post-secondary education.

IMPLICATIONS:

The University of Manitoba Act requires that we issue a report to the Province by September.

ALTERNATIVES:

N/A

Routing to the Board of Governors:

<u>Reviewed</u>	<u>Recommended</u>	<u>By</u>	<u>Date</u>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Tom Hay	May 31, 2018
<input type="checkbox"/>	<input checked="" type="checkbox"/>	[Signature]	May 31, 2018
<input type="checkbox"/>	<input type="checkbox"/>	[Signature]	June 1, 2018
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	ARMC	June 18, 2018
<input type="checkbox"/>	<input type="checkbox"/>		

Submission prepared by: Gord Pasieka, Associate Comptroller

Submission approved by:

Attachments

- Draft Annual Financial Report including:
 - Report of the Board of Governors
 - Management Discussion and Analysis
 - Financial Statements

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(Additional information is available at www.umanitoba.ca/admin/financial_services/)

MISSION VISION VALUES

MISSION:

To create, preserve, communicate and apply knowledge, contributing to the cultural, social and economic well-being of the people of Manitoba, Canada and the world.

VISION:

To take our place among leading universities through a commitment to transformative research and scholarship, and to innovative teaching and learning - uniquely strengthened by Indigenous knowledge and perspectives.

VALUES:

To achieve our vision, we require a commitment to a common set of ideals. The University of Manitoba values: Academic Freedom, Accountability, Collegiality, Equity and Inclusion, Excellence, Innovation, Integrity, Respect, and Sustainability.

REPORT OF THE BOARD OF GOVERNORS

To the Minister of Education and Training, Manitoba

In compliance with Section 22(1) of *The University of Manitoba Act*, the Annual Report on the financial affairs of the University for the year ended March 31, 2018 is herewith submitted to the Minister of Education and Training. In this report, we set forth in detail –

- a) the receipts and expenditures for the next preceding fiscal year,
- b) the investments as they stood at the end of the year, and
- c) other particulars which may be of interest to the Minister of Education and Training.

The following are included with this Report: Management Discussion and Analysis, Statement of Management Responsibility for Financial Reporting, and Independent Auditor's Report.

RECEIPTS AND EXPENDITURES: SUMMARY OF GENERAL OPERATING FUND RESULTS

(in thousands of dollars)

	Year Ended March 31	
	2018	2017
Revenues and Other Additions	\$ 658,982	\$ 650,667
Expenditures and Other Deductions	554,440	548,371
Net Revenues	104,542	102,296
Net Appropriated To Specific Provisions	(30,589)	(36,137)
Inter-Fund Transfers	(73,951)	(66,141)
Net Increase to Fund Balance from Operating Activities	2	18
Remeasurement Gains (Losses)	84	142
Net Increase to Fund Balances	\$ 86	\$ 160

Additions exceeded deductions by \$104.5 million for the current fiscal year. Net appropriations of \$30.6 million were made to specific provisions and an amount of \$73.9 million was transferred to other funds. The resulting net surplus of \$0.1 million has been added to the general operating balance in the General Operating Fund, increasing it to a balance of \$2.5 million as at March 31, 2018.

INVESTMENTS: INVESTMENT HOLDINGS AT MARCH 31, 2018 WERE AS FOLLOWS:

(in thousands of dollars)

Canadian Bonds and Other Fixed Income	\$ 195,085
Canadian Equities	210,952
U.S. Equities	225,597
International Equities	115,956
Preferred Shares	46,211
Pooled Real Estate	119,940
Bankers Acceptances, Guaranteed	
Investment Certificates and Cash	13,222
Other	2,288
	\$ 929,251

REPORT OF THE BOARD OF GOVERNORS

MEMBERS OF THE BOARD OF GOVERNORS:

At March 31, 2018 the members of the Board of Governors were as follows:

Chair

Jeff Lieberman, B.A., B. Comm. (Hons.)

Vice-Chair

Rafi Mohammed, B.R.S.

Chancellor

Harvey Sectar, B.Comm, LL.B., LL.M., LL.D.

President and Vice-Chancellor

David T. Barnard, B.Sc., M.Sc., Ph.D (Toronto),
Dip.C.S. (UBC), LL.M. (York)

Members of the Board of Governors

John Anderson, B.Sc., M.Sc., Ph.D.

Jonathan Beddoes, Ph.D., P. Eng.

Sarah Bonner-Proulx

Steve Demmings, M.C.P

Laurel Hyde, B.S.A.

Jerome Knysh, B.Sc. (I.E.), M.B.A.

Hillary Kroeker

Kathryn Lee, B. Comm. (Hons.), CPA

Jeff Lieberman, B.A., B. Comm. (Hons.)

Judith Linden, B.N.

Jane MacKenzie, Cert. Ed., M.Ed., B.A.

Heather Maxted, B. Comm. (Hons.)

Rafi Mohammed, B.R.S.

Marc Mollot, B.Sc., D.M.D.

Maryam Moshiri, B.Sc. (C.E.), M.Sc. (C.E.),
Ph.D. Candidate

Carl Neumann, B.A., B.Ed.

Kimber Osiowy, B.Sc. (C.E.), M.Sc.

Jakob Sanderson


Michael Silicz, B.A. (Hons.), M.A., LL.B.,
M.P. Admin.

Jeffery Taylor, B.A., M.A., Ph.D.

University Secretary

Jeffrey M. Leclerc, B.Ed., M.Ed., C. Dir.

Respectfully submitted,
The Board of Governors,
The University of Manitoba.



Jeff Lieberman, Chair.

THE UNIVERSITY OF MANITOBA: INSPIRED AND ENGAGED

The University of Manitoba is taking its place among leading Canadian universities through a commitment to transformative research and scholarship, and to innovative teaching and learning – uniquely strengthened by Indigenous knowledge and perspectives. In 2017-18, the University celebrated its 141st year as the largest and only research-intensive post-secondary educational institution in Manitoba. Established in 1877 and recognized as the oldest university in western Canada, the University continued its long history of inspiring and engaging our students, our community, and our country.

The fall term saw the enrolment of 29,498¹ students who represented over 100 countries. International student enrolment increased by 3.8%, which brought the international student component to 17.9% of the total student population. The 2017-18 academic year saw the highest enrolment of Indigenous² students in our history, who now comprise 8.3% of the total student population.

The University is pleased to have retained its status as one of Manitoba's Top 25 Employers for 2018. The University employs 4,858 full-time equivalent staff comprised of 2,287 faculty, 2,406 administrative staff and 165 staff in Ancillary Services. People drive the success of the University of Manitoba, as faculty and staff are dedicated to providing students with the exceptional education that they expect and deserve.

Thanks to our generous benefactors, the University's Endowment Fund is now one of the largest Canadian university endowment funds of its kind. In 2017-18, the University Investment Trust grew to a market value of \$709.8 million – its largest value to date.

Despite our achievements, the University was not without challenge in 2017-18: no increase in our operating funding from the provincial government, a provincially-imposed 15% reduction of managerial staff, and reduced provincial funding for the renewal of our aging infrastructure all had a significant impact on the University. As a consequence, the University continued to take measures to control its costs and conserve resources in order to support future operations, initiatives and infrastructure. In fiscal 2017-18, the University's Net Revenue from Operating Activities was \$155.0 million, which reflected contributions by our benefactors to our Endowment Fund, funding earmarked for future capital projects and research endeavors, and funding that has been set aside to support our ongoing operations and future initiatives. The following table summarizes the operating results of the University for the year ended March 31, 2018.

SUMMARY OF OPERATING RESULTS

(in thousands)

	General Funds	Restricted Funds	Endowment Fund	2018 Total Funds	2017 Total Funds
Revenue	\$ 658,982	\$ 418,995	\$ 10,467	\$ 1,088,444	\$ 934,854
Expenses	554,440	379,034		933,474	800,783
Net Revenue from Operating Activities	104,542	39,961	10,467	154,970	134,071
Inter-Fund Transfers	(72,812)	72,231	581		
Net Increase to Fund Balance from					
Operating Activities	31,730	112,192	11,048	154,970	134,071
Net Remeasurement Gains (Losses) for the Year	84	(5,066)	(5,941)	(10,923)	61,563
Net Increase to Fund Balance	\$ 31,814	\$ 107,126	\$ 5,107	\$ 144,047	\$ 195,634

The University continues to strive toward achieving its mission and strategic priorities, engage its community in its decisions regarding resource allocation, and work towards enhancing financial transparency as a means to enhance financial stewardship and prepare for future uncertainties.

TAKING OUR PLACE

1 As at November 1, 2017. Includes B.Sc.(Dentistry), B.Sc.(Medicine), and Joint Master's Program students based on workload calculations.

2 Indigenous identity is a voluntary self-declaration made on admission forms. **145/344**

MANAGEMENT DISCUSSION AND ANALYSIS

Our strategic approach to investment decisions is guided by *Taking Our Place: The University of Manitoba Strategic Plan 2015-2020*. Approved by the University's Senate and Board of Governors in November 2014, *Taking Our Place* was developed on the strength of extensive consultation across a wide spectrum of the University community, reflecting the planning priorities shared amongst faculty, staff, students and alumni.

Every year since the approval of *Taking Our Place*, the University has allocated budget to fund faculty and unit driven initiatives and activities that support its strategic goals. The 2017 Provincial Budget provided the University with no increase to its operating grant, but permitted tuition and course related fee increases by up to the inflation rate of 1.3%. Despite this, the University's operating budget for 2017-18, approved by the Board of Governors, allowed the University to invest \$8.0 million of ongoing funding and \$25.4 million of one-time funding in the *Taking Our Place* priorities as follows:

Inspiring Minds through innovative and quality teaching

- \$5.2 million of ongoing funding in support of graduate student financial support; critical faculty renewal; academic infrastructure support; the Centre for the Advancement of Teaching and Learning; and Libraries.
- \$5.1 million of one-time funding for international student academic and other support; international student financial support; academic infrastructure support; service teaching; and Libraries.

Driving Discovery and Insight through excellence in research, scholarly work and other creative activities

- \$1.4 million of ongoing funding for graduate enhancement of Tri-Council stipends (GETS) and research support programs.
- \$4.5 million of one-time funding for the National Centre for Truth and Reconciliation (NCTR), Mosaic Journal, research initiatives, GETS and research support programs.

Creating Pathways to Indigenous achievement

- \$0.8 million of ongoing funding for the Indigenous Scholars Fund and other Indigenous supports.
- \$0.7 million of one-time funding for the Indigenous Initiatives Fund and other Indigenous supports.

Building Community that creates an outstanding learning and working environment

- \$0.6 million of ongoing funding for software system renewal; other information system technology projects; budget model redesign and budget system development; oversight of international research projects; and in support of the Office of the University Secretary.
- \$14.9 million for one-time funding for infrastructure renewal and preventative maintenance; software system renewal; network switch replacement; space optimization, relocation and renovation projects; other information system technology projects; life safety system inspection; and budget model redesign and budget system development.

Forging Connections to foster high impact community engagement

- \$0.2 million of one-time funding for faculty outreach initiatives.

Taking our Place allows the University to sharpen its focus on teaching and research and more deliberately articulate the University's future role in the broader community. *Taking our Place* continues to drive the University's approach to strategic resource management, reflects our commitment to support our talented faculty, staff and students, and promotes engagement within the communities we serve. The University is committed to working within this context, to invest available funds in a strategic manner and manage toward a sustainable future.

FINANCIAL OVERVIEW

A university is a complex organization which undertakes several activities. These activities include teaching, research, community service and ancillaries such as student residences, parking services and bookstore operations. In addition, a university must maintain its own infrastructure including buildings, computer systems, research equipment, library offerings, office furnishings, roadways, and parking lots.

Because of the diverse nature of our activities and the restrictions imposed by our funders, the University segregates its revenue and expenses into separate categories, otherwise known as Funds. The University uses three categories of Funds to account for its financial resources: the General Funds, the Restricted Funds and the Endowment Fund.

General Funds consist of the:

General Operating Fund

The General Operating Fund accounts for revenues received for operating purposes that support the University's academic, administrative and operational costs. Revenue recognized in this Fund includes tuition, our operating grant from the Province of Manitoba, and revenue from our Ancillary Services (e.g. bookstore sales, residence and parking fees). Expenses paid from this Fund are those that are needed to keep the University in operation. The University's largest expenses are paid from the General Operating Fund, and include the salaries and benefits of our faculty and staff, materials and supplies, utilities, plant maintenance, libraries, student services and other support services.

Specific Provisions Fund

The Specific Provisions Fund consists of resources that have been set aside by the University for specific purposes. The largest single element of this Fund is carryover, which is the accumulated amount of any excess operating funding that is left over at the end of a fiscal year, and is used to fund operations in the next fiscal year. Other funding set aside in the Specific Provisions Fund has been earmarked for specific initiatives, graduate scholarships, equipment replacement and for fiscal stabilization.

Expenses Funded from Future Revenues Fund

The Expenses Funded from Future Revenues Fund always has a negative fund balance. Under accounting standards, we are required to record certain liabilities such as future vacation pay and sick leave benefits. The employer costs or payments in any given year are recorded as an expense of the General Operating Fund, however any change in the long-term liability is recorded against the Expenses Funded from Future Revenues Fund to guard against fluctuations within the General Operating Fund.

Restricted Funds consist of the:

Research and Special Fund

The Research and Special Fund is used to account for the University's revenue and expenses related to research and other special activities. Revenue recognized in this Fund must be used in accordance with contracts and agreements between the University and its external sponsors of research and other special activities, and cannot be used to support general operations.

Capital Asset Fund

The Capital Asset Fund houses the University's capital assets and capital-related debt. Capital assets include land, buildings, equipment and library books that have been acquired or donated with the expectation that they will be used for a number of years to help deliver the University's mandate. The Capital Asset Fund 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 that can only be used to repay debt that was used to buy or build capital assets. Because of this, the only expenses typically recognized in the Capital Asset Fund are amortization of capital assets and interest paid on debt.

MANAGEMENT DISCUSSION AND ANALYSIS

Staff Benefits Fund

The Staff Benefits Fund houses 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 and the 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

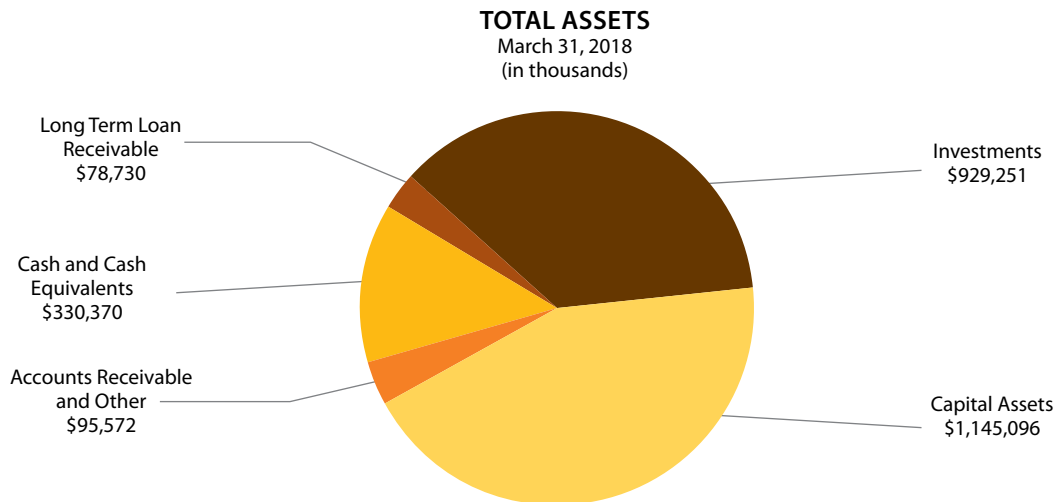
The Trust Fund accounts for funding that has been gifted or bequeathed to the University and can be used in its entirety, according to donor restrictions. Resources within the Trust Fund and any income earned from these resources can be used to support faculties and schools, students, professorships, chairs, research, libraries and athletic programs, to name a few.

The **Endowment Fund** houses 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. These donations are recorded as revenue in the Endowment Fund. However, the income earned from investing these gifts is accounted for in the Trust Fund so it can be used for specific purposes as outlined previously.

Assets and Liabilities

Assets

The University’s total assets at March 31, 2018 were \$2.6 billion. Capital assets and investments held in the Trust and Endowment Funds accounted for \$2.1 billion or 80.4% of total assets. Details of the University’s assets at March 31, 2018 are depicted below.

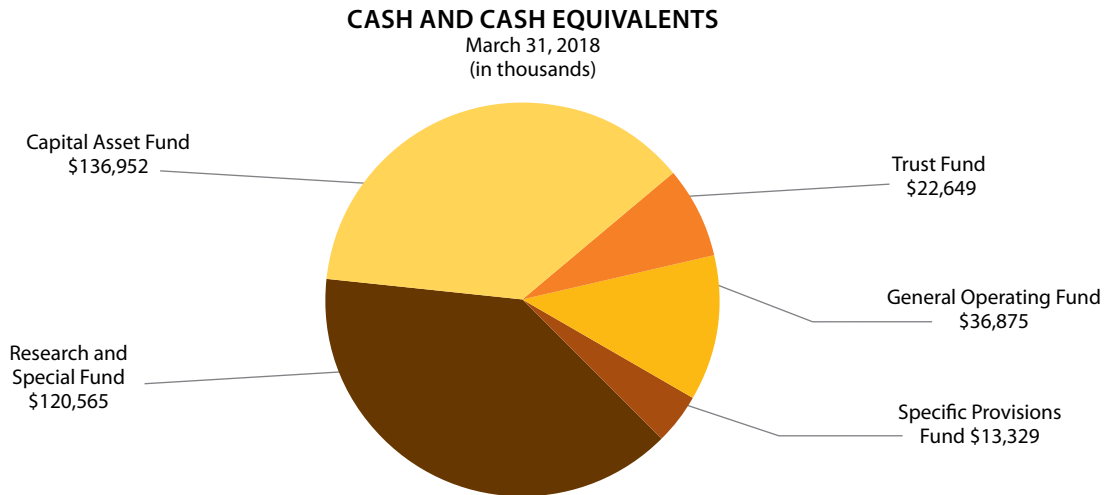


Capital assets and investments are discussed later in this report, and are further detailed in Notes 9 and 7 respectively.

Cash and Cash Equivalents held by the University at any time are a result of timing differences between when revenues are received and expenditures are incurred. This is particularly true of research and capital projects, where often revenue is received in one year and the research or capital projects continue over multiple fiscal years. As the University constantly has multiple initiatives underway, it must manage its working capital appropriately to ensure that resources are available when they are needed. To enhance operational efficiency and reduce costs, cash is managed on a pooled basis, and depending on cash flow requirements may at times be invested into cash equivalents, or short-term investments, in order to earn interest income.

At March 31, 2018, the University had a Cash and Cash Equivalents balance of \$330.4 million, comprised of \$47.9 million of cash in bank and cash equivalents of \$282.5 million. Cash Equivalents consisted of Guaranteed Investment Certificates (GICs), all with staggered maturities of one year or less.

Cash and Cash Equivalents within each of the Funds is illustrated below.



The majority of Cash and Cash Equivalents are held in the Capital Asset Fund and the Research and Special Fund. Within the Capital Asset Fund are resources that have been earmarked by our donors, funders, faculties, units and central administration for major capital projects and equipment purchases. Funding is often set aside over multiple years in anticipation of future capital projects, or received at project onset then spent over the life of a project which may span multiple fiscal years. At March 31, 2018, the Capital Asset Fund had a Cash and Cash Equivalents balance of \$137.0 million. This included, among other funding: \$29.9 million set aside for Provincial debt repayment; \$16.5 million for a concert hall; \$15.8 million from Ancillary Services intended for the construction of a new residence on the Fort Garry campus; \$13.9 million from the Federal government and other sources for the construction of the Churchill Marine Observatory; and \$3.6 million of funding from donors and other sources for learning space renewal. Details on the University's capital projects are found later in this report.

The Research and Special Fund's Cash and Cash Equivalents balance at March 31, 2018 represented funding received from the University's external sponsors of research. These resources were provided to the University specifically to conduct research, and any Cash and Cash Equivalents balance remaining at the end of a fiscal year represents the portion of this funding that has not yet been spent. Often funding received is for research projects that span multiple fiscal years, resulting in a Cash and Cash Equivalents balance at March 31 each year. Details on research-related revenues and expenses are found later in this report.

The Cash and Cash Equivalents balance held in the General Operating Fund represented working capital needed to meet the University's short-term obligations and fund our day-to-day operations.

The Trust Fund's Cash and Cash Equivalents balance of \$27.6 million represented donations held as cash equivalents in the Specific Trusts (\$17.3 million), and cash held with the Trust Fund investment managers (\$10.3 million).

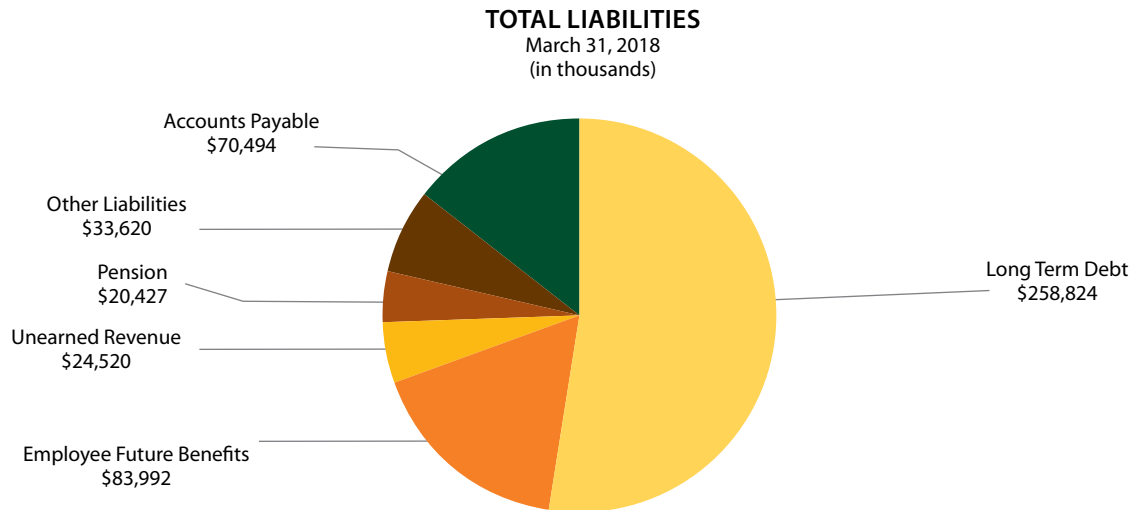
The balance of the Specific Provisions Fund, which represented funding set aside to support operations and initiatives in future years, was maintained in both Cash and Cash Equivalents and Long Term Investments. Maintaining a balance of Cash and Cash Equivalents in this Fund ensures that the faculties and units have ready access to the resources they need to fund their operations and initiatives within the next fiscal year. The Cash and Cash Equivalents balance is replenished as required by the proceeds of long term investments realized as they mature. The Specific Provisions Fund is discussed later in this report.

At March 31, 2018, the Staff Benefits Fund and the Endowment Fund had no Cash and Cash Equivalents balance as the resources held in these Funds were fully invested. Due to its nature, the Expenses Funded from Future Revenues Fund also had no Cash and Cash Equivalents balance.

MANAGEMENT DISCUSSION AND ANALYSIS

Liabilities

The University's total liabilities at March 31, 2018 were \$491.9 million. Details of the University's liabilities at March 31, 2018 are depicted below.



Long Term Debt includes loans made to the University for such initiatives as the construction of student residences and other buildings. Also included in Long Term Debt is a loan payable to the Province of Manitoba, which is offset by a Loan Receivable from Triple B Stadium Inc. (Triple B) for the construction of Investors Group Field. The construction of Investors Group Field at the Fort Garry campus was initially financed by a \$160 million loan that was provided by the Province of Manitoba to Triple B. The loan was structured to flow through the University of Manitoba. The initial \$160 million was divided into Phase One for \$85 million and Phase Two for \$75 million (Note 6). The loan agreement stipulated that the Phase One loan was to be repaid by taxes (municipal and provincial) collected on the former stadium site up to 2038, and the Phase Two loan was to be repaid by Triple B from funds it received from the Winnipeg Football Club.

At the end of 2016-17, the Phase One loan had grown to \$117 million including accrued interest of both Phase One and Phase Two. The balance of the Phase Two loan was \$82 million.

In 2017, the Province of Manitoba recorded a loan allowance of \$56.0 million which represented the full amount of the outstanding Phase One loan as reflected in the Province's financial statements. The allowance was deemed necessary as the taxes being generated from the former stadium site were falling short of the initial cash flow projections needed to repay the Phase One loan by 2038. The Provincial portion of the loan that was to be repaid using the provincial taxes on the former stadium site was previously written down as well due to accounting standards which precluded the Province from reporting a loan receivable being repaid using provincial revenues.

In consultation with the Province, the University deemed it necessary to reflect the allowance on the loan receivable in the University's financial statements. This resulted in the University recording an allowance of \$118.7 million in 2017-18, which represented the full amount of the Phase One loan, including accrued interest on Phase One and Phase Two, as at March 31, 2018.

Further, since the University had an equal loan payable to the Province of Manitoba, and since the University is only required to pay the Province what it collects from Triple B, the University established an allowance against the loan payable for an equal amount. As the University acts as a flow-through between Triple B and the Province, establishing an allowance reflects the fact that the arrangement poses no financial risk to the University.

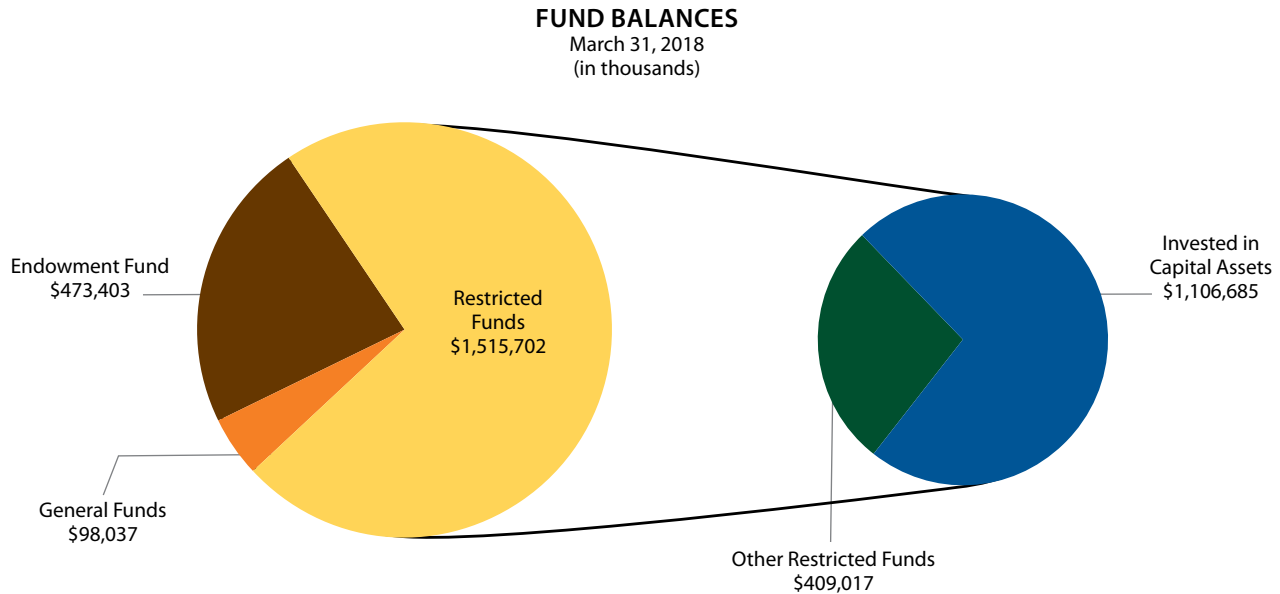
No allowance was made against the Phase Two loan. The University, along with the Province, will continue to assess the need to do so.

Further details on the University's liabilities at March 31, 2018 are found in Notes 10, 11, 12, 13 and 16.

Fund Balances

Fund balance is simply defined as total assets less total liabilities. It does not necessarily represent expendable resources as a large part of the balance is comprised of buildings and equipment which cannot be readily converted to cash.

At March 31, 2018, the University of Manitoba had a fund balance of \$2.1 billion across all funds. This was an increase of \$144.0 million from the previous year. The following diagram illustrates the distribution of the fund balance across the three categories of Funds – General Funds, Restricted Funds, and the Endowment Fund.



At March 31, 2018, the General Funds fund balance of \$98.0 million was composed of a balance of \$2.5 million in the General Operating Fund and \$162.6 million in the Specific Provisions Fund, offset by a negative fund balance in the Expenses Funded from Future Revenues Fund of \$67.0 million. As a not-for-profit organization, the University's General Operating Fund is monitored and controlled to prevent overspending. Any remaining balances are set aside in either the Specific Provisions Fund or the Capital Asset Fund to support future operations, initiatives and projects. The Expenses Funded from Future Revenues Fund is always in a negative balance, as it only includes expenses that the University may be obligated to pay in the future.

At March 31, 2018, the University's Restricted Funds balance totaled \$1.5 billion, of which \$1.1 billion had been invested in capital assets or earmarked for major capital projects, and the balance attributed to the Trust Fund (\$233.7 million), the Research and Special Fund (\$164.4 million), and the Staff Benefits Fund (\$10.8 million). This funding was either provided to the University for a specific purpose, or was set aside in order to meet certain legal and contractual obligations. It included restricted donations held in the Trust Fund, funding held in the Research and Special Fund that must be used to conduct research, and contributions made to fund employee benefit plans. Because of these factors, this fund balance cannot be used to support our general operations.

The Endowment Fund accounted for \$473.4 million of the University's overall fund balance at March 31, 2018. As the resources in this Fund consisted of donations that have been directed by our benefactors to be held in perpetuity for the benefit of our future generations, we also could not use this fund balance to support our general operations.

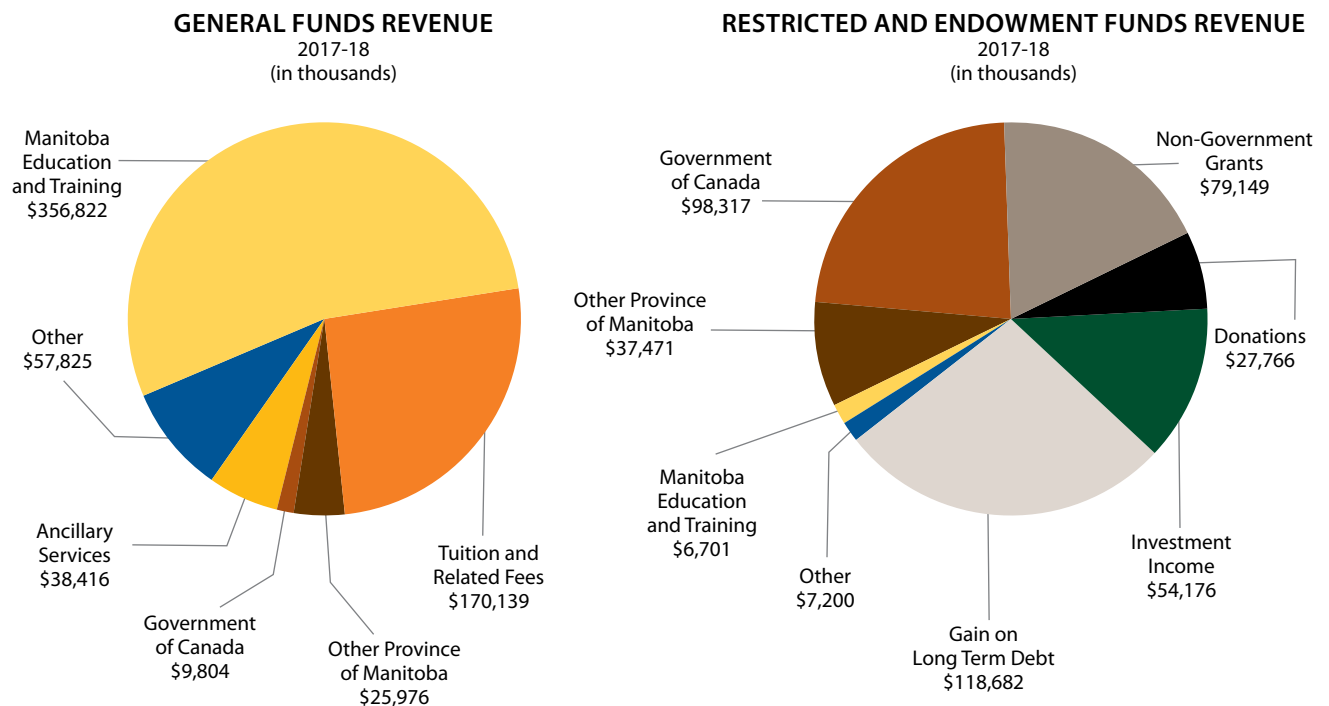
Further to the classification of the University's fund balances into the General, Restricted and Endowment Fund categories for accounting purposes, fund balances are also categorized as unrestricted, internally restricted and externally restricted. Details on these restrictions are found in Notes 24 and 25.

MANAGEMENT DISCUSSION AND ANALYSIS

Revenue

The University of Manitoba earns revenue from a variety of sources. Revenue earned in our General Fund is our operating revenue, which is used to keep the University in operation. Revenue earned in our Restricted Funds can only be used for specific purposes, such as to conduct research, to build or purchase capital assets, or to support student scholarships and awards. Donations are the only revenue recorded in the Endowment Fund.

In 2017-18, the University of Manitoba recorded \$1.1 billion of total revenue across all Funds, an increase of \$153.6 million from the previous year, of which \$118.7 million was a Gain on Long Term Debt. Total revenues received in 2017-18 were recorded in each Fund as follows:



Details on the categorization of revenue in each of the individual Funds are found in Notes 21 and 22.

The University's most significant funder is the Province of Manitoba. In 2017-18, revenues from provincial departments and agencies totaled \$427.0 million or 39.2% of total revenues. Province of Manitoba revenue increased by \$3.7 million from the prior year primarily due to an increase in operating and research-related revenue from Manitoba Health of \$2.4 million and the receipt of \$1.4 million from Manitoba Agriculture in support of the revitalization of the Glenlea Research Station, offset by a decrease of \$0.3 million in deferred maintenance support from Manitoba Education and Training. The operating grant from Manitoba Education and Training was unchanged from the prior year.

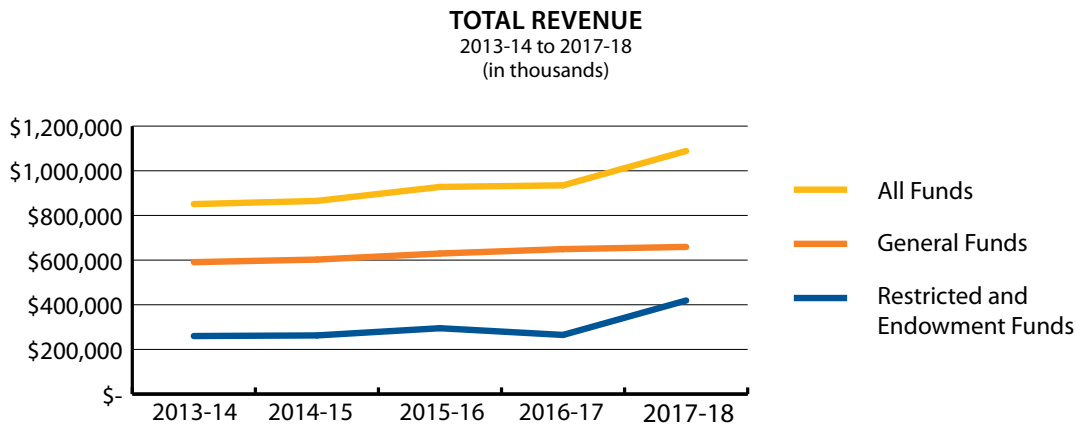
The University's second largest source of income is Tuition and Related Fees, which in 2017-18 totaled \$170.1 million and was 15.6% of the University's total revenue. This was an increase of \$6.6 million from the prior year. The increase in Tuition and Related Fee revenue was attributed to a tuition and course-related fee increase of 1.3% as allowed by the Province of Manitoba, and to incremental international differential fees associated with an increase in enrolment of international students.

As previously described, the University recognized a Gain on Long Term Debt of \$118.7 million, equal to the Phase One loan payable to the Province of Manitoba plus accrued interest on Phase One and Phase Two, related to the construction of the Investors Group Field (Note 6). An equal and offsetting allowance on the corresponding loan receivable from Triple B was recognized as an expense during the year resulting in no impact to net revenues.

MANAGEMENT DISCUSSION AND ANALYSIS

In 2017-18, support from the Government of Canada resulted in the University receiving \$108.1 million in federal funding, which was 9.9% of the University's total revenue. This was an increase of \$23.7 million from the prior year, which was attributed to support received for the undertakings of the National Centre for Truth and Reconciliation (\$10.9 million), the construction of the Engineering Innovation Centre and SmartPark Innovation Hub buildings (\$8.8 million), and for the construction of the Churchill Marine Observatory (\$4.0 million).

The following graph shows revenue growth over the last five years. Restricted and Endowment Funds revenue increased acutely in 2017-18 due to the Gain on Long Term Debt of \$118.7 million.



The drivers of General Funds revenue differ from those of our Restricted and Endowment Fund revenue. For instance, as we experience increases in student enrolment and increases to our tuition fee rates as permitted by the Province of Manitoba, an increase in Tuition and Related Fees revenue will result. The combination of these two drivers has had the most significant influence on the growth of our General Operating Fund revenue over the past five years.

Until 2016-17, increases to our operating grant from the Province of Manitoba had also driven the University's revenue growth in the General Funds. As the University's operating grant from Manitoba Education and Training remained at the same level as received in 2016-17, it did not contribute to revenue growth in 2017-18. Because we rely so heavily on our operating grant from Manitoba Education and Training, any change in our operating grant significantly impacts our ability to fund operations.

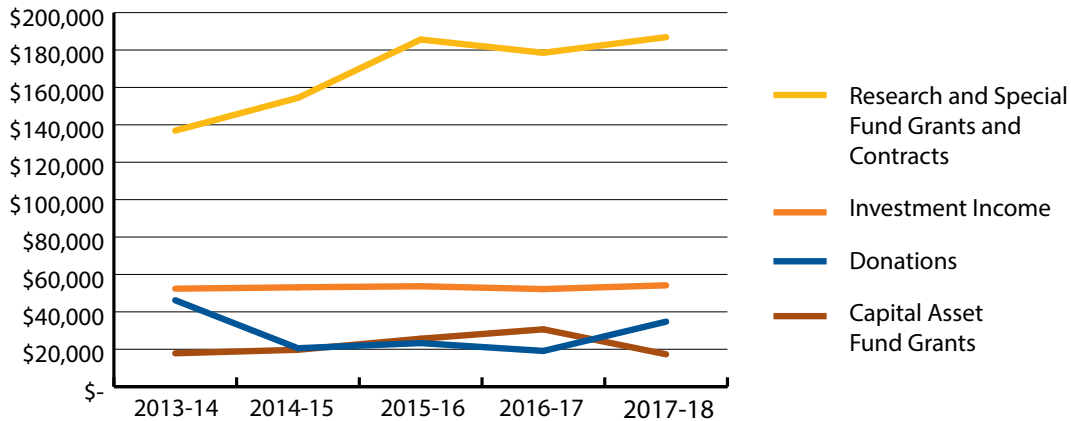
In the Restricted and Endowment Funds, the focus shifts to our researchers and benefactors as the drivers of revenue. The dedication of the University's researchers to expanding our world-class research programs and commitment to innovation have resulted in increased research-related grants and contracts being the most identifiable source of revenue growth. Research-related grants and contracts come from various sources, which are discussed in detail later in this report.

Further contributing to revenue growth in the Restricted and Endowment Funds is the continued generosity of our benefactors. Donation revenue received by the University enables us to provide increased financial assistance to students; enhances the support of our staff and operations; helps us to improve our campus facilities for our students, faculty and staff; and provides increased financial security to our future generations of students.

The differing dynamics of select revenue types in the Restricted and Endowment Funds are illustrated in the following graph.

MANAGEMENT DISCUSSION AND ANALYSIS

RESTRICTED AND ENDOWMENT FUNDS
SELECT REVENUES
 2013-14 to 2017-18
 (in thousands)



Most notable in the above graph is the significant increase in research-related funding from grants and contracts since fiscal 2013-14. As the University strives to achieve its strategic priority of Driving Discovery and Insight, our researchers have expanded our global reach and attracted international attention from agencies dedicated to quality research and innovation. For instance, over the past five years the Bill and Melinda Gates Foundation has contributed \$128.8 million to the University’s research projects and public health programs in India, Kenya and elsewhere. This funding has been instrumental to the growth of Research and Special Fund revenue. Research-related revenues are discussed in further detail later in this report.

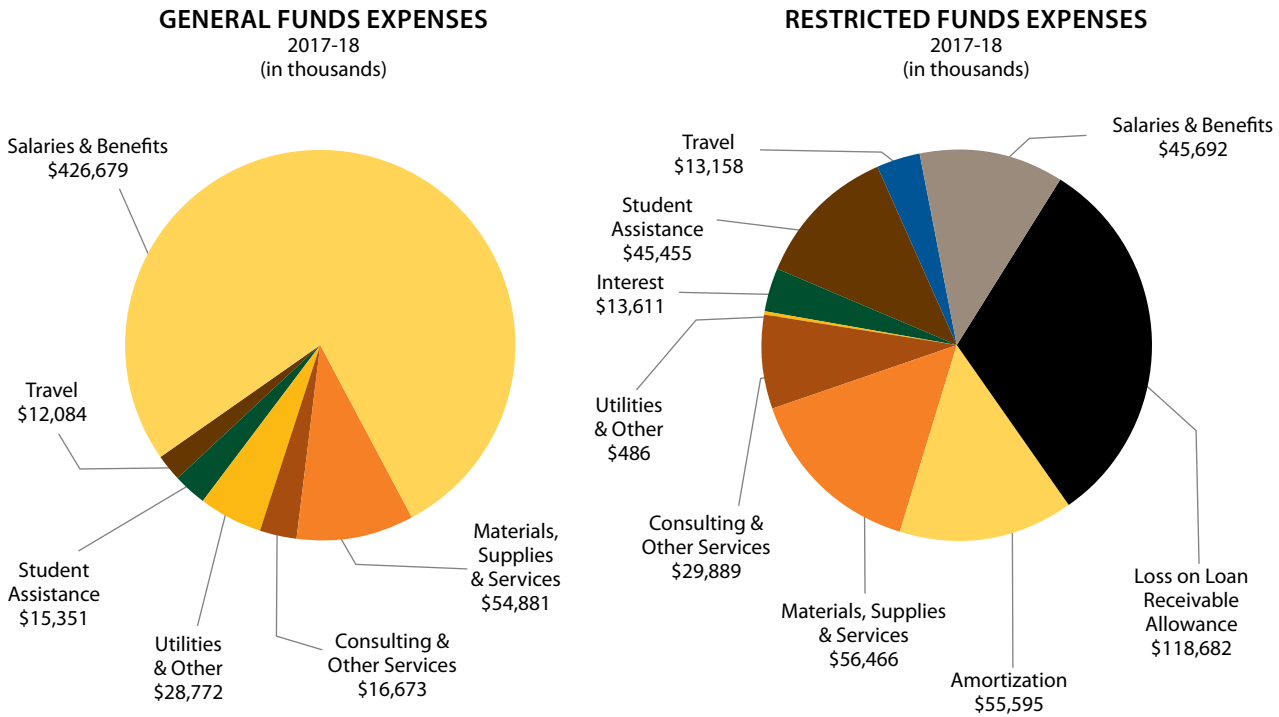
Variations in Investment Income can be muted due to the accounting standard requiring separate measurement of unrealized gains and losses on investments, as explained later in this report. While Investment Income and Donation revenue have remained relatively consistent over the past five years, capital-related grants received by the University can vary from one year to the next. Although the University is provided with an annual grant from the Province of Manitoba in support of our deferred maintenance, the major capital projects we undertake are driven by the approval of our requests to both the Provincial and Federal governments for capital-related funding. Depending on the number of capital projects supported by the Provincial and Federal governments, if any, and the size of these projects, there can be a significant year-over-year variance in Restricted and Endowment Fund revenue, as well as our cash balances.

Expenses

Like revenue, expenses are recorded in the various Fund categories according to their purpose. Expenses incurred to keep the University in operation are recorded in the General Funds, and expenses incurred to, for example, conduct research, manage investments in the Trust and Endowment Funds, and to service our debt, are recorded in the Restricted Funds. The Endowment Fund does not incur any expenses.

In 2017-18, the University recorded \$933.5 million of expenses across all Funds. This was an increase of \$132.7 million from the previous year, of which \$118.7 million was a Loss on Loan Receivable Allowance. The General Funds incurred expenses of \$554.4 million, and the Restricted Funds incurred expenses of \$379.0 million. The types of expenses incurred in each Fund in 2017-18 are illustrated below.

MANAGEMENT DISCUSSION AND ANALYSIS



Details on the categorization of expenses in each of the individual Funds are found in Notes 21 and 22.

Compensation

By far, the University's most significant expense is faculty and staff compensation. In 2017-18, the University incurred Salaries and Benefits of \$472.4 million, which was 50.6% of total expenses. The University's compensation-related expenses are largely governed by collective bargaining agreements which can be subject to provincial government mandates. In 2017-18, the University experienced an increase in Salaries expense of \$8.9 million that was offset by a decrease in Staff Benefits and Pay Levy expense of \$10.5 million. The decrease in Staff Benefits expense was attributed to a net change in the actuarially-determined pension and employee benefit valuations.

Other Expenses

Other significant expenses incurred in 2017-18 included a Loss on Loan Receivable Allowance of \$118.7 million (Note 6) as previously described, which represented 12.7% of total expenses.

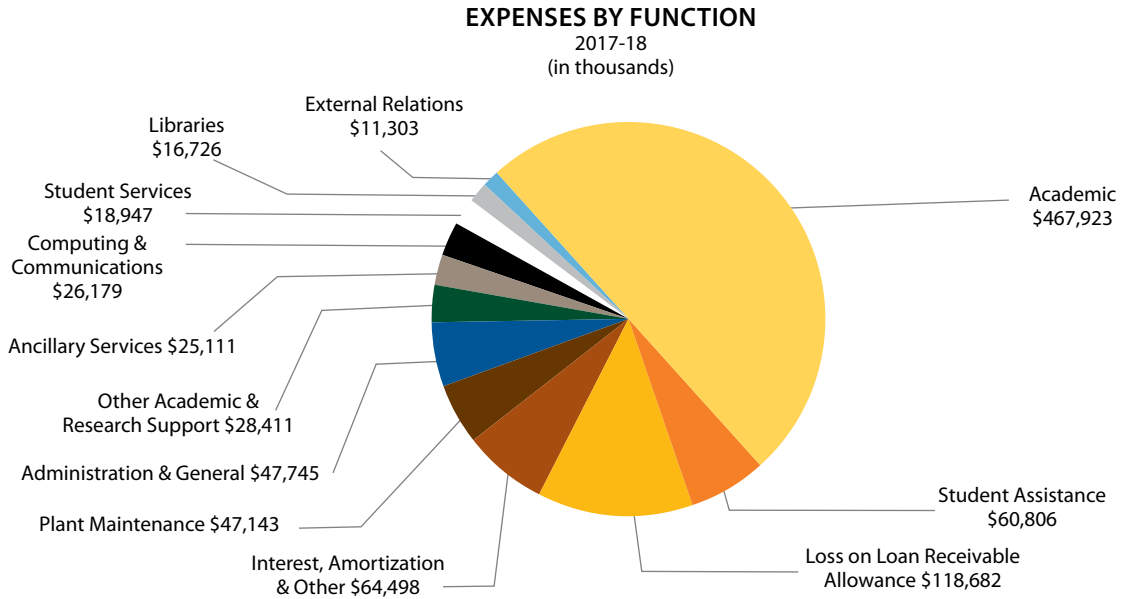
The University incurred Materials, Supplies and Services expenses of \$111.3 million, which represented 11.9% of total expenses. These expenses included the materials and supplies needed, for example, to deliver our education programs, conduct experiments and testing in labs for research and teaching purposes, and to stock our bookstores. In 2017-18, Materials, Supplies and Services expense increased by \$10.3 million from the prior year as the University undertook new projects and initiatives across all faculties and units. Primarily contributing to this increase was increased affiliated personnel costs associated with research projects located in India and Kenya (\$2.8 million), the accrual of a financial penalty imposed by the Manitoba Labour Board (\$2.4 million), an increase in software maintenance costs associated with various information technology-related projects (\$2.0 million), and an increase in the purchase of lab supplies for use in research projects (\$1.0 million).

Student Assistance is also a major expenditure of the University, and is primarily incurred in the Restricted Funds. As investment income is earned in the Trust and Endowment Funds, some of it is redistributed to our students in the form of scholarships, prizes and bursaries in accordance with donor requests. The funding of Student Assistance is also derived from our research-related revenue, as students participating in our research projects are often eligible to receive financial assistance as part of their learning experience. Further, a significant portion of Tuition and Related Fees revenue is redistributed back

MANAGEMENT DISCUSSION AND ANALYSIS

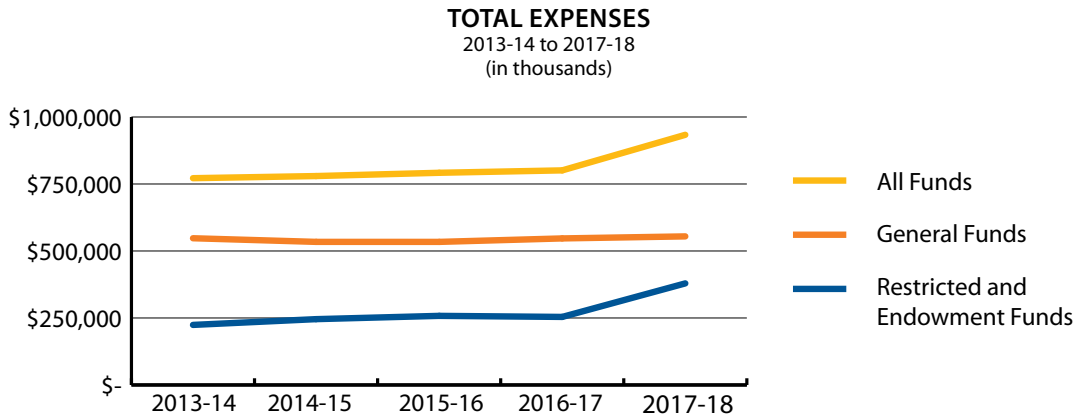
to our students as financial assistance. In 2017-18, the University provided \$60.8 million of Student Assistance, which comprised 6.5% of total expenses.

The following depicts where the University spent its funding in 2017-18. Further details on expenses by function can be found in Note 20.



Similar to compensation-related expenses, the majority of expenses incurred by the University are to directly carry out our primary mission of teaching our students and conducting research. Excluding the Loss on Loan Receivable Allowance incurred in 2017-18 (\$118.7 million), which is offset by an equal amount of revenue, all other expenditures incurred are in support of these functions. Included in Administration and General expenses in 2017-18 is an accrual for a financial penalty imposed by the Manitoba Labour Board associated with an order to make certain payments to members of the University of Manitoba Faculty Association (\$2.4 million).

The following illustration shows the growth of the University's total expenses across the major Fund categories over the last five years. Excluding the Loss on Loan Receivable Allowance incurred in 2017-18 (\$118.7 million), expenses have remained relatively consistent from year to year.



Inter-Fund Transfers

Inter-fund transfers are transfers of resources from one Fund to another. They are made when resources held in one Fund are used to pay for activities that are required to be recorded in another Fund for accounting purposes. Inter-fund transfers are made for expenditures that have already occurred, as well as for expenditures planned to be made in the future.

In 2017-18, a net \$104.5 million of inter-fund transfers were made from the General Operating Fund. The following table is a summary of the net inter-fund transfers made between the University's Funds during 2017-18.

2017-18 INTER-FUND TRANSFERS

(in thousands)

Purpose	General Operating Fund	Specific Provisions Fund	Future Revenues Fund	Capital Asset Fund	Research and Special Fund	Staff Benefits Fund	Trust Fund	Endowment Fund
Capital Asset Funding	\$ (61,337)	\$ (412)	\$	\$ 67,237	\$ (5,165)	\$	\$ (323)	\$
Carryover and Other Specific Provisions	(33,353)	33,353						
Debt Repayment	(16,022)			16,022				
Student Support	(9,870)				(2)		9,812	60
Funding of Research Projects	(5,442)				6,869		(1,427)	
Pension Liability	(3,916)		3,916					
Other Net Transfers	5,086		(1,000)	(9)	(6,285)	1,137	550	521
Support of Operating Expenses	20,314	(4,129)		(2,664)	(2,911)		(10,610)	
Net Transfers	\$(104,540)	\$ 28,812	\$ 2,916	\$ 80,586	\$ (7,494)	\$ 1,137	\$ (1,998)	\$ 581

The more significant transfers to and from the General Operating Fund included:

- The transfer of carryover of \$75.5 million from the Specific Provisions Fund to the General Operating Fund at the beginning of the fiscal year, and the transfer of carryover of \$87.1 million from the General Operating Fund to the Specific Provisions Fund at the end of the fiscal year;
- Transfers of \$61.3 million from the General Operating Fund to the Capital Asset Fund were comprised of:
 - \$21.2 million for the purchase of capital assets including equipment, furnishings and library acquisitions;
 - \$20.2 million for strategic priorities, which included \$8.0 million for critical infrastructure renewal such as asbestos remediation, sewer and water upgrades, building envelope repairs, and fire and safety upgrades; \$6.0 million for various decanting projects; \$2.8 million for the construction of the Engineering Innovation Centre; \$1.5 million for the relocation of the Technology Transfer Office to SmartPark; \$1.0 million for the renovation of level 3 of the Pathology building; \$0.5 million for space optimization and relocation projects; \$0.2 million for the replacement of the scoreboard in the Investors Group Athletic Centre; and \$0.2 million for the expansion of the Campus Day Care;
 - \$19.5 million for capital projects initiated by the faculties and units, which included, but was not exclusive to, \$5.6 million from Ancillary Services for new residence construction and renovation; \$1.9 million from the Rady Faculty of Health Sciences for the various classroom, lab and clinic upgrades and renovations; \$1.4 million from the I.H Asper School of Business for space redevelopment, classroom upgrades, and washroom renovations; \$1.3 million from the Rady Faculty of Health Science for the renovation of the Gross Anatomy Lab; \$1.0 million from the Rady Faculty of Health Science for the renovation of level 3 of the Pathology building; \$1.0 million from the Faculty of Science for various lab and planetarium renovations; \$1.0 million from the Faculty of Kinesiology and Recreation Management for Max Bell Fieldhouse upgrades; and \$0.9 million from the Faculty of Graduate Studies for general office renovations;

MANAGEMENT DISCUSSION AND ANALYSIS

- Transfers of \$21.8 million from the General Operating Fund to the Specific Provisions Fund were comprised of:
 - \$12.6 million from central sources, which included support for 2018-19 strategic priorities (\$3.5 million), funding set aside for legal contingency (\$3.1 million), funding for future payments to be made under the Retirement Allowance Program for UMFA members (\$3.0 million) (Note 12), and funding for Human Resources information system renewal (\$3.0 million); and
 - \$9.2 million from the faculties and units, for initiatives such as IST-related projects (\$4.9 million), funding for future graduate student awards (\$1.9 million), and funding for future Rady Faculty of Health Sciences recruitment and start-up funds (\$1.1 million);
- Transfers of \$16.0 million from the General Operating Fund to the Capital Asset Fund for the repayment of debt, which consisted primarily of \$6.5 million for Ancillary Services and Active Living Centre debt, and \$8.9 million for the repayment of Provincial debt;
- Transfers of \$9.9 million from the General Operating Fund to the Trust Fund for the payment of scholarships and bursaries to students; and
- Transfers of \$20.3 million to the General Operating Fund from all other Funds by the faculties and units in support of operating expenses, which included \$4.1 million from the Specific Provisions Fund for various initiatives and \$10.6 million from the Trust Fund for operating expenses as supported by the terms and conditions of the various trust funds.

Inter-fund transfers are detailed further in Note 23.

Specific Provisions

During 2017-18, net inter-fund transfers of \$21.8 million were made to the Specific Provisions Fund, bringing the balance of the Specific Provisions Fund to \$162.6 million at March 31, 2018 as depicted below.

SPECIFIC PROVISIONS FUND

(in thousands)

	March 31, 2018	March 31, 2017
Carryover	\$ 87,448	\$ 75,861
Special Projects – Centrally Funded	31,258	21,610
Special Projects – Faculty or Unit Funded	22,953	15,747
Pension	12,998	12,862
Other	7,925	7,689
Fund Balance	\$ 162,582	\$ 133,769

Carryover increased by \$11.6 million from the prior year as faculties and units continued to limit their spending and allocate resources to future projects and initiatives in order to ensure fiscal stability in future years.

Funding for centrally-funded special projects was comprised of resources set aside for 2018-19 strategic allocations, systems renewal, future payments under the Retirement Allowance Program (Note 12), utilities stabilization, campus art acquisition and conservation, and various other University-wide initiatives.

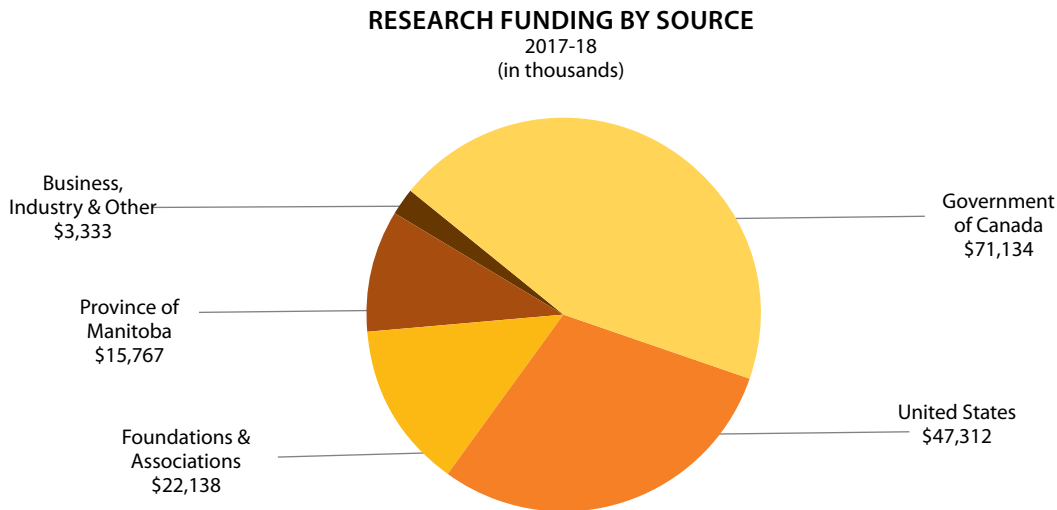
Remeasurement Gains and Losses

Remeasurement gains and losses primarily represent unrealized gains and losses on the investments held in the University Investment Trust, which is part of the Trust and Endowment Funds. During the year, the University recognized \$10.9 million in net remeasurement losses, of which \$15.9 million represented net unrealized losses experienced as security valuations decreased in most of the portfolios in the University Investment Trust, with Canadian and U.S. equities experiencing the largest losses, offset primarily by unrealized gains on derivatives and portfolio investments in the Capital Asset Fund (\$1.4 million) and Staff Benefits Fund (\$2.8 million) respectively.

RESEARCH

In 2017-18, research at the University of Manitoba continued its strength, with investment in a number of key areas. The University received \$159.7 million in sponsored or assisted research support, which was an increase of \$7.4 million from the previous year.

Funding of the University's research activities comes from a variety of sources. The following diagram illustrates the sources of the research-related funding received during 2017-18:



The University's largest funder of research was the Government of Canada, which in 2017-18 provided 44.0% of our research-related revenue through the issuance of grants and contracts. The majority of these grants and contracts were provided by the Tri-Agency, which is comprised of the Canadian Institutes of Health Research (\$23.1 million), the Natural Sciences and Engineering Research Council of Canada (\$19.1 million), and the Social Sciences and Humanities Research Council of Canada (\$5.1 million). Other funding was provided from a variety of other federal government departments. Funding from the federal government increased \$11.7 million or 19.7% from the previous year primarily due to the receipt of a \$10.0 million contribution for the undertakings of the National Centre for Truth and Reconciliation.

The University also received a significant portion of funding for research from sources in the United States, which provided \$47.3 million or 29.6% of research-related revenues in 2017-18. Our largest funder of research from the United States is the Bill and Melinda Gates Foundation, which provided \$30.7 million of funding in 2017-18. The funds were directed to our Centre for Global Public Health for ongoing projects primarily related to reproductive, maternal, neonatal and child health in India, Kenya and elsewhere.

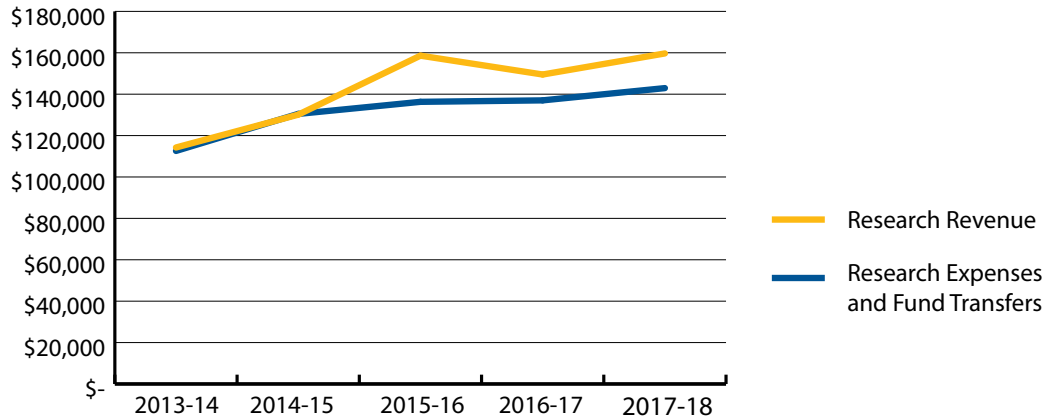
The Province of Manitoba provided the University with \$15.8 million in funding in 2017-18, or 9.9% of our research-related revenues. This amount decreased \$1.3 million or 7.6% from the previous year. The decrease was attributable to several elements including a \$1.0 million reduction in funding from Research Manitoba due to the completion of certain research projects during the fiscal year.

In addition to the external funding we receive for research, the University has also transferred \$5.4 million from the General Operating Fund and \$1.4 million from the Trust Fund to the Research Fund in order to support the establishment of research programs and to supplement ongoing research.

In 2017-18, research-related expenses were \$135.4 million, which was an increase of \$7.5 million over the prior year. The following diagram illustrates the correlation between research revenue and research expenses over the past five years.

MANAGEMENT DISCUSSION AND ANALYSIS

RESEARCH REVENUE, EXPENSES AND FUND TRANSFERS
2013-14 to 2017-18
(in thousands)



At times, research revenue is received at the commencement of a research project and may not all be spent during a particular fiscal year, as research projects often span multiple fiscal years. This often results in a differential between research revenues and research expenses, which can vary from year to year.

Expenses incurred to conduct research include, but are not exclusive to: direct compensation costs; materials including lab equipment and supplies, and those required for animal care; travel to conferences specialized in the various fields of study; and for professional consulting fees. In 2017-18 research funding also provided \$23.7 million in support of students who participate in our research activities, which amounted to 38.9% of all assistance provided to students by the University in 2017-18. This support enabled students to work with experienced researchers while they continued their studies and developed their own research activities. The Research Fund provided the University with \$4.5 million in indirect cost funding which was used to support research and defray some of the indirect costs associated with research activities. The Research Fund also provided \$3.7 million in funding for the acquisition or construction of capital assets, which included \$2.9 million for scientific and research equipment.

Research investment was highest in the Rady Faculty of Health Sciences, at a level of \$79.5 million in 2017-18. It was followed by the Faculty of Agricultural and Food Sciences at \$17.7 million; the Faculty of Science at \$10.8 million; the Faculty of Engineering at \$8.5 million; and the Clayton H. Riddell Faculty of Environment, Earth and Resources at \$7.9 million. In 2017-18, these five faculties accounted for 89.4% of the University's investment in research.

CAPITAL

The University carefully plans its capital activities and identifies and prioritizes deferred maintenance, infrastructure renewal requirements and major capital projects. The University's Visionary (re)Generation master plan will guide the design and development of the University of Manitoba campuses over the next 30 years, and it is a resource for the entire campus community.

Investment in Capital, Infrastructure and Technology

During 2017-18, the University invested \$90.8 million in capital assets, an increase of \$9.9 million from the previous year. This included \$59.0 million for the construction of buildings, infrastructure renewal, parking lot upgrades and land improvements; \$17.0 million for the acquisition of furniture, equipment and vehicles; \$13.1 million for library acquisitions and works of art; and \$2.9 million for computer equipment and other technological improvements.

In 2017-18, the University continued the construction of the SmartPark Innovation Hub and the Engineering Innovation Centre, supported by the Government of Canada's Post-Secondary Institutions Strategic Investment Fund, the Province of Manitoba and generous donors. The costs incurred in 2017-18 for these projects totaled \$16.2 million. It is anticipated that the two projects will be completed by late fall 2018.

MANAGEMENT DISCUSSION AND ANALYSIS

The project to build the Churchill Marine Observatory (CMO) commenced in 2015-16, and the University has incurred costs of \$8.3 million to date with the completion of the conceptual design of the facility, purchase of construction materials and purchase of specialized equipment. The CMO will be a globally unique, highly innovative, multi-disciplinary research facility located in the Canadian Arctic on the shores of Hudson Bay. This unique facility will bring together researchers from the Universities of Manitoba, Calgary, Victoria, Laval, Dalhousie and Washington, and from Government of Canada departments. The project is funded by the Canada Foundation for Innovation (CFI) and the Provinces of Manitoba and Alberta. Because of the challenges associated with building such a facility in a remote location, the project has experienced significant delays in its progress. In 2017-18, flood-damaged rail lines to Churchill prevented the University from transporting construction materials and equipment to the site. As the rail lines have not been repaired, the University is working diligently with construction contractors and the Federal government to arrange for an alternate transportation method so that construction may continue.

Over the last five years, the University has allocated \$25.2 million toward renewing its classrooms and labs. Upgrades have been ongoing since then, and in 2017-18 \$8.2 million was spent on these projects. Allocations made by the University in prior years to fund learning space renewal, along with generous donations made by the Richardson Foundation, will continue to support these projects over the coming years.

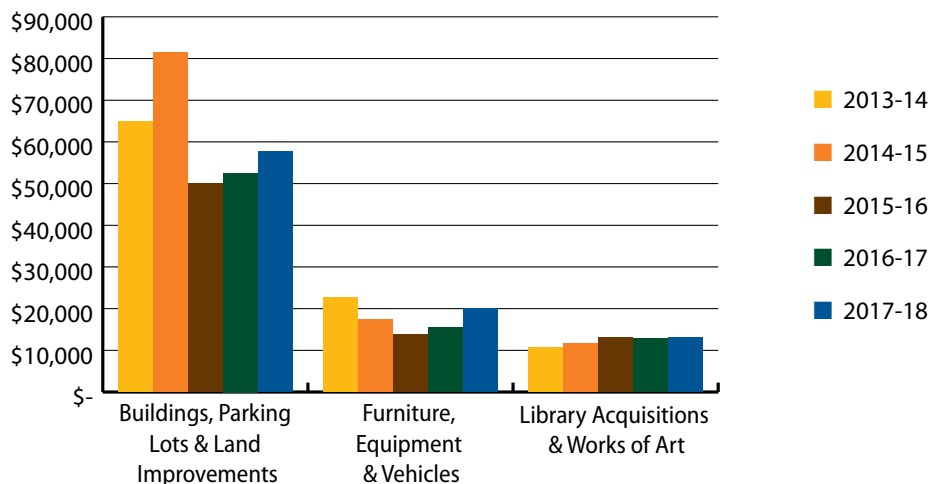
In 2017-18, the University commenced a project to expand and upgrade dairy facilities at its Glenlea Research Station. This project will see the expansion of the University's scientific research capacity and bring the dairy research facility up to industry standards through the repurposing of a swine barn, installation of a new automated milking system, free stall housing, and updated feeding systems. Funding for this project was received from the Government of Canada and the Province of Manitoba, who partnered to contribute \$1.4 million, and from the Dairy Farmers of Manitoba who contributed \$1.5 million towards the project. The project is expected to be completed in summer 2018.

In 2017-18, the University completed Phase II of the redevelopment of Tache Hall, with costs incurred in 2017-18 of \$1.2 million. The next phase of the project is anticipated to commence in 2018-19 and will see the construction of a concert hall. This project is funded by generous donors and through other sources.

The University invested \$7.7 million in infrastructure renewal projects in 2017-18. Investments in infrastructure included fire and safety upgrades (\$2.0 million), building envelope repairs (\$1.5 million), asbestos remediation (\$1.4 million), sewer and water line upgrades (\$1.1 million), and various other infrastructure projects (\$1.7 million). Infrastructure projects were funded by the Province of Manitoba and other sources.

The University's investment in capital, infrastructure and technology over the last five years is depicted below.

INVESTMENT IN CAPITAL ASSETS
2013-14 to 2017-18
(in thousands)



MANAGEMENT DISCUSSION AND ANALYSIS

The University's investment in capital assets is highly dependent on the funding it received from the Federal and Provincial governments and our donors. As such, the University's investment in capital assets will fluctuate from year to year.

TRUST AND ENDOWMENT FUNDS

The University's Trust and Endowment Funds are an important source of funding for our students, faculties, professorships and chairs, research activities, capital projects, library acquisitions, athletic programs, and many other undertakings. The net investment income earned in these funds, as well as donations received that can be used in their entirety, support our activities as directed by our donors. Gifts and bequests received in our Endowment Fund must be held in perpetuity; however, each year a portion of the net investment income earned from investing these gifts is used to support current year endeavors, and the rest is reinvested to provide financial security for beneficiaries in the future.

In 2017-18, the Trust and Endowment Funds received a combined \$20.7 million in new gifts.

University Investment Trust

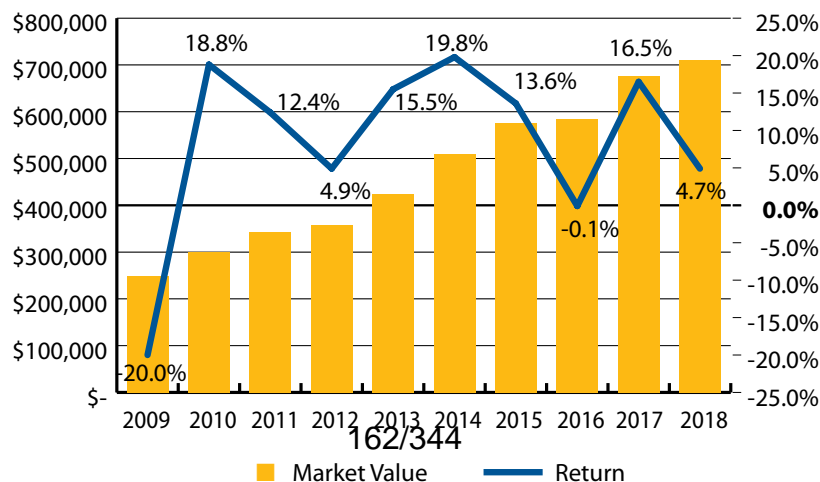
Although accounting standards require that the Trust Fund and the Endowment Fund be recorded separately, the resources in these Funds are combined and invested together. All of the Endowment Fund and most of the Trust Fund are together known as the University Investment Trust (UIT).

In 2017-18, the UIT surpassed \$700.0 million for the first time in its history, ending the fiscal year with a market value of \$709.8 million at March 31, 2018. This value was reached due to a combination of donations and a one-year investment return of 4.7%. In 2017-18, the asset mix of the UIT investment portfolio was 75% equities, 15% real estate, and 10% government bonds. The return was a combination of interest, dividends, capital gains on the sale of investments, partially offset by the decline in value of the portfolio due to changes in the market price of investments held. The investment income of the UIT was \$34.6 million and the remeasurement losses related to the UIT were \$15.7 million. The return of 4.7% lagged the UIT's benchmark rate of 6.6%, detracting 1.9% of relative value.

A long bull market run in equities in conjunction with the equity-oriented asset mix of the UIT resulted in favorable 5- and 10-year returns of 10.7% and 7.9% respectively. The Trust Investment Committee, responsible for providing governance and oversight of the UIT, reviews the asset mix of the UIT on a regular basis to evaluate how the UIT will perform over full market cycles, and to assess the likelihood of the UIT meeting its primary objective of achieving a real return that supports the spending payout to beneficiaries. As asset mix is the primary driver of the UIT's investment returns, the Committee periodically undertakes asset optimization studies as market conditions change to evaluate asset weightings and possible new asset classes.

The following graph demonstrates the growth of the market value of the UIT and annual returns over the past 10 years.

MARKET VALUE AND ANNUAL RETURN OF UIT
2008-09 to 2017-18
(in thousands)



MANAGEMENT DISCUSSION AND ANALYSIS

The UIT has reached its highest value to date, thanks to both the generosity of our donors and to the return experienced from the investments held.

The UIT's spending policy is currently based on a 4.25% payout of the average market value of the UIT over a rolling 48-month period. This distribution rate balances the needs of current beneficiaries with those of future beneficiaries by ensuring the purchasing power of the UIT remains intact for future generations while providing for today's students. In order to achieve this, the UIT's long term returns have to exceed the spending payout, the investment management fees of the UIT, and the rate of inflation. The UIT has accomplished this over the past 10 years as the 10-year 7.9% annualized return meets this investment objective. The spending allocation in 2017-18 provided \$26.0 million in support to students, faculty, research and other important activities, and over the past 5 years the spending payout to beneficiaries has totaled \$105.5 million.

CONCLUSION

The University of Manitoba is a highly complex, decentralized organization with wide-ranging activities at multiple locations. We are proud of the many ways in which faculties, administrative units and our stakeholders partner together and engage with the broader community to advance our collective priorities. Without the engagement of our students, faculty, staff, benefactors and funders, we would not have achieved the success we have today at influencing our community and beyond. Despite uncertainty surrounding our future financial support, we will continue to seek investment in the University to increase our capacity to inspire and support the cultural, social and economic well-being of Manitoba, Canada and, indeed, our world. Through continued commitment to excellence in teaching, research, scholarly work and other innovative activities, the University promotes a sustainable community that will be of benefit for years to come.

STATEMENT OF MANAGEMENT RESPONSIBILITY FOR FINANCIAL REPORTING

The University is responsible for the preparation of the financial statements and has prepared them in accordance with Canadian public sector accounting standards established by the Public Sector Accounting Board of Chartered Professional Accountants Canada, including the standards for government not for profit organizations. The University believes the financial statements present fairly the University's financial position as at March 31, 2018 and the results of its operations for the year ending March 31, 2018.

The University's Board of Governors is responsible for overseeing the business affairs of the University and also has the responsibility to approve the financial statements. The Board has delegated certain responsibilities to its Audit and Risk Management Committee including the responsibility for reviewing the annual financial statements and meeting with management and the Auditor General of Manitoba on matters relating to the financial reporting. The Auditor General has full access to the Audit and Risk Management Committee with or without the presence of management. The Board has approved the financial statements.

In fulfilling its responsibilities and recognizing the limits inherent in all systems, the University has developed and maintains a system of internal controls designed to provide reasonable assurance that University assets are safeguarded from loss and that accounting records are a reliable basis for the preparation of financial statements. The integrity of internal controls is reviewed on an ongoing basis by the Audit and Risk Management Committee and Audit Services.

The financial statements for the year ended March 31, 2018 have been reported on by the Auditor General of Manitoba, the auditor appointed under *The University of Manitoba Act*. The Auditor's Report outlines the scope of his examination and provides his opinion on the fairness of presentation of the financial statements.



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

Winnipeg, Manitoba
June 26, 2018

INDEPENDENT AUDITOR'S REPORT

FINANCIAL STATEMENTS

UNIVERSITY OF MANITOBA
STATEMENT OF FINANCIAL POSITION
AS AT MARCH 31, 2018
(in thousands of dollars)

	2018	2017
Assets		
<i>Current Assets</i>		
Cash and Cash Equivalents (Note 4)	\$ 330,370	\$ 319,579
Accounts Receivable (Note 5)	86,354	68,599
Inventories	3,336	3,164
Prepaid Expenses	2,638	1,789
Current Portion of Loan Receivable (Note 6)	3,244	
	425,942	393,131
<i>Long Term Assets</i>		
Loan Receivable (Note 6)	78,730	198,971
Investments (Note 7)	929,251	834,911
Capital Assets, Net of Accumulated Amortization (Note 9)	1,145,096	1,109,930
	2,153,077	2,143,812
	\$ 2,579,019	\$ 2,536,943
Liabilities		
<i>Current Liabilities</i>		
Accounts Payable	\$ 70,494	\$ 53,819
Unearned Revenue (Note 10)	24,520	18,030
Vacation and Sick Leave Liability	16,323	15,597
Current Portion of Long Term Debt (Note 11)	9,917	6,337
	121,254	93,783
<i>Long Term Liabilities</i>		
Long Term Debt (Note 11)	258,824	385,738
Other Long Term Liabilities (Note 12)	7,380	8,931
Employee Future Benefits (Note 13)	83,992	81,053
Pension Liability (Note 16)	20,427	24,343
	370,623	500,065
Fund Balances		
Unrestricted (Note 21)	(64,544)	(67,546)
Internally Restricted (Note 24)	242,096	207,899
Externally Restricted (Note 25)	329,502	289,821
Invested in Capital Assets (Note 25)	1,106,685	1,044,625
Endowed (Note 25)	473,403	468,296
	2,087,142	1,943,095
	\$ 2,579,019	\$ 2,536,943

Contractual Obligations and Contingencies (Note 27)



Jeff Lieberman – Chair



Rafi Mohammed – Vice-Chair

(The accompanying Notes form an integral part of the Financial Statements)

FINANCIAL STATEMENTS

UNIVERSITY OF MANITOBA
STATEMENT OF OPERATIONS AND CHANGES IN FUND BALANCES
FOR THE YEAR ENDED MARCH 31, 2018
(in thousands of dollars)

	General Funds (Note 2D)	Restricted Funds (Note 2E)	Endowment Fund (Note 2F)	2018 Total Funds	2017 Total Funds
Revenue					
Tuition and Related Fees	\$ 170,139	\$	\$	\$ 170,139	\$ 163,571
Donations	2,676	17,299	10,467	30,442	34,506
Non-Government Grants	5,116	79,149		84,265	83,984
Net Investment Income (Note 17)	7,047	54,176		61,223	56,939
Miscellaneous Income	8,111	6,742		14,853	15,009
Government Grants:					
Manitoba Education and Training	356,822	6,701		363,523	363,777
Other Province of Manitoba	25,976	37,471		63,447	59,462
Government of Canada	9,804	98,317		108,121	84,471
City of Winnipeg	151	30		181	51
Sales of Goods and Services	34,724	428		35,152	35,101
Ancillary Services	38,416			38,416	37,983
Gain on Long Term Debt (Note 11)		118,682		118,682	
	658,982	418,995	10,467	1,088,444	934,854
Expense					
Salaries	359,896	38,675		398,571	389,628
Staff Benefits and Pay Levy	66,783	7,017		73,800	84,284
Materials, Supplies and Services	54,881	56,466		111,347	101,054
Amortization of Capital Assets		55,595		55,595	54,645
Student Assistance	15,351	45,455		60,806	57,511
Professional Consulting and Externally					
Contracted Services	16,673	29,889		46,562	45,104
Travel and Conferences	12,084	13,158		25,242	23,024
Utilities, Municipal Taxes and Insurance	19,746	68		19,814	19,207
Interest		13,611		13,611	19,074
Maintenance and Repairs	9,026	418		9,444	6,252
Loss on Loan Receivable Allowance (Note 6)		118,682		118,682	
Loss on Disposal of Capital Assets					1,000
	554,440	379,034		933,474	800,783
Net Revenue from Operating Activities	104,542	39,961	10,467	154,970	134,071
Inter-Fund Transfers (Note 23)	(72,812)	72,231	581		
Net Increase to Fund Balances from					
Operating Activities	31,730	112,192	11,048	154,970	134,071
Fund Balances from Operating Activities					
Beginning of Year	66,220	1,404,412	324,739	1,795,371	1,661,300
Fund Balances from Operating Activities					
End of Year	97,950	1,516,604	335,787	1,950,341	1,795,371
Accumulated Remeasurement Gains (Losses)					
End of Year	87	(902)	137,616	136,801	147,724
Fund Balances End of Year	\$ 98,037	\$ 1,515,702	\$ 473,403	\$ 2,087,142	\$ 1,943,095

(The accompanying Notes form an integral part of the Financial Statements)

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FINANCIAL STATEMENTS

UNIVERSITY OF MANITOBA
STATEMENT OF REMEASUREMENT GAINS AND LOSSES
FOR THE YEAR ENDED MARCH 31, 2018
(in thousands of dollars)

	General Funds	Restricted Funds	Endowment Fund	2018 Total Funds	2017 Total Funds
Accumulated Remeasurement Gains (Losses)					
Beginning of Year	\$ 3	\$ 4,164	\$ 143,557	\$ 147,724	\$ 86,161
Unrealized Gains (Losses) Attributed to:					
Derivatives		1,441		1,441	1,239
Foreign Exchange	87	(3,074)		(2,987)	72
Portfolio Investments		5,419	3,295	8,714	52,121
Designated Fair Value Investments		23,128	(9,236)	13,892	36,371
Amounts Reclassified to the Statement of Operations and Changes in Fund Balances:					
Foreign Exchange	(3)	3,698		3,695	342
Portfolio Investments		(26,921)		(26,921)	(25,173)
Designated Fair Value Investments		(8,757)		(8,757)	(3,409)
Net Remeasurement Gains (Losses) for the Year	84	(5,066)	(5,941)	(10,923)	61,563
Accumulated Remeasurement Gains					
End of Year	\$ 87	\$ (902)	\$ 137,616	\$ 136,801	\$ 147,724

(The accompanying Notes form an integral part of the Financial Statements)

FINANCIAL STATEMENTS

UNIVERSITY OF MANITOBA
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED MARCH 31, 2018
(in thousands of dollars)

	General Funds	Restricted Funds	Endowment Fund	2018 Total Funds	2017 Total Funds
Operating Activities					
Net Revenue from Operating Activities	\$ 104,542	\$ 39,961	\$ 10,467	\$ 154,970	\$ 134,071
Amortization of Capital Assets		55,595		55,595	54,645
	104,542	95,556	10,467	210,565	188,716
Net Change in Non-Cash Working Capital Items	6,199	(1,084)		5,115	8,167
Net Change in Other Long Term Liabilities	(110)	(1,441)		(1,551)	2,752
Net Change in Pension Obligation	(3,916)			(3,916)	3,771
Net Change in Employee Future Benefits	346	2,593		2,939	4,527
Loss on Disposal of Capital Assets					1,000
Gain on Long Term Debt		(118,682)		(118,682)	
Loss on Loan Receivable Allowance		118,682		118,682	
<i>Net Cash generated through Operating Activities</i>	107,061	95,624	10,467	213,152	208,933
Investing Activities					
Principal Repayment on Loan Receivable		2,118		2,118	1,338
Net Decrease (Increase) in Long Term Investments	(56,728)	(37,487)	(11,048)	(105,263)	(76,094)
<i>Net Cash generated through (used in)</i> <i>Investing Activities</i>	(56,728)	(35,369)	(11,048)	(103,145)	(74,756)
Capital Activities					
Purchase of Capital Assets		(90,761)		(90,761)	(80,870)
<i>Net Cash used in Capital Activities</i>		(90,761)		(90,761)	(80,870)
Financing Activities					
Principal Repayment on Long Term Debt		(8,455)		(8,455)	(7,352)
<i>Net Cash generated through (used in) Financing Activities</i>		(8,455)		(8,455)	(7,352)
Net Increase (Decrease) in Cash	50,333	(38,961)	(581)	10,791	45,955
Inter-Fund Transfers	(72,812)	72,231	581		
<i>Cash and Cash Equivalents Beginning of Year</i>	72,683	246,896		319,579	273,624
Cash and Cash Equivalents End of Year	\$ 50,204	\$ 280,166	\$	\$ 330,370	\$ 319,579
Supplementary cash flow information:					
Interest Received (Note 19)	\$ 6,634	\$ 3,283	\$	\$ 9,917	\$ 7,658
Interest Paid (Note 19)	\$	\$ 9,807	\$	\$ 9,807	\$ 10,130

(The accompanying Notes form an integral part of the Financial Statements)

FINANCIAL STATEMENTS

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED MARCH 31, 2018

(in thousands of dollars)

I. AUTHORITY AND PURPOSE

The University of Manitoba was established in 1877. It is governed by a Board of Governors acting under the authority of *The University of Manitoba Act*, R.S.M. 1987, c. U60. The University of Manitoba is a registered charity and is exempt from income taxes under Section 149 of *The Income Tax Act*.

The University of Manitoba, as the largest and most comprehensive institution of higher learning in Manitoba, plays a distinctive role within the Province. In addition to offering an undergraduate liberal education in arts, science and education, the University of Manitoba provides programs in a broad range of professional studies, applied sciences and the fine and performing arts and is responsible for the vast majority of graduate education and research in Manitoba. The University of Manitoba reaches out to a variety of constituencies in order to enhance the health, cultural, social and economic life of Manitobans and to provide lifelong learning opportunities for them. Through community service, the University makes its expertise available to all Manitobans.

2. SIGNIFICANT ACCOUNTING POLICIES

A. GENERAL

These financial statements have been prepared in accordance with Canadian public sector accounting standards established by the Public Sector Accounting Board of Chartered Professional Accountants Canada, including the standards for government not-for-profit organizations. The University has adopted the restricted fund method of accounting for contributions.

The University controls UM Properties GP Inc. (Note 18), UM Properties Holding Inc. (Note 18) and Partners for Health and Development in Africa (PHDA) (Note 19), but does not consolidate the accounts for the purposes of these financial statements.

The University has an 8.33% (2017, 8.33%) interest in TRIUMF (Note 18), a joint venture which operates a national laboratory for particle and nuclear physics. The University uses the modified equity method of accounting to record its interest in TRIUMF.

B. FUND ACCOUNTING

The University classifies resources used for various purposes into separate Funds which correspond to its major activities and objectives. The Statement of Financial Position combines the assets and liabilities of all Funds. The University maintains its Funds under three fund categories: General, Restricted and Endowment Funds. The General Funds include the Funds for General Operating, Specific Provisions and Expenses Funded from Future Revenues Funds. The Restricted Funds include the Capital Asset, Research and Special, Staff Benefits and Trust Funds. The Endowment Fund includes endowed funds of the University.

C. ACCOUNTING ESTIMATES

Accounting estimates are included in financial statements to approximate the effect of past revenue or expense transactions or events, or to approximate the present status of an asset or liability. Examples include accruals for salaries and benefits, the estimated useful life of an asset and certain actuarial assumptions used in determining employee future benefits. It is possible that changes in future conditions could require changes in the recognized amounts for accounting estimates.

D. GENERAL FUNDS

General Operating Fund:

The General Operating Fund includes the academic, administrative, operational and ancillary costs that are funded by tuition and related fees, government grants, investment income, miscellaneous income, sales of goods and services to external parties and ancillary income. As such, this Fund reports unrestricted resources and restricted resources earmarked for general operating purposes.

All funds received or accrued by the University for general operating purposes and for equipment and renovation expenses not meeting the University's capitalization criteria are included in the General Operating Fund. The net cost of operating units is determined by including internal cost allocations for certain centrally administered services, such as the telephone system in the units' expenses, and by deducting these expenses as internal cost recoveries from the total expenses incurred by the unit administering these services.

The University BookStore, Parking, Student Residences, Pharmacy/Post Office, and SmartPark are classified as Ancillary Services and are budgeted on a break even basis. Any surpluses or deficits are transferred to/from the Specific Provisions Fund. Overhead costs have been allocated to all ancillary operations. Amortization of ancillary capital assets and interest expense is recorded in the Capital Asset Fund.

Specific Provisions Fund:

The Specific Provisions Fund records appropriations made from (to) the General Operating, Capital Asset and Research and Special Funds.

These appropriations are made to provide future funding for the replacement, improvement or emergency maintenance of capital assets, unit carryover, a fiscal stabilization provision to offset potential spending in excess of future budgets and other matters. Such appropriations are shown as inter-fund transfers on the Statement of Operations and Changes in Fund Balances and in Note 23.

Expenses Funded From Future Revenues Fund:

The Expenses Funded from Future Revenues Fund records the amount of non-vesting sick leave benefits and unpaid vacation pay for staff which will be funded from future revenues. It also records the actuarially determined expense for employee future benefits and change in pension liability.

E. RESTRICTED FUNDS

Capital Asset Fund:

The Capital Asset Fund consists of restricted contributions resulting from capital asset co-funding arrangements with external parties, contributed capital assets and government grants restricted for the purpose of acquiring capital assets and retiring capital advances. Funding agreements, using promissory notes as a vehicle, entered into with the Provincial Government for the construction or acquisition of capital assets, which will be repaid from future funding provided by the Provincial Government through Manitoba Education and Training (MET), are recorded as capital grants. These capital grants, under the restricted fund method of accounting, are reflected as revenue in the Statement of Operations and Changes in Fund Balances. The interest expense and the related future funding from MET over the terms of the promissory notes, to offset the interest expense and principal payments, are both excluded from the Statement of Operations and Changes in Fund Balances. Expenses include interest on debt relating to the acquisition or construction of capital assets, amortization and gains or losses on disposal of capital assets, which includes write-downs resulting from obsolescence.

Research and Special Fund:

The Research and Special Fund consists of contributions specifically restricted for research or other special activities. Contributions are provided from both Federal and Provincial granting agencies and other public and private sources. These funds are spent in accordance with the conditions stipulated in the related governing contracts and agreements.

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Staff Benefits Fund:

The Staff Benefits Fund is divided into Fund Accounts for the Pension Reserve, and for each of the Self-Insured Plans, which are the Long Term Disability Income Plan and the Dental Plan.

Trust Fund:

The Trust Fund records gifts and bequests received which may be used in their entirety along with net investment income earned on these funds, according to donor restrictions. The majority of these funds are used for scholarships, bursaries, awards, loans, and other scholarly activities.

F. ENDOWMENT FUND

The Endowment Fund records gifts and bequests received with the stipulation that these funds be invested in perpetuity and investment income earned be utilized for designated purposes. The Fund balance also reflects the change in fair value of Endowment Fund investments, which is recorded in the Statement of Remeasurement Gains and Losses.

G. REVENUE RECOGNITION

Restricted contributions are recognized as revenue of the appropriate Fund when received or receivable, if the amount to be received can be reasonably estimated and collection is reasonably assured.

Unrestricted contributions, including sales of goods and services and ancillary revenues, are recognized as revenue of the General Operating Fund in the year received or receivable, if the amount to be received can be reasonably estimated and collection is reasonably assured.

Contributions for endowment purposes are recognized as revenue in the Endowment Fund in the year received. Investment income earned on endowments is recorded in the appropriate Trust Fund depending on the restrictions imposed by the original donor.

Investment income, including realized gains or losses, is recorded in the Statement of Operations and Changes in Fund Balances in the appropriate Fund depending on the restrictions imposed. Unrestricted investment income is recorded as unrestricted income in the General Operating Fund.

The change in fair value (unrealized gains or losses) of investments is recorded in the Statement of Remeasurement Gains and Losses until the investments are sold.

H. CONTRIBUTED MATERIALS AND SERVICES

Gifts-in-kind are recorded in the financial statements to the extent that they are eligible for an official donation receipt, since this results in the capture of the information in the University's financial records.

Because of the difficulty involved in tracking and recording contributed services, the market value of these services is not recognized in the financial statements. Contributed services include activities such as membership on the University's Board of Governors and its various committees, lecturing services and volunteer services at fundraising or sporting events, all of which are performed by staff, students and the community at no charge to the University. These services, although not recognized in the financial statements, are critical to the successful functioning of the University.

I. CASH AND CASH EQUIVALENTS

Cash and cash equivalents consist of highly liquid investments that are used to meet short term operating needs. They are readily convertible to cash and mature within one year from acquisition. Any cash or other investments maturing within one year that are held by portfolio managers are classified as long term investments and are recorded at fair value or designated to fair value. Portfolio managers maintain a cash balance within investment portfolios as part of their overall long term mandate, as well as to facilitate trades and the rebalancing of funds.

J. PLEDGES RECEIVABLE

The University does not record pledges receivable in its financial statements. Revenue from gifts, bequests and donations is recognized on a cash basis because of the uncertainty surrounding collection and in some instances because of the difficulty in determining the valuation of pledges receivable. The University recognizes gifts and donations to be received through the University of Manitoba Foundation U.S.A. Inc. only when the Board of Directors of the Foundation have formalized the transfer with a resolution, collectability is reasonably assured, and the valuation of these gifts and donations can be reasonably determined.

K. INVENTORIES

Inventories have been valued at the lower of cost and net realizable value.

L. CAPITAL ASSETS

Purchased capital assets are recorded at cost. Capital assets which are constructed by the University are recorded as Construction in Progress until the capital asset is put into use. Contributed capital assets are recorded at market value at the date of contribution. Intangibles such as patents and copyrights are recorded at a nominal amount of one dollar in the year the patent or copyright is obtained.

Amortization is calculated on a straight-line basis over the assets' estimated useful life as follows:

Buildings and Major Renovations	15-50 years
Computer Hardware and Electronics	5-10 years
Furniture and Equipment	10 years
Library Books	10 years
Parking Lots	20 years
Vehicles	5 years

Equipment acquired under a capital lease is amortized over the useful life of the asset. Works of art, treasures, rare books and manuscripts are not amortized.

M. COLLECTIONS

The University holds a number of collections which include works of art, rare books and manuscripts, museum specimens and other archival material. The associated library, faculty or school assumes responsibility for safeguarding and preserving the collection. The University seldom, if ever, disposes of its collections or of individual pieces in its collections. The University policy is to use proceeds generated from deaccessioned works of art to augment the University art collection.

The University's policy with regard to its collections is to initially record them at fair value and to fund maintenance expenses from the General Operating Fund. The cost of maintenance is not tracked and is therefore not determinable.

N. PENSION COSTS

The University sponsors two pension plans for its employees and retirees: The University of Manitoba Pension Plan (1993) and The University of Manitoba GFT Pension Plan (1986). The 1986 Plan is a defined contribution plan and as a result the pension costs are based on contributions required by the plan.

The Pension Costs for the 1993 Plan are determined actuarially using the projected unit credit actuarial cost method, pro-rated on service and management's best estimate expectations of the discount rate for liabilities, the expected return on assets, salary escalation, retirement ages of employees and member mortality. Actuarial gains and losses are amortized over the expected average remaining service life of the active employees, commencing in the year following the year the respective annual actuarial gains or losses arise.

The funded position of the 1993 plan is disclosed in Note 16.

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O. FINANCIAL INSTRUMENTS

The financial instruments of the University consist of cash and cash equivalents, accounts receivable, loan receivable, investments, accounts payable, vacation and sick leave liability, loans, other long term liabilities, and long term debt.

All financial instruments are recognized at cost or amortized cost, or fair value.

Cash and cash equivalents are recognized at cost. Accounts receivable, loan receivable, fixed income investments and preferred shares held in the General Funds, accounts payable, loans, vacation and sick leave liability, other long term liabilities (excluding derivative financial instruments), and long term debt are recognized at amortized cost.

For financial instruments measured using amortized cost, the effective interest rate method is used to determine interest revenue or expense. Transaction costs are a component of cost for financial instruments measured at cost or amortized cost.

Financial instruments recognized at fair value include Canadian equities, US equities and derivatives. Bonds and other fixed income securities and pooled funds have been designated to fair value other than corporate bonds and preferred shares which are recognized at cost, and the investment in TRIUMF which is recognized at modified equity. Pooled funds are valued by the fund managers.

Unrealized gains and losses from the change in fair value of these financial instruments are reflected in the Statement of Remeasurement Gains and Losses until disposition.

Transaction costs are expensed for financial instruments measured at fair value.

All financial assets are tested annually for impairment. When financial assets are impaired, impairment losses are recorded in the Statement of Operations and Changes in Fund Balances. Future recoveries of impaired assets are recorded in the Statement of Operations and Changes in Fund Balance when received. Interest is not recorded on financial assets that are deemed to be impaired. A write-down of a portfolio investment to reflect a loss in value is not reversed for a subsequent increase in value.

Financial instruments are classified using a fair value hierarchy that reflects the significance of inputs to valuation techniques used to measure fair value. The fair value hierarchy used has the following levels:

Level 1 – Inputs that reflect unadjusted publicly quoted prices in active markets for identical assets or liabilities that the University has the ability to access at the measurement date.

Level 2 – Inputs other than publicly quoted prices that are either directly or indirectly observable for the asset or liability.

Level 3 – Inputs that are unobservable. There is little if any market activity. Inputs into the determination of fair value require significant management judgment or estimation.

P. OTHER EMPLOYEE FUTURE BENEFITS

The University accrues its obligations for other employee future benefit plans relating to health, dental, sick leave, long term disability, and group life insurance. The cost of non-vesting sick leave benefits has been determined using management's best estimates. The cost of the long term disability plan for employees and the cost of non-pension and post-retirement benefits for retired employees are actuarially determined using the projected benefit method pro-rated on service, management's best estimates for the discount rate for liabilities, the expected rate of return on assets, retirement ages and expected future cost trends. For current active employees, the cost of other employee future benefit plans relating to health, dental, and group life insurance is the premiums charged under the plans to the University.

The University also accrues its obligations relating to post-retirement adjustments to pensions for specifically entitled employees who retired prior to 1993. The cost of such post-retirement pension adjustments is actuarially determined using the accrued benefit method and management's best estimate for the discount rate for liabilities and the expected rate of return on assets. Any increase in such adjustments is recognized in the year that it occurs.

Actuarial gains and losses on post-retirement adjustments are amortized on a straight-line basis over the life expectancy of the group, commencing in the year following the year the respective annual actuarial gains or losses arise.

FINANCIAL STATEMENTS

Actuarial gains and losses of other benefit plans are amortized on a straight-line basis over the expected average remaining service life of the active employees, commencing in the year following the year the respective annual actuarial gains or losses arise.

Q. FOREIGN CURRENCY TRANSLATION

Monetary assets, liabilities and investments at fair value, denominated in foreign currencies, are translated at the year-end exchange rate. The unrealized foreign currency translation gains or losses of these financial instruments are reflected in the Statement of Remeasurement Gains and Losses. Revenues and expenses are translated at exchange rates on the transaction dates. Realized gains or losses arising from these translations are included in the Statement of Operations and Changes in Fund Balances.

R. DERIVATIVE FINANCIAL INSTRUMENTS

From time to time, the University uses derivative financial instruments, including interest rate swap agreements, in its management of exposures to fluctuations in interest rates. An interest rate swap is a derivative financial contract between two parties who agree to exchange fixed rate interest payments for floating rate payments on a predetermined notional amount and term. Derivatives are recorded at fair value and in determining the fair value, the credit risk of both counterparties is considered.

3. CHANGES IN ACCOUNTING POLICY

Effective April 1, 2017 the University adopted five new accounting standards. Related Party Transactions (PS 2200), Assets (PS 3210), Contingent Assets (PS 3320), Contractual Rights (PS 3380) and Inter-Entity Transactions (PS 3420). The adoption of these standards has resulted in additional note disclosures where necessary.

4. CASH AND CASH EQUIVALENTS

	2018	2017
Cash	\$ 47,882	\$ 72,789
Guaranteed Investment Certificates	282,488	246,790
	\$ 330,370	\$ 319,579

5. ACCOUNTS RECEIVABLE

	2018	2017
Business, Industry and Foundations	\$ 43,175	\$ 30,605
Provincial Government	14,549	13,382
Federal Government	8,224	8,588
Investment Income and Interest	7,765	4,525
Advances	5,744	1,515
External Sales and Cost Recoveries	3,892	5,228
Students	2,958	4,705
Miscellaneous	47	51
	\$ 86,354	\$ 68,599

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6. LOAN RECEIVABLE

The University has a loan agreement with Triple B Stadium Inc. (Triple B) related to the construction of Investors Group Field at the Fort Garry campus. The loan agreement is divided into a first phase and a second phase for a combined amount not to exceed \$160 million. The first phase is not to exceed \$75 million and the second phase is not to exceed \$85 million. The interest rate on the first phase of the loan is 4.65%, and the first phase of the loan receivable is due and payable in full on June 1, 2038. The interest rate on the second phase is 4.65% until June 1, 2053, and is due and payable in full on November 24, 2058.

Any amounts received by Triple B in the form of insurance proceeds entitled to be retained by Triple B by reason of the destruction of all or part of the stadium, where such insurance proceeds are not being applied to restore, reconstruct and repair the stadium in accordance with the ground lease, shall be paid to the University and be applied to the repayment of the loan, firstly to the accrued interest and secondly to principal outstanding, for both phases of the loan, on a pro-rata basis.

Payment terms of the first phase and second phase of the loan receivable are as follows:

FIRST PHASE:

Triple B is required to make payments to the University equivalent to the aggregate of:

- Any amounts received by Triple B in respect of the stadium development from the City of Winnipeg pursuant to *The Community Revitalization Tax Increment Financing Act*; and
- Any amounts received by Triple B from any party which were designated by the party for application to the loan.

Payments are applied firstly to accrued interest and secondly to the principal outstanding. Unpaid interest is added to the principal of the first phase of the loan and compounded annually.

SECOND PHASE:

Interest will be calculated annually, and unpaid interest until December 15, 2017 shall be added to the first phase of the loan. Any unpaid interest after December 15, 2017 shall be added to the second phase of the loan and compounded annually. Payments in respect of principal shall be made in amounts determined by Triple B, on or before December 15, 2017.

Annual payments of principal and interest over the remainder of the second phase loan term are to be paid on or before December 15 of each calendar year commencing on December 15, 2018 based on the amortization of the loan following the December 15, 2017 payment.

INVESTORS GROUP FIELD LOAN:

	2018	2017
First Phase interest and principal outstanding	\$ 118,682	\$ 116,971
Second Phase principal outstanding	81,974	82,000
	200,656	198,971
Allowance For First Phase	(118,682)	
	81,974	198,971
Less Current Portion	(3,244)	
	\$ 78,730	\$ 198,971

The First and Second Phase loans have an equal long term debt loan payable to the Province of Manitoba (Note 11).

In consultation with the Province of Manitoba, the University has reviewed the projected cash flow from *The Community Revitalization Tax Increment Financing Act* and other sources. Given the current economic circumstances the University has concluded there will be insufficient amounts available to repay the First Phase receivable, including accrued interest. As a result, the University has established an allowance.

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Since the long term debt can only be repaid when the University receives these payments from Triple B, the University has established an allowance for the First Phase loan payable in an equal amount (Note 11).

These allowances have been recorded in the Statement of Operations and Changes in Fund Balances as both revenue and expense.

7. INVESTMENTS

	2018				2017			
	Level 1	Level 2	Level 3	Total	Level 1	Level 2	Level 3	Total
Investments Held at Fair Value:								
Cash and Money Market Funds	\$ 10,301	\$	\$	\$ 10,301	\$ 5,937	\$	\$	\$ 5,937
Canadian Equities	192,110			192,110	196,118			196,118
US Equities	218,922			218,922	202,568			202,568
	421,333			421,333	404,623			404,623
Investments Designated to Fair Value:								
Cash and Money Market Funds		2,921		2,921		2,677		2,677
Bonds and Other Fixed								
Income Securities		69,792		69,792		57,502		57,502
Pooled Bond Fund		13,984		13,984		12,727		12,727
Pooled Canadian Equities		18,842		18,842		18,703		18,703
Pooled US Equities		6,675		6,675		6,434		6,434
Pooled International Equities		115,956		115,956		117,034		117,034
Pooled Real Estate Fund		119,940		119,940		113,248		113,248
Pooled Mortgage Fund		8,267		8,267		7,548		7,548
		356,377		356,377		335,873		335,873
Investments Held at Amortized Cost:								
Corporate Bonds				103,042				55,505
Preferred Shares				46,211				36,936
				149,253				92,441
Investments Held at Modified Equity:								
TRIUMF				2,288				1,974
	\$ 421,333	\$ 356,377	\$	\$ 929,251	\$ 404,623	\$ 335,873	\$	\$ 834,911

The University's investment in real estate consists of units of a pooled real estate investment in the Great-West Life Assurance Company Canadian Real Estate Investment Fund No. 1.

The fair value of investments held at amortized cost is \$146,469 (2017, \$91,585). As at March 31, 2018 and March 31, 2017 there were no transfers of investments between levels 1, 2 or 3.

8. RISK EXPOSURE AND MANAGEMENT

The University uses a disciplined, fundamental approach in its investment selection and management, which consists of an intensive and ongoing research process of investment opportunities across a broad range of investment vehicles of various types of issuers (government, corporate or financial). As a result, the University is exposed to various types of risks that are associated with its investment strategies, financial instruments and markets in which it invests. The University, through the work of its investment committees and Treasury Office, has an investment policy statement in place governing asset mix,

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permitted investments, diversification, and minimum credit quality. The most important risks relate to market risk: other price risk, interest rate risk, foreign currency risk, credit risk and liquidity risk. These risks and the related risk management practices employed by the University are detailed below.

OTHER PRICE RISK

Other price risk represents the potential loss that can be caused by a change in the fair value of a financial instrument. The University's investments are subject to normal market fluctuations and the risks inherent in investment in the capital markets. Investments held to meet short term obligations focus on credit quality and liquidity to minimize the effect of other price risk on fair value. The majority of investments which are held for the long term to support the Endowment Fund are equities, bonds, segregated funds and pooled funds, and are subject to other price risk given their nature and the long term holding periods. Other price risk is managed through diversification provided by the Endowment Fund's asset allocation strategy, which emphasizes the importance of managing other price risk by maintaining appropriate levels of risk required to achieve consistent long term returns that meet the investment objectives of the Endowment Fund.

INTEREST RATE RISK

Interest rate risk arises from the possibility that changes in interest rates will affect future cash flows or fair values of financial instruments. The University is subjected to this risk when it invests in interest-bearing financial instruments, or when it borrows funds using derivative financial instruments. Both investments and financial derivatives are exposed to the risk that their fair value will fluctuate due to changes in the prevailing levels of market interest rates.

The tables below summarize the University's exposure to interest rate risk related to financial instruments categorized by maturity dates.

INTEREST RATE EXPOSURE AS AT MARCH 31, 2018

	Less than 90 days	90 days to 1 year	1 year to 5 years	5 years to 10 years	Greater than 10 years	Total
Cash Equivalents and Investments	37.2%	22.7%	7.7%	31.0%	1.4%	100%
Financial Derivatives		32.5%	17.1%	50.4%		100%

INTEREST RATE EXPOSURE AS AT MARCH 31, 2017

	Less than 90 days	90 days to 1 year	1 year to 5 years	5 years to 10 years	Greater than 10 years	Total
Cash Equivalents and Investments	32.7%	34.2%	7.4%	24.0%	1.7%	100%
Financial Derivatives			30.7%	69.3%		100%

	March 31, 2018		March 31, 2017	
	Interest bearing instruments	Non-interest bearing instruments	Interest bearing instruments	Non-interest bearing instruments
Cash Equivalents and Investments	\$ 480,795	\$ 730,944	\$ 382,650	\$ 699,051
Financial Derivatives	\$ 3,500	\$	\$ 4,941	\$

As at March 31, 2018, a 0.5% fluctuation in interest rates, with all other variables held constant, would have an estimated impact as follows:

	2018	2017
Fair Value of Fixed Income Instruments	\$ 5,018	\$ 3,439
Interest Rate Swaps	\$ 775	\$ 1,000
Net Investment Income	\$ 2,579	\$ 2,105

FOREIGN CURRENCY RISK

The University has cash and cash equivalents, receivables and payables denominated in foreign currencies and holds investments in foreign currency equity markets in both the Trust and Endowment Funds, and the Staff Benefits Fund. The income from these investments is used to meet financial liabilities denominated in Canadian dollars. The University does not actively manage foreign exchange risk.

The University's exposure in cash and investments to foreign currencies is shown below:

	2018		2017	
	\$	%	\$	%
Canadian Dollar	\$ 893,008	70.9%	\$ 807,998	70.0%
US Dollar	255,363	20.3%	235,008	20.4%
Euro	34,546	2.7%	34,351	3.0%
Japanese Yen	28,698	2.3%	27,834	2.4%
British Pound Sterling	18,901	1.5%	21,792	1.9%
Swiss Franc	14,077	1.1%	12,498	1.1%
Other	15,028	1.2%	15,009	1.2%
	\$ 1,259,621	100.0%	\$ 1,154,490	100.0%

As at March 31, 2018, an appreciation of 10% in the Canadian dollar versus foreign currencies exchange rates would increase investments and net remeasurement gains by approximately \$36,661 (2017, \$34,649), while a depreciation of 10% would decrease investments and net remeasurement gains by approximately \$36,661 (2017, \$34,649).

CREDIT RISK

Credit risk represents the potential loss that the University would incur if its counterparties failed to perform in accordance with the terms of their obligations. The University invests in financial assets that have an investment grade as rated primarily by DBRS. Should DBRS not rate an issuer, the University may use Standard & Poor's, followed by the Moody's equivalent. Ratings for securities which subject the University to credit risk are noted below:

% of Total Interest Bearing Investments

Investment Rating	2018		2017	
	\$	%	\$	%
R-1High	\$ 197,604	41.1%	\$ 161,090	42.1%
R-1Mid	28,112	5.8%	32,793	8.6%
R-1Low			498	0.1%
AAA	37,425	7.8%	25,589	6.7%
AA	123,042	25.6%	74,607	19.5%
A	28,712	6.0%	26,706	7.0%
BBB	5,702	1.2%	6,170	1.6%
CC	146			
Not Rated	60,052	12.5%	55,197	14.4%
	\$ 480,795	100.0%	\$ 382,650	100.0%

The University manages credit risk related to fixed income investments by focusing on high credit quality. Cash and cash equivalents are held in Canadian Chartered banks and Manitoba credit unions. Trust, Endowment and Capital Asset Fund investments are held in diverse portfolios of investments with counterparties considered to be of high quality.

The University also has credit risk related to accounts receivable and loan receivable. A significant portion of the University's accounts receivable is related to Restricted Funds and is from the federal and provincial governments, not-for-profit organizations, corporations, the US government, and other universities. The University also has accounts receivable from

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students and staff. The credit risk on these receivables is minimal. The remaining accounts receivable are due from a diverse group of customers and are subject to normal credit risks. The credit risk related to the loan receivable is offset by a loan payable to the Province of Manitoba with matching terms of repayment.

LIQUIDITY RISK

The University aims to retain sufficient cash and cash equivalents to maintain liquidity and meet short term obligations. Most of the University's investments are considered readily realizable and liquid, thus liquidity risk is considered minimal. Investments that are not as liquid, such as the investment in the pooled real estate fund, are considered to be held for long term periods in conjunction with the investment objectives, risk tolerance and time horizon of the Endowment Fund.

9. CAPITAL ASSETS, NET OF ACCUMULATED AMORTIZATION

	2018		2017	
	Cost	Accumulated Amortization	Cost	Accumulated Amortization
Assets Under Capital Lease	\$ 2,532	\$ 2,532	\$ 2,557	\$ 2,557
Buildings and Major Renovations	1,257,048	335,892	1,162,234	310,252
Computer Hardware, Software and Electronics	101,856	95,421	100,178	93,007
Construction in Progress	41,222		78,497	
Furniture and Equipment	295,346	224,569	283,054	214,017
Land	29,777		29,739	
Library Books	228,904	170,596	221,512	165,698
Parking Lots	10,138	5,447	9,983	4,948
Rare Books and Manuscripts	7,414		7,312	
Vehicles	9,102	7,638	8,870	7,513
Works of Art	3,852		3,986	
	1,987,191	842,095	1,907,922	797,992
Less Accumulated Amortization	842,095		797,992	
Net Book Value	\$ 1,145,096		\$ 1,109,930	

10. UNEARNED REVENUE

	2018	2017
Unearned Revenue	\$ 16,306	\$ 12,482
Deferred Contributions:		
Balance, Beginning of Year	5,548	1,352
Contributions Received	5,000	5,000
Less Amounts Recognized as Revenue	(2,334)	(804)
Balance, End of Year	8,214	5,548
	\$ 24,520	\$ 18,030

Deferred contributions represent unspent externally restricted contributions received for operating purposes from Manitoba Health.

II. LONG TERM DEBT

	2018	2017
Stadium Long Term Debt:		
Province of Manitoba Loan, First Phase, 4.65% due June 1, 2038	\$ 118,682	\$ 116,971
Province of Manitoba Loan, Second Phase, 4.65% until June 1, 2053, due November 24, 2058	81,974	82,000
	200,656	198,971
Other Long Term Debt:		
Province of Manitoba:		
Promissory Note, 5.23% blended monthly payments \$413 due March 1, 2035	55,767	57,752
Promissory Note, 5.55% blended monthly payments \$428 due April 1, 2036	58,568	60,401
Promissory Note, 3.75% blended monthly payments \$129 due September 30, 2039	22,742	23,417
Promissory Note, 5.35% blended monthly payments \$173 due February 1, 2040	26,776	27,403
Term loans (with floating interest rates based on Bankers' Acceptance rates plus stamping fees):		
Multi-Tenant Facility, due February 28, 2019	7,192	7,442
Multi-Tenant Facility, due November 30, 2022	5,492	5,780
Arthur V. Mauro Student Residence, due October 1, 2023	10,230	10,909
	186,767	193,104
Allowance for First Phase (Note 6)	(118,682)	
	268,741	392,075
Less Current Portion:		
Province of Manitoba, Stadium	(3,244)	
Province of Manitoba	(5,391)	(5,120)
Term Loans	(1,282)	(1,217)
	(9,917)	(6,337)
	\$ 258,824	\$ 385,738

The effective interest rate on each of the term loans is the fixed interest rate based on an interest rate swap agreement plus a stamping fee (Note 12).

Interest expense on long term debt was \$13,611 (2017, \$19,074).

The University entered into a loan agreement with the Province of Manitoba related to the construction of Investors Group Field. Any amounts received by the University in the form of insurance proceeds received and entitled to be retained by the University by reason of the destruction of all or part of the stadium, where such insurance proceeds are not being applied to restore, reconstruct and repair the stadium in accordance with the ground lease are also to be applied to the repayment of the loan, firstly to the accrued interest and secondly to the principal outstanding, for both phases of the loan, on a pro-rata basis.

Additional terms of repayment of the loan are as follows:

LOAN, FIRST PHASE:

The amount of the annual payment of principal and interest on the loan is equivalent to the aggregate of:

- Any amounts paid by Triple B Stadium Inc. (Triple B) to the University in respect of the Triple B loan receivable;
- Any amounts received by the University in respect of the stadium development from The City of Winnipeg pursuant to *The Community Revitalization Tax Increment Financing Act*; and
- Any amounts received by the University from any party which were designated by the party for application to the loan.

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Payments are applied firstly to accrued interest and secondly to the principal outstanding. Unpaid interest is added to the principal of the First Phase of the loan and compounded annually. Any accrued interest and principal outstanding on the First Phase of the loan as at June 1, 2038 is due and payable in full, subject to receipt of the accrued interest and principal outstanding from Triple B, unless the parties agree otherwise in writing.

LOAN, SECOND PHASE:

Interest will be calculated annually and unpaid interest until December 31, 2017 shall be added to the first phase of the loan. Any unpaid interest after December 31, 2017 shall be added to the second phase of the loan and compounded annually. Payments in respect of principal shall be made in amounts as received from Triple B, on or before December 31, 2017.

Annual payments of principal and interest over the remainder of the second phase loan term are to be paid on or before December 31 of each calendar year commencing on December 31, 2018, based on the amortization of the loan following the December 31, 2017 payment. Payments are applied firstly to accrued interest after December 31, 2017 and secondly to principal outstanding.

Any accrued interest and principal outstanding on the second phase of the loan as at November 24, 2058 is due and payable in full, subject to receipt of accrued interest and principal outstanding from Triple B, unless the parties agree otherwise in writing.

Principal and interest outstanding at March 31 are:

	2018	2017
Loan, First Phase	\$ 75,000	\$ 75,000
Loan, First Phase Accrued Interest	21,104	22,265
Loan, Second Phase Accrued Interest	22,578	19,706
	118,682	116,971
Loan, Second Phase	81,043	82,000
Loan, Second Phase Accrued Interest	931	
	200,656	198,971
Allowance for First Phase	(118,682)	
	\$ 81,974	\$ 198,971

Principal repayments on long term debt payable over the next five years are as follows:

	Province of Manitoba, Stadium	Province of Manitoba	Term Loans	Total
2019	\$ 3,244	\$ 5,391	\$ 1,282	\$ 9,917
2020	768	5,676	1,355	7,799
2021	804	5,976	1,429	8,209
2022	841	6,293	1,507	8,641
2023	880	6,627	1,592	9,099
Thereafter	75,437	133,890	15,749	225,076
	\$ 81,974	\$ 163,853	\$ 22,914	\$ 268,741

12. OTHER LONG TERM LIABILITIES

	2018	2017
Fair Value of Financial Derivatives:		
Student Residence	\$ 1,765	\$ 2,516
Multi-Tenant Facility 150 Innovation Drive	599	908
Multi-Tenant Facility 900 One Research Road	1,136	1,517
	3,500	4,941
Retirement Allowance	3,880	3,990
	\$ 7,380	\$ 8,931
Fair Value of Financial Derivatives Beginning of Year	\$ 4,941	\$ 6,180
Unrealized (Gain) Loss Reported in the Statement of Remeasurement Gains and Losses	(1,441)	(1,239)
Fair Value of Financial Derivatives End of Year	\$ 3,500	\$ 4,941

Financial Derivatives are classified as Level 3.

DERIVATIVE FINANCIAL LIABILITIES

The University has entered into separate interest rate swap agreements for three term loans. Each loan has a stamping fee and a floating interest rate based on Bankers' Acceptance rates. The floating interest rate has been swapped to a fixed rate as follows:

- The interest rate swap agreement for the loan for the construction of the Arthur V. Mauro Student Residence has a fixed interest rate of 5.62% that is committed until September 1, 2028. The notional principal underlying this swap agreement was \$10,230 as at March 31, 2018 (2017, \$10,909).
- The interest rate swap agreement for the loan for the development of the multi-tenant facility at 150 Innovation Drive has a fixed interest rate of 4.07% that is committed until February 13, 2032. The notional principal underlying this swap agreement as at March 31, 2018 was \$5,492 (2017, \$5,780).
- The interest rate swap agreement for the loan for the addition to the multi-tenant facility at 900 – One Research Road has a fixed interest rate of 4.4% that is committed until August 5, 2035. The notional principal underlying this swap agreement was \$7,192 as at March 31, 2018 (2017, \$7,442).

Under the terms of the agreements, the respective monthly interest and principal repayments are required similar to a conventional amortizing loan over a 25 year period.

RETIREMENT ALLOWANCE

In 2017, the University entered into a letter of understanding with the University of Manitoba Faculty Association (UMFA) to provide a retirement allowance to eligible UMFA members in exchange for their voluntarily and irrevocable agreement to retire. The allowance is dependent upon the UMFA member's age and the number of advance years of notice given to the University prior to retirement. To be eligible, the member must be at least fifty-five years of age and have at least fifteen years of service at the University on a date that they have chosen as their retirement date. UMFA members have up to three years to enroll in the program and must retire within three years of their enrolment. The University's policy is to record the estimated liability once members enroll. As at March 31, 2018, the estimated liability is \$5,913 (2017, \$4,849) with \$2,033 (2017, \$859) being a current liability included in accounts payable and \$3,880 (2017, \$3,990) representing a long term liability.

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13. EMPLOYEE FUTURE BENEFITS

The University provides certain health, dental and group life benefits for its retired employees who have met the eligibility criteria and long term disability benefits for current employees. Post-retirement pension benefits are also provided for specifically entitled retirees.

Health, dental and group life benefits are provided to employees who retired prior to July 1, 2004 on a non-contributory basis. The group life benefits are indexed post-retirement. For eligible employees retiring on or after July 1, 2004, no group life benefit is available, and retired employees share in the cost of the health and dental benefits.

The long term disability income benefit is provided on a contributory basis.

Post-retirement pension benefits are provided to specifically entitled employees who retired prior to 1993. The adjustments for a year are determined as the lesser of the amounts that can be provided by a weighted average percentage salary increase at the University, or the excess interest approach provided under the University of Manitoba Pension Plan (1993). One hundred percent of the adjustments are paid by the University.

The University measures the fair value of assets and the accrued benefit obligations for the non-pension and post-retirement pension adjustments as of March 31. A firm of consulting actuaries prepared an actuarial valuation for the post-retirement adjustments plan as at March 31, 2018. They also prepared extrapolations to March 31, 2018 of the 2016 actuarial valuations for the non-pension benefit plans. The actuarial gains and losses are amortized over nine years commencing in the year following the year the respective annual actuarial gains or losses arise.

The Accrued Benefit Obligations for the non-pension benefit plans and the post-retirement adjustments are reported in the University's Statement of Financial Position under Long Term Liabilities.

Information about the University's non-pension benefit plans and post-retirement adjustments as at March 31 is as follows:

	Non-Pension Benefit Plans		Post-Retirement Adjustments		Total	Total
	2018	2017	2018	2017	2018	2017
Accrued Benefit Obligations	\$ 75,552	\$ 72,988	\$ 1,845	\$ 2,068	\$ 77,397	\$ 75,056
Unamortized Actuarial Gains	6,483	5,863	112	134	6,595	5,997
Employee Future Benefits Liability	\$ 82,035	\$ 78,851	\$ 1,957	\$ 2,202	\$ 83,992	\$ 81,053
Benefit Cost	\$ 4,440	\$ 4,486	\$ 52	\$ 67	\$ 4,492	\$ 4,553
Plan Assets	58,642	54,441	639	763	59,281	55,204
Employer Contribution	5,457	5,441	173	186	5,630	5,627
Employees' Contributions	3,466	3,428			3,466	3,428
Benefits Paid	8,158	8,093	346	372	8,504	8,465
Plan assets consist of:						
		Non-Pension Benefit Plans		Post-Retirement Adjustments		
		2018		2017		
Money Market Funds and Cash	4.4%	4.4%	4.4%	4.4%		
Equities	51.6%	52.4%	51.6%	52.4%		
Fixed Income	21.5%	21.1%	21.5%	21.1%		
Pooled Real Estate	9.8%	9.6%	9.8%	9.6%		
Mortgage Fund	12.7%	12.5%	12.7%	12.5%		
Total	100.0%	100.0%	100.0%	100.0%		

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	Non-Pension Benefit Plans		Post-Retirement Adjustments	
	2018	2017	2018	2017
Significant Long-term Actuarial Assumptions:				
Discount Rate	5.4%	5.5%	5.4%	5.5%
Benefit Cost for Year Ended March 31:				
Discount Rate	5.5%	5.6%	5.5%	5.6%
Expected Rate of Return on Assets	5.5%	5.6%	5.5%	5.6%
Health Care Cost Trend Rates at March 31:				
Initial Rate	7.5%	7.5%		
Ultimate Rate	5.0%	5.0%		
Year Ultimate Rate Reached	2027	2027		
Dental Care Cost Trend				
Rates at March 31:	5.0% to 2018, 4.5% thereafter	5.0% to 2018, 4.5% thereafter		

14. INTER-FUND ADVANCES AND LOANS

As at March 31, 2018, the Restricted Funds owed the General Funds \$4,106. At March 31, 2017, the General Funds owed the Restricted Funds \$3,703.

15. CONTRIBUTED CAPITAL ASSETS

Contributions recognized in the Capital Asset Fund include contributed building, capital equipment, library books and artwork of \$353 (2017, \$979).

16. PENSION PLANS

The University is the sponsor of two pension plans, The University of Manitoba GFT Pension Plan (1986), and The University of Manitoba Pension Plan (1993). During the year the 1970 Plan was merged with the 1993 Plan.

The University has separate Pension Committees to act as Plan Administrator for each of the 1993 and 1986 Plans.

Each of the 1993 Pension Committee and 1986 Pension Committee has the following responsibilities for their respective plans:

- Monitor the operation of the plan;
- Take responsibility for the plan's administration;
- Ensure that the plan is in compliance with all applicable legislation; and
- Act in an advisory capacity to the University Board of Governors, making recommendations as required.

Both pension plans issue their own financial statements, none of which form part of the University's financial statements. The University's pension liability for the 1993 Plan is the net of pension obligations less plan assets and adjusted for any unamortized actuarial gains or losses. For the 1986 Plan, the University has no pension liability as pension obligations equal plan assets.

1993 PLAN

The University of Manitoba Pension Plan (1993) is a money purchase plan with a defined benefit minimum. The following is a summary of the Plan:

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Staff members of the University, other than those eligible for membership in The University of Manitoba GFT Pension Plan (1986), are eligible for membership in The University of Manitoba Pension Plan (1993). The Plan members contributed at the rate of 9.0% of salary less an adjustment for the Canada Pension Plan during the year. The University matches these contributions. If an actuarial valuation reveals a deficiency in the fund, *The Pension Benefits Act* of the Province of Manitoba requires that the University make additional contributions to fund the deficiency.

The Plan provides for full and immediate vesting on termination of employment, subject to the provisions of *The Pension Benefits Act* of the Province of Manitoba.

At retirement, the Plan provides that the Member's Contribution Account and University Contribution Account are applied to establish retirement income known as a plan annuity. This annuity is determined using a pension factor established by the Actuary and is paid from the Plan. The Plan provides that if the defined benefit pension based on a formula involving the member's years of service and highest average earnings exceeds the plan annuity, the difference (known as a supplementary pension) is paid from the Plan.

The Plan provides for retirement benefits paid from the Plan to be increased using an excess interest approach, provided such increase can be afforded by the Plan as confirmed by the Actuary.

At the December 31, 2016 valuation of the Plan, there were 5,209 active member accounts with an average salary weighted age of 52.0 for academic staff and 46.8 for support staff, and 1,314 annuitants and other recipients.

The actuarial method used to value the liabilities is the projected unit credit method, prorated on services. An actuarial valuation for accounting purposes was prepared by a firm of consulting actuaries as at December 31, 2016 and extrapolated to December 31, 2017.

The University uses a December 31 measurement date for reporting plan assets and obligations. Pension liability is calculated as follows:

	2017	2016
Accrued Benefit Obligations		
Actuarial present value of accrued pension benefits, beginning of year	\$ 1,199,887	\$ 1,173,668
Interest accrued on defined benefits	23,815	24,924
Interest accrued on member accounts	68,097	61,725
Benefits accrued	58,014	57,093
Benefits paid	(96,661)	(102,617)
Actuarial gains (losses)	(8,332)	(8,839)
Plan amendment	377	
Change in actuarial assumptions	(3,565)	(6,067)
Actuarial present value of accrued pension benefits, end of year	1,241,632	1,199,887
Plan Assets		
Fair value, beginning of year	1,156,502	1,099,448
Actual return on plan assets	108,807	99,919
Employer contributions calendar year	34,693	34,092
Employee contributions	26,288	25,462
Transfer from other plans	2,761	198
Benefits paid	(96,661)	(102,617)
Fair value, end of year	1,232,390	1,156,502
Plan deficit	9,242	43,385
Contributions during fiscal year in excess of calendar year	(8,996)	(8,994)
Adjusted plan deficit	246	34,391
Unamortized net actuarial gains (losses)	20,181	(10,048)
Pension Liability	\$ 20,427	\$ 24,343

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Net Benefit Plan Expense

Current service cost, net of employee contributions	\$ 31,366	\$ 31,433
Interest costs at discount rate	62,966	62,383
Expected return on plan assets	(62,645)	(60,369)
Prior period cost	(2,024)	
Amortization of net actuarial losses	1,116	5,030
Net benefit plan expense	\$ 30,779	\$ 38,477

Reconciliation of Unamortized Gains (Losses)

Expected average remaining service life	9.00	9.00
Net unamortized gain (loss), beginning of year	\$ (10,048)	\$ (45,268)
New net gain (loss) for current year	29,113	30,190
Amortization for current year	1,116	5,030
Net unamortized gain (loss), end of year	\$ 20,181	\$ (10,048)

Plan Assets Measured at Fair Value Consist of:

Cash and Other	\$ 28,784	\$ 20,867
Bonds and Debentures	145,843	143,834
Canadian Equities	257,194	255,768
Mortgages	167,969	163,076
Real Estate	125,100	99,061
Foreign Equities	507,500	473,896
	\$ 1,232,390	\$ 1,156,502

Significant Long-Term Actuarial Assumptions

Discount rate	5.50%	5.50%
Expected rate of return on assets	5.50%	5.50%
Rate of general salary increase	0% 2018, 0.75% 2019, 1% 2020, 1.5% 2021, 2.5% thereafter	1.5% to 2022, 2.5% thereafter
Interest assumption for converting member accumulations to annuities	3.75%	3.75%
Mortality	Canadian Pensioners' Mortality 2014 Public Sector Table, with age-related adjustments. Projected generationally from 2014 using Scale CPM-B.	Canadian Pensioners' Mortality 2014 Public Sector Table, with age-related adjustments. Projected generationally from 2014 using Scale CPM-B.

Pension Plan Assets are valued at market values. The expected rate of return on plan assets net of expenses is 5.5% (2016, 5.5%). The actual return on pension fund assets was 9.5% (2016, 9.3%).

In 2009, the Manitoba Pension Commission advised that the University was required to begin to make additional payments with respect to current service costs in excess of matching contributions of active members and the University. The additional annual current service cost payments required are based on a percentage (changes annually) of employee contributions. This total payment for fiscal 2018 was \$4.6 million (2017, \$3.5 million).

The unamortized net actuarial gains (losses) shown above, which were determined on the basis of the 2016 actuarial valuation and the 2017 extrapolation for accounting purposes, are being amortized over a period of nine years (expected

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average remaining service life) starting in the year following the year the respective annual actuarial gains or losses arise. However, cash funding for the pension plan is based on the going concern funding valuation as described below.

The going concern deficit that results from these and other sources of loss, as they apply to the valuation for funding purposes filed with the pension regulators, is being funded under *The Pension Benefits Act* over the maximum of fifteen years. The payments are \$4.0 million annually until the going concern deficit is eliminated, based on the December 2016 funding valuation. This total payment for fiscal 2018 was \$3.7 million (2017, \$5.1 million).

In 2009, as permitted under the University Pension Plans Exemption Regulation, the University filed an election for an exemption to the solvency deficiency funding requirements under *The Pension Benefits Act* for the 1993 Plan. However, the Plan will continue to be subject to the going concern funding provisions of *The Pension Benefits Act* and the funding deficit payments are being paid by the University over the maximum of fifteen years as indicated above.

1986 PLAN

For the 1986 Plan, which is a money purchase plan for active members, the University recorded contributions of \$2,089 (2017, \$1,976) and this is included in the Statement of Operations and Changes in Fund Balances as an expense.

17. NET INVESTMENT INCOME

	General Funds	Restricted Funds	Total 2018	Total 2017
Non Portfolio Investments:				
Interest	\$ 3,228	\$ 5,366	\$ 8,594	\$ 13,183
Net Gains	413		413	
	3,641	5,366	9,007	13,183
Portfolio Investments:				
Interest	3,406	1,720	5,126	3,420
Dividends		11,412	11,412	11,754
Net Gains on Sale of Investments		35,678	35,678	28,582
	3,406	48,810	52,216	43,756
	\$ 7,047	\$ 54,176	\$ 61,223	\$ 56,939

18. INTEREST IN RELATED ENTITIES

UM PROPERTIES LIMITED PARTNERSHIP

In 2008, the University purchased approximately 120 acres of land from the Southwood Golf and Country Club (Southwood lands). The University is pursuing the development of the Southwood lands through UM Properties Limited Partnership (the Partnership) which was created in 2016-17.

The Partnership is responsible for the planning and development of the infrastructure and roadways of the Southwood lands and will negotiate with builders/developers for the construction of residential and commercial buildings located on the Southwood lands. It is the intent of the University to transfer an interest in the lands to the Partnership by selling its fee simple interest, or by entering into a long term lease.

The Partnership has a sole general partner and sole limited partner. UM Properties GP Inc. is the general partner and a wholly owned subsidiary of the University. UM Properties Trust (the Trust) is a legal trust and is the limited partner.

UM Properties Holdings Inc. (the Corporate Trustee) is a wholly owned subsidiary of the University, and is the sole trustee of the Trust. Income will flow from the Partnership to the Trust. The Corporate Trustee is responsible to allocate the taxable income of the Trust in any given year. The University and the J.W. Dafoe Foundation are the beneficiaries of the Trust.

The Trust is taxable on any taxable income that is not allocated to the beneficiaries.

There was minimal financial activity in 2017-18.

THE UNIVERSITY OF MANITOBA FOUNDATION U.S.A. INC.

The University has an economic interest in the University of Manitoba Foundation U.S.A. Inc. (the Foundation) which is an Illinois not-for-profit corporation incorporated in December 1989. The Foundation's purpose is exclusively charitable, literary, scientific and educational and its activities include the promotion, encouragement, aid and advancement of higher education, research and training in the Province of Manitoba, in Canada and elsewhere. The Foundation is exempt from U.S.A. Federal Income Tax under Subsection 501(c)(3) of the Internal Revenue Code.

The Board of Directors of the Foundation is an independent board whose members direct and guide the Foundation's actions. Members of the Board include, among others, certain senior staff of the University. The University of Manitoba however, is one of many entities eligible to receive aid from the Foundation. The University must make application to the Foundation's Board of Directors to request funds, which may or may not be granted. The University's economic interest therefore is beneficial, as gifts and donations which are solicited by the Foundation may be transferred to the University from time to time. The gifts received in fiscal 2018 were \$2,067 (2017, \$1,406).

TRIUMF

The University has an 8.33% (2016, 8.33%) interest in TRIUMF, a joint venture which operates a national laboratory for particle and nuclear physics. The University uses the modified equity method of accounting to record its interest in TRIUMF.

Available financial information in respect of TRIUMF is disclosed below:

	U of M's Proportionate Share		U of M's Proportionate Share	
	March 31, 2017	March 31, 2016	March 31, 2017	March 31, 2016
Statement of Financial Position:				
Assets	\$ 47,730	\$ 3,976	\$ 32,020	\$ 2,667
Liabilities	20,262	1,688	8,322	693
Net Assets	\$ 27,468	\$ 2,288	\$ 23,698	\$ 1,974
Statement of Operations:				
Revenue	\$ 74,694	\$ 6,222	\$ 71,873	\$ 5,987
Expenses	70,925	5,908	68,286	5,688
Surplus for the Year	\$ 3,769	\$ 314	\$ 3,587	\$ 299
Statement of Cash Flows:				
Cash Provided by (Used in):				
Operating Activities	\$ 15,597	\$ 1,299	\$ 5,364	\$ 447
Investing Activities	(148)	(12)	(7,171)	(597)
Increase (Decrease) in Cash	\$ 15,449	\$ 1,287	\$ (1,807)	\$ (150)

TRIUMF's financial statements have been prepared in accordance with section 11B of the TRIUMF joint venture agreement. TRIUMF has adopted Canadian Public Sector Accounting Standards (PSAS), including accounting standards that apply to government not-for-profit organizations, except that all property, plant and equipment purchased or constructed for use at TRIUMF and related decommissioning costs (if any) are expensed in the period in which the costs are incurred. The financial statements for the year ended March 31, 2018 are not available.

TRIUMF follows the restricted fund method of accounting for contributions.

FINANCIAL STATEMENTS

19. OTHER RELATED PARTY TRANSACTIONS

The University has significant influence in Triple B Stadium Inc. (Triple B). Triple B is a for-profit corporation established to develop, own and operate a stadium as a venue for professional and university football and community athletics. The members of Triple B are the City of Winnipeg, the University of Manitoba and the Winnipeg Football Club. Activities of Triple B are managed by the directors comprised of the University, City of Winnipeg, Province of Manitoba and the Winnipeg Football Club. The University has an economic interest in Triple B related to the use of the stadium for university football games and events at nil charge.

As at March 31, 2018 and for the year then ended, the related party transactions pertaining to Investors Group Field, with Triple B and the Province of Manitoba were as follows:

	2018	2017
Loans Receivable, including accrued interest	\$ 81,974	\$ 198,971
Loans Payable, including accrued interest	\$ 81,974	\$ 198,971
Revenue and Expenses:		
Investment Income	\$ 3,803	\$ 8,945
Gain on Long Term Debt	\$ 118,682	
Interest Expense	\$ 3,803	\$ 8,945
Loss on Loan Receivable Allowance	\$ 118,682	

The investment income from Triple B and related interest expense of \$3,803 (2017, \$8,945) has been included in the Statement of Operations and Changes in Fund Balances. However, these amounts have not been included in Statement of Cash Flow supplementary information as the interest was neither received nor paid during the year. Any related payments received for the loan receivable and payments made on the related debt were applied against the outstanding principal.

The University controls Partners for Health and Development in Africa (PHDA), a non-profit, non-governmental organization registered in Kenya. PHDA has a March 31 year end. Its main purpose is to promote health and economic development in Kenya and Africa, including promotion of health and economic services in HIV/AIDS and population and reproductive health. PHDA uses International Public Sector Accounting Standards.

The University funds the operations of PHDA by the transfer of research grants. PHDA is not permitted under local government restrictions to transfer any assets back to the University. Available financial information in respect of PHDA is disclosed below. The financial statements for the year ended March 31, 2018 are not available. PHDA operates in Kenyan Shillings and the amounts below have been converted to Canadian dollars.

	March 31, 2017	March 31, 2016
Statement of Financial Position:		
Assets	\$ 510	\$ 800
Liabilities	379	354
Net Assets	\$ 131	\$ 446
Statement of Operations:		
Revenue	\$ 5,140	\$ 6,026
Expenses	5,454	5,687
Surplus (Loss) for the Year	\$ (314)	\$ 339
Cash Provided by (Used in):		
Operating Activities	\$ (172)	\$ 353
Investing Activities	(9)	(60)
Increase (Decrease) in Cash	\$ (181)	\$ 293

Total transfers in 2017 to PHDA were \$4,494 (2016, \$5,633).

FINANCIAL STATEMENTS

The University is related to all Province of Manitoba departments, agencies and Crown Corporations in terms of common ownership and control. The University enters into transactions with these entities in the normal course of business. These transactions are recorded at the exchange amount.

20. EXPENSE BY FUNCTION

	General Funds	Restricted Funds	2018 Total Funds	2017 Total Funds
Expense				
Academic	\$ 341,093	\$ 126,830	\$ 467,923	\$ 455,692
Amortization		55,595	55,595	54,645
Student Assistance	15,351	45,455	60,806	57,511
Plant Maintenance	47,130	13	47,143	43,335
Administration and General	33,057	14,688	47,745	39,766
Ancillary Services	25,111		25,111	25,699
Computing and Communications	26,179		26,179	24,044
Other Academic and Research Support	24,252	4,159	28,411	26,522
Student Services	18,947		18,947	18,793
Interest		13,611	13,611	19,074
Libraries	16,725	1	16,726	16,991
External Relations	11,303		11,303	11,174
Actuarially Determined Employee Future Benefits	2,939		2,939	4,527
Change in Pension Liability	(3,916)		(3,916)	3,771
Staff Benefits Contra	(3,731)		(3,731)	(1,761)
Loss on Loan Receivable Allowance		118,682	118,682	
Loss on Disposal of Capital Assets				1,000
Total	\$ 554,440	\$ 379,034	\$ 933,474	\$ 800,783

FINANCIAL STATEMENTS

21. STATEMENT OF OPERATIONS AND CHANGES IN FUND BALANCES – GENERAL FUNDS

	General Operating Fund	Specific Provisions Fund	Expenses Funded From Future Revenues Fund	2018 Total General Funds	2017 Total General Funds
Revenue					
Tuition and Related Fees	\$ 170,139	\$	\$	\$ 170,139	\$ 163,571
Donations	2,676			2,676	3,849
Non-Government Grants	5,116			5,116	4,845
Net Investment Income (Note 17)	7,047			7,047	4,765
Miscellaneous Income	8,111			8,111	7,309
Government Grants:					
Manitoba Education and Training	356,822			356,822	356,762
Other Province of Manitoba	25,976			25,976	24,601
Government of Canada	9,804			9,804	10,836
City of Winnipeg	151			151	51
Sales of Goods and Services	34,724			34,724	34,595
Ancillary Services	38,416			38,416	37,983
	658,982			658,982	649,167
Expenses					
Salaries	359,896			359,896	350,262
Staff Benefits and Pay Levy	66,783			66,783	76,961
Materials, Supplies and Services	54,881			54,881	48,728
Student Assistance	15,351			15,351	15,437
Professional Consulting and Externally Contracted Services	16,673			16,673	19,220
Travel and Conferences	12,084			12,084	11,209
Utilities, Municipal Taxes and Insurance	19,746			19,746	19,174
Maintenance and Repairs	9,026			9,026	5,880
	554,440			554,440	546,871
Net Revenue from Operating Activities	104,542			104,542	102,296
Inter-Fund Transfers (Note 23)	(104,540)	28,812	2,916	(72,812)	(70,765)
Net Increase (Decrease) to Fund Balances from Operating Activities	2	28,812	2,916	31,730	31,531
Fund Balances from Operating Activities Beginning of Year	2,384	133,769	(69,933)	66,220	34,689
Fund Balances from Operating Activities End of Year	2,386	162,581	(67,017)	97,950	66,220
Accumulated Remeasurements Gains (Losses) End of Year	87			87	3
Fund Balances End of Year	\$ 2,473	\$ 162,581	\$ (67,017)	\$ 98,037	\$ 66,223
Unrestricted Funds	\$ 2,473	\$	\$ (67,017)	\$ (64,544)	\$ (67,546)
Internally Restricted Funds (Note 24)		162,581		162,581	133,769
	\$ 2,473	\$ 162,581	\$ (67,017)	\$ 98,037	\$ 66,223

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22. STATEMENT OF OPERATIONS AND CHANGES IN FUND BALANCES – RESTRICTED FUNDS

	Capital Asset Fund	Research and Special Fund	Staff Benefits Fund	Trust Fund	2018 Total Restricted Funds	2017 Total Restricted Funds
Revenue						
Donations	\$ 7,051	\$ 37	\$	\$ 10,211	\$ 17,299	\$ 9,824
Non-Government Grants	1,098	78,051			79,149	79,139
Net Investment Income (Note 17)	4,648	465	1,020	48,043	54,176	52,174
Miscellaneous Income	2,727	314	3,701		6,742	7,700
Government Grants:						
Manitoba Education and Training	6,701				6,701	7,015
Other Province of Manitoba	5,635	31,836			37,471	34,861
Government of Canada	21,322	76,995			98,317	73,635
City of Winnipeg	30				30	
Sales of Goods and Services	27	401			428	506
Gain on Long Term Debt (Note 11)	118,682				118,682	
	167,921	188,099	4,721	58,254	418,995	264,854
Expenses						
Salaries		38,675			38,675	39,366
Staff Benefits and Pay Levy		7,017			7,017	7,323
Materials, Supplies and Services		49,504	6,434	528	56,466	52,326
Amortization of Capital Assets	55,595				55,595	54,645
Student Assistance		24,203		21,252	45,455	42,074
Professional Consulting and Externally Contracted Services		25,953	141	3,795	29,889	25,884
Travel and Conferences		13,158			13,158	11,815
Utilities, Municipal Taxes and Insurance		68			68	33
Interest	13,611				13,611	19,074
Maintenance and Repairs		418			418	372
Loss on Loan Receivable Allowance (Note 6)	118,682				118,682	
Loss on Disposal of Capital Assets						1,000
	187,888	158,996	6,575	25,575	379,034	253,912
Net Revenue (Loss) from Operating Activities	(19,967)	29,103	(1,854)	32,679	39,961	10,942
Inter-Fund Transfers (Note 23)	80,586	(7,494)	1,137	(1,998)	72,231	64,870
Net Increase (Decrease) to Fund						
Balances from Operating Activities	60,619	21,609	(717)	30,681	112,192	75,812
Fund Balances from Operating Activities Beginning of Year	1,044,055	142,122	(11)	218,246	1,404,412	1,328,600
Fund Balances from Operating Activities End of Year	1,104,674	163,731	(728)	248,927	1,516,604	1,404,412
Accumulated Remeasurements Gains (Losses) End of Year	2,011	694	11,577	(15,184)	(902)	4,164
Fund Balances End of Year	\$ 1,106,685	\$ 164,425	\$ 10,849	\$ 233,743	\$ 1,515,702	\$ 1,408,576
Internally Restricted Funds (Note 24)	\$	\$ 8,715	\$ 3,059	\$ 67,741	\$ 79,515	\$ 74,130

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...Continued from page 53

Externally Restricted Funds (Note 25)		155,710	7,790	166,002	329,502	289,821
Invested in Capital Assets (Note 25)	1,106,685				1,106,685	1,044,625
	\$ 1,106,685	\$ 164,425	\$ 10,849	\$ 233,743	\$ 1,515,702	\$ 1,408,576

23. INTER-FUND TRANSFERS

	General Operating Fund	Specific Provisions Fund	Expenses Funded From Future Revenues Fund	Total General Funds	Total Restricted Funds	Total Endowment Fund
Funding of Capital Asset Additions:						
Current Year Acquisitions	\$ (21,620)	\$	\$	\$ (21,620)	\$ 21,620	\$
Centrally Funded Projects	(20,190)			(20,190)	20,190	
Faculty and Unit Funded Projects	(19,527)	(412)		(19,939)	19,939	
Total Funding of Capital Asset Additions	(61,337)	(412)		(61,749)	61,749	
Debt Funding:						
Ancillary Services	(4,978)			(4,978)	4,978	
Faculties	(1,542)			(1,542)	1,542	
Unit Capital Development Assessment	(5,358)			(5,358)	5,358	
Student Contributions for Technology	(3,589)			(3,589)	3,589	
Other	(555)			(555)	555	
Total Debt Funding	(16,022)			(16,022)	16,022	
Scholarships, Bursaries and Prizes:						
Faculty and Unit Funded	(2,354)			(2,354)	2,352	2
Centrally Funded	(7,516)			(7,516)	7,458	58
Total Scholarships, Bursaries and Prizes	(9,870)			(9,870)	9,810	60
Transfers to Provisions for Specific Projects:						
Faculty and Unit Funded	(9,159)	9,159				
Centrally Funded	(12,607)	12,607				
Total Transfers to Provisions for Specific Projects	(21,766)	21,766				
Benefit Premiums Net of Employer						
Contributions for Staff Benefits	(3,731)			(3,731)	3,731	
Student Contribution to University						
Development Fund	(1,041)			(1,041)	210	831
Overhead Recoveries	6,265			6,265	(6,265)	
Funding of General Operating Expenses	20,314	(4,129)		16,185	(16,185)	
Net Change in Unit Carryover	(11,587)	11,587				
Funding of Research Projects	(5,442)			(5,442)	5,442	
Employee Future Benefits	2,939		(346)	2,593	(2,593)	
Pension Liability	(3,916)		3,916			
Vacation and Sick Leave Liability	654		(654)			
Other Net Transfers					310	(310)
March 31, 2018	\$ (104,540)	\$ 28,812	\$ 2,916	\$ (72,812)	\$ 72,231	\$ 581
March 31, 2017	\$ (102,278)	\$ 36,101	\$ (4,588)	\$ (70,765)	\$ 64,870	\$ 5,895

24. INTERNALLY RESTRICTED FUND BALANCES

Internally restricted fund balances represent amounts set aside by the University for specific purposes. Within the Specific Provisions Fund is \$110,401 (2017, \$91,609) that is set aside at the request of faculties and units while \$52,180 (2017, \$42,160) has been set aside at the discretion of senior administration. Included in the \$110,401 is faculty and unit carryover of \$87,448 (2017, \$75,861). Although the entire provision balance of \$162,581 (2017, \$133,769) is deemed internally restricted, senior administration is not able to repurpose the \$110,401 (2017, \$91,609) as it is bound by certain restrictions including collective agreements.

	2018	2017
General Funds		
Specific Provisions	\$ 162,581	\$ 133,769
Restricted Funds		
Research and Special	8,715	7,296
Staff Benefits	3,059	2,729
Trust	67,741	64,105
	79,515	74,130
Total Internally Restricted Fund Balances	\$ 242,096	\$ 207,899

25. EXTERNALLY RESTRICTED FUND BALANCES

Externally restricted fund balances represent unexpended fund balances to be used in future years. External parties have imposed specific restrictions on how the funds can be used and the terms cannot be altered without explicit permission from these funders. Endowed fund balances represent donations received that must be held in perpetuity. The endowed contributions generate an investment return which is made available for spending in the Trust Fund. Invested in Capital Assets represents capital assets and the net assets held for capital purchases or debt repayment.

	2018	2017
Endowed	\$ 473,403	\$ 468,296
Invested in Capital Assets	\$ 1,106,685	\$ 1,044,625
Externally Restricted		
Research and Special	\$ 155,710	\$ 134,896
Staff Benefits	7,790	6,037
Trust	166,002	148,888
Externally Restricted	\$ 329,502	\$ 289,821
	\$ 1,909,590	\$ 1,802,742

26. CONTRACTUAL RIGHTS

As part of its operations, the University enters into agreements with varying expiry dates for which it is entitled to receive revenues in the form of rental agreements. Total amounts outstanding from these agreements are as follows:

2019	\$ 2,984
2020	2,042
2021	822
2022	483
2023	483
Thereafter	7,759
	<u>\$ 14,573</u>
	<u>195,314</u>

FINANCIAL STATEMENTS

27. CONTRACTUAL OBLIGATIONS AND CONTINGENCIES

The University is a member of the Canadian Universities Reciprocal Insurance Exchange (CURIE). CURIE pools the property damage and public liability insurance risks of its members. All members pay annual deposit premiums, which are actuarially determined and are subject to further assessment in the event members' premiums and reserves are insufficient to cover losses and expenses. No additional assessment was necessary for the current year.

Contractual obligations relating to Construction in Progress amounted to \$57,420 (2017, \$39,950). The contractual obligations relating to service contracts was \$21,461 (2017, \$27,912).

In 2017, the University of Manitoba Faculty Association (UMFA) filed an application for remedy for unfair labour practice against the University. UMFA brought forward these allegations with The Manitoba Labour Board and alleged that the University failed to bargain collectively in good faith under *The Labour Relations Act*. UMFA was seeking both financial and non-financial remedies.

On January 28, 2018, the Manitoba Labour Board issued its decision and ordered the University to:

- Pay up to \$2 to UMFA
- Pay up to \$2 to each UMFA member
- Apologize in writing to UMFA

On May 11, 2018 the University issued an apology to UMFA members and agreed to pay the maximum penalty of \$2,402 which has been accrued.

The members of the TRIUMF joint venture and the Canadian Nuclear Safety Commission (CNSC) approved a decommissioning plan which requires all members to be severally responsible for their share of the decommissioning costs, which were estimated at \$60,700 as of March 31, 2017, as well as provide financial covenants to the CNSC for the amount of these costs. While there are no current intentions to decommission the facilities, and the facilities are estimated to have an indefinite useful life, the University's share of the unfunded decommissioning costs, as at March 31, 2017 is estimated at \$4,100 (2016, \$2,800). The March 31, 2018 figures are not available. TRIUMF has put in place a plan for funding the cost of decommissioning which does not require any payments from the joint venture partners.

The University is a defendant in a number of legal proceedings arising in the normal course of business. While the ultimate outcome and liability of these proceedings cannot be reasonably estimated at this time, the University believes that any settlement will not have a material adverse effect on the financial position or the results of operations of the University. Management has concluded that none of the claims meet the criteria for recognizing a liability.

28. COMPARATIVE FIGURES

Comparative figures for the year ended March 31, 2017 have been reclassified, where appropriate, to conform with the presentation adopted for the year ended March 31, 2018.



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

RECOMMENDED RESOLUTION:

The Board of Governors receives for information the Audit Results Memo from the Office of the Auditor General (OAG).

Action Requested: Approval Discussion/Advice Information

CONTEXT AND BACKGROUND:

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

The OAG will highlight the status of the audit, significant matters, and other standard areas of communication.

The Audit and Risk Management Committee should consider the content of the Audit Results Memo prior to approving the Financial Statements.

RESOURCE REQUIREMENTS:

None.

CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:

This submission supports the Financial Statements and our value of Accountability.

IMPLICATIONS:

The OAG did not identify any unadjusted misstatements or disclosure exceptions.

The Audit results memo contains recommendations for improvements identified by the auditors during the course of their work. There were no new recommendations made this year.

ALTERNATIVES:

N/A

CONSULTATION:

The OAG consulted with various UM management and staff in conducting the audit and preparing the attached report.



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 type="checkbox"/>	<input checked="" type="checkbox"/>	<u>Tom Hay</u>	<u>May 30, 2018</u>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<u>[Signature]</u>	<u>May 31, 2019</u>
<input type="checkbox"/>	<input type="checkbox"/>	<u>[Signature]</u>	<u>June 1, 2018</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	ARMC	June 18, 2018
<input type="checkbox"/>	<input type="checkbox"/>		

Gord Pasieka, Associate Comptroller

Submission prepared by:

Submission approved by:

Attachments

Office of the Auditor General – Audit Results Memo



OFFICE OF THE
AUDITOR GENERAL
MANITOBA

**University of Manitoba
Report to the Audit Committee**

Annual Audit Results
For the year ended March 31, 2018



May 25, 2018

To the Audit Committee of the University of Manitoba:

We are near the end of our audit of the March 31, 2018 financial statements and the December 31, 2017 statement of public sector compensation (together the “financial statements”) of the University of Manitoba (the “University”).

In this report, we provide a summary of our audit results, which includes communications required under Canadian generally accepted auditing standards (Canadian GAAS). We have addressed all of the matters that came to our attention during the audit that we believe the Audit Committee should be aware of in reviewing the financial statements.

We will be pleased to elaborate on any of these points, to the extent you desire or consider necessary, during the Audit Committee meeting on June 18, 2018.

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

Sincerely,

Phil Torchia, CPA, CA
Principal

Enclosure

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Summary

We have performed our audit in a manner consistent with the Report to the Audit Committee—Annual Audit Plan (“Audit Plan”), which was discussed with the Audit Committee on March 6, 2018.

This report has been prepared to include the communications between an auditor and Audit Committee, as required by Canadian GAAS. It provides the Committee with timely observations arising from the audit that are significant and relevant to its responsibility to oversee the financial reporting process; the promotion of effective two-way communication; and assisting Committee members in their review and recommendation for approval by the Board of Governors (“Board”) of the financial statements.

Audit objectives

The objectives of our audit were to provide independent opinions on whether the:

- financial statements present fairly, in all material respects, the financial position of the University of Manitoba as at March 31, 2018, and the results of its operations, its remeasurement gains and losses, and its cash flows for the year then ended, in accordance with Canadian public sector accounting standards.
- financial information in the schedule of public sector compensation of the University of Manitoba for the year ended December 31, 2017 is prepared, in all material respects, in accordance with Section 2 of the Public Sector Compensation Disclosure Act.

Independent Auditor’s Reports

Following the completion of our audit, we intend to issue an unmodified opinion on the financial statements. We have included an “emphasis of matter” paragraph related to the basis of accounting on the statement of public sector compensation. The form and content of our independent auditor’s reports have been prepared in accordance with Canadian GAAS. We have included our draft reports in Appendix A.

Our auditor’s reports will be issued once we have received and completed our audit work on the following outstanding items:

- communication that the financial statements have been approved by the Board.
- receipt of management’s signed letters of representation;
- completion of subsequent events procedures; and
- legal letter replies.

Significant audit, accounting, and financial reporting matters

In connection with the preparation of financial statements, management is required to select accounting policies as well as make critical accounting estimates and disclosures that involve significant judgment and measurement uncertainty, which can have a significant impact on the reported results.

We are responsible for discussing with the Audit Committee our views about the significant qualitative aspects of the accounting practices, including the appropriateness of accounting policies, the reasonableness of key accounting estimates and judgments, as well as the adequacy of financial statement disclosures.

Our comments and views included in this report should be taken in the context of the financial statements as a whole. We are sharing our views with you to facilitate an open dialogue on these matters.

Valuation of employee future benefits and pension
Background/Risk
<p>The determination of the provision related to employee future benefits and pension requires a significant amount of judgement by the University, including the assumptions used by the actuary.</p> <p>The key risks are the adequacy of the provision, the reasonableness of the methodology and assumptions used, and the completeness and accuracy of the census data used to value the provision.</p>
Our planned response
<ul style="list-style-type: none"> • We conducted procedures in order to use the work of the Actuary engaged by the University. • We assessed the reasonableness of any changes in actuarial assumptions and actuarial gains or losses. • We substantively tested the census data provided to the actuary.
Our findings
There are no significant matters to report based on our work.

Valuation of the loan receivable from Triple B

Background/Risk

The University has a loan agreement with Triple B related to the construction of Investors Group Field. This loan is consolidated in the Province's Summary Financial Statements. For the year ended March 31, 2017, the Province included a valuation allowance on the loan receivable based on a revised estimate of amounts to be recovered pursuant to *The Community Revitalization Tax Increment Financing Act*.

The University will review the loan receivable to determine if a valuation allowance is necessary. As the valuation requires a significant amount of judgment, we will consider this to be a significant estimate.

The key risks are the adequacy of the valuation allowance, and the reasonableness of the methodology and assumptions used.

Our planned response

- We assessed the reasonableness of methodology and assumptions used.

Our findings

There are no significant matters to report based on our work.

Risk of fraud in revenue recognition

Background/risk

Auditing standards assume that there is a rebuttable presumption that there is a significant risk of fraud in revenue recognition in all businesses.

Our response

- We updated our understanding of the potential risks of fraud in revenue recognition.
- We evaluated the internal controls over revenue recognition.
- We obtained substantive evidence related to the specific risk of fraud in revenue recognition.
- We tested journal entries related to revenue recognition.

Our findings

There are no significant matters to report based on our work.

Risk of management override of controls
Background/risk
Auditing standards require that the risk of material misstatement due to management override of controls be considered a significant risk on every audit engagement (CAS 240.32).
Our response
<ul style="list-style-type: none">• We updated our understanding of the internal controls designed to prevent and detect fraud.• We tested a sample of journal entries and other adjustments for evidence of the possibility of material misstatement due to fraud.• We reviewed accounting estimates for biases that could result in a material misstatement due to fraud.• We evaluated the business rationale for significant unusual transactions.• We included an element of unpredictability in audit procedures.
Our findings
There are no significant matters to report based on our work.

Other required communications

Canadian GAAS requires that we communicate certain other matters to the Audit Committee that may assist its members in overseeing management's financial reporting and disclosure process. We summarize that information as they apply to the organization in Appendix B.

Summary of uncorrected misstatements

In addition to the above significant matters, we are required to communicate to the Audit Committee uncorrected misstatements and the effect that they, individually or in aggregate, may have on our opinion noted in the independent auditor's reports.

We have not identified any unadjusted misstatements or disclosure exceptions.

Appendix A—Draft Independent Auditor’s Reports

DRAFT INDEPENDENT AUDITOR’S REPORT

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

We have audited the accompanying financial statements of the University of Manitoba, which comprise the statement of financial position as at March 31, 2018, and the statements of operations and changes in fund balances, remeasurement gains and losses, and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management’s Responsibility for the Financial Statements

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

Auditor’s Responsibility

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

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

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

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of the University of Manitoba as at March 31, 2018, and the results of its operations, its remeasurement gains and losses, and its cash flows for the year then ended, in accordance with Canadian public sector accounting standards.

June 26, 2018
Winnipeg, Manitoba

Norm Ricard, CPA, CA
Auditor General

DRAFT INDEPENDENT AUDITOR'S REPORT

To the Legislative Assembly of Manitoba
To the Board of Governors of the University of Manitoba

We have audited the accompanying schedule of public sector compensation of the University of Manitoba for the year ended December 31, 2017 ("the schedule"). The schedule has been prepared by management based on Section 2 of the Public Sector Compensation Disclosure Act.

Management's Responsibility for the Schedule

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

Auditor's Responsibility

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

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

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

Opinion

In our opinion, the financial information in the schedule of public sector compensation of the University of Manitoba for the year ended December 31, 2017 is prepared, in all material respects, in accordance with Section 2 of the Public Sector Compensation Disclosure Act.

Basis of Accounting

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

Office of the Auditor General
June 26, 2018
Winnipeg, Manitoba

Appendix B—Other required communications

Auditors' independence

We confirm that the Office of the Auditor General of Manitoba remained independent of the University throughout the audit. No new matters have arisen since our Audit Plan that could reasonably be thought to bear on our independence.

Audit approach

We performed our audit in accordance with the approach previously communicated to you in our Audit Plan.

During the audit, no significant developments or new information came to our attention to indicate that a change in quantitative materiality was warranted.

Significant difficulties encountered in performing the audit

We did not encounter any difficulties or disagreements with management while performing our audit that would require the attention of the Audit Committee.

Significant deficiencies in internal control

Canadian GAAS requires us to communicate control weaknesses identified during our audit that we consider to be significant deficiencies.

A significant deficiency in internal control is a deficiency or combination of deficiencies, which, in the auditor's judgment, are important enough to merit being reported to the Audit Committee.

Based on the audit work performed, including discussing relevant facts and circumstances with the appropriate level of management, we have not identified any significant deficiencies in internal control.

Fraud inquiry and communication with the Audit Committee

During the course of our audit, no fraud involving senior management or employees with a significant role in internal control, or that would cause a material misstatement in the financial statements, came to our attention as the result of our audit procedures.

Additionally, we have observed no other matters related to fraud that are, in our judgment, relevant to your responsibilities.

Management representations

We have requested certain written representations from management. A copy of management's written representations is included as Appendix C.

Management letter

During the conduct of our audit, we have not identified opportunities for changes in procedures that would improve systems of internal control, streamline operations, and/or enhance financial reporting practices. We have reviewed the status of our previous management letter observations.

A copy of our draft management letter is included as Appendix D.

Annual report and other documents containing audited financial statements

We are required to review the annual report before it is published to ensure that the financial statements and our independent auditor's reports have been reproduced accurately. We will also read other information in the annual report so as to identify material inconsistencies, if any, with the audited financial statements or material misstatements of fact. We will also expand the review described above to include the Internet version of the annual report should the report be published thereon.

We have communicated these requirements with management. They have agreed to provide us with the appropriate documents as they become available.

Further, we will communicate with you as considered necessary pending the results of our review.

Appendix C—Draft management representation letters

[Entity letterhead]

June 26, 2018
Office of the Auditor General of Manitoba
500-330 Portage Avenue
Winnipeg, Manitoba R3C 0C4

We are providing this letter in connection with your audit of the financial statements of the University of Manitoba (the “University”) as at March 31, 2018 and for the year then ended for the purpose of expressing an opinion as to whether such financial statements present fairly, in all material respects, the financial position, results of operations, remeasurement gains and losses, and cash flows of the University, in accordance with Canadian public sector accounting standards.

We acknowledge that your audit is planned and conducted in accordance with Canadian generally accepted auditing standards so as to enable you to express a professional opinion on the financial statements. We understand that while your work includes an examination of the accounting system, internal controls, and related data to the extent you considered necessary in the circumstances, it is not designed to identify, nor can it necessarily be expected to disclose, fraud, errors, or other irregularities.

Management’s responsibilities

We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated December 20, 2017. In particular, we confirm to you the following:

- We are responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards.
- We are responsible for designing, implementing, and maintaining an effective system of internal control over financial reporting, to enable the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error. In this regard, we are responsible for establishing policies and procedures that pertain to the maintenance of accounting systems and records, the authorization of receipts and disbursements, and the safeguarding of assets, and for reporting financial information in accordance with Canadian public sector accounting standards.
- We are responsible for complying with legislative and other authorities that govern the University.
- We have provided you with all relevant information and access, as agreed in the terms of the audit engagement.
- All transactions have been recorded in the accounting records and are reflected in the financial statements.

We confirm the following representations:

Preparation of financial statements

The financial statements include all disclosures necessary for fair presentation in accordance with Canadian public sector accounting standards, and disclosures otherwise required to be included therein by the laws and regulations to which the University is subject. In addition, the financial statements have been prepared on a basis consistent with that of the preceding year.

We have appropriately reconciled our books and records (for example, general ledger accounts) underlying the financial statements to their related supporting information (for example, sub-ledger or third party data). All related reconciling items considered to be material were identified and included on the reconciliations and were appropriately adjusted in the financial statements. There were no material unreconciled differences or material items in the general ledger suspense accounts that should have been adjusted or reclassified to another account balance. There were no material items in the general ledger suspense accounts written off to a statement of financial position account that should have been written off to an operations account, nor were there such items written off to an operations account that should have been written off to a statement of financial position account. All intra-entity and inter-entity accounts have been appropriately measured and considered for disclosure in the financial statements.

Accounting policies

We confirm that we have reviewed the University's accounting policies and, with regard to the possible alternative policies, our selection and application of accounting policies and estimation techniques used for the preparation and presentation of the financial statements are appropriate in the University's particular circumstances to present fairly in all material respects its financial position, the results of its operations, its remeasurement gains and losses, and its cash flows in accordance with Canadian public sector accounting standards. We are eligible to apply, and have applied, the standards for government not-for-profit organizations in the CPA Canada Public Sector Accounting Handbook, sections PS 4200 to PS 4270.

Internal controls over financial reporting

We have designed disclosure controls and procedures to ensure that material information related to the University is made known to us by others.

We have designed internal control over financial reporting to provide reasonable assurance regarding the reliability of financial reporting and the preparation of the financial statements for external purposes in accordance with Canadian public sector accounting standards.

We have not identified any deficiency in the design and operation of internal control over financial reporting as at March 31, 2018.

Disclosure of information

We have provided you with:

- access to all information of which we are aware that is relevant to the preparation of the financial statements, such as records, documentation, and other matters, including:
 - contracts and related data.
 - information regarding significant transactions and arrangements that are outside the normal course of business.
 - minutes of the meetings of the board of governors, and board committees.
- additional information that you have requested from us for the purpose of the audit; and
- unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.

Completeness of transactions

All contractual arrangements entered into by the University with third parties have been properly reflected in the accounting records and/or have been disclosed to you where material (or potentially material) to the financial statements. We have complied with all aspects of contractual agreements that could have a material effect on the financial statements in the event of non-compliance.

Fraud

We have disclosed to you:

- the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud;
- all information of which we are aware that is related to fraud, or suspected fraud, affecting the University and involving management, employees who have significant roles in internal control, or others, where the fraud could have a material effect on the financial statements; and
- all information related to any allegations of fraud, or suspected fraud, that could affect the the University's financial statements, and that was communicated by employees, former employees, analysts, regulators, or others.

Compliance with laws and regulations

We have disclosed to you all aspects of laws, regulations, and contractual agreements that may affect the financial statements, including actual or suspected non-compliance with laws and regulations whose effects should be considered when preparing financial statements.

We are not aware of any illegal or possibly illegal acts committed by the University's directors, officers, or employees acting on the University's behalf.

All transactions of the University have been within its statutory powers and enabling legislation. The University has complied with the *University of Manitoba Act*.

Accounting estimates and fair value measurements

We are responsible for all significant estimates and judgments affecting the financial statements. These include fair value measurements and disclosures. Significant estimates and judgments and their underlying assumptions, methods, procedures, and the source and reliability of supporting data are reasonable, based on applicable requirements of Canadian public sector accounting standards, and appropriately disclosed in the financial statements. The procedures and methods used in developing assumptions, estimates, and judgments are appropriate and have been consistently applied in the periods presented.

For recorded or disclosed amounts in the financial statements that incorporate fair value measurements, we confirm the following:

- The measurement methods are appropriate and consistently applied.
- The significant assumptions used in determining fair value measurements represent our best estimates, are reasonable, and have been consistently applied.
- No subsequent event requires adjustment to the accounting estimates and disclosures included in the financial statements.
- The significant assumptions used in determining fair value measurements are consistent with our planned courses of action.
- We have no plans or intentions that have not been disclosed to you that may materially affect the recorded or disclosed fair values of assets or liabilities.

Significant estimates and measurement uncertainties known to management that are required to be disclosed in accordance with The CPA Canada Public Sector Accounting Handbook, Section PS 2130, Measurement uncertainty, have been appropriately disclosed.

Related parties

We confirm that we have disclosed to you the identity of the University's related parties as defined by the CPA Canada Public Sector Accounting Handbook, Section PS 2200, Related party disclosures.

We confirm that we have identified to you all members of key management, as defined by the CPA Canada Public Sector Accounting Handbook, Section PS 2200, Related party disclosures.

The identity and relationship of, and balances and transactions with, related parties have been properly recorded and adequately disclosed in the financial statements, as required by Canadian public sector accounting standards.

Going concern

We have no plans or intentions that may materially alter the carrying value or classification of assets and liabilities reflected in the financial statements (for example, to dispose of the entity or to cease operations).

Assets and liabilities

We have satisfactory title or control over all assets. All liens or encumbrances on the University's assets and assets pledged as collateral, to the extent material, have been disclosed in the financial statements. All contingent assets, in accordance with CPA Canada Public Sector Accounting Handbook, Section PS 3320, Contingent assets, have been disclosed to you and are appropriately reflected in the financial statements.

Contributions receivable are accounted for in accordance with the CPA Public Sector Accounting Handbook, Section PS 4220. Apart from contributions receivable, receivables recorded in the financial statements represent bona fide claims against debtors for sales, grants, contracts or other charges arising on or before the statement of financial position date and are not subject to discount except for normal cash discounts. Receivables classified as current do not include any material amounts that are collectible after one year. All receivables have been appropriately reduced to their estimated net realizable value.

We confirm that contributions received in the year have been accounted for in accordance with the CPA Public Sector Accounting Handbook, Section PS 4210, Contributions—revenue recognition, and reflect restrictions placed on the use of the contributions.

We have recorded or disclosed, as appropriate, all liabilities, in accordance with Canadian public sector accounting standards. All liabilities and contingencies, including those associated with guarantees, whether written or oral, under which the University is contingently liable in accordance with the CPA Canada Public Sector Accounting Handbook, Section PS 3300, Contingent liabilities, have been disclosed to you and are appropriately reflected in the financial statements.

Litigation and claims

All known actual or possible litigation and claims, which existed at the statement of financial position date or exist now, have been disclosed to you and have been accounted for and disclosed in accordance with Canadian public sector accounting standards, whether or not they have been discussed with legal counsel.

Misstatements detected during the audit

Certain representations in this letter are described as being limited to those matters that are material. Items are also considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would have been changed or influenced by the omission or misstatement.

We confirm that the financial statements are free of material misstatements, including omissions.

We confirm there are no uncorrected misstatements in the financial statements.

Events after the statement of financial position date

We have identified all events that occurred between the date of the statement of financial position and the date of this letter that may require adjustment of, or disclosure in, the financial statements, and we have made such adjustment or disclosure.

Other Items

We have disclosed to you any documents that include your auditor’s report and the audited financial statements that we intend to make public. The management discussion and analysis to be included in the University’s annual report are consistent with the audited financial statements.

No “letters of comfort” to financial institutions from the University have been issued, nor to the best of our knowledge and belief have such letters been issued by the minister responsible for the University. Nor have any such letters been in force at any time during the year or subsequently.

The University has not issued any offering documents during the year, nor does it intend to issue offering documents in the near term.

Sincerely,

Ms. Lynn Zapshala-Kelln
Vice-President (Administration), University of Manitoba

Mr. Tom Hay
Comptroller, University of Manitoba

[Entity letterhead]

June 26, 2018

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

We are providing this letter in connection with your audit of the schedule of public sector compensation disclosure (the “schedule”) of the University of Manitoba (the “University”) for the year then ended December 31, 2017 for the purpose of expressing an opinion as to whether the schedule is presented, in all material respects, in accordance with Section 2 of the Public Sector Compensation Disclosure Act (Act).

We acknowledge that your audit is planned and conducted in accordance with Canadian generally accepted auditing standards so as to enable you to express a professional opinion on the schedule. We understand that while your work includes an examination of the accounting system, internal controls, and related data to the extent you considered necessary in the circumstances, it is not designed to identify, nor can it necessarily be expected to disclose, fraud, errors, or other irregularities.

Management’s responsibilities

We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated December 20, 2017. In particular, we confirm to you the following:

- We are responsible for the preparation and presentation of the schedule in accordance with the Act.
- We are responsible for designing, implementing, and maintaining an effective system of internal control over financial reporting, to enable the preparation and presentation of the schedule that is free from material misstatement, whether due to fraud or error. In this regard, we are responsible for establishing policies and procedures that pertain to the maintenance of accounting systems and records, the authorization of compensation, and for reporting the schedule in accordance with the Act.
- We are responsible for complying with legislative and other authorities that govern the University, including the Public Sector Compensation Disclosure Act.
- We have provided you with all relevant information and access, as agreed in the terms of the audit engagement.
- All transactions have been recorded in the accounting records and are reflected in the schedule.

We confirm the following representations:

Preparation of the schedule

The schedule includes all disclosures necessary for presentation in accordance with the Act. We have appropriately reconciled our books and records (for example, general ledger accounts) underlying the schedule to their related supporting information (for example, sub-ledger or third party data). All related reconciling items considered to be material were identified and included on the reconciliations and were appropriately adjusted in the schedule.

Accounting policies

We confirm that we have reviewed the University's accounting policies and, with regard to the possible alternative policies, our selection and application of accounting policies and estimation techniques used for the preparation and presentation of the schedule are appropriate in the University's particular circumstances to present in all material respects its schedule in accordance with Section 2 of the Public Sector Compensation Disclosure Act.

Internal controls over the schedule

We have designed disclosure controls and procedures to ensure that material information related to the University is made known to us by others.

We have designed internal control over the schedule to provide reasonable assurance regarding the reliability of the schedule and the preparation of schedule for external purposes in accordance with the Act.

We have not identified any deficiency in the design and operation of internal control over financial reporting as at December 31, 2017.

Disclosure of information

We have provided you with

- access to all information of which we are aware that is relevant to the preparation of the schedule, such as records, documentation, and other matters, including:
 - contracts and related data.
 - information regarding significant transactions and arrangements that are outside the normal course of business.
- additional information that you have requested from us for the purpose of the audit; and
- unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.

Completeness of transactions

All contractual arrangements entered into by the University with third parties have been properly reflected in the accounting records and/or have been disclosed to you where material (or potentially material) to the schedule. We have complied with all aspects of contractual agreements that could have a material effect on the schedule in the event of non-compliance.

Fraud

We have disclosed to you

- the results of our assessment of the risk that the schedule may be materially misstated as a result of fraud.
- all information of which we are aware that is related to fraud, or suspected fraud, affecting the University and involving management, employees who have significant roles in internal control, or others, where the fraud could have a material effect on the schedule; and
- all information related to any allegations of fraud, or suspected fraud, that could affect the University's schedule, and that was communicated by employees, former employees, analysts, regulators, or others.

Compliance with laws and regulations

We have disclosed to you all aspects of laws, regulations, and contractual agreements that may affect the schedule, including actual or suspected non-compliance with laws and regulations whose effects should be considered when preparing the schedule.

We are not aware of any illegal or possibly illegal acts committed by the University's directors, officers, or employees acting on the University's behalf that could have a material effect on the schedule.

All transactions of the University have been within its statutory powers and enabling legislation.

Accounting estimates

We are responsible for all significant estimates and judgments affecting the schedule. Significant estimates and judgments and their underlying assumptions, methods, procedures, and the source and reliability of supporting data are reasonable, based on applicable requirements of the Act, and appropriately disclosed in the schedule. The procedures and methods used in developing assumptions, estimates, and judgments are appropriate and have been consistently applied in the periods presented.

For recorded or disclosed amounts in the schedule, no subsequent event requires adjustment to the accounting estimates and disclosures included in the schedule.

Misstatements detected during the audit

Certain representations in this letter are described as being limited to those matters that are material. Items are also considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would have been changed or influenced by the omission or misstatement.

We confirm that the schedule is free of material misstatements, including omissions.

We confirm there are no uncorrected misstatements in the schedule.

Events after the schedule date

We have identified all events that occurred between the date of the schedule and the date of this letter that may require adjustment of, or disclosure, in the schedule and we have made such adjustment or disclosure.

Sincerely,

Ms. Lynn Zapshala-Kelln
Vice-President (Administration), University of Manitoba

Mr. Tom Hay
Comptroller, University of Manitoba

Appendix D—Draft management letter

June 28, 2018

Lynn Zapshala-Kelln, CPA, CGA
Vice-President (Administration)
University of Manitoba
202 Administration Building
Winnipeg, Manitoba R3T 2N2

Dear Ms. Zapshala-Kelln:

Re: University of Manitoba – Update on prior recommendations

We have completed our audit of the financial statements of University of Manitoba for the year ended March 31, 2018. During the course of the audit we identified matters which may be of interest to management. The objective of the audit was to express an opinion on your financial statements and it was not designed to identify all matters of interest to management in discharging its responsibilities.

The audit includes consideration of internal control relevant to the preparation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of internal control.

The matters being reported are limited to those deficiencies that we have identified during the audit and concluded are of sufficient importance to merit being reported to those charged with governance.

There are no new findings for your attention.

We followed up on 6 recommendations that were issued in prior years. As of March 31, 2018, we noted 3 recommendations were implemented, and 3 recommendations were in progress. Going forward, we will not follow up on 2 recommendations (2008/09-14 and 2007/08-14) as these items are no longer included as part of our audit methodology. We still encourage management to implement these recommendations and provide status updates to the Audit and Risk Management Committee. Appendix A reports the status of prior years' recommendations.

If you wish to discuss any matters, we would be pleased to do so at your convenience.

Sincerely,

Phil Torchia, CPA, CA
Principal

PT/tm
Encl.

cc: Kimber Osiowy, Chair, Audit and Risk Management Committee, University of Manitoba

Appendix A – Follow up of prior years’ recommendations

2014/15 Outstanding Recommendations

We recommend that the University of Manitoba:

- | | |
|-----------|---|
| 1. | <p>Information Security Policy</p> <p>Develop and implement an IT security policy.</p> <p>Status: In progress</p> <p>Management comments: A Policy and Procedure has been drafted. As required by our internal processes the drafts were shared with the employee unions. We are now considering the comments received from the employee unions. We anticipate requesting Board of Governors approval of the Policy in the Fall of 2018.</p> |
|-----------|---|

2012/13 Outstanding Recommendations

We recommend that the University of Manitoba:

- | | |
|-----------|---|
| 1. | <p>Improve Oracle database password settings</p> <p>IST should adopt better password settings practices for the Oracle database to help ensure that the integrity of data is not compromised as a result of unauthorized access. If these Oracle settings cannot be adopted, IST should identify and implement compensating controls in those areas.</p> <p>Status: Implemented</p> |
|-----------|---|

2011/12 Outstanding Recommendations

We recommend that the University of Manitoba:

- | | |
|-----------|---|
| 1. | <p>Perform annual re-verification of compliance to End User Computing Policy</p> <p>The re-verification of compliance to the End User Computing Policy should be performed on an annual basis.</p> <p>Status: Implemented</p> |
|-----------|---|

2008/09 Outstanding Recommendation

We recommend that the University of Manitoba:

- | | |
|------------|---|
| 14. | <p>Develop a Business Continuity Plan</p> <p>Continue to work towards developing and implementing a Business Continuity Plan for key systems and business processes. Once implemented, update when there are changes to business processes or information technology environments and test annually.</p> <p>Status: In progress</p> <p>OAG Comment: We will no longer follow up on this point.</p> |
|------------|---|

2007/08 Outstanding Recommendations

We recommend that the University of Manitoba:

- | | |
|------------|--|
| 9. | <p>Improve password strength in the UNIX environment</p> <p>IST should use good practice password standards in the UNIX environment in the design and implementation of the identity management system.</p> <p>Status: Implemented</p> |
| 14. | <p>Implement a formal Disaster Recovery Plan</p> <p>IST should continue to work towards implementing a DRP in support of the University Business Continuity Plan (still to be fully developed) for key systems and business processes. IST should update the DRP when there are changes to the business processes or information technology environments and should test it annually.</p> <p>Status: In progress</p> <p>OAG Comment: We will no longer follow up on this point.</p> |

Appendix E—Draft transmittal letters

Date

Honourable Ian Wishart
Minister of Education and Training
Room 168, Legislative Building
450 Broadway
Winnipeg, Manitoba R3C 0V8

Dear Minister Wishart:

Re: 2018 University of Manitoba Audit Results

We have completed our audits and have issued unqualified audit opinions on the University of Manitoba's financial statements and schedule of public sector compensation. The opinions were provided to the Comptroller.

We issued a management letter to the Vice-President, Administration. The letter does not include any new items, but follows up on outstanding recommendations from prior audits. We reviewed the audit results, including the draft audit opinions and draft management letter, with the Audit and Risk Management Committee.

A copy of this letter has been provided to the Minister of Finance and his officials.

If you wish to discuss any matters, we would be pleased to do so at your convenience.

Best regards,

Norm Ricard, CPA, CA
Auditor General

NR/tm

cc: Fred Meier, Clerk of the Executive Council
Jeff Lieberman, Chair, Board of Governors, University of Manitoba
Kimber Osiowy, Chair, Audit and Risk Management Committee, University of Manitoba
David Barnard, President and Vice-Chancellor, University of Manitoba
Lynn Zapshala-Kelln, Vice-President, Administration, University of Manitoba
James Wilson, Deputy Minister, Education and Training

Date

Honourable Cameron Friesen
Minister of Finance
Room 103, Legislative Building
450 Broadway
Winnipeg, Manitoba R3C 0V8

Dear Minister Friesen:

Re: 2018 University of Manitoba Audit Results

We have completed our audits and have issued unqualified audit opinions on the University of Manitoba's financial statements and schedule of public sector compensation. Attached is a copy of our letter to the Minister of Education and Training.

If you wish to discuss any matters, we would be pleased to do so at your convenience.

Best regards,

Norm Ricard, CPA, CA
Auditor General

NR/tm

Encl.

cc: Paul Beauregard, Secretary to Treasury Board
Jim Hrichishen, Deputy Minister, Finance
Aurel Tess, Provincial Comptroller, Finance

Date

Mr. Kimber Osiowy
Chair, Audit and Risk Management Committee
University of Manitoba
312 Administration Building
Winnipeg, Manitoba R3T 2N2

Dear Mr. Kimber Osiowy:

Re: 2018 University of Manitoba Audit Results

We have completed our audits and have issued unqualified audit opinions on the University of Manitoba's financial statements and schedule of public sector compensation. The opinions were provided to the Comptroller. We issued the management letter to the Vice-President, Administration.

We appreciate the assistance provided by senior officials and other employees of the University during our audits. If you wish to discuss any matters, we would be pleased to do so at your convenience.

Sincerely,

Phil Torchia, CPA, CA
Principal

PT/tm

cc: Lynn Zapshala-Kelln, Vice-President, Administration, University of Manitoba

Date

Mr. Thomas Hay, CPA, CA
Comptroller
University of Manitoba
406 Administration Building
Winnipeg, Manitoba R3T 2N2

Dear Mr. Hay:

Re: 2018 University of Manitoba Audit Opinions

Included are our audit opinions on the University of Manitoba's financial statements and schedule of public sector compensation.

We appreciate your cooperation, Gord's cooperation, and the cooperation of your staff during our audits.

Please let me know if you would like to discuss any matters.

Sincerely,

Phil Torchia, CPA, CA
Principal

PT/tm

Encl.



AGENDA ITEM: Public Sector Compensation Disclosure Report 2017

RECOMMENDED RESOLUTION:

That the Board of Governors approve the Public Sector Compensation Disclosure Report of The University of Manitoba for the year ended December 31, 2017.

Action Requested: Approval Discussion/Advice Information

CONTEXT AND BACKGROUND:

The Public Sector Compensation Disclosure Act requires that:

Within six months after the end of each fiscal year or calendar year, a public sector body shall disclose to the public in accordance with the Act the amount of compensation it pays or provides in the fiscal year or in the calendar year, directly or indirectly:

- (a) to, or for the benefit of, the chairperson of its board of directors or equivalent governing body, if any, if the chairperson's compensation is \$50,000 or more;
- (b) in the aggregate, to, or for the benefit of, its board members, if any;
- (c) individually, to, or for the benefit of, each of its officers and employees whose compensation is \$50,000 or more.

The Act stipulates that a public sector body shall disclose the information required in one of the following ways:

- (a) in its audited financial statements for the fiscal year;
- (b) in a statement prepared for the purpose and certified by its auditor to be correct; or
- (c) in any other manner that is authorized in the regulations.

The University has adopted option b.

The Office of the Auditor General has indicated that it is prepared to issue an unqualified opinion on the report subsequent to Board of Governors approval.

RESOURCE REQUIREMENTS:

Approval of the Public Sector Compensation Disclosure Report does not impact resource requirements.

CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:

Issuing Public Sector Compensation Disclosure Report supports our value of accountability.

IMPLICATIONS:

The Public Sector Compensation Disclosure Act requires that we issue the report by June 30th.

ALTERNATIVES:

The University could include the compensation disclosure report in the audited financial statements as opposed to issuing a separate report. Management recommends to keep the report separate as the audited financial statements are based on a fiscal year not calendar year and focus on the results of the University, not individual compensation.



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 type="checkbox"/>	<input checked="" type="checkbox"/>	Tam Hay	May 17, 2018
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	[Signature]	May 17, 2018
<input type="checkbox"/>	<input type="checkbox"/>	[Signature]	May 18, 2018
<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>		

Gord Pasieka, Associate Comptroller

Submission prepared by:

Submission approved by:

Attachments

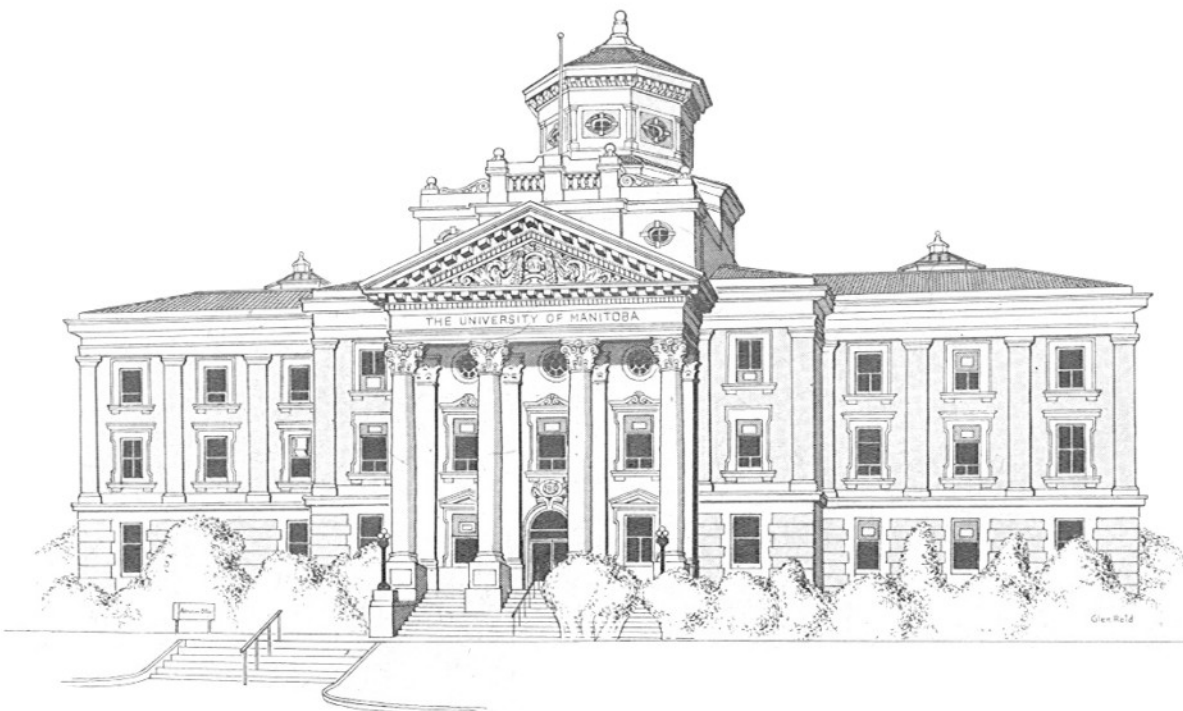
- 2017 Public Sector Compensation Disclosure Report



UNIVERSITY
OF MANITOBA

2017 Report

The Public Sector Compensation Disclosure Act



University of Manitoba

Draft Audit Report

INDEPENDENT AUDITOR'S REPORT

To the Legislative Assembly of Manitoba
To the Board of Governors of the University of Manitoba

We have audited the accompanying schedule of public sector compensation of the University of Manitoba for the year ended December 31, 2017 ("the schedule"). The schedule has been prepared by management based on Section 2 of the Public Sector Compensation Disclosure Act.

Management's Responsibility for the Schedule

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

Auditor's Responsibility

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

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

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

Opinion

In our opinion, the financial information in the schedule of public sector compensation of the University of Manitoba for the year ended December 31, 2017 is prepared, in all material respects, in accordance with Section 2 of the Public Sector Compensation Disclosure Act.

Basis of Accounting

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

Office of the Auditor General
Date
Winnipeg, Manitoba

2017 REPORT: THE PUBLIC SECTOR COMPENSATION DISCLOSURE ACT

This report was prepared by the University of Manitoba to meet the requirements of the Public Sector Compensation Disclosure Act of 1996.

THE ACT

The Act requires public sector bodies to publish annually a list of all employees who received compensation of \$50,000 or more in the previous calendar year. The public sector includes municipalities, crown corporations, public schools, hospitals, universities, and colleges.

Compensation includes salaries, overtime, retiring allowances, and taxable benefits. The information is to be made available for inspection on request by any person, during normal office hours. Copies of the report may also be purchased on payment of an administrative fee.

THE REPORT

During the year the university's staffing complement consisted of 9235 individuals supported by operating and research funds, of which there were:

- 2181 full-time academic staff
- 3197 part-time academic staff
- 2645 full-time support staff
- 470 part-time support staff
- 742 casual positions (including casual student positions)

This report lists in alphabetical order all employees who receive compensation of \$50,000 or more in the year ended December 31, 2017, and their position title.

REPORT AVAILABILITY

Copies of this report are available for inspection in the administration offices of the Elizabeth Dafoe Library on the Fort Garry Campus and the Neil John Maclean Library in Brodie Centre at the Bannatyne Campus (727 McDermot Avenue). Office hours are 8:30 a.m. to 4:30 p.m. Copies of the report may also be purchased at a cost of \$15 at each of these locations. The government publication section of the Legislative Library at 200 Vaughn Street, Winnipeg, also has a copy of this report.



AGENDA ITEM: Revised *Student Discipline Bylaw* and Related Procedures

RECOMMENDED RESOLUTION:

THAT the Board of Governors approve revisions to the *Student Discipline Bylaw* and associated *Student Academic Misconduct*, *Student Non-Academic Misconduct and Concerning Behaviour*, and *Student Discipline Appeal* procedures, effective September 1, 2018 [as recommended by Senate, May 16, 2018].

Action Requested: Approval Discussion/Advice Information

CONTEXT AND BACKGROUND:

The Board's powers include the power to exercise disciplinary jurisdiction over students. The University Discipline Committee is recommending revisions to the *Student Discipline Bylaw* and related procedures. The proposed revisions respond to feedback from individuals who use the documents and address several gaps identified since *Bylaw* and the procedures were last revised in June 2016.

Proposed revisions to the *Student Discipline Bylaw* and related procedures are described in detail in the attachments to this submission. Some of the more substantial changes are outlined below.

- The definition of "Student," which is found in the *Student Discipline Bylaw* and a number of the procedures, would be revised to preclude Applicants from using the *Student Discipline Appeal* procedure. The revised definition of "Student" would be consistent with the definition used at other universities.
- Section 2.6 of the *Bylaw* would be amended to limit the period that a Reprimand for Academic Misconduct or Non-Academic Misconduct would be recorded on a Student's academic history or transcript to a maximum of five years.
- Section 2.17 of the *Bylaw* would be revised to clarify that a Student cannot receive Expulsion from a particular course(s) or department, as Expulsion would normally require that a Student wanting to continue their studies reapply for admission.
- Table 1: Jurisdiction of Disciplinary Authorities for Student Academic Misconduct would be revised to include the Vice-Provost (Students) as the Disciplinary Authority for disciplinary matters involving false or misleading information supplied to Student Accessibility Services, in connection with requests for accommodation.
- Table 3: Disciplinary Actions and Disciplinary Authorities would be amended to give the Dean, Faculty of Graduate Studies, authority to suspend the processing of an application for admission for a definite or indefinite period of time.
- In section 2.5 (a) of the *Student Academic Misconduct* procedure, the definition of "Plagiarism" would be amended to take into account the possibility of instances of visual plagiarism by requiring "appropriate attribution" rather than "appropriate citation".

- Section 2.9 of the *Student Non-Academic Misconduct and Concerning Behaviour* procedure would be revised to require that, in matters involving Non-Academic Misconduct of a graduate student, the Dean, Faculty of Graduate Studies, inform the dean of the Student's program, in addition to the department head and the Vice-Provost (Students), as currently required.

RESOURCE REQUIREMENTS:

N/A

CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:

N/A

IMPLICATIONS:

N/A

ALTERNATIVES:

N/A

CONSULTATION:

The revised policy and procedures were considered and endorsed by the University Discipline Committee, the Senate Executive Committee, and by Senate at its meeting on May 16, 2018.



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"/>	University Discipline Committee	April 6, 2018
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Senate Executive	May 2, 2018
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Senate	May 16, 2018
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

Submission prepared by: Senate

Submission approved by: University Secretary

Attachments

- Report of the University Discipline Committee regarding Revisions to the *Student Discipline Bylaw* and Related Procedures
 - *Student Discipline Bylaw*
 - *Student Academic Misconduct* procedure
 - *Student Non-Academic Misconduct and Concerning Behaviour* procedure
 - *Student Discipline Appeal* procedure

Report of the University Discipline Committee RE: Revisions to the Student Discipline Bylaw and Procedures, University Discipline Committee

Preamble:

1. The Student Discipline Bylaw and Procedures are found on the website at: http://umanitoba.ca/admin/governance/governing_documents/students/student_discipline.html
2. At its meeting on April 6, 2018 the Committee considered revisions to the Student Discipline Bylaw and related procedures.
3. As per 2.51 (d) of the *Student Discipline Appeal Procedure*, it is the responsibility of the University Discipline Committee to “review the Bylaw and related procedures periodically and, if necessary, to recommend changes to it.”

Observations:

1. On May 18, 2016, Senate recommended that the Board of Governors approve revisions to the *Student Discipline Bylaw* and procedures. The Board of Governors approved the revisions at its meeting on June 22, 2016. The revised *Bylaw* and related procedures were effective September 1, 2016.
2. Since the *Bylaw* and related procedures came into effect, a number of gaps have been identified. A working group consisting of Jeff Leclerc, University Secretary; Brandy Usick, Office of Student Advocacy; Maria Versace, Office of Legal Counsel; and Marcia Yoshida, Student Appeals and Academic Governance Officer have proposed a number of revisions in response to feedback from the Committee and other users of the *Bylaw* and procedures, as well as to make some clarifications and editorial changes. The proposed revisions are summarized below and are included in the attached documents.
3. The definition of Student is included in the *Student Discipline Bylaw*, the *Student Academic Misconduct Procedure*, the *Student Non-Academic Misconduct and Concerning Behaviour Procedure* and the *Student Discipline Appeal Procedure*. The definition currently includes Applicants, Admitted, Current and Former Students. The definition of Student would be revised to remove “Applicant” from the definition. Disciplinary Authorities such as the Faculty of Graduate Studies and Enrolment Services would still be able to nullify applications for admission in the event of credit card fraud, fraudulent transcripts or plagiarized applications, but the Applicant would not be entitled to use the *Student Discipline Appeal Procedure* or university resources such as the assistance a Student Advocate. This is consistent with the practice at most other universities.
4. The *Student Discipline Bylaw* would be revised to clarify the terms Reprimand and Expulsion. Currently, in section 2.6 of the *Bylaw*, Reprimand is defined as “an action intended to convey stern disapproval to a Student by means of recording their Academic Misconduct or Non-Academic Misconduct on their Student’s academic history/transcript.” Reprimand would be revised by adding a time limit of up to five (5) years. Currently, section 2.17 of the *Bylaw* states that a Student may receive an Expulsion from a particular course; a department; a Faculty/College/School; the University; or a Residence. To clarify the purpose of an Expulsion, section 2.17 would be revised to

remove “a particular course” and “a department”, as Students would not normally be expelled from a course or a department, as Expulsion would require that a Student reapply for admission, as noted in sections 2.18 and 2.19 of the *Bylaw*.

5. *Table 1: Jurisdiction of Disciplinary Authorities for Student Academic Misconduct* would be revised to include the Vice-Provost (Students). There have been instances of Academic Misconduct in the form of false or misleading information provided to Student Accessibility Services, which would fall under the jurisdiction of the Vice-Provost (Students). Adding the Vice-Provost (Students) as a Disciplinary Authority in *Table 1* would empower the Vice-Provost (Students) to impose Disciplinary Actions in such cases.
6. *Table 3: Disciplinary Actions and Disciplinary Authorities* would be revised to reflect the proposed revisions to Reprimand and Expulsion, as well as clarifications and formatting changes. Currently the Dean of Graduate Studies does not have the same access to Disciplinary Actions as the Executive Director of Enrolment Services respecting item 24 on the table, restricting the Dean of Graduate Studies to being able to suspend the processing of an application for admission in the year of application, while the Executive Director of Enrolment Services is able suspend the processing of an application for admission for a definite or indefinite period of time. The *Table* has been revised to allow the Dean of Graduate Studies the same level of access to Disciplinary Actions as Director of Enrolment Services, respecting the suspension of applications for admission. The Vice-Provost (Students), Vice-President (Administration), and President or UDC, all of whom have access to the same Disciplinary Actions, have been combined into one column, allowing the table to be presented in a larger font.
7. Currently the definition of Plagiarism (section 2.5(a)), as included in the *Student Academic Misconduct Procedure*, does not allow for the inclusion of visual plagiarism, as may occur in, among other units, the Faculty of Architecture or the School of Art. The revised wording is more inclusive, replacing “citation” with “attribution” and removing the word “written” from reference to assignments, tests or final examinations.
8. Section 2.9 of the *Student Non-Academic Misconduct and Concerning Behaviour Procedure* would be revised such that in matters involving Non-Academic Misconduct of a graduate student, the Dean of the Faculty of Graduate Studies would be required to notify the dean as well as the department head of the Student’s program. This revision will ensure that the dean of the Student’s program is aware of any behaviour that may impact their faculty.
9. A variety of editorial and formatting changes have been made throughout the *Student Discipline Bylaw* and related procedures.

Recommendation

The University Discipline Committee recommends:

THAT revisions to the Student Discipline Bylaw and related procedures be approved, effective September 1, 2018.

Respectfully submitted,

Dr. Brenda Hann, Chair
University Discipline Committee

UNIVERSITY OF MANITOBA BYLAW

BYLAW:	STUDENT DISCIPLINE
Effective Date:	January 1, 2009
Revised Date:	September 1, 2016
Review Date:	September 1, 2026
Approving Body:	Board of Governors
Authority:	<i>The University of Manitoba Act, s.16(1)(d)</i>
Responsible Executive Officer:	President
Delegate:	University Secretary
Contact:	University Secretary
Application:	Students, Faculty/College/School Councils, Unit Heads, Academic Staff and employees

Part I Reason for Bylaw

- 1.1 The reason for this Bylaw is to outline the Disciplinary Actions available to Disciplinary Authorities and the subsequent appeal process available to Students for findings of Academic Misconduct and Non-Academic Misconduct.

Part II Policy Content

Definitions

- 2.1 The following terms are defined for the purpose of this Bylaw:
- (a) **"Academic Misconduct"** has the same meaning as defined in section 2.5 of the Student Academic Misconduct Procedure.
 - (b) **"Academic Staff"** refers to all individuals whose primary assignment is instruction, research, and/or service/academic administration. This includes employees who hold an academic rank such as professor, associate professor, assistant professor, instructor, lecturer, librarian, or the equivalent of any of those academic ranks. The category also includes

a dean, director, associate dean, assistant dean, chair or head of department, visiting scholars, senior scholars, and those holding unpaid academic appointments, insofar as they perform instructional, research, and/or service/academic administrative duties.

- (c) **"Appeal Procedure"** means the Student Discipline – Appeal Procedure.
- (d) **"Bylaw"** means the Student Discipline Bylaw.
- (e) **"College"** means a Professional College as defined under the Definitions of Academic Units Policy.
- (f) **"Disciplinary Action"** means the specific disciplinary actions available for each Disciplinary Authority under Table 3: Disciplinary Actions and Disciplinary Authorities.
- (g) **"Disciplinary Authority"** means the discipline authority designated to determine a matter of student discipline under:
 - (i) Table 1: Jurisdiction of Disciplinary Authorities for Academic Misconduct; or
 - (ii) Table 2: Jurisdiction of Disciplinary Authorities for Non-Academic Misconduct.
- (h) **"Expulsion"** has the same meaning as defined under section 2.16 of this Bylaw.
- (i) **"Faculty"** means a Faculty as defined under the Definitions of Academic Units Policy.
- (j) **"Non-Academic Misconduct"** has the same meaning as defined in section 2.5 of the Student Non-Academic Misconduct and Concerning Behaviour Procedure.
- (k) **"Reprimand"** has the same meaning as defined under section 2.6 of this Bylaw.
- (l) **"School"** means a "School of the University" or a "School of a Faculty", as those terms are defined under the Definitions of Academic Units Policy.
- (m) **"Student"** means any of the following individuals:
 - ~~(i) **Applicant** – an individual who has submitted application for admission to the University;~~
 - ~~(ii)~~(i) **Admitted** – an individual who has accepted an offer of admission to the University;

~~(iii)~~(ii) **Current** – an individual who is either registered in course(s) or in a program of studies at the University or is eligible to continue in their studies at the University either because the individual meets minimum academic performance requirements or will be eligible to continue after discharging a financial hold or serving Suspension due to academic or discipline;

~~(iv)~~(iii) **Former** – an individual who has graduated from the University or who has withdrawn (either voluntarily or was required to withdraw).

- (n) **"Suspension"** has the same meaning as defined in section 2.8 of this Bylaw.
- (o) **"Table 1"** refers to Table 1: Jurisdiction of Disciplinary Authorities for Academic Misconduct, which follows the Bylaw.
- (p) **"Table 2"** refers to Table 2: Jurisdiction of Disciplinary Authorities for Non-Academic Misconduct, which follows the Bylaw.
- (q) **"Table 3"** refers to Table 3: Disciplinary Actions and Disciplinary Authorities, which follows the Bylaw.
- (r) **"Unit"** means a Faculty, School, College, institute, centre, academic support unit (for example, libraries) or administrative unit whose Unit Head reports to the President or a Vice-President, Associate Vice-President or Vice-Provost. An academic department within a Faculty/College/School is not a Unit as the term is used within this Bylaw.
- (s) **"Unit Head"** refers to the individual with direct supervisory authority over a Unit, including Deans, Directors, the University Librarian, the President, Vice-Presidents, Associate Vice-Presidents and Vice-Provosts with respect to their Units.
- (t) **"University"** means The University of Manitoba.
- (u) **"University Community"** means all Board of Governors members, Senate members, Faculty/College/School Councils, employees, anyone holding an appointment with the University, Students, volunteers, external parties, contractors and suppliers.
- (v) **"UDC"** means the University Discipline Committee composed under section 2.53 of the Appeal Procedure.

Disciplinary Actions

- 2.2 Students will be subject to Disciplinary Action under this Bylaw for acts of Academic Misconduct and for acts of Non-Academic Misconduct.

- 2.3 The Disciplinary Actions available to a Disciplinary Authority are set out in Table 3.
- 2.4 Once a Disciplinary Action has been implemented, no further Disciplinary Action may be imposed for the same matter except as a result of an appeal by the Student.

Student Academic History/Transcript with regard to Disciplinary Actions

- 2.5 Disciplinary Actions implemented shall not ordinarily be recorded on the Student's academic history / transcript except in the following:
- (a) if the Student receives Suspension or Expulsion under sections 16, 17, 20 or 26 of Table 3; or
 - (b) a Reprimand has been ordered recorded on a Student's academic history / transcript under section 2 of Table 3.

Reprimand

- 2.6 **"Reprimand"** means an action intended to convey stern disapproval to a Student by means of recording their Academic Misconduct or Non-Academic Misconduct on their Student's academic history / transcript for a period of up to five (5) years.
- 2.7 Where a Reprimand has been ordered to be recorded on the Student's academic history / transcript (see section 2 of Table 3), the Reprimand shall be removed:
- (a) Following the elapse of the specified period of time, upon the written request of the Student to the Registrar; or
 - (b) Earlier, upon a written order from the Disciplinary Authority that implemented the Disciplinary Action.

Suspensions

- 2.8 **"Suspension"** means any withdrawal of one or more rights or privileges for a definite or indefinite period of time.
- 2.9 A Student may receive Suspension from the following:
- (a) a particular course or courses;
 - (b) a department;
 - (c) a Faculty/College/School;
 - (d) the University; or

- (e) a Residence.
- 2.10 Students who have been suspended for a definite period of time shall, upon the lifting of the Suspension, have the rights or privileges that were suspended automatically reinstated, subject to any conditions attached to the Disciplinary Action proscribing future conduct.
- 2.11 Suspension for an indefinite period of time shall be dealt with as follows:
- (a) In the case of Suspension for an indefinite time by the Executive Director of Enrolment Services, the Suspension may be lifted by the Executive Director of Enrolment Services upon consideration at the written request of the Student, after consultation with the Unit Head(s) of the Unit(s) concerned.
 - (b) In the case of Suspension for an indefinite period of time by a Disciplinary Authority other than the Executive Director of Enrolment Services, the Student may apply to the Disciplinary Authority that imposed the final penalty for a lifting of the Suspension. If the Suspension is lifted, the Student will have the rights or privileges that were suspended automatically reinstated, subject to any conditions attached to the Disciplinary Action proscribing future conduct.
- 2.12 Where a Student has received a Suspension pursuant to sections 2.9(c) or 2.9(d) of this Bylaw, any academic credits earned by the Student at the University or at any academic institution during the period of Suspension shall not be counted as credit toward any degree or program offered by the University, unless at the time of the imposition of the Suspension, the Disciplinary Authority stipulates otherwise.
- 2.13 Where the Student has received Suspension from a Faculty/College/School of the University, any other Faculty/College/School may refuse to register the Student for any course or courses or refuse to accept the Student into their programs, provided that prior to such refusal, the other Faculty/College/School has:
- (a) obtained and considered a written report from the Disciplinary Authority that implemented the Suspension, outlining the circumstances surrounding the Disciplinary Action;
 - (b) provided the Student a copy of the report; and
 - (c) given the Student an opportunity to respond to the report.
- 2.14 A Suspension will appear on the Student's academic history / transcript until such time as the Suspension period has elapsed, when it shall be removed upon the written request of the Student to the Registrar.

- 2.15 In the case of Suspension for supplying false or misleading information in connection with an application for admission (see sections 23 and 24 of Table 3), any notation on the Student's academic history / transcript may only be removed:
- (a) For undergraduate students, by the Registrar upon the written order of the Disciplinary Authority that implemented the Disciplinary Action.
 - (b) For graduate students, by the Registrar in consultation with the Dean, Faculty of Graduate Studies, upon the written order of the Disciplinary Authority that implemented the Disciplinary Action.

Expulsions

- 2.16 "**Expulsion**" means a withdrawal of all rights or privileges available to Students for either a definite or indefinite period of time.
- 2.17 A Student may receive Expulsion from the following:
- ~~(a)~~ ~~a particular course or courses;~~
 - ~~(b)~~ ~~a department;~~
 - ~~(c)~~ (a) a Faculty/College/School;
 - ~~(d)~~ (b) the University; or
 - ~~(e)~~ (c) a Residence.
- 2.18 In the case of an Expulsion for a definite period of time, upon expiration of such time, in order to be readmitted, the Student must reapply for admission through normal channels to the appropriate authority having jurisdiction over admission.
- 2.19 In the case of an Expulsion for an indefinite period of time the Student may apply to the Disciplinary Authority that imposed the final penalty for a lifting of the Expulsion. If the Expulsion is lifted, the Student, in order to be readmitted, must reapply for admission through normal channels to the authority having jurisdiction over admission.
- 2.20 Where a Student has received an Expulsion pursuant to sections 2.17~~(c)~~ (a) or 2.17~~(d)~~ (b) of this Bylaw, any academic credits earned by the Student at the University or at any academic institution during the period of Expulsion shall not be counted as credit toward any degree or program offered by the University, unless at the time of the imposition of the Expulsion, the Disciplinary Authority stipulates otherwise.
- 2.21 Where the Student has received Expulsion from a Faculty/College/School of the University, any other Faculty/College/School may refuse to register the Student

for any course or courses or refuse to accept the Student into their programs, provided that prior to such refusal, the other Faculty/College/School has:

- (a) obtained and considered a written report from the Disciplinary Authority that implemented the Expulsion, outlining the circumstances surrounding the Disciplinary Action;
- (b) provided the Student a copy of the report; and
- (c) given the Student an opportunity to respond to the report.

2.22 An Expulsion shall appear on the Student's academic history / transcript and may only be removed by the Registrar upon the written order of the Disciplinary Authority that implemented the Disciplinary Action.

Appeals

2.23 Students have a right to appeal decisions made by a Disciplinary Authority, excluding the following decisions which are final:

- (a) Any decision of the UDC.
- (b) The discretionary decision of a Disciplinary Authority to lift a suspension or an expulsion under section 2.11 or section 2.19 of this Bylaw;
- (c) The decision of a Faculty/College/School to refuse a Student under section 2.21.

2.24 Appeals shall be conducted in accordance with the Appeal Procedure.

2.25 Subject to section 2.26 of this Bylaw, no Disciplinary Action shall be implemented and Students shall be permitted to continue in their courses or program until the time for appeal has elapsed or until the Student has waived in writing the right to appeal, whichever occurs first. The Disciplinary Authority must ensure that the Student's work continues to be graded normally and is unaffected until the appeal period has lapsed or the appeal process is complete.

2.26 Section 2.25 of this Bylaw does not apply in the following circumstances:

- (a) Where the Disciplinary Action would be entered on the academic history / transcript of the Student, the Registrar shall be notified by the Disciplinary Authority implementing such Disciplinary Action, and shall not issue any academic transcripts until the appeal period has elapsed or the appeal process is complete;
- (b) Where the Disciplinary Action relating to academic dishonesty or academic fraud may result in a change to the Student's transcript, the Registrar shall be notified by the Disciplinary Authority implementing such

Disciplinary Action, and shall not issue any transcripts until the appeal period has elapsed or the appeal process is complete;

- (c) Where changes in the Student's courses and/or program are directly related to the matter under disciplinary consideration, such changes shall not be permitted; and
- (d) Where if the Disciplinary Action were not implemented, the safety of members of the University Community would be compromised.

Confidentiality

2.27 All matters relating to student discipline or appeal must be kept confidential in accordance with applicable University policies and procedures, and *The Freedom of Information and Protection of Privacy Act* and *The Personal Health Information Act*.

Annual Reports

2.28 The Annual Report of the UDC will contain all the disciplinary matters that have occurred on campus from September 1 to the following August 31 of each Calendar year.

2.29 Academic Staff and department heads who have dealt with a disciplinary matter shall report to the Dean/Director of the Faculty/College/School to which each Student belongs, setting out the nature of the offence and particulars of the penalty and the Student's identification number if applicable. The Student's identification number is only used for administrative purposes to reduce the possibilities of errors in duplicate reporting and will not be included in the Annual Report.

2.30 Disciplinary Authorities, except members of the Academic Staff and department heads, shall report all disciplinary matters considered by or reported to them to the Chair of the UDC by October 1 of each year. The report shall contain the number of disciplinary matters referred to such person or body, the nature of the offences and particulars of the dispositions, and such further matters as may be required by the UDC.

2.31 The recording secretary of the UDC shall prepare and the Chair shall submit a report to the University President by December 1 in each year setting out both a summary of the reports submitted to the Chair of the UDC as well as particulars of the number, nature and disposition of cases appealed to the UDC.

2.32 Members of the University Community, shall be kept informed of the nature and disposition of cases dealt with under this Bylaw as the Annual Report shall be presented to the both the Senate and the Board of Governors annually. The names of Students disciplined shall not normally be made public.

**Part III
Accountability**

- 3.1 The Office of Legal Counsel is responsible for advising the President that a formal review of this Policy is required.
- 3.2 The President is responsible for the implementation, administration and review of this Policy.
- 3.3 Students, Faculty/College/School Councils, Unit Heads, Academic Staff and employees are responsible for complying with this Policy.

**Part IV
Secondary Documents**

- 4.1 The President or Approving Body may approve Regulations, Policies and Procedures which are secondary to and comply with this Bylaw.

**Part V
Review**

- 5.1 Governing Document reviews shall be conducted every ten (10) years. The next scheduled review date for this Bylaw is September 1, 2026.
- 5.2 In the interim, this Bylaw may be revised or repealed if:
 - (a) The President or Approving Body deems it necessary or desirable to do so;
 - (b) The Bylaw is no longer legislatively or statutorily compliant; and/or
 - (c) The Bylaw is now in conflict with another Governing Document.
- 5.3 If this Bylaw is revised or rescinded, all Secondary Documents will be reviewed as soon as reasonably possible in order to ensure that they:
 - (a) comply with the revised Bylaw; or
 - (b) are, in turn, rescinded.

**Part VI
Effect on Previous Statements**

- 6.1 This Bylaw supersedes:
 - (a) Student Discipline Bylaw, dated January 1, 2009;

- (b) all previous Board/Senate Bylaws, Regulations, Rules, Policies and Procedures, and resolutions on the subject matter contained herein; and
- (c) the previous Faculty/College/School Council Bylaw, Regulations, Procedures, and resolutions on the subject matter contained herein.

Part VII Cross References

7.1 Cross referenced to:

- (a) [Table 1: Jurisdiction of Disciplinary Authorities for Academic Misconduct;](#)
- (b) [Table 2: Jurisdiction of Disciplinary Authorities for Non-Academic Misconduct;](#)
- (c) [Table 3: Disciplinary Actions and Disciplinary Authorities;](#)
- (d) [Student Discipline – Appeal Procedure;](#)
- (e) [Student Academic Misconduct Procedure;](#)
- (f) [Student Non-Academic Misconduct and Concerning Behaviour Procedure;](#)
- (g) [Definitions of Academic Units Policy;](#)
- (h) [Final Examinations and Final Grades Policy and Procedures;](#)
- (i) [Respectful Work and Learning Environment Policy;](#)
- (j) [Sexual Assault Policy;](#)
- (k) [RWLE and Sexual Assault Procedure;](#)
- (l) [Use of Computer Facilities Policy and Procedure;](#)
- (m) [Violent or Threatening Behaviour Policy and Procedure;](#)
- (n) [The Freedom of Information and Protection of Privacy Act, C.C.S.M. c. F175;](#)
- (o) [The Personal Health Information Act, C.C.S.M. c. P33.5.](#)

**TABLE 1: JURISDICTION OF DISCIPLINARY AUTHORITIES
FOR STUDENT ACADEMIC MISCONDUCT**

For the purpose of this Table 1, all capitalized terms have the meaning ascribed to them in the Student Discipline Bylaw (the "Bylaw") and/or in the Student Academic Misconduct procedure (the "Procedure"). References to Faculty/College/School will include University 1, and references to Dean/Director will include the Executive Director of Student Academic Success.

DISCIPLINARY AUTHORITY	JURISDICTION	
1. Academic Staff	Undergraduate Level	At the Undergraduate level, Academic Staff have no disciplinary authority and must refer the matter directly to the Department Head or, in the case of non-departmental units, to the Dean/Director or designate of the Faculty/College/School.
	Graduate Level	At the Graduate level, Academic Staff have no disciplinary authority and must refer the matter directly to the Dean of Graduate Studies, or designate, in accordance with section 2.9 of the Procedure.
2. Department Head	Undergraduate Level	<p>The Department Head has jurisdiction over a breach of departmental bylaws or regulations; student disciplinary matters uniquely affecting the department; and matters involving undergraduate students relating to course work.</p> <p>At the Undergraduate level, the Department Head may dispose of the matter, or may refer the matter to the Dean or Director in accordance with section 2.10 of the Procedure.</p>
	Graduate Level	At the Graduate level, the Department Head has no disciplinary authority and must refer the matter directly to the Dean of Graduate Studies, or designate, in accordance with section 2.9 of the Procedure.

DISCIPLINARY AUTHORITY	JURISDICTION	
3. Dean / Directors	Undergraduate Level	<p>The Dean/Director has jurisdiction over a breach of Faculty/College/School bylaws or regulations and over all other disciplinary matters uniquely affecting the Faculty/College/School that do not affect the University generally.</p> <p>If the disciplinary matter relates to a course other than a course offered by the Faculty/College/School in which the Student is registered, the Dean/Director must act in accordance with sections 2.8 and 2.21 of the Procedure.</p>
	Graduate Level	At the Graduate level, the Dean or Director must refer the matter directly to the jurisdiction of the Dean of Graduate Studies, or designate.
4. Dean of Graduate Studies	<p>The Dean of Graduate Studies has jurisdiction over a breach of Faculty of Graduate Studies bylaws or regulations and over all other disciplinary matters uniquely affecting the Faculty of Graduate Studies that do not affect the University generally.</p> <p>The Dean of the Faculty of Graduate Studies will consult with the Registrar over all disciplinary matters involving false or misleading information supplied in connection with applications for admission to the Faculty of Graduate Studies.</p>	
5. Executive Director of Enrolment Services	<p>The Executive Director has jurisdiction over all disciplinary matters involving false or misleading information supplied in connection with applications for admission to Faculties/Colleges/Schools, except the Faculty of Graduate Studies.</p> <p>The Executive Director of Enrolment Services may delegate jurisdiction to an ad hoc committee to hear and determine any disciplinary matter within the Executive Director's jurisdiction.</p>	

DISCIPLINARY AUTHORITY	JURISDICTION	
6. Executive Director of Enrolment Services	<p>The Executive Director has jurisdiction over all disciplinary matters involving false or misleading information supplied in connection with applications for admission to Faculties/Colleges/Schools, except the Faculty of Graduate Studies.</p> <p>The Executive Director of Enrolment Services may delegate jurisdiction to an ad hoc committee to hear and determine any disciplinary matter within the Executive Director's jurisdiction.</p>	
7. Registrar	Undergraduate Level	At the Undergraduate level, the Registrar has jurisdiction over all disciplinary matters involving false or misleading information supplied in connection with registration with any unit of the University, or a Student's academic history/record, including but not limited to; letters of permission, transfer of credits and transcript matters.
	Graduate Level	At the Graduate level, the Registrar has jurisdiction and will consult with the Dean of Graduate Studies regarding disciplinary matters involving false or misleading information supplied in connection with registration with any unit of the University, or student's academic history/record, including but not limited to; letters of permission, transfer of credits and transcript matters.
8. <u>Vice-Provost (Students)</u>	<p><u>The Vice-Provost (Students) has jurisdiction over disciplinary matters involving false or misleading information supplied in connection with requesting accommodations, including but not limited to medical documentation.</u></p>	
8.9. President	<p>The President has jurisdiction over all disciplinary matters not specifically subject to the control of another Disciplinary Authority under the Procedure or this Table 1.</p> <p>The President may delegate jurisdiction to a person or to an ad hoc committee to hear and determine any disciplinary matter within the President's jurisdiction.</p>	

STUDENT DISCIPLINE BY-LAW

Table 3: Disciplinary Actions and Disciplinary Authorities

Disciplinary Authorities and Disciplinary Actions		Academic Staff	Department Heads	Deans, Directors or LDC	Director, Student Residences	Executive Director, Enrolment Services	Registrar	University Librarian / Library Appeals Committee	CIO, Information Systems & Technology	Associate V.P (Admin)	Vice-Provost (Students), V.P. (Admin), President or UDC
1	Issuing a reprimand to be kept in the student's file for a period of up to 5 years.	X	X	X	X	X	X	X	X	X	X
2	Ordering that a reprimand be recorded on the Student's academic history/transcript for a period of up to 5 years.		X	X		X	X				X
3	Imposing developmental disciplinary actions including community services within the University Community.		X	X							X
4	Imposing developmental disciplinary actions including the participation in educational activities.		X	X							X
5	Attaching conditions to any of the authorized actions prescribing future conduct.	X	X	X	X	X		X	X	X	X

STUDENT DISCIPLINE BY-LAW

Table 3: Disciplinary Actions and Disciplinary Authorities

Disciplinary Authorities and Disciplinary Actions		Academic Staff	Department Heads	Deans, Directors or LDC	Director, Student Residences	Executive Director, Enrolment Services	Registrar	University Librarian / Library Appeals Committee	CIO, Information Systems & Technology	Associate V.P (Admin)	Vice-Provost (Students), V.P. (Admin), President or UDC
6	Requiring that a written apology and/or retraction be made.	X	X	X	X	X		X		X	X
7	Suspending the assessment or enforcement of a penalty subject to conditions.	X	X	X	X	X		X		X	X
8	Ordering restitution to be made.		X	X	X			X		X	X
9	Levying a fine.				X			X [8]	X		X
10	Suspension from further attendance at classes in a particular course.	X [7]	X	X							X

STUDENT DISCIPLINE BY-LAW

Table 3: Disciplinary Actions and Disciplinary Authorities

Disciplinary Authorities and Disciplinary Actions		Academic Staff	Department Heads	Deans, Directors or LDC	Director, Student Residences	Executive Director, Enrolment Services	Registrar	University Librarian / Library Appeals Committee	CIO, Information Systems & Technology	Associate V.P (Admin)	Vice-Provost (Students), V.P. (Admin), President or UDC
11	Suspension from attendance for the balance of one meeting of instructional activity.	X	X								X
12	Giving a particular grade on a course, paper, test, examination or other evaluative process because of academic dishonesty or academic fraud.		X	X [3]							X
13	Suspension or withdrawal of privileges in whole or in part.		X	X	X	X		X		X	X
14	Restricting or prohibiting access to University property.			X [3]	X [5]			X [4]		X [2]	X
15	Suspension from attendance at all or certain classes in a particular department.		X	X							X

STUDENT DISCIPLINE BY-LAW

Table 3: Disciplinary Actions and Disciplinary Authorities

Disciplinary Authorities and Disciplinary Actions		Academic Staff	Department Heads	Deans, Directors or LDC	Director, Student Residences	Executive Director, Enrolment Services	Registrar	University Librarian / Library Appeals Committee	CIO, Information Systems & Technology	Associate V.P (Admin)	Vice-Provost (Students), V.P. (Admin), President or UDC
16	Suspension or expulsion from a particular course.		X	X							X
17	Suspension or expulsion from all or certain courses in a particular department.		X	X							X
18	Suspension from attendance at all or certain classes in a particular faculty or school.			X							X
19	Suspension from attendance at all or certain classes in the University.			X							X
20	Suspension or expulsion from a faculty or school or from all or certain courses therein.			X							X

STUDENT DISCIPLINE BY-LAW

Table 3: Disciplinary Actions and Disciplinary Authorities

Disciplinary Authorities and Disciplinary Actions		Academic Staff	Department Heads	Deans, Directors or LDC	Director, Student Residences	Executive Director, Enrolment Services	Registrar	University Librarian / Library Appeals Committee	CIO, Information Systems & Technology	Associate V.P (Admin)	Vice-Provost (Students), V.P. (Admin), President or UDC
21	Suspending and restricting use of computer privileges provided by the University.								X		X
22	Suspension or expulsion from a University Residence.				X						X
23	Suspension of the right to submit a future application for admission for a definite or indefinite period.			X		X					X
24	Suspension of the processing of an application for admission in the year of application.			X [9]		X					X
25	Suspension or expulsion from University College.										X

STUDENT DISCIPLINE BY-LAW

Table 3: Disciplinary Actions and Disciplinary Authorities

Disciplinary Authorities and Disciplinary Actions		Academic Staff	Department Heads	Deans, Directors or LDC	Director, Student Residences	Executive Director, Enrolment Services	Registrar	University Librarian / Library Appeals Committee	CIO, Information Systems & Technology	Associate V.P (Admin)	Vice-Provost (Students), V.P. (Admin), President or UDC
26	Suspension or expulsion from the University.										X

^[1] The UDC may, after finding that Disciplinary Action is warranted, implement any one or more Disciplinary Actions as set out in this Schedule "A".

^[2] Only with respect to University Centre.

^[3] Only with respect to facilities under their jurisdiction.

^[4] Only with respect to the Libraries.

^[5] Only with respect to University Residences.

^[6] Only with respect to University College.

^[7] This Disciplinary Action will not be for more than a week's balance of that particular instructional activity.

^[8] Only as to overdue books in accordance with a pre-published scale of fines.

~~^[9] The Dean of the Faculty of Graduate Studies with respect to admission fraud or misconduct of a graduate student application for admission.~~

UNIVERSITY OF MANITOBA PROCEDURE

Procedure:	STUDENT ACADEMIC MISCONDUCT
Parent Policy:	Student Discipline Bylaw
Effective Date:	September 1, 2016
Revised Date:	
Review Date:	September 1, 2026
Approving Body:	Board of Governors
Authority:	Student Discipline Bylaw
Responsible Executive Officer:	President
Delegate:	University Secretary
Contact:	University Secretary
Application:	Students, Faculty/College/School Councils, Unit Heads, Academic Staff and employees

Part I Reason for Procedure

- 1.1 The University of Manitoba emphasizes the importance of academic integrity and works diligently to uphold a rigorous and ethical academic environment.
- 1.2 The reason for this Procedure is to:
 - (a) Articulate the University's expectation that all Students maintain the highest standards of integrity;
 - (b) Outline the jurisdiction for each Disciplinary Authority dealing with the Academic Misconduct of Students; and
 - (c) Provide a fair and thorough investigation process into allegations of Academic Misconduct.

Part II Procedure Content

Definitions

2.1 The following terms are defined for the purpose of this Procedure:

- (a) "**Academic Misconduct**" has the same meaning as defined in section 2.5 of this Procedure.
- (b) "**Academic Staff**" refers to all individuals whose primary assignment is instruction, research, and/or service/academic administration. This includes employees who hold an academic rank such as professor, associate professor, assistant professor, instructor, lecturer, librarian, or the equivalent of any of those academic ranks. The category also includes a dean, director, associate dean, assistant dean, chair or head of department, visiting scholars, senior scholars, and those holding unpaid academic appointments, insofar as they perform instructional, research, and/or service/academic administrative duties.
- (c) "**Appeal Procedure**" means the Student Discipline Appeal Procedure.
- (d) "**Bylaw**" means the Student Discipline Bylaw.
- (e) "**College**" means a Professional College as defined under the Definitions of Academic Units Policy.
- (f) "**Disciplinary Action**" means the specific disciplinary actions available for each Disciplinary Authority under Table 3.
- (g) "**Disciplinary Authority**" means the disciplinary authority designated to determine a matter of student discipline for Academic Misconduct under Table 1.
- (h) "**Faculty**" means a Faculty as defined under the Definitions of Academic Units Policy.
- (i) "**Procedure**" means this Student Academic Misconduct Procedure.
- (j) "**School**" means a "School of the University" or a "School of a Faculty", as those terms are defined under the Definitions of Academic Units Policy.
- (k) "**Student**" means any of the following individuals:

(i) ~~Applicant — an individual who has submitted application for admission to the University;~~

~~(ii)~~(i) **Admitted** – an individual who has accepted an offer of admission to the University;

~~(iii)~~(ii) **Current** – an individual who is either registered in course(s) or in a program of studies at the University or is eligible to continue in their studies at the University either because the individual meets minimum academic performance requirements or will be eligible to continue after discharging a financial hold or serving suspension;

~~(iv)~~(iii) **Former** – an individual who has graduated from the University or who has withdrawn (either voluntarily or was required to withdraw).

- (l) **"Student Advocate"** is a member of the University's Student Advocacy Office who provides Students with information on their rights and responsibilities, as well as assistance with resolving problems or concerns resulting from actions or decisions taken by the University.
- (m) **"Table 1"** refers to Table 1: Jurisdiction of Disciplinary Authorities for Academic Misconduct, which follows the Bylaw.
- (n) **"Table 3"** refers to Table 3: Disciplinary Actions and Disciplinary Authorities, which follows the Bylaw.
- (o) **"Unit"** means a Faculty, School, College, institute, centre, academic support unit (for example, libraries) or administrative unit whose Unit Head reports to the President or a Vice-President, Associate Vice-President or Vice-Provost. An academic department within a Faculty/College/School is not a Unit as the term is used within this Procedure.
- (p) **"Unit Head"** refers to the individual with direct supervisory authority over a Unit, including Deans, Directors, the University Librarian, the President, Vice-Presidents, Associate Vice-Presidents and Vice-Provosts with respect to their Units.
- (q) **"University"** refers to the University of Manitoba.
- (r) **"University Community"** means all Board of Governors members, Senate members, Faculty/College/School Councils, employees, anyone holding an appointment with the University, Students, volunteers, external parties, contractors and suppliers.
- (s) **"UMSS"** means the University of Manitoba Security Services.

Scope

- 2.2 This Procedure applies to Student's academic conduct in relation to any University Matter.

2.3 **"University Matter"** means any activity, event, or undertaking in which a member of the University Community participates which has a substantial connection to the University, such as:

- (a) University-related activities or events, including but not limited to:
 - (i) Any activity or event on property owned or controlled by the University;
 - (ii) The leasing of space, including student residence rooms, on property owned or controlled by the University;
 - (iii) The offering of any service by the University, including educational services;
 - (iv) Student placements, practica, or clinical training;
 - (v) University research activities, whether on or off campus;
 - (vi) Student and/or employee exchanges arranged in connection with the University;
 - (vii) Social events or networking, where matters regarding the University or members of the University Community are a significant focus of the activity;
 - (viii) University field trips, travel-study tours, service-learning activities, and similar activities;

- (b) Activities or events involving members of the University Community, where the actions of those members of the University Community may reasonably reflect upon or affect the University, including but not limited to:
 - (i) Any aspect of the employment or engagement of employees and contractors for roles and projects substantially connected to the University;
 - (ii) Participation on a committee or board as a representative of the University;
 - (iii) Writings, photographs, artwork, audio or video recordings, and/or electronic communications, including communications through social media, where matters regarding the University or members of the University Community are a significant focus of the communication;

- (iv) Matters related to The University of Manitoba Students' Union, the Graduate Students' Association, and their affiliated student groups to the extent that it affects the proper functioning of the University or the rights of a member of the University Community to use and enjoy the University's learning and working environments; or
- (v) Matters of off-campus conduct that have, or might reasonably be seen to have an adverse effect on the proper functioning of the University or the rights of a member of the University Community to use and enjoy the University's learning and working environments.

Academic Misconduct

2.4 As members of the University Community, Students have an obligation to act with academic integrity. Any Student who engages in Academic Misconduct in relation to a University Matter will be subject to discipline.

2.5 "**Academic Misconduct**" means any conduct that has, or might reasonably be seen to have, an adverse effect on the academic integrity of the University, including but not limited to:

- (a) **Plagiarism** – the presentation or use of information, ideas, sentences, findings, etc. as one's own without appropriate ~~citation~~ attribution in a ~~written~~ assignment, test or final examination.
- (b) **Cheating on Quizzes, Tests or Final Examinations** – the circumventing of fair testing procedures or contravention of exam regulations. Such acts may be premeditated/planned or may be unintentional or opportunistic.
- (c) **Inappropriate collaboration** – when a Student and any other person work together on assignments, projects, tests, labs or other work unless authorized by the course instructor.
- (d) **Duplicate Submission** – cheating where a Student submits a paper/assignment/test in full or in part, for more than one course without the permission of the course instructor.
- (e) **Personation** – writing an assignment, lab, test, or examination for another Student, or the unauthorized use of another person's signature or identification in order to impersonate someone else. Personation includes both the personator and the person initiating the personation.
- (f) **Academic Fraud** – falsification of data or official documents as well as the falsification of medical or compassionate circumstances/documentation to gain accommodations to complete assignments, tests or examinations.

2.6 Students will be subject to Disciplinary Action for any instance of Academic Misconduct, regardless of whether such behaviour is covered by other

University policies, procedures or bylaws. Matters relating to certain Academic Misconduct may also be subject to additional policies, such as the Responsible Conduct of Research Policy and related procedures.

Jurisdiction of Disciplinary Authority

- 2.7 The specific jurisdiction of each Disciplinary Authority designated to determine an allegation of Academic Misconduct is set out in Table 1.
- 2.8 For matters involving the Academic Misconduct of an undergraduate Student, the Disciplinary Authority with the closest connection to the particular alleged Academic Misconduct has jurisdiction over the matter, subject to section 2.10 of this Procedure. However, the Disciplinary Authority must inform the Unit Head of the Student's home Faculty/College/School prior to any investigation.
- 2.9 Matters involving Academic Misconduct of a graduate Student must be referred directly to the Dean of the Faculty of Graduate Studies who shall, in turn, inform the department head or Unit Head of the Student's home department or Unit prior to any investigation and Disciplinary Action.
- 2.10 When the alleged Academic Misconduct, if proven on a balance of probabilities, would:
- (a) Constitute a second instance of Academic Misconduct by the Student; or
 - (b) Be of such severity as to warrant a Disciplinary Action that is not available to the Disciplinary Authority with the closest connection to the matter under Table 1 (e.g. Department Head);
- the matter shall be referred to the next appropriate Disciplinary Authority under Table 1 (e.g. Dean/Director) for investigation and decision.
- 2.11 If a question arises as to which Disciplinary Authority should hear a particular case, the question must be referred to the President for resolution.
- 2.12 If the Academic Misconduct relates to a criminal offence, the Disciplinary Authority must provide relevant information to UMSS for potential follow-up by the appropriate policing authority.

Notice to the Student

- 2.13 If the Disciplinary Authority determines that there is sufficient evidence to initiate an investigation into the allegation of Academic Misconduct [under this Student Academic Misconduct Procedure](#), the Student who is the subject of a disciplinary matter will be informed in writing by the Disciplinary Authority (with a copy to the University's Registrar) that:
- (a) An investigation is proceeding in accordance with this Procedure, the nature of the matter being investigated, that the Student may be subject to

Disciplinary Action and that a hold will be placed on the Student's record in accordance with section 2.14 of this Procedure until the allegation is investigated;

- (b) The Student will be given an opportunity to respond to the allegation and, if a meeting is scheduled, notice will be provided as to who will be present on behalf of the University at the meeting;
- (c) The Student may seek advice and representation from a Student Advocate, a representative from the University of Manitoba Students' Union, a representative from the Graduate Students' Association, a member of the University Community not receiving payment for appearing, a member of the Student's immediate family or other support person as may be appropriate. It is the sole responsibility of the Student to determine the adequacy of the Student's representation;
- (d) Failure to respond by a specified date will result in the matter being considered without the Student's response;
- (e) The Student may obtain a copy of this Procedure, the Bylaw and related procedures. These documents are available online or from the Office of the University Secretary or the Student Advocacy office;
- (f) The Student has a right to appeal in accordance with the Bylaw and Appeal Procedure.

Student Records

2.14 The Disciplinary Authority will request that the Registrar place a hold on the Student's record to prevent the issuance of transcripts, transfers between Faculty/College/School and changes in registrations until the alleged Academic Misconduct is investigated. Until a decision has been made and any appeal process available under the Bylaw has concluded, the Student shall be permitted to continue in the course or program until the case is heard and the Disciplinary Authority must ensure the Student's work continues to be graded normally and is unaffected by the allegation of Academic Misconduct, subject to sections 2.25 and 2.26 of the Bylaw.

Investigation Procedure

2.15 Subject to section 2.16 of this Procedure, the Disciplinary Authority will, either personally or through a designate, conduct an investigation into the allegations of Academic Misconduct in any manner that he or she deems appropriate to the nature of the circumstances and the seriousness of the issues involved and any admissions made during the investigation. This may include some or all of:

- (a) Interviewing witnesses;

- (b) Reviewing documents and records (both paper and electronic);
- (c) Reviewing photographs, audio, and video recordings;
- (d) Examining physical evidence;
- (e) Arranging for testing of physical evidence;
- (f) With the consent of participants, arranging for medical or psychological evaluations; and/or
- (g) Submitting a Third Party Data Access Request Form to IST regarding accessing electronic systems and consulting with Access and Privacy Office as required to facilitate the request.

2.16 The Disciplinary Authority may choose not to personally investigate where the issue has been or may be investigated pursuant to another University policy, procedure or bylaw.

2.17 The Disciplinary Authority will conduct the investigation in accordance with the principles of procedural fairness and natural justice. In particular, the Disciplinary Authority will ensure that:

- (a) The Student must be informed of the allegations against him or her, including, subject to section 2.26 of this Procedure, having access to all documentary and other evidence relied upon by the Disciplinary Authority and knowing the identity of the complainant;
- (b) The Student must be provided an opportunity to respond to the allegations;
- (c) While strict rules of evidence do not apply, appropriate weight must be given to evidence based on its credibility and reliability; and
- (d) Witnesses may wish to consult with or respond through an advocate (which may include legal counsel, a union representative, or a Student Advocate, as may be appropriate).

2.18 The Disciplinary Authority (or designate) may meet with the Student to present the facts/evidence concerning the allegation and to give the Student an opportunity to respond to the allegation and present his/her explanation of the matter. The Disciplinary Authority will give notice to the Student as to who will be present on behalf of the University at such a meeting.

Decision

~~2.18~~2.19 The Disciplinary Authority will inform the Student that a written decision letter will be sent normally within five (5) working days of receiving the Student's

response. If the Student does not respond within a reasonable time, the Disciplinary Authority will consider the matter and make a decision in the absence of the Student's response and based on the information that is available.

Decision

2.192.20 At the conclusion of the investigation, the Disciplinary Authority will inform the Student of his or her decision in writing and will include, at minimum, the following:

- (a) A summary of the allegation of Academic Misconduct;
- (b) A summary of the process and key timelines in the investigation;
- (c) A summary of the key evidence obtained through the investigation, including the response of the Student to the allegation;
- (d) An indication of which key evidence was considered credible and reliable;
- (e) A conclusion as to whether, on a balance of probabilities, the Academic Misconduct occurred;
- (f) A summary of the reasons for the conclusion;
- (g) A summary of any Disciplinary Action instituted in accordance with the Bylaw and section 2.21 of this Procedure; and
- (h) If Disciplinary Action is taken, information about the right to appeal, the time period for appeal, and the person and contact information for the submission of an appeal, in accordance with the Bylaw.

2.202.21 Where there is a finding of Academic Misconduct, the Disciplinary Authority will consider any previous findings of Academic Misconduct before determining the appropriate Disciplinary Action under the Bylaw. In the case where the Disciplinary Authority is not the Unit Head of the Faculty/College/School in which the Student is registered, the Disciplinary Authority will determine the appropriate Disciplinary Action in consultation with the Unit Head of that Faculty/College/School.

2.212.22 The Disciplinary Authority will send a copy of their decision to the Registrar and to the Unit Head of the Faculty/College/School in which the Student is registered.

Appeals

2.222.23 Students have a right to appeal Disciplinary Actions in accordance with the Bylaw and Appeal Procedure.

Obligations of Confidentiality by the University

| ~~2.23~~2.24 In respect of an incidence of Academic Misconduct, the University will not disclose the name of the complainant, the Student, or the circumstances related to the complaint to any person, other than where the disclosure is:

- (a) Necessary to investigate the complaint or take corrective action with respect to the complaint; or
- (b) Required by law.

| ~~2.24~~2.25 Personal information that is disclosed under section 2.24 above in respect of an incidence of Academic Misconduct will be the minimum amount necessary for the purpose.

Obligations of Confidentiality by the Disciplinary Authority

| ~~2.25~~2.26 The Disciplinary Authority, in conducting the investigation, will comply with *The Freedom of Information and Protection of Privacy Act* and *The Personal Health Information Act* with respect to personal information and personal health information collected, used and disclosed in the course of the investigation. Where a Disciplinary Authority is unsure of whether they may disclose particular information, they may seek advice from the Access and Privacy Office.

| ~~2.26~~2.27 The Disciplinary Authority will advise all persons involved with an investigation as to their obligations regarding confidentiality, and the protections available to them under this Procedure.

Obligations of Confidentiality by the Others

| ~~2.27~~2.28 All persons involved in an investigation of an incident of Non-Academic Misconduct or Concerning Behaviour, whether as a witness or retrieving relevant information or documents, must keep confidential:

- (a) The existence and nature of the investigation; and
- (b) Any information or documentation obtained as a result of the investigation;

which information may only be disclosed to those who reasonably need to know. Where an individual is unsure of whether they may disclose particular information, they may seek advice from the Access and Privacy Office.

| ~~2.28~~2.29 Notwithstanding section 2.28, the Complainant, the Respondent, and witnesses involved in the investigation may:

- (a) Obtain confidential advice (including advice from a Student Advocate or lawyer, as may be appropriate);

- (b) Disclose information to others only to the extent reasonably necessary to gather evidence and, in the case of an accused Student, to make full answer and defense to the allegations; and
- (c) Use information obtained independent of the investigation in any other forum.

Records Management

2.292.30 The Disciplinary Authority will maintain files with respect to each complaint in accordance with the Records Management Policy and Procedure.

Part III Accountability

- 3.1 The Office of Legal Counsel is responsible for advising the President that a formal review of this Procedure is required.
- 3.2 The President is responsible for the implementation, administration and review of this Procedure.
- 3.3 Students, Faculty/College/School Councils, Unit Heads, Academic Staff and employees are responsible for complying with this Procedure.

Part IV Review

- 4.1 Governing Document reviews shall be conducted every ten (10) years. The next scheduled review date for this Procedure is September 1, 2026.
- 4.2 In the interim, this Procedure may be revised or repealed if:
 - (a) the President or the Approving Body deems it necessary or desirable to do so;
 - (b) the Procedure is no longer legislatively or statutorily compliant;
 - (c) the Procedure is now in conflict with another Governing Document; and/or
 - (d) the Parent Policy is revised or repealed.

Part V Effect on Previous Statements

- 5.1 This Procedure 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 VI Cross References

- 6.1 This Procedure should be cross referenced to the following relevant Governing Documents, legislation and/or forms:
- (a) [Student Discipline Bylaw](#);
 - (b) [Table 1: Jurisdiction of Disciplinary Authorities for Academic Misconduct](#);
 - (c) [Table 3: Disciplinary Actions and Disciplinary Authorities](#);
 - (d) [Student Discipline Appeal Procedure](#);
 - (e) [Definitions of Academic Units Policy](#);
 - (f) [Responsible Conduct of Research Policy and Procedures](#);
 - (g) [Records Management Policy and Procedure](#);
 - (h) [Use of Computer Facilities Policy and Procedure](#);
 - (i) [Third Party Data Access Request Form](#);
 - (j) [Student Advocacy Office Policy](#);
 - (k) [The Freedom of Information and Protection of Privacy Act](#), CCSM c. F175;
 - (l) [The Personal Health Information Act](#), CCSM c. P33.5.

UNIVERSITY OF MANITOBA PROCEDURE

Procedure:	STUDENT NON-ACADEMIC MISCONDUCT AND CONCERNING BEHAVIOUR
Parent Policy:	Student Discipline Bylaw
Effective Date:	September 1, 2016
Revised Date:	
Review Date:	September 1, 2026
Approving Body:	Board of Governors
Authority:	Student Discipline Bylaw
Responsible Executive Officer:	President
Delegate:	University Secretary
Contact:	University Secretary
Application:	Students, Faculty/College/School Councils, Unit Heads, Academic Staff and employees

Part I Reason for Procedure

- 1.1 The reason for this Procedure is to:
- (a) Articulate the University's expectation that all Students act in a fair and reasonable manner toward their peers, the faculty, staff, administration and the physical property of the University;
 - (b) Outline the jurisdiction for each Disciplinary Authority dealing with the Non-Academic Misconduct of Students;
 - (c) Provide a fair and thorough investigation process for allegations of Non-Academic Misconduct;
 - (d) Coordinate an action plan for Students exhibiting Concerning Behaviour that includes supports and a clear referral mechanism for members of the University Community.

Part II Procedure Content

Definitions

2.1 The following terms are defined for the purpose of this Procedure:

- (a) **"Academic Staff"** refers to all individuals whose primary assignment is instruction, research, and/or service/academic administration. This includes employees who hold an academic rank such as professor, associate professor, assistant professor, instructor, lecturer, librarian, or the equivalent of any of those academic ranks. The category also includes a dean, director, associate dean, assistant dean, chair or head of department, visiting scholars, senior scholars, and those holding unpaid academic appointments, insofar as they perform instructional, research, and/or service/academic administrative duties.
- (b) **"Appeal Procedure"** means the Student Discipline Appeal Procedure.
- (c) **"Bylaw"** means the Student Discipline Bylaw.
- (d) **"College"** means a Professional College as defined under the Definitions of Academic Units Policy.
- (e) **"Disciplinary Action"** means the specific disciplinary actions available for each Disciplinary Authority under Table 3.
- (f) **"Disciplinary Authority"** means the discipline authority designated to determine a matter of student discipline for Non-Academic Misconduct under Table 2.
- (g) **"Discrimination"** has the same meaning as defined in section 2.3 of the RWLE and Sexual Assault Procedure.
- (h) **"Faculty"** means a Faculty as defined under the Definitions of Academic Units Policy.
- (i) **"Harassment"** refers to Personal Harassment, Human Rights Based Harassment, and/or Sexual Harassment as defined in section 2.10 of the RWLE and Sexual Assault Procedure.
- (j) **"Non-Academic Misconduct"** has the same meaning as defined in section 2.5 of this Procedure.
- (k) **"Procedure"** means this Student Non-Academic Misconduct and Concerning Behaviour Procedure.

- (l) **"School"** means a "School of the University" or a "School of a Faculty", as those terms are defined under the Definitions of Academic Units Policy.
- (m) **"Sexual Assault"** has the same meaning as defined in section 2.1 of the Sexual Assault Policy.
- (n) **"STATIS"** means the Student/Staff Threat Assessment Triage Intervention Support team established pursuant to section 2.11 of the Violent or Threatening Behaviour Procedure.
- (o) **"Student"** means any of the following individuals:
 - ~~(i) **Applicant** — an individual who has submitted application for admission to the University;~~
 - ~~(ii)(i) **Admitted** — an individual who has accepted an offer of admission to the University;~~
 - ~~(iii)(ii) **Current** — an individual who is either registered in course(s) or in a program of studies at the University or is eligible to continue in their studies at the University either because the individual meets minimum academic performance requirements or will be eligible to continue after discharging a financial hold or serving suspension;~~
 - ~~(iv)(iii) **Former** — an individual who has graduated from the University or who has withdrawn (either voluntarily or was required to withdraw).~~
- (p) **"Student Advocate"** is a member of the University's Student Advocacy Office who provides Students with information on their rights and responsibilities, as well as assistance with resolving problems or concerns resulting from actions or decisions taken by the University.
- (q) **"Table 2"** refers to Table 2: Jurisdiction of Disciplinary Authorities for Non-Academic Misconduct, which follows the Bylaw.
- (r) **"Table 3"** refers to Table 3: Disciplinary Actions and Disciplinary Authorities, which follows the Bylaw.
- (s) **"UMSS"** means the University of Manitoba's Security Services.
- (t) **"Unit"** means a Faculty, School, College, institute, centre, academic support unit (for example, libraries) or administrative unit whose Unit Head reports to the President or a Vice-President, Associate Vice-President or Vice-Provost. An academic department within a Faculty/College/School is not a Unit as the term is used within this Procedure.
- (u) **"Unit Head"** refers to the individual with direct supervisory authority over a Unit, including Deans, Directors, the University Librarian, the President,

Vice-Presidents, Associate Vice-Presidents and Vice-Provosts with respect to their Units.

- (v) **"University"** refers to the University of Manitoba.
- (w) **"University Community"** means all Board of Governors members, Senate members, Faculty/College/School Councils, employees, anyone holding an appointment with the University, Students, volunteers, external parties, contractors and suppliers.
- (x) **"University Matter"** has the same meaning as defined in section 2.3 of this Procedure.
- (y) **"Violence"** means:
 - (i) The attempted or actual exercise of physical force against a person; or
 - (ii) Any threatening statement or behaviour that gives a person reasonable cause to believe that physical force will be used against the person.

SCOPE

- 2.2 This Procedure applies to a Student's non-academic conduct in relation to any University Matter.
- 2.3 **"University Matter"** means any activity, event, or undertaking in which a member of the University Community participates which has a substantial connection to the University, such as:
 - (a) University-related activities or events, including but not limited to:
 - (i) Any activity or event on property owned or controlled by the University;
 - (ii) The leasing of space, including student residence rooms, on property owned or controlled by the University;
 - (iii) The offering of any service by the University, including educational services;
 - (iv) Student placements, practica, or clinical training;
 - (v) University research activities, whether on or off campus;
 - (vi) Student and/or employee exchanges arranged in connection with the University;

- (vii) Social events or networking, where matters regarding the University or members of the University Community are a significant focus of the activity;
 - (viii) University field trips, travel-study tours, service-learning activities, and similar activities;
- (b) Activities or events involving members of the University Community, where the actions of those members of the University Community may reasonably reflect upon or affect the University, including but not limited to:
- (i) Any aspect of the employment or engagement of employees and contractors for roles and projects substantially connected to the University;
 - (ii) Participation on a committee or board as a representative of the University;
 - (iii) Writings, photographs, artwork, audio or video recordings, and/or electronic communications, including communications through social media, where matters regarding the University or members of the University Community are a significant focus of the communication;
 - (iv) Matters related to The University of Manitoba Students' Union, the Graduate Students' Association, and their affiliated student groups to the extent that it affects the proper functioning of the University or the rights of a member of the University Community to use and enjoy the University's learning and working environments; or
 - (v) Matters of off-campus conduct that have, or might reasonably be seen to have an adverse effect on the proper functioning of the University or the rights of a member of the University Community to use and enjoy the University's learning and working environments.

NON-ACADEMIC MISCONDUCT

2.4 Any Student who engages in Non-Academic Misconduct in relation to a University Matter will be subject to discipline.

2.5 **"Non-Academic Misconduct"** means any conduct that has, or might reasonably be seen to have, an adverse effect on the integrity or proper functioning of the University or the health, safety, rights or property of the University or members of the University Community, such as:

- (a) Threats of harm or actual harm by any means (including electronic means) to another person, including but not limited to:

- (i) Discrimination;
 - (ii) Hazing;
 - (iii) Harassment;
 - (iv) Possession or use of dangerous objects, in violation of any applicable law;
 - (v) Sexual Assault;
 - (vi) Stalking behaviour, including repetitive behaviour directed at a specific person which reasonably causes that person alarm, distress, fear or a change of normal behavior;
 - (vii) Violence;
- (b) Property-related misconduct, including but not limited to:
- (i) Theft;
 - (ii) Threats to or damage of University property;
 - (iii) Vandalism;
- (c) Inappropriate or disruptive behavior, including but not limited to:
- (i) Actions which habitually interfere with the learning environment or requires the inordinate time and attention of faculty and staff;
 - (ii) Alcohol or substance abuse;
 - (iii) Disorderly behaviour;
 - (iv) Indecent exposure;
 - (v) Unprofessional conduct;
- (d) Abuse of the process of University policies, procedures or regulations, including but not limited to:
- (i) Abuse of computer privileges;
 - (ii) Breach of student residence rules or regulations;
 - (iii) Failure to comply with a previously imposed Disciplinary Action;
 - (iv) Frivolous or vexatious complaints or appeals.

- 2.6 Students will be subject to Disciplinary Action for any instance of Non-Academic Misconduct, regardless of whether such behaviour is covered by other University policies, procedures or bylaws. Matters relating to certain Non-Academic Misconduct may also be subject to additional policies, such as:
- (a) The Respectful Work and Learning Environment Policy and the RWLE and Sexual Assault Procedure when the matter relates to Discrimination, or Harassment;
 - (b) The Sexual Assault Policy and the RWLE and Sexual Assault Procedure when the matter relates to Sexual Assault;
 - (c) The Violent or Threatening Behaviour Policy and Procedure when the matter relates to Violence, hazing, stalking behaviour, or the possession or use of dangerous objects in violation of any applicable law;
 - (d) The Use of Computer Facilities Policy and Procedure when the matter relates to abuse of computer privileges;
 - (e) The Campus Alcohol Policy and Procedure when the matter relates to alcohol or substance abuse;
 - (f) The student Residence Contract when the matter relates to a breach of student residence rules or regulations.

Jurisdiction of Disciplinary Authority

- 2.7 The specific jurisdiction of each Disciplinary Authority designated to determine an allegation of Non-Academic Misconduct is set out in Table 2.
- 2.8 For matters involving the Non-Academic Misconduct of an undergraduate Student, the Disciplinary Authority with the closest connection to the particular alleged Non-Academic Misconduct has jurisdiction over the matter, subject to section 2.10 of this Procedure. However, the Disciplinary Authority must inform the Unit Head of the Student's home Faculty/College/School, and the Vice-Provost (Students), prior to any investigation.
- 2.9 Matters involving Non-Academic Misconduct of a graduate Student must be referred directly to the Dean of the Faculty of Graduate Studies who shall, in turn, inform the dean and the department head of the Student's program home department, and the Vice-Provost (Students), prior to any investigation.
- 2.10 When the alleged Non-Academic Misconduct, if proven on a balance of probabilities, would:
- (a) Constitute a second instance of Non-Academic Misconduct by the Student; or

- (b) Be of such severity as to warrant a Disciplinary Action that is not available to the Disciplinary Authority with the closest connection to the matter under Table 2 (e.g. Department Head);

the matter shall be referred to the next appropriate Disciplinary Authority under Table 2 (e.g. Dean/Director) for investigation and decision.

- 2.11 If a question arises as to which Disciplinary Authority should hear a particular case, the question must be referred to the President for resolution.
- 2.12 If the Non-Academic Misconduct relates to a criminal offence, the Disciplinary Authority must provide relevant information to UMSS for potential follow-up by the appropriate policing authority.

Notice to Vice-Provost (Students)

- 2.13 Before initiating an investigation, the Disciplinary Authority will advise the Vice-Provost (Students) of the following:
 - (a) An allegation of Non-Academic Misconduct has been received;
 - (b) The nature of the Non-Academic Misconduct;
 - (c) The name of the Student alleged to have committed the Non-Academic Misconduct; and
 - (d) The intention of the Disciplinary Authority to initiate an investigation in accordance with this Procedure.
- 2.14 The Vice-Provost (Students) will review this information and advise the Disciplinary Authority if he or she feels the matter should be referred to STATIS before the investigation is conducted.

Notice to the Student

- 2.15 After consultation with the Vice-Provost (Students), the Student who is the subject of a disciplinary matter will be informed in writing by the Disciplinary Authority (with a copy to the University's Registrar) that:
 - (a) An investigation is proceeding in accordance with this Procedure, the nature of the matter being investigated, that the Student may be subject to Disciplinary Action, and that a hold will be placed on the Student's record in accordance with section 2.16 of this Procedure until the allegation is investigated;
 - (b) The Student will be given an opportunity to respond to the allegation and, if a meeting is scheduled, notice will be provided as to who will be present on behalf of the University at the meeting;

- (c) The Student may seek advice and representation from a Student Advocate, a representative from the University of Manitoba Students' Union, a representative from the Graduate Students' Association, a member of the University Community not receiving payment for appearing, a member of the Student's immediate family, or other support person as may be appropriate. It is the sole responsibility of the Student to determine the adequacy of the Student's representation;
- (d) Failure to respond by a specified date will result in the matter being considered without the Student's response;
- (e) The Student may obtain a copy of this Procedure, the Bylaw and related procedures. These documents are available online or from the Office of the University Secretary or the Student Advocacy office;
- (f) The Student has a right to appeal in accordance with the Bylaw and Appeal Procedure.

Student Records

2.16 The Disciplinary Authority will request that the Registrar place a hold on the Student's record to prevent the issuance of transcripts, transfers between Faculty/College/School and changes in registrations until the alleged Non-Academic Misconduct is investigated. Until a decision has been made and any appeal process available under the Bylaw has concluded, the Student shall be permitted to continue in the course or program and the Disciplinary Authority must ensure the Student's work continues to be graded normally and is unaffected by the allegation of Non-Academic Misconduct, subject to sections 2.25 and 2.26 of the Bylaw.

Investigation Procedure

2.17 Subject to section 2.18 of this Procedure, the Disciplinary Authority will, either personally or through a designate, conduct an investigation into the allegations of Non-Academic Misconduct in any manner that he or she deems appropriate to the nature of the alleged Non-Academic Misconduct, the seriousness of the issues involved, and any admissions made during the investigation. This may include some or all of:

- (a) Interviewing witnesses;
- (b) Reviewing documents and records (both paper and electronic);
- (c) Reviewing photographs, audio, and video recordings;
- (d) Examining physical evidence;
- (e) Arranging for testing of physical evidence;

- (f) With the consent of participants, arranging for medical or psychological evaluations; and/or
 - (g) Submitting a Third Party Data Access Request Form to IST regarding accessing electronic systems and consulting with Access and Privacy Office as required to facilitate the request.
- 2.18 The Disciplinary Authority may choose not to personally investigate where the issue has been or may be investigated pursuant to another University policy, procedure or bylaw.
- 2.19 The Disciplinary Authority will conduct the investigation in accordance with the principles of procedural fairness and natural justice. In particular, the Disciplinary Authority will ensure that:
- (a) The Student must be informed of the allegations against him or her, including, subject to section 2.34 of this Procedure, having access to all documentary and other evidence relied upon by the Disciplinary Authority and knowing the identity of the complainant;
 - (b) The Student must be provided an opportunity to respond to the allegations;
 - (c) While strict rules of evidence do not apply, appropriate weight must be given to evidence based on its credibility and reliability; and
 - (d) Witnesses may wish to consult with or respond through an advocate (which may include legal counsel, a union representative, or a Student Advocate, as may be appropriate).
- 2.20 The Disciplinary Authority (or designate) may meet with the Student to present the facts/evidence concerning the allegation and to give the Student an opportunity to respond to the allegation and present his/her explanation of the matter. The Disciplinary Authority will give notice to the Student as to who will be present on behalf of the University at such a meeting.

Decision

- 2.21 The Disciplinary Authority will inform the Student that a written decision letter will be sent normally within five (5) working days of receiving the Student's response. If the Student does not respond within a reasonable time, the Disciplinary Authority will consider the matter and make a decision in the absence of the Student's response and based on the information that is available.

Decision

- 2.22 At the conclusion of the investigation, the Disciplinary Authority will inform the Student of his or her decision in writing and will include, at minimum, the following:
- (a) A summary of the allegation of Non-Academic Misconduct;
 - (b) A summary of the process and key timelines in the investigation;
 - (c) A summary of the key evidence obtained through the investigation, including the response of the Student to the allegation;
 - (d) An indication of which key evidence was considered credible and reliable;
 - (e) A conclusion as to whether, on a balance of probabilities, the Non-Academic Misconduct occurred;
 - (f) A summary of the reasons for the conclusion;
 - (g) A summary of any Disciplinary Action instituted in accordance with the Bylaw and section 2.23 of this Procedure; and
 - (h) If Disciplinary Action is taken, information about the right to appeal, the time period for appeal, and the person and contact information for the submission of an appeal, in accordance with the Bylaw.
- 2.23 Where there is a finding of Non-Academic Misconduct, the Disciplinary Authority will consider any previous findings of Non-Academic Misconduct before determining the appropriate Disciplinary Action under the Bylaw. In the case where the Disciplinary Authority is not the Unit Head of the Faculty/College/School in which the Student is registered, the Disciplinary Authority will determine the appropriate Disciplinary Action in consultation with the Unit Head of that Faculty/College/School.
- 2.24 The Disciplinary Authority will send a copy of their decision to the Registrar, to the Vice-Provost (Students), and to the Unit Head of the Faculty/College/School in which the Student is registered.

Appeals

- 2.25 Students have a right to appeal Disciplinary Actions in accordance with the Bylaw and the Appeal Procedure.

CONCERNING BEHAVIOUR

- 2.26 "**Concerning Behaviour**" means any behaviour that, while not indicative of a clear immediate threat, gives rise to a reasonable apprehension that the Student may engage in conduct harmful to him- or herself or to others, including but not limited to:

- (a) Threats of self-harm;
 - (b) Worrisome behavioral changes in an individual, such as changes in appearance, social withdrawal or isolation, apparent detachment from reality, or inordinate interest in or discussion of violent themes or events.
- 2.27 Where a Student is exhibiting Concerning Behaviour, members of the University Community must report such behaviour to their Unit Head, a member of STATIS, and/or UMSS. The Unit Head of the Student's Faculty/College/School of registration must be consulted and that Unit Head should, where appropriate:
- (a) Ensure the Student receives timely voluntary counselling referrals through existing support services at the University, such as the Student Support Case Manager, Student Counselling Centre, University Health Services, and/or the Faculty Counselling Services (College of Medicine);
 - (b) Use this Procedure, the Student Discipline Bylaw and other policies, procedures and bylaws as appropriate where additional action is necessary to deal with Concerning Behaviour.
- 2.28 Members of the University Community must report incidents of Concerning Behaviour to UMSS and STATIS where a Student's Concerning Behaviour is affecting the various services and administration offices of the University, or where the Concerning Behaviour is of a nature or quality that likely will result in:
- (a) Serious harm to the Student or substantial deterioration of the Student's health; or
 - (b) Serious harm to another person or property;
- 2.29 When reporting concerns to STATIS or UMSS, individuals should attempt to provide the following information:
- (a) Description of the Concerning Behaviour;
 - (b) Name of the Student exhibiting the Concerning Behaviour; and
 - (c) Indication of what action has been taken to date (if applicable), including a description of any meetings with the Student and any assistance provided, including referrals.
- 2.30 Information regarding Concerning Behaviour that is received during the Student application process must be referred to the Executive Director of Enrolment Services or the Dean of Graduate Studies, as appropriate. If the information is of serious concern to the respective Executive Director of Enrolment Services or the Dean of Graduate Studies, he/she may seek the advice of the University Legal Counsel and may initiate a staff conference of STATIS.

- 2.31 If a Student does not accept personal responsibility for their Concerning Behaviour or will not accept appropriate referral for voluntary counselling, the Unit Head should proceed as follows:
- (a) Advise the Student to seek professional help; and
 - (b) Contact the Executive Director of Student Support if the Student refuses to voluntarily seek professional help. The Executive Director of Student Support may consult with colleagues to determine whether or not an involuntary psychiatric assessment is advisable according to mental health legislation and regulations.

CONFIDENTIALITY

Obligations of Confidentiality by the University

- 2.32 In respect of an incidence of Non-Academic Misconduct or Concerning Behaviour, the University will not disclose the name of the complainant, the Student, or the circumstances related to the complaint to any person, other than where the disclosure is:
- (a) Necessary to investigate the complaint or take corrective action with respect to the complaint;
 - (b) Necessary to coordinate an action plan for a Student exhibiting Concerning Behaviour that includes supports and a clear referral mechanism for the Student; or
 - (c) Required by law.
- 2.33 Personal information that is disclosed under section 2.32 above in respect of an incidence of Non-Academic Misconduct or Concerning Behaviour will be the minimum amount necessary for the purpose.

Obligations of Confidentiality by the Disciplinary Authority

- 2.34 The Disciplinary Authority, in conducting the investigation, will comply with *The Freedom of Information and Protection of Privacy Act* and *The Personal Health Information Act* with respect to personal information and personal health information collected, used and disclosed in the course of the investigation. Where a Disciplinary Authority is unsure of whether they may disclose particular information, they may seek advice from the Access and Privacy Office.
- 2.35 The Disciplinary Authority will advise all persons involved with an investigation as to their obligations regarding confidentiality, and the protections available to them under this Procedure.

Obligations of Confidentiality by the Others

2.36 All persons involved in an investigation of an incident of Non-Academic Misconduct or Concerning Behaviour, whether as a witness or retrieving relevant information or documents, must keep confidential:

- (a) The existence and nature of the investigation; and
- (b) Any information or documentation obtained as a result of the investigation;

which information may only be disclosed to those who reasonably need to know. Where an individual is unsure of whether they may disclose particular information, they may seek advice from the Access and Privacy Office.

2.37 Notwithstanding section 2.36, the Complainant, the Respondent, and witnesses involved in the investigation may:

- (a) Obtain confidential advice (including advice from a Student Advocate or lawyer, as may be appropriate);
- (b) Disclose information to others only to the extent reasonably necessary to gather evidence and, in the case of an accused Student, to make full answer and defense to the allegations; and
- (c) Use information obtained independent of the investigation in any other forum.

Records Management

2.38 The Disciplinary Authority will maintain files with respect to each complaint in accordance with the Records Management Policy and Procedure.

Part III Accountability

3.1 The Office of Legal Counsel is responsible for advising the President that a formal review of this Procedure is required.

3.2 The President is responsible for the implementation, administration and review of this Procedure.

3.3 Students, Faculty/College/School Councils, Unit Heads, Academic Staff and employees are responsible for complying with this Procedure.

Part IV Review

- 4.1 Governing Document reviews shall be conducted every ten (10) years. The next scheduled review date for this Procedure is September 1, 2026.
- 4.2 In the interim, this Procedure may be revised or repealed if:
- (a) the President or the Approving Body deems it necessary or desirable to do so;
 - (b) the Procedure is no longer legislatively or statutorily compliant;
 - (c) the Procedure is now in conflict with another Governing Document; and/or
 - (d) the Parent Policy is revised or repealed.

Part V Effect on Previous Statements

- 5.1 This Procedure 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 VI Cross References

- 6.1 This Procedure should be cross referenced to the following relevant Governing Documents, legislation and/or forms:
- (a) [Student Discipline Bylaw](#);
 - (b) [Table 2: Jurisdiction of Disciplinary Authorities for Non-Academic Misconduct](#);
 - (c) [Table 3: Disciplinary Actions and Disciplinary Authorities](#);
 - (d) [Student Discipline Appeal Procedure](#);
 - (e) [Respectful Work and Learning Environment Policy](#);
 - (f) [Sexual Assault Policy](#);

- (g) RWLE and Sexual Assault Procedure;
- (h) Residence Contract;
- (i) Violent or Threatening Behaviour Policy and Procedure;
- (j) Campus Alcohol Policy and Procedure;
- (k) Definitions of Academic Units Policy;
- (l) Records Management Policy and Procedure;
- (m) Use of Computer Facilities Policy and Procedure;
- (n) Third Party Data Access Request Form;
- (o) Student Advocacy Office Policy;
- (p) *The Freedom of Information and Protection of Privacy Act*, CCSM c. F175;
- (q) *The Personal Health Information Act*, CCSM c. P33.5.
- ~~(q)(r)~~ Responsible Conduct of Research Policy and Procedures

UNIVERSITY OF MANITOBA PROCEDURE

PROCEDURES:	STUDENT DISCIPLINE APPEAL PROCEDURE
Parent Policy:	Student Discipline Bylaw
Effective Date:	September 1, 2016
Revised Date:	
Review Date:	September 1, 2026
Approving Body:	Board of Governors
Authority:	Student Discipline Bylaw
Responsible Executive Officer:	President
Delegate:	University Secretary
Contact:	University Secretary
Application:	Students, Faculty/College/School Councils, Unit Heads, Academic Staff and employees

Part I Reason for Procedures

- 1.1 These Appeal Procedures are secondary to the Student Discipline Bylaw and are intended to establish a process for appeals to be heard, and to provide guidance to the members of appeal panels, to the student and to the Faculty/College/School representatives in relation to appeal hearings.

Part II Procedures

Definitions

- 2.1 The following terms are defined for the purpose of this Bylaw and related Procedures:
- (a) "**Academic Misconduct**" has the same meaning as defined in section 2.5 of the Student Academic Misconduct Procedure.
 - (b) "**Academic Staff**" refers to all individuals whose primary assignment is instruction, research, and/or service/academic administration. This

includes employees who hold an academic rank such as professor, associate professor, assistant professor, instructor, lecturer, librarian, or the equivalent of any of those academic ranks. The category also includes a dean, director, associate dean, assistant dean, chair or head of department, visiting scholars, senior scholars, and those holding unpaid academic appointments, insofar as they perform instructional, research, and/or service/academic administrative duties.

- (c) **"Appeal Body"** means the appropriate persons or bodies as identified in sections 2.9 to 2.14.
- (d) **"Appeal Procedure"** means this Student Discipline Appeal Procedure.
- (e) **"Appellant"** means the Student appealing a Disciplinary Action taken against him or her.
- (f) **"Bylaw"** means the Student Discipline Bylaw.
- (g) **"College"** means a Professional College as defined under the Definitions of Academic Units Policy.
- (h) **"Disciplinary Action"** means the specific disciplinary actions available for each Disciplinary Authority under Table 3 of this Bylaw.
- (i) **"Disciplinary Authority"** means the discipline authority designated to determine a matter of student discipline for Academic Misconduct or Non-Academic Misconduct.
- (j) **"Faculty"** means a Faculty as defined under the Definitions of Academic Units Policy.
- (k) **"Local Disciplinary Committee"** or **"LDC"** means the standing or, from time to time, ad hoc committee appointed to hear and determine disciplinary matters under section 2.24 of this Appeal Procedure.
- (l) **"Non-Academic Misconduct"** has the same meaning as defined in section 2.5 of the Student Non-Academic Misconduct and Concerning Behaviour Procedure.
- (m) **"Notice of Appeal"** means the appeal documentation that must be filed by the Student under section 2.16.
- (n) **"Respondent"** means the Disciplinary Authority whose decision is being appealed.
- (o) **"School"** means a "School of the University" or a "School of a Faculty", as those terms are defined under the Definitions of Academic Units Policy.

- (p) **"Sexual Assault"** has the same meaning as defined under the Sexual Assault Policy.
- (q) **"Student"** means any of the following individuals:
- ~~(i) **Applicant** — an individual who has submitted application for admission to the University;~~
 - ~~(ii)(i)~~ **Admitted** – an individual who has accepted an offer of admission to the University;
 - ~~(iii)(ii)~~ **Current** – an individual who is either registered in course(s) or in a program of studies at the University or is eligible to continue in their studies at the University either because the individual meets minimum academic performance requirements or will be eligible to continue after discharging a financial hold or serving suspension due to academic or discipline;
 - ~~(iv)(iii)~~ **Former** – an individual who has graduated from the University or who has withdrawn (either voluntarily or was required to withdraw).
- (r) **"Student Advocate"** is a member of the University's Student Advocacy Office who provides students with information on their rights and responsibilities, as well as assistance with resolving problems or concerns resulting from actions or decisions taken by the University.
- (s) **"Table 3"** means Table 3: Disciplinary Actions and Disciplinary Authorities, which follows the Bylaw.
- (t) **"Unit"** means a Faculty, School, College, institute, centre, academic support unit (for example, libraries) or administrative unit whose Unit Head reports to the President or a Vice-President, Associate Vice-President or Vice-Provost. An academic department within a faculty or school is not a Unit as the term is used within this Procedure.
- (u) **"Unit Head"** refers to the individual with direct supervisory authority over a Unit, including Deans, Directors, the University Librarian, the President, Vice-Presidents, Associate Vice-Presidents and Vice-Provosts with respect to their Units.
- (v) **"University"** means The University of Manitoba.
- (w) **"University Community"** means all Board of Governors members, Senate members, Faculty/College/School Councils, employees, Students, volunteers, external parties, contractors and suppliers.
- (x) **"UDC"** means the University Discipline Committee composed under section 2.53 of this Appeal Procedure.

Appeals Generally

- 2.2 Students have a right to appeal Disciplinary Actions made by a Disciplinary Authority, subject to section 2.23 of the Bylaw.
- 2.3 Only the Student who has been the subject of a Disciplinary Action has the right to appeal.
- 2.4 An Appeal Body may dispose of the matter by instituting any Disciplinary Action authorized to it under Table 3. The resulting disposition may be the same, more severe or less severe than the original Disciplinary Action and the Appellant must be so informed of this possibility prior to the commencement of an appeal hearing.
- 2.5 When an appeal is heard by an Appeal Body, the Appellant must be invited to attend the hearing and, if in attendance, be permitted to ask questions and offer an explanation. Every reasonable attempt should be made to schedule the hearing at a time and place that permits the Appellant's participation.
- 2.6 If the Appellant, Respondent or their respective representatives are unable to attend the hearing in person, the use of a digital communication, such as audio or video conferencing, may be used with prior consent of the chair of the Appeal Body, provided that such means enable all parties to clearly communicate. A request for such a meeting must be made at least one week in advance of the hearing date.
- 2.7 Subject to sections 2.40 and 2.74 of this Appeal Procedure, the Appellant may appear in person and be represented by a Student Advocate, a representative from the University of Manitoba Students' Union, a representative from the Graduate Students' Association, a member of the University Community not receiving payment for appearing, or a member of the Appellant's immediate family. It is the Appellant's sole responsibility to determine the adequacy of their representation.
- 2.8 Subject to sections 2.40, 2.45, 2.76, and 2.83 of this Appeal Procedure, a representative designated in writing by the Appellant may:
 - (a) attend any disciplinary hearing; and
 - (b) participate in any disciplinary hearing to the extent of asking questions of anyone in attendance and making submissions to any Appeal Body.

Appeal Routes

- 2.9 If the Appellant wishes to appeal the Disciplinary Action of a member of the Academic Staff (except for suspension from attendance for the balance of the meeting of one class), or the decision of a department head, the Notice of Appeal must be delivered to the appropriate Unit Head in the Unit offering course(s) and

the Unit Head in the Unit in which the Appellant is registered, with a copy to the Academic Staff or department head, as the case may be.

- 2.10 If an Appellant is appealing within a Unit that does not have department heads, then the first level of decision will be the Unit Head of that respective Unit and the next level of appeal will be as set out in section 2.11 of this Procedure.
- 2.11 If the Appellant wishes to appeal the Disciplinary Action of a Unit Head, or the Director of Student Residences, the Notice of Appeal must be delivered to the appropriate Local Disciplinary Committee in care of the respective Unit Head or Director of Student Residence.
- 2.12 If the Appellant wishes to appeal the Disciplinary Action of the University Librarian (other than as a delegate of the President), a delegate of the University Librarian, or an ad hoc committee appointed by the University Librarian, the Notice of Appeal must be delivered to the Chair of the Senate Committee on Libraries, with a copy to the person or ad hoc committee which made the initial disciplinary decision. Within ten (10) working days of receipt of the Notice of Appeal, the Chair of the Senate Committee on Libraries will appoint a Library Appeals Committee to hear the appeal.
- 2.13 If the Appellant wishes to appeal the disciplinary decision of any of the following Disciplinary Authorities, the Notice of Appeal must be delivered to the UDC in care of the Secretary of the UDC (University Secretary):
 - (a) the decision of an LDC or the Library Appeals Committee;
 - (b) the decision of the Executive Director of Enrolment Services;
 - (c) the decision of the Dean of the Faculty of Graduate Studies in relation to fraudulent documents submitted for admission to the Faculty;
 - (d) the decision of the Executive Director of Enrolment Services or the Associate Vice-President (Administration) or an ad hoc committee appointed by either of these persons;
 - (e) the decision of the Chief Information Officer of Information Services and Technology (IST);
 - (f) the decision of the Registrar;
 - (g) the decision of the Vice-President (Administration);
 - (h) the decision of the Vice-Provost (Students); or
 - (i) the decision of the President or delegate.

- 2.14 If the disciplinary matter involved two or more Students and two or more Students appeal:
- (a) The Students must have separate hearings, but the members of the Appeal Body may be the same for each hearing, subject to sections 2.33 and 2.67 of this Procedure;
 - (b) The Respondents may bring in relevant information on the other Student(s) as it pertains to each appeal; and
 - (c) Every effort must be made to protect the identity of the other Student(s).

Filing an Appeal

2.15 The Appellant must deliver the Notice of Appeal to the appropriate Appeal Body within ten (10) working days as of the date on the letter notifying the Appellant of the Disciplinary Action from the lower body.

2.16 The Notice of Appeal must include:

- (a) such appeal application form, with current mailing address and telephone numbers, as may be required by the Appeal Body;
- (b) copies of such written materials as the Appellant wishes considered in connection with the appeal;
- (c) copies of the letter indicating the lower level decision, if not a first level appeal;
- (d) A letter clearly outlining the reason for the appeal and the remedy sought, including an indication of whether the Appellant is appealing the decision on:
 - (i) the finding of facts;
 - (ii) the Disciplinary Action imposed by the Disciplinary Authority; or
 - (iii) both the facts and the Disciplinary Action; and
- (e) the name and contact information of any representative that the Appellant wishes to have present at the appeal hearing, subject to subject to sections 2.7, 2.39 and 2.74 of this Appeal Procedure.
- (f) In the case of an appeal to the LDC or UDC, a listing of all resources or witnesses the Appellant wants in attendance at the hearing and their relevance. The scheduling of witnesses and resource people is the responsibility of the Appellant.

- 2.17 Subject to section 2.18, if an appeal is not received by the next level Appeal Body by the deadline set out in section 2.15, the Disciplinary Action against the Student will be implemented.
- 2.18 The time for delivery of a Notice of Appeal may be extended by the Appeal Body, or by the chair of the Appeal Body where the Appeal Body is the LDC or the UDC.
- 2.19 The Disciplinary Action implemented may be put on hold if the Appeal Body receiving the next level of appeal deems the lateness acceptable and grants the Appellant permission to proceed with the appeal after deadline.
- 2.20 The Appellant and the designated representative of the Appellant must receive the same notices of hearings held by the LDC and the UDC as the Respondents.

Responsibilities of Respondents

- 2.21 The Respondent will be given ten (10) working days to respond to the Notice of Appeal.
- 2.22 Respondents must submit the following:
- (a) A written response to the Appellant's Notice of Appeal;
 - (b) All relevant documentation the Respondents will rely on as support for their position regarding the appeal; and
 - (c) In the case of an appeal to the LDC or UDC, a listing of all resource people or witnesses they want in attendance at the hearing and their relevance. The scheduling of witnesses and resource people is the responsibility of the Respondent.
 - (d) All the above documents must be filed within the time set out in section 2.21. If the Respondent had not received permission for an extension, a written request must be submitted to the Appeal Body to determine whether the Respondent's submission will be accepted.
- 2.23 If no response is received from the Respondent by the date requested by the office coordinating the appeal, a hearing may be set. ~~If the Respondent had not received permission for an extension, a written request must be submitted to the Appeal Body to determine whether the Respondent's submission will be accepted.~~

LOCAL DISCIPLINE COMMITTEE (LDC)

LDC Jurisdiction

- 2.24 Each Faculty/College/School, and the University Student Residences under the jurisdiction of the Office of Student Residences, must establish a standing or, from time to time, ad hoc committee to hear and determine disciplinary matters appealed to it by Students from a decision of the Dean/Director of that Faculty/College/School, or the Director of Student Residences for the University Residences under the Office of Student Residences' jurisdiction.
- 2.25 The LDC and the hearing panels thereof must exercise disciplinary authority on all Students that are appealing a decision from the Dean or Director of the Faculty/College/School or University Student Residence.
- 2.26 The Disciplinary Actions available to the LDC are set out in Table 3.

LDC Composition

- 2.27 In Faculties/Colleges/Schools, the LDC must be composed of an equal number of faculty members and students with a minimum of eight (8) members.
- 2.28 In the case of University Student Residences, the LDC must be composed of an equal number of residence staff and students with a minimum of eight (8) members. Members must be appointed by the Director of Student Residences with the advice of the appropriate Residence Students' Association.
- 2.29 The chair of the LDC must be elected by and from the membership of the LDC.
- 2.30 A quorum must be half the members, with a minimum of four (4) members, ensuring at least one (1) student and one (1) faculty member are present.
- 2.31 Where the Disciplinary Action relates to two (2) or more Faculties, Colleges or Schools, the LDC hearing panel must contain at least one (1) student and one (1) faculty member from each Faculty/College/School.
- 2.32 The chair must only vote in the case of a tie.
- 2.33 The Appellant, or the Appellant's representative, if any, and Respondent must have the right to challenge for cause any member of the LDC, the validity of the challenge to be judged by the remainder of the LDC. Such cause may include current teacher-student relationship, bias, or any factor likely to prejudice a fair hearing. Any person, who was directly involved in the original Disciplinary Action, either as a principal in the case or as a Disciplinary Authority, must be automatically removed from any hearing panel regarding the appeal.

LDC Hearing Procedures

- 2.34 The Appellant must be presumed innocent until the evidence presented indicates that, on the balance of probabilities Disciplinary Action is warranted. The LDC, in weighing the balance of probabilities, must consider the severity of the alleged incident.
- 2.35 The hearing must be by way of a trial de novo unless the appeal has been made only in relation to the severity of the Disciplinary Action imposed.
- 2.36 Hearings must be closed unless the Appellant requests in writing at least forty-eight (48) hours before the hearing that a hearing be open and there is no reasonable objection to an open hearing.
- 2.37 If the appeal hearing is in closed session, no observers may be present in the room. If the appeal hearing is in open session, any observers present will not be allowed to contribute in any way to the proceedings. Regardless of open or closed status, no electronic or other recording devices will be permitted.
- 2.38 Regardless of section 2.36, hearings related to discipline under the Respectful Work and Learning Environment Policy and/or discipline under the Sexual Assault Policy must be closed.

Representatives at LDC Hearing

- 2.39 At the LDC hearing, the Appellant may appear in person and be represented by a Student Advocate, a representative from the University of Manitoba Students' Union, a representative from the Graduate Students' Association, a member of the University Community not receiving payment for appearing, or a member of the Student's immediate family. It is the Appellant's sole responsibility to determine the adequacy of their representation.
- 2.40 If the Appellant or the Respondent wishes to have a lawyer present, the lawyer(s) present may only be a non-participating observer(s) at hearings of the LDC, but may represent the Appellant or Respondent at hearings of the UDC.

Failure to Attend LDC Hearing

- 2.41 An Appellant who fails to attend a scheduled appeal hearing may have the appeal considered on the basis of the Appellant's written submission, the presentation of the Appellant's designated representative, if any, and the verbal and written submissions made by the Respondent.
- 2.42 The Appellant shall be advised that the LDC has made a decision regarding the appeal and that the Appellant has ten (10) days to provide reasons for missing the hearing prior to the implementation of the decision. The LDC Chair will determine whether the hearing should be re-scheduled based on any submission

from the Appellant. A reasonable attempt will be made to reconvene the same members should the hearing be re-scheduled.

Evidence at LDC Hearing

- 2.43 The Appellant and the Appellant's designated representative, if any, and the Respondent or the Respondent's representative, will receive in writing, at least five (5) working days before the date set for the hearing, the names of the members of the LDC hearing panel who will hear the appeal and the information that has been submitted to the LDC hearing panel by both relevant parties, in accordance with *The Freedom of Information and Protection of Privacy Act* and *The Personal Health Information Act*.
- 2.44 The Appellant, or the Appellant's designated representative, if any, and the Respondent, or the Respondent's representative, if any, may call witnesses and submit other evidence. The Appellant, the Appellant's representative, if any, and the Respondent, or Respondent's representative, if any, are responsible for arranging their own witnesses. If witnesses are to be called, a witness list must be provided by the Appellant or the Appellant's representative, if any, in their original appeal package provided to the Chair and a witness list must be provided by the Respondent or the Respondent's representative, if any, with their response to the appeal.
- 2.45 The Appellant must not be required to testify, but if the Appellant elects to do so, then the Appellant may be cross-examined by the Respondent, or the Respondent's representative, if any.
- 2.46 The Appellant or the Appellant's designated representative, if any, and the Respondent, must have the right to cross-examine witnesses.
- 2.47 The LDC may consider confidential information from the University Health Service, Counselling Service, University Chaplains and other similar services which are submitted by these services to the LDC at the request of the Appellant. Such confidential information submitted to the LDC may only be used for the purpose of the appeal.

Adjournments of LDC Hearing

- 2.48 Requests for adjournment must be granted within reason.

Disposition of LDC Hearing

- 2.49 A decision to uphold or deny an appeal, in whole or in part, and a decision to take different Disciplinary Action, in whole or in part, requires a simple majority of LDC Committee members present and voting. The results of the hearing must be conveyed in writing, in a timely fashion, by the Chair of the LDC to the Appellant or the Appellant's designated representative, if any and to the Respondent or the Respondent's designated representative, as the case may be.

2.50 If, after hearing all the evidence, the LDC is satisfied on the evidence presented that the Appellant has committed Academic Misconduct or Non-Academic Misconduct, the LDC may dispose of the matter by instituting any Disciplinary Action set out in the column entitled "Deans, Directors or LDC" in Table 3.

UNIVERSITY DISCIPLINE COMMITTEE (UDC)

UDC Terms of Reference

2.51 The UDC must:

- (a) Report annually to the President.
- (b) Establish procedures, consistent with this Bylaw, for hearing panels.
- (c) Hear appeals, either as a committee of the whole or through a hearing panel, from decisions of Disciplinary Authorities.
- (d) Review the Bylaw and related procedures periodically and, if necessary, to recommend changes to them.

UDC Jurisdiction

2.52 The UDC and the hearing panels thereof shall exercise Disciplinary Authority on behalf of the Board of Governors on all Students that are appealing a decision from the Disciplinary Authorities that are set out in section 2.13 of this document.

UDC Composition

2.53 The UDC shall be composed of nineteen (19) members. The nineteen (19) shall include:

- (a) eight (8) faculty members nominated by the Senate Nominating Committee and appointed by the Board of Governors;
- (b) seven (7) students nominated by the Student Senate Caucus and appointed by the Board of Governors;
- (c) the President of the University of Manitoba (or designate), as an ex-officio member;
- (d) the President of the University of Manitoba Students' Union (or designate), as an ex-officio member;
- (e) the President of the University of Manitoba Graduate Students' Association (or designate), as an ex-officio member; and
- (f) the Chair appointed pursuant to section 2.57. The Chair must only vote in the event of a tie.

- 2.54 Positions for which no nomination had been received from the Student Senate Caucus by September 15th shall be nominated by the Senate Nominating Committee.
- 2.55 The terms of office shall be three (3) years for academic staff, and one (1) year for students, from June 1 to May 31(academic staff), and October 14 to October 13 (students). A member whose term of office has expired in any year shall continue in office until a successor has been appointed and shall be eligible for reappointment.
- 2.56 A quorum must be nine (9) the members, where a minimum of one (1) student and one (1) academic are present.
- 2.57 A Chair will be appointed by the Board of Governors for a three (3) year term.
- 2.58 The Vice-Chair shall be elected from and by the members of the UDC for a three (3) year term.

UDC Hearing Panels

- 2.59 When a matter has been appealed to the UDC, the Chair must either convene the UDC or convene a hearing panel thereof to hear the appeal.
- 2.60 A quorum shall be a minimum of four (4) members, ensuring at least one (1) student and one (1) faculty member are present including the Chair.
- 2.61 The Chair may vote only if there is a tie.
- 2.62 UDC members who have a conflict of interest in a particular case, or have a temporary work conflict, or are otherwise unable to sit, may disqualify themselves from hearing an appeal.
- 2.63 Notwithstanding the foregoing, the Chair of the UDC may, in a particular case, require that a larger hearing panel be convened to consider the matter, provided that such a larger hearing panel maintains the proportional representation as set out in section 2.60.
- 2.64 The Chair of the UDC may use his/her discretion to reject an appeal if the appeal appears to be clearly outside the jurisdiction of the UDC, (for example, matters not dealing with discipline nor related Disciplinary Actions taken by a lower Appeal Body).
- 2.65 When an appeal is received based on a fine or the amount ordered, the only decision from which an appeal is taken is the amount levied by way of fine or the amount ordered to be paid by way of restitution; then, if such fine or restitution does not exceed \$500.00, the Chair may, at the Chair's discretion, personally decide the matter, or may convene a hearing panel to hear the appeal.

- 2.66 A staff member from the Office of the University Secretary, will serve as recording secretary for the hearings.
- 2.67 The Appellant, or the Appellant's representative, if any, and the Respondent must have the right to challenge for cause any member of the UDC hearing panel, the validity of the challenge to be judged by the remainder of the UDC hearing panel if such a challenge is made at this time. Such cause may include current teacher-student relationship, bias, or any other factor likely to prejudice a fair hearing. Any person who was directly involved in the original Disciplinary Action, either as a principal in the case or as a Disciplinary Authority, must be automatically removed from any hearing panel regarding the appeal. The Office of the University Secretary after consultation with the Chair will make every reasonable attempt to address any concerns made prior to the hearing date regarding bias by either the Appellant or the Respondent.

UDC Hearing Procedures

- 2.68 The Appellant must be presumed innocent until the evidence presented indicates that, on the balance of probabilities Disciplinary Action is warranted. The UDC, in weighing the balance of probabilities, must consider the severity of the alleged incident.
- 2.69 The hearing before the UDC hearing panel must be by way of a *trial de novo* unless the appeal has been made only in relation to the severity of the Disciplinary Action imposed.
- 2.70 After an appeal hearing has commenced, the appeal may be withdrawn by the Appellant only with leave of the UDC hearing panel.
- 2.71 Hearings must be closed unless the Appellant requests in writing at least forty-eight (48) hours before the hearing that a hearing be open and there is no reasonable objection to an open hearing.
- 2.72 If the appeal hearing is in closed session, no observers may be present in the room. If the appeal hearing is in open session, any observers present will not be allowed to contribute in any way to the proceedings. Regardless of open or closed status, no electronic or other recording devices will be permitted.
- 2.73 Regardless of section 2.71, hearings related to discipline under the Respectful Work and Learning Environment Policy and/or discipline relating to Sexual Assault must be closed.

Representatives at UDC Hearing

- 2.74 At the UDC hearing, the Appellant may appear in person and may be represented by a Student Advocate, a representative from the University of Manitoba Student's Union, a representative from the Graduate Students' Association, a member of the University Community not receiving payment for

appearing, a member of the Appellant's immediate family, or a lawyer. It is the Appellant's sole responsibility to determine the adequacy of their representation.

- 2.75 At the UDC hearing, the Respondent may be represented by a lawyer from the University of Manitoba's Office of Legal Counsel.
- 2.76 If any party intends to have a lawyer present at the hearing, that party must notify the Chair of the UDC at least seven (7) working days prior to the hearing. In that event, the UDC hearing panel may also retain the services of legal counsel. A rescheduling of the hearing may be required for all parties to retain legal counsel.
- 2.77 Subject to the notice provision in section 2.76, a representative designated in writing by any party may:
- (a) attend the disciplinary hearing; and
 - (b) participate in any disciplinary hearing to the extent of asking questions of anyone in attendance and making submissions to the UDC.
- 2.78 The Appellant and the Appellant's designated representative, if any, and the Respondent and the Respondent's representative, if any, shall be entitled to receive in writing, at least five (5) working days before the date set for the hearing, the information that has been submitted to the previous Appeal Body by the parties in accordance with *The Freedom of Information and Protection of Privacy Act* and *The Personal Health Information Act*.

Failure to Attend UDC Hearing

- 2.79 An Appellant who fails to attend a scheduled appeal hearing may have the appeal considered on the basis of the Appellant's written submission, the presentation of the Appellant's designated representative, if any, and the verbal and written submissions made by the Respondent.
- 2.80 The Appellant must be advised that the UDC has made a decision regarding the appeal and that the Appellant has ten (10) days to provide reasons for missing the hearing prior to the implementation of the decision. The Chair must determine whether the hearing should be re-scheduled based on any submission from the Appellant. A reasonable attempt will be made to reconvene the same members should the hearing be re-scheduled.

Evidence at UDC Hearing

- 2.81 The Appellant, or the Appellant's representative, if any, and the relevant Respondent, or the Respondent's representative, if any, may call witnesses and submit other evidence. The Appellant, or the Appellant's representative, if any, and the relevant Respondent, or the Respondent's representative, if any, are responsible for arranging their own witnesses. If witnesses are to be called, a witness list must be provided by the Appellant or the Appellant's representative, if

any, in their original appeal submission provided to the Chair and a witness list must be provided by the relevant Respondent, or the Respondent's representative, if any, with their response to the appeal.

- 2.82 The Appellant or the Appellant's designated representative, if any, and the Respondent, or the Respondent's representative, if any, must have the right to cross-examine witnesses.
- 2.83 The Appellant must not be required to give testimony but if the Appellant elects to do so, the Appellant may be cross-examined.
- 2.84 The UDC may consider confidential information from the University Health Service, Counselling Service, University Chaplains and other similar services which are submitted by these services to the UDC at the request of the Appellant. Such confidential information submitted to the UDC may only be used for the purpose of the appeal and will be treated as other documentation submitted for the appeal hearing as set out in section 2.87.
- 2.85 Where the Appellant appeals the disposition of a finding under the Respectful Work and Learning Environment Policy or under the Sexual Assault Policy, and upon the written request of the Chair of the UDC, the Vice-President (Administration) shall forward to the UDC the report of the investigator for consideration in the disposition of the appeal. Such confidential information submitted to the UDC may only be used for the purpose of the appeal and will be treated as other documentation submitted for the appeal hearing as set out in section 2.87.
- 2.86 Subject to section 2.78, the Appellant, the Appellant's representative and the relevant Disciplinary Authority normally must have the right to receive a copy of any university document that the UDC or hearing panel considers in relation to the appeal. The Chair of the Committee must make the final determination on this matter.
- 2.87 All members of the UDC and/or hearing panel will keep all materials and information used for the appeal in strict confidence and surrender such materials to the recording secretary who will have the materials destroyed by way of confidential shredding.

Adjournments

- 2.88 Requests for adjournment shall be granted within reason.

Disposition

- 2.89 A decision to uphold or deny an appeal, in whole or in part, and a decision to take different Disciplinary Action, in whole or in part, requires a simple majority.

- 2.90 If, after hearing all the evidence, the UDC is satisfied on the evidence presented that the Appellant has committed Academic Misconduct or Non-Academic Misconduct, the UDC may dispose of the matter by instituting any Disciplinary Action set out in the column entitled "UDC" in Table 3.
- 2.91 The Chair of the UDC or hearing panel must, after a decision has been made, report the results of that decision in writing to:
- (a) the Appellant or the designated representative of the Appellant, if any;
 - (b) the Respondent, or the Respondent's representative, if any, from whose decision the appeal has been heard;
 - (c) the Dean/Director of the Faculty/College/School involved; or the Associate Vice-President (Administration), the Director of Student Residences, or the Chief Information Officer (CIO) of IST, as the case may be;
 - (d) the Registrar;
 - (e) the Vice-President (Administration);
 - (f) the Vice-Provost (Students); or
 - (g) any others as deemed relevant.

Part III Accountability

- 3.1 The Office of Legal Counsel is responsible for advising the President that a formal review of this Appeal Procedure is required.
- 3.2 The President or his or her delegate is responsible for the implementation, administration and review of this Appeal Procedure.
- 3.3 Students, Faculty/College/School Councils, Unit Heads, Academic Staff and employees are responsible for complying with this Appeal Procedure.

Part IV Review

- 4.1 Governing Document reviews must be conducted every ten (10) years. The next scheduled review date for this Appeal Procedure is September 1, 2026.
- 4.2 In the interim, this Appeal Procedure may be revised or repealed if:
- (a) the Approving Body deems it necessary or desirable to do so;

- (b) the Appeal Procedure is no longer legislatively or statutorily compliant;
- (c) the Appeal Procedure is now in conflict with another Governing Document; and/or
- (d) the Parent Policy is revised or repealed.

Part V Effect on Previous Statements

- 5.1 This Appeal Procedure supersedes all of the following:
- (a) Student Discipline Procedure, effective January 1, 2009, revised January 26, 2010.
 - (b) all previous Board of Governors/Senate Governing Documents on the subject matter contained herein; and
 - (c) all previous Administration Governing Documents on the subject matter contained herein.

Part VI Cross References

- 6.1 This Appeal Procedure should be cross referenced to the following relevant Governing Documents, legislation and/or forms:
- (a) [Student Discipline Bylaw](#);
 - (b) [Table 1: Jurisdiction of Disciplinary Authorities for Academic Misconduct](#);
 - (c) [Table 2: Jurisdiction of Disciplinary Authorities for Non-Academic Misconduct](#);
 - (d) [Table 3: Disciplinary Actions and Disciplinary Authorities](#);
 - (e) [Student Academic Misconduct Procedure](#);
 - (f) [Student Non-Academic Misconduct and Concerning Behaviour Procedure](#);
 - (g) [Definitions of Academic Units Policy](#);
 - (h) [Final Examinations and Final Grades Policy and Procedures](#);
 - (i) [Respectful Work and Learning Environment Policy](#);
 - (j) [Sexual Assault Policy](#);

- (k) RWLE and Sexual Assault Procedure;
- (l) Use of Computer Facilities Policy and Procedure;
- (m) Violent or Threatening Behaviour Policy and Procedure;
- (n) *The Freedom of Information and Protection of Privacy Act*, C.C.S.M. c. F175;

(o) *The Personal Health Information Act*, C.C.S.M. c. P33.5.

(p) Responsible Conduct of Research Policy

~~(o)~~(q) Responsible Conduct of Research – Investigation Procedure



AGENDA ITEM: Proposal to Establish a Clinician-Scientist Professorship

RECOMMENDED RESOLUTION:

THAT the Board of Governors approve the establishment of an endowed research Professorship, the Clinician-Scientist Professorship [as recommended by Senate, May 16, 2018].

Action Requested: Approval Discussion/Advice Information

CONTEXT AND BACKGROUND:

The establishment of Professorships at the University is governed by the policy on *Chairs and Professorships*. The policy states that:

- Chairs and Professorships are established to advance the University's academic goals and objectives. (Section 2.3)
- A Professorship normally must, at its establishment, be fully funded from sources outside of the University's operating budget. The funding for a Professorship normally must be sufficient to cover at least 20 percent of the salary and benefits of the incumbent and an appropriate level of unrestricted research/scholarly support. (Section 2.4(b))
- For... Professorships, funds may be provided by way of an endowment or through a schedule of annual expendable gifts for a defined period of not less than five years, or by an appropriate combination of endowment and annual expendable gifts. (Section 2.5)

The Max Rady College of Medicine, Rady Faculty of Health Sciences, is proposing to establish an endowed research Professorship, the Clinician-Scientist Professorship. The appointment would be held in a department within the College, with some restricted clinical activity to ensure a clinical profile. Cross appointment to an appropriate basic science department may also be considered. The full-time appointment would be at the level of Assistant Professor, consistent with the policy on *Chairs and Professorships*. The appointment would be for a term of three years, with no option for renewal.

RESOURCE REQUIREMENTS:

The Bassett Beauchamp Falk Clinician Scientist endowment fund (\$1,334,859) has been established through a transfer of funds from an existing trust fund at the University, the Bassett Beauchamp Clinician Trust. The Rudy Falk family was consulted and supports the transfer of funds for this purpose.

Annual income from the endowment, up to a value of \$50,000 per annum, plus an equivalent contribution from the sponsoring department would be used to support (i) the salary and benefits for an individual within the first three years of their initial academic appointment at the rank of Assistant Professor, (ii) the research/scholarly activities of the Professorship.

IMPLICATIONS:

The purpose of the Clinician-Scientist Professorship would be to enhance and promote basic, translational, clinical and/or epidemiological research in the Max Rady College of Medicine.

CONSULTATION:

In accordance with the University policy on *Chairs and Professorships*, this proposal has been endorsed by the Provost and Vice-President (Academic) and by the Senate Committee on University Research. The proposal was considered and endorsed by Senate on May 16, 2018.



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"/>	Provost and Vice-President (Academic)	January 3, 2018
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Senate Committee on University Research	March 22, 2018
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Senate Executive	May 2, 2018
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Senate	May 16, 2018
<input type="checkbox"/>	<input type="checkbox"/>		

Submission prepared by: Senate

Submission approved by: University Secretary

Attachments

- Proposal for a Clinician-Scientist Professorship, Max Rady College of Medicine

Report of the Senate Committee on University Research Re: Proposal to Establish a Clinician-Scientist Professorship

Preamble:

1. The terms of reference for the Senate Committee on University Research (SCUR) can be found at:

http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/510.html

2. At its meeting on March 22, 2018, SCUR received for review, a proposal to establish a Clinician-Scientists Professorship.

3. The University of Manitoba Policy for Chairs and Professorships specifies (section 2.14) "In the case of proposals for Chairs and Professorships that are primarily intended to enhance the University's research programs, the Senate Committee on University Research shall recommend to Senate."

Observations:

1. The Max Rady College of Medicine, Rady Faculty of Health Sciences has proposed a Clinician-Scientist Professorship.
2. Max Rady College of Medicine Executive approved the Professorship on October 10, 2017.
3. The focus of the Professorship "would serve to enhance and promote basic, translational, clinical and/or epidemiological research in the Max Rady College of Medicine".
4. The Chair will be funded through the Rudy Bassett, Beauchamp Falk Clinician Scientist Endowment Fund and matching contribution from the awardee's department.
5. The appointee to the position will be at an Assistant Professor level, within three years of their initial appointment.
6. The term of appointment will be three years with no option of renewal.

Recommendation:

The Senate Committee on University Research recommends THAT: the Clinician-Scientist Professorship be approved by Senate

Respectfully submitted,

Digvir Jayas, Chair
Senate Committee on University Research



UNIVERSITY
OF MANITOBA

Office of Provost & Vice-President (Academic)

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

Date: January 3, 2018

To: Digvir Jayas, Vice-President (Research and International)

From: Janice Ristock, Provost and Vice-President (Academic)

Re: Proposal for a Clinician-Scientist Professorship

On behalf of the Max Rady College of Medicine, Rady Faculty of Health Sciences, Dr. Brian Postl has submitted a proposal for a Clinician-Scientist Professorship. This Professorship aligns with the priorities of the College, the Faculty, and the University and will promote basic, translational, clinical, and/or epidemiologic research in medicine.

The policy on Chairs and Professorships specifies that:

- (1) Professorships are established to advance the University's academic goals and objectives;
- (2) Professorships normally must be partially funded from sources outside of the University's operating budget (normally the funding must cover at least 20% of the salary and benefits of the incumbent and provide an appropriate level of research support) by way of an endowment or through a schedule of annual expendable gifts for a period of at least five years;
- (3) Professorships shall normally be attached to a department, faculty, school, college, centre, or institute and the goals of the Professorship shall be consistent with that unit;
- (4) The establishment of a Professorship normally shall not be tied to the appointment of a particular person;
- (5) Individuals appointed to the Professorship shall normally have the academic qualifications commensurate with an appointment at the rank of Assistant Professor, Associate Professor, or Professor; and
- (6) The initial term of the appointment of the Professorship shall be 3 to 5 years, and if renewal is permitted, such renewal shall be subject to a successful performance review and the availability of funds.

The proposed Professorship satisfies the above requirements. The Professorship will be funded through the Bassett, Beauchamp Falk Clinician Scientist Endowment with matching

funds from the awardee's Department. The term of the appointment will be three years with no option of renewal.

I support this proposal from the Rady Faculty of Health Sciences and request that you present it to the Senate Committee on University Research for consideration and recommendation to Senate and, in turn, the Board of Governors.

If you have any questions or concerns, I would be pleased to meet with you.



UNIVERSITY
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Rady Faculty of
Health Sciences

Max Rady College of Medicine
Office of the Dean
A105 Chown Building
753 McDermot Ave
Winnipeg, MB R3E 0T6
Phone: 204-789-3485
Fax: 204-789-3661

November 30, 2017

Dr. Diane Hiebert-Murphy
Vice-Provost (Academic Affairs)
208 Administration Building
University of Manitoba
Winnipeg, MB R3T 2N2

Dear Dr. Hiebert-Murphy,

RE: Establishment of a Clinician-Scientist Professorship

The Max Rady College of Medicine would like to establish a Clinician-Scientist Professorship. The proposed Professorship would serve to enhance and promote basic, translational, clinical and/or epidemiological research in the Max Rady College of Medicine.

The Professorship will be funded through the Rudy Bassett, Beauchamp Falk Clinician Scientist Endowment. These funds were transferred from the Bassett Beauchamp Falk Clinician Trust in March 2017 in consultation with the Rudy Falk family.

The Max Rady College of Medicine Executive met and approved this professorship on October 10, 2017.

Enclosed are updated Terms of Reference for your approval. I support this proposal enthusiastically and without reservation. I look forward to your response in due course. Please let me know if you require any additional information.

Sincerely,

Dr. Brian Postl
Dean and Vice Provost, Rady Faculty of Health Sciences

Encl.

**PROPOSAL TO ESTABLISH AN ENDOWED CLINICIAN-SCIENTIST PROFESSORSHIP
AT THE UNIVERSITY OF MANITOBA**

EXECUTIVE SUMMARY:

In accordance with the procedures and mechanisms for establishing Chairs and Professorships at the University of Manitoba, the following is presented:

TYPE OF APPOINTMENT: Professorship

NAME OF PROFESSORSHIP: Clinician-Scientist Professorship

PURPOSE AND OBJECTIVES OF PROFESSORSHIP:

The Clinician-Scientist Professorship is an initiative between the University of Manitoba and the Max Rady College of Medicine, Rady Faculty of Health Sciences. The Professorship will provide leadership, scholarship, and mentorship in clinical science. The specific objectives of the Professorship will include:

- The promotion of basic, translational, clinical and/or epidemiologic research in medicine.
- The opportunity to recruit early career Clinician Scientists with a proven record in research. The support of the Professorship would afford such an individual the necessary support to launch his/her efforts to establish a research program in the Max Rady College of Medicine.
- The establishment of critical intramural and extramural links and collaborations that serve to promote medical research at the University of Manitoba.
- Enhance the competitiveness of the University of Manitoba at national and international peer reviewed funding agencies in clinical science.
- Research in clinical science will promote health care excellence and benefit the diverse communities served by the Rady Faculty of Health Sciences.
- The provision of mentorship and opportunities for trainees embarking on careers focused on research in clinical science.
- The pursuit of research topics that will lead to improved health for individuals and to ensure that high quality care for these individuals is available in Manitoba.

RELATIONSHIP TO THE PROPOSING UNIT:

The Max Rady College of Medicine, Rady Faculty of Health Sciences at the University of Manitoba has a major academic commitment to achieving the highest level of excellence in research, education and patient care. Moreover, there exist within the Rady Faculty of Health Sciences excellent opportunities for state-of-the-art collaborative research between basic and clinical investigators. The proposed Professorship would serve to enhance and promote basic, translational, clinical and/or epidemiological research in the Max Rady College of Medicine.

The Professorship will support an individual Clinician-Scientist by providing salary support to pursue independent research. This support is expected to be matched 50:50 with the sponsoring department. This support will allow the recipient to maximize his/her research activity and effectiveness, as well as lead research activities in the Faculty. Excellence of the candidate will be the first priority.

THE METHOD BY WHICH THE PROFESSORSHIP WILL BE FUNDED:

Interest accrued from the initial endowment up to a value of \$50,000 per annum [market value \$1,334,859 at June 30, 2017] will be matched with \$50,000 per annum from the awardee's department, bringing the total value of the Professorship to \$100,000 per annum.

FUNDING METHOD:

The Professorship will be funded through the Bassett, Beauchamp Falk Clinician Scientist Endowment (market value of \$1,334,859 at June 30, 2017). These funds were transferred from the Bassett Beauchamp Falk Clinician Trust in March 2017 in consultation with the Falk family. The unspent capitalized funds retained in the Bassett Beauchamp Falk Clinician Fund will be used as required to ensure that the \$50,000 per annum for the Professorship are available should there be insufficient funds from the endowed professorship.

At the request of the Falk family, the endowment fund supporting the Professorship—the Bassett, Beauchamp Falk Clinician Scientist Endowment—will retain the Bassett and Beauchamp family names in honour of the donors whose generous gifts established the fund.

GENERAL AND SPECIFIC REQUIREMENTS FOR THE PROFESSORSHIP

In accordance with the policy and procedures for establishing Professorships at the University of Manitoba, individuals appointed to the Clinician Scientist Professorship will have the following qualifications:

- Canadian citizen or permanent resident.
- Hold a Fellowship recognized by the Royal College of Physician and Surgeons of Canada.
- Be within 3 years of their initial academic appointment at the rank of Assistant Professor.

- History of excellence in research as evidenced in high quality research output, successful and promising research projects and programs, and significant contributions to the academic and clinical community at the local, provincial, national, and/or international level.
- History of excellence in mentoring trainees.
- History of effective and productive collaboration with intramural and extramural investigators and institutions.

TERM OF APPOINTMENT:

The term of the appointment will be three years. There is no renewal of the Professorship.

PREAMBLE:

The Professorship has been established in memory of Rudy Falk and two of his patients, John F. Bassett and Bruce Beauchamp, to commemorate his contributions to medical research and to his patients. Rudy Falk was an oncologist and scientist with a lengthy list of achievements and awards during his distinguished career. He was a skilled surgeon, winning the Lister Prize for his surgical skills, and a committed and compassionate doctor to his patients. He was a dedicated scientist and was honoured as a Career Investigator with the Medical Research Council of Canada. He was a gold medalist at the University of Manitoba, first director of the Goldie Rotman oncology unit at Toronto General Hospital, professor at the University of Toronto, and director of the Falk Oncology Center.

OTHER PROVISIONS:

- 1) The selection and appointment of an individual to the proposed Professorship shall be conducted in accordance with section 2.3 of University Policy on Chairs and Professorships. Wherever possible, one member of the committee will be a former holder of the Professorship (or the Rudy Falk Clinician Scientist Award – predecessor to the Professorship).
- 2) The duties and responsibilities of the individual appointed to the proposed Professorship will be in accordance with 2.4 of University Policy on Chairs and Professorships.
- 3) Annual reporting requirements shall also be in accordance with the University Policy on Chairs and Professorships. In addition to the reporting requirements stipulated in this policy, the Professorship holder shall provide an annual report of activities to the President of the University. In turn, the President shall provide a copy of said report to individuals or organizations that have contributed to the establishment of the Professorship, and that have specifically requested this information.
- 4) The holder of the Professorship will have an appointment in a department within the Max Rady College of Medicine and some restricted clinical activity to ensure a clinical

profile. Cross appointment to an appropriate basic science department may also be considered. The Professorship holder is expected to participate in teaching activities, which may include teaching of undergraduate and post-graduate medical trainees and graduate students, and provision of mentorship for research trainees working under his/her supervision.

- 5) The role of the Professor will be to contribute significantly to the body of research and scholarship in the Max Rady College of Medicine and the Rady Faculty of Health Sciences, Accordingly, the appointment of the Professor will be made on the recommendation of the Max Rady College of Medicine and shall be conducted in accordance with the University policy in Academic Appointments and the guidelines for the establishment of Professorships.
- 6) It is understood that the Professorship will be structured with a three-year maximum term with no option of renewal.



AGENDA ITEM: Requests to Extend Suspension of Admissions B.Sc. in Textile Sciences, P.B.Dip. in Agrology, and Ph.D. in Cancer Control

RECOMMENDED RESOLUTION:

For discussion / advice.

Action Requested: Approval Discussion/Advice Information

CONTEXT AND BACKGROUND:

The Board policy on *Admission Targets* (section 2.6) specifies that the President may suspend admissions to a program for defined time periods at intervals of no more than 24 months following consultation and discussion with the applicable Unit's dean or director, with Senate and with the Board of Governors, subject to the provisions of the provincial Programs of Study Regulation.

The President has received requests from Dean Wittenberg, Faculty of Agricultural and Food Sciences, to extend suspension of admissions to two undergraduate programs, until May 2019, including the:

- Bachelor of Science in Textile Sciences, including the Product Development and the Textile Development streams. Admissions to the programs have been suspended since May 2013, including three twelve-month extensions of the suspended status, in May 2015, May 2016, and May 2017;
- Post-baccalaureate Diploma in Agrology (Internationally Educated Agrologists Program). Admissions to the program have been suspended since September 2015, including two twelve-month extensions of the suspended status, in May 2016 and May 2017;

The President has received a request from Dr. Mondor, Vice-Provost (Graduate Education) and Dean, Faculty of Graduate Studies, to extend suspension of admissions to the Ph.D. in Cancer Control – Request. The Office of the Provost is recommending an extension to May 2019. Admissions to the program have been suspended since May 2014.

The two faculties have signaled an intent to bring forward proposals to close these programs in the coming year.

RESOURCE REQUIREMENTS:

N/A

CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:

N/A

IMPLICATIONS:

The decision to extend the suspension of admissions to the various program would not adversely affect students currently enrolled in the programs, who would be allowed to complete their programs.

ALTERNATIVES:

N/A

CONSULTATION:

The President consulted Senate on the requests to extend suspension of admissions to the various programs at its meeting on May 16, 2018.



Board of Governors Submission

Routing to the Board of Governors:

<u>Reviewed</u>	<u>Recommended</u>	<u>By</u>	<u>Date</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Senate Executive	May 2, 2018
<input type="checkbox"/>	<input type="checkbox"/>	Senate	May 16, 2018
<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>		

Submission prepared by: Senate

Submission approved by: University Secretary

Attachments

- Correspondence from the President and Vice-Chancellor RE: Extension of the Suspension of Admissions until May 2019 [dated April 11, 2018]
- Correspondence from the Vice-Provost (Integrated Planning and Academic Programs) RE: Recommendation for Extension of Suspension of Admissions [dated April 2, 2018]
- Correspondence from Dean, Faculty of Agricultural and Food Sciences RE: Continued Suspension of Intake into Internationally Educated Agrologists Post-Baccalaureate Program (IEAP) and B.Sc. (Textile Sciences) Programs [dated March 22, 2018]
- Correspondence from Vice-Provost (Graduate Education) and Dean, Faculty of Graduate Studies RE: Request to Extend Suspension of Admissions to the Ph.D. Program in Cancer Control [dated March 23, 2018]



UNIVERSITY
OF MANITOBA

Office of the President

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

Date: April 11, 2018

To: Jeff Leclerc
University Secretary

From: Dr. David Barnard
President and Vice-Chancellor

Re: Extension of the Suspension of Admissions until May 2019

I attach a recommendation from Dr. David Collins, Vice-Provost (Integrated Planning and Academic Programs) to further extend the suspensions of admission for the following programs until May 2019:

- Textile Sciences, [B.Sc. (T.S.) – Product Development and B.Sc. (T.S.) – Textile Development]
- Internationally Education Agrologists Post-Baccalaureate Diploma Program (IEAP)
- Ph.D., Cancer Control

Under the Admission Targets Policy, it is the President who approves changes to, or the introduction of, enrolment limits following consultation and discussion with the dean or director and with Senate and the Board.

Accordingly, please place this item on the agenda for the May 2, 2018 Senate Executive Committee meeting and the May 16, 2018 Senate meeting.

Cc: Dr. Janice Ristock, Provost and Vice-President (Academic)
Dr. David Collins, Vice-Provost (Integrated Planning and Academic Programs)
Dr. Todd Mondor, Vice-Provost (Graduate Education) and Dean, Faculty of Graduate Studies
Dr. Karin Wittenberg, Dean, Faculty of Agricultural and Food Sciences
Ms. Cassandra Davidson, Academic Programs Specialist



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OF MANITOBA

Office of the Provost & Vice-President (Academic)

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

Date: April 2, 2018

To: Dr. David Barnard, President and Vice-Chancellor

From: Dr. David Collins, Vice-Provost (Integrated Planning and Academic Programs)

Re: Recommendation for Extension of Suspension of Admissions

In follow-up with programs whose admissions are currently suspended until May 2018,

Please find attached requests to further extend the suspensions of admission for the following program until May 2019:

- **Textile Sciences, [B.Sc. (T.S.) – Product Development and B.Sc. (T.S.) – Textile Development]**
- **Internationally Education Agrologists Post-Baccalaureate Diploma Program (IEAP)**
- **Ph.D., Cancer Control**

There are currently no students enrolled in these programs and both the Faculty of Graduate Studies and the Faculty of Agricultural and Food Sciences have indicated that they will be proposing formal closure of these programs over the course of next year. The current request will facilitate consideration of proposals to close these programs by the appropriate institutional and provincial approval bodies.

Consistent with the Admissions Target Policy, the President may suspend admissions to a program following consultation with the appropriate Dean/Director, Senate, and the Board of Governors. As such, I would request that you give this request favorable consideration.

Please note that your advice in this regard will need to be submitted to the Office of the University Secretary no later than April 18, 2018 in order to facilitate notification of Senate and the Board at their next meeting.

Cc.: Dr. Janice Ristock, Provost and Vice-President (Academic)
Dr. Todd Mondor, Vice-Provost (Graduate Education) and Dean, Faculty of Graduate Studies
Dr. Karin Wittenberg, Dean, Faculty of Agricultural and Food Sciences
Mr. Jeff Leclerc, University Secretary
Ms. Cassandra Davidson, Academic Program Specialist



UNIVERSITY
OF MANITOBA


Faculty of Agricultural and Food
Sciences

Office of the Dean
256 - 66 Dafoe Road
Winnipeg, Manitoba
Canada R3T 2N2
Phone (204) 474-6026
Fax (204) 474-7525

MEMORANDUM

DATE: March 22nd, 2018

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

FROM: Dr. Karin Wittenberg, Dean 

SUBJECT: Continued Suspension of Intake into Internationally Educated Agrologists Post-Baccalaureate Program (IEAP) and B.Sc. (Textile Sciences) Programs

The Faculty of Agricultural and Food Sciences recommends continued suspension (first implemented by Senate in June of 2015) of admissions into the Internationally Educated Agrologists Post-Baccalaureate Diploma Program (IEAP) for the 2018-2019 academic year. Intake for the IEAP was previously suspended for the 2015-2016, 2016-2017, and 2017-2018 years due to low enrolment and the high cost of delivering the program. The conditions that led to our Faculty's previous request to suspend IEAP admissions have not changed, and the Faculty has begun the process of requesting program closure, and expects to have the process completed during the 2018-2019 academic session.

The Faculty of Agricultural and Food Sciences also recommends continuing the suspension (first implemented by Senate in January of 2014) of admissions into the Bachelor of Science (Textile Sciences) programs. The last student enrolled in the program graduated in October of 2016. The Faculty has begun the process of requesting program closure, and expects to have the process completed during the 2018-2019 academic session.

Please do not hesitate to contact me if you require any further information on this matter.



Graduate Studies

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

MARCH 23, 2018

TO: CASSANDRA DAVIDSON, ACADEMIC PROGRAM ANALYST
OFFICE OF THE PROVOST & VICE-PRESIDENT (ACADEMIC)

FROM: TODD A. M. MONDOR, VICE-PROVOST (GRADUATE EDUCATION) &
DEAN OF GRADUATE STUDIES

RE: REQUEST TO EXTEND SUSPENSION OF ADMISSIONS TO THE PHD PROGRAM IN
CANCER CONTROL

Admissions to the PhD program in Cancer Control were suspended in 2015 because the program had been replaced by the PhD program in Nursing.

There are no longer any students enrolled in the Cancer Control program.

I am requesting an extension of the suspension of admission to the Cancer Control program to June 2019 to allow time for the Faculty of Graduate Studies and Senate to consider its closure.

It is expected that the proposal to close the Cancer Control program will be presented for consideration by the Faculty Council of Graduate Studies no later than November 2018.



AGENDA ITEM: Request for Suspension of Admissions to Bachelor of Human Ecology in Family Social Sciences and Bachelor of Human Ecology in Family Social Sciences, After-Degree Programs

RECOMMENDED RESOLUTION:

For discussion / advice.

Action Requested: Approval Discussion/Advice Information

CONTEXT AND BACKGROUND:

- The Board policy on *Admission Targets* specifies that it is the President who has authority to approve changes to, or the introduction of, admission targets following consultation and discussion with the dean or director, with Senate and with the Board of Governors, subject to the provisions of the provincial Programs of Study Regulation.
- The President has received a request from the Max Rady College of Medicine to temporarily suspend admissions to the four-year Bachelor of Human Ecology in Family Social Sciences and the two-year Bachelor of Human Ecology in Family Social Sciences, After-Degree degree program, for a period of two years, with subsequent review. If approved, the suspension would take effect for the 2019 Fall Term.
- As part of the President's Academic Structure Initiative, Senate (June 25, 2014) and the Board of Governors (June 24, 2014) approved the merger of the Department of Community Health Sciences, College of Medicine, and the Department of Family Social Sciences, former Faculty of Human Ecology. The proposal anticipated that appropriate undergraduate courses in Family Social Sciences might form the basis for a Family Health Sciences stream within the Bachelor of Health Studies program. In December 2017, Senate approved modifications to the B.H.St. degree, offered by the Rady Faculty of Health Sciences, to introduce three concentrations, including a Family Health concentration.
- A request to formally close the B.H.Ecol. in Family Social Sciences, including the After-Degree program, would be brought forward in future, with an estimated timeline for 2028, after students currently enrolled had completed their programs.
- Dr. Collins, Vice-Provost (Integrated Planning and Academic Programs), has endorsed the request, as reflected in his memo to President Barnard (dated May 22, 2018).

RESOURCE REQUIREMENTS:

N/A

CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:

N/A

IMPLICATIONS:

- Temporary suspension of admissions to the B.H.Ecol. in Family Social Sciences and the B.H.Ecol. in Family Social Sciences, After-Degree would not adversely affect students currently enrolled the programs. Students would have the option to either complete their B.H.Ecol. degree program or transfer to the Bachelor of Health Studies degree program.
- Potential applicants to the Bachelor of Education degree wanting to complete a teachable minor in Developmental Studies would continue to be able to complete relevant Family Social Sciences courses, which would continue to be offered by the Department of Community Health Sciences, including as part of the B.H.St. program.

CONSULTATION:

The President will consult with Senate regarding the request to temporarily suspend admissions to the programs at the meeting on June 20, 2018.



Board of Governors Submission

Routing to the Board of Governors:

<u>Reviewed</u>	<u>Recommended</u>	<u>By</u>	<u>Date</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Senate Executive	June 5, 2018
<input type="checkbox"/>	<input type="checkbox"/>	Senate	June 20, 2018
<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>		

Submission prepared by: Senate

Submission approved by: University Secretary

Attachments

- Correspondence from Vice-Provost (Integrated Planning and Academic Programs) to President and Vice-Chancellor RE: Suspension of Admissions to the Bachelor of Human Ecology (Family Social Sciences) and Family Social Sciences, After-Degree Program [dated May 22, 2018]
- Correspondence from Dean, Rady Faculty of Health Sciences and Max Rady College of Medicine, to Vice-Provost (Integrated Planning and Academic Programs) [dated May 18, 2018]
- Application for Temporary Cessation of a Program of Study RE: Bachelor of Human Ecology in Family Social Sciences, including the four-year degree and the After-Degree program



UNIVERSITY
OF MANITOBA

Office of the President

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

Date: May 23, 2018

To: Jeff Leclerc
University Secretary

From: Dr. David T. Barnard
President and Vice-Chancellor

Re: Request to Suspend Admissions to the Family Social Science Programs.

I attach a recommendation from Dr. David Collins, Vice-Provost (Integrated Planning and Academic Programs) to suspend admissions to the Family Social Sciences undergraduate programs until May 2020.

Under the Admission Targets Policy, it is the President who approved changes to, or the introduction of, enrolment limits following consultation and discussion with the dean or director and with Senate and the Board.

Accordingly, please place this item on the agenda for the June 5, 2018 Senate Executive meeting and the June 20, 2018 Senate meeting.

Cc: Dr. Janice Ristock, Provost and Vice-President (Academic)
Dr. Brian Postl, Vice-Provost (Health Sciences) and Dean, Rady Faculty of Health Sciences
Dr. Sharon Bruce, Acting Head, Community Health Sciences
Dr. David Collins, Vice-Provost (Integrated Planning and Academic Programs)
Mr. Jeff Adams, Director, Enrolment Services
Mr. Neil Marnoch, Registrar
Mr. Randy Roller, Executive Director, OIA
Ms. Cassandra Davidson, Academic Programs Specialist



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Office of the Provost & Vice-President (Academic)

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

Date: May 22, 2018

To: Dr. David Barnard, President and Vice-Chancellor

From: Dr. David Collins, Vice-Provost (Integrated Planning and Academic Programs)

Re: Suspension of Admissions to the Bachelor of Human Ecology (Family Social Sciences) and the Family Social Sciences, After-Degree Program

Under the Admissions Targets Policy and at the request of the Max Rady College of Medicine, please find attached a proposal to temporarily suspend admissions to the Bachelor of Human Ecology (Family Social Sciences) and the Family Social Sciences, After-Degree Program.

In June of 2014, as part of the Academic Initiative Structure, Senate and the Board approved the merger of the Department of Family Social Science and the Department of Community Health Sciences, bringing together an interdisciplinary group with significant expertise in family health. The merger proposal at that time indicated that the Family Social Science undergraduate courses might be used to establish a Family Health Sciences stream within the Bachelor of Health Studies (BHSt) program and, accordingly, Senate approved a Family Health concentration in the BHSt in December 2017. The Max Rady College of Medicine and the Rady Faculty of Health Sciences hope to benefit from this new program, leveraging expertise in family theory and practice, to strengthen efforts to improve students understanding of health outcomes.

Given the above circumstances, I would endorse this request with the recommendation that, consistent with the policy, the duration of the suspension to admissions be for a period of two-years, with subsequent review. It should be noted that historically the BHSt program has been undersubscribed in comparison to the FSS programs. During the time of suspension it would be prudent for the Faculty to analyze student movement (new and transfer students) into the BHSt to determine the viability of the program in handling increased resources and increased demand. Student feedback should be used to identify any gaps in the new concentration and to strengthen the program accordingly.

If considered favorably, the proposal will be forwarded to the province for their review and approval under the provincial Program of Study Regulations.

Cc.: Dr. Janice Ristock, Provost and Vice-President (Academic)
Dr. Brian Postl, Vice-Provost (Health Sciences) and Dean, Rady Faculty of Health Sciences
Dr. Sharon Bruce, Acting Head, Community Health Sciences
Mr. Jeff Leclerc, University Secretary
Mr. Jeff Adams, Director, Enrolment Services
Mr. Neil Marnoch, Registrar
Mr. Randy Roller, Executive Director, OIA
Ms. Cassandra Davidson, Academic Programs Specialist



UNIVERSITY OF MANITOBA | Rady Faculty of Health Sciences

Max Rady College of Medicine
Office of the Dean
A105 Chown Building
753 McDermot Avenue
Winnipeg, Manitoba
Canada R3E 0T6
Phone: 204-789-3485
Fax: 204-789-3661

May 18, 2018

Dr. David Collins
Vice-Provost (Integrated Planning and Academic Programs)
208 Administration Building
University of Manitoba
Winnipeg, MB R3T 2N2

Dear Dr. Collins:

I am writing to request consideration of the temporary cessation of Family Social Sciences program. Attached please find: (1) the Application for Temporary Cessation of a Program of Study, and (2) letters of support from Dr. David Mandzuk, Dean, Faculty of Education; Dr. Mark Nachtigal, Director, Interdisciplinary Health Program (IHP); and myself as Dean, Rady Faculty of Health Sciences, supporting continued resources for the expansion of IHP.

Please do not hesitate to contact me if you have any questions.

Yours sincerely,

Brian Postl, MD, FRCPC
Dean, Rady Faculty of Health Sciences & Vice-Provost (Health Sciences)

Universities and colleges requesting approval for the **temporary cessation** of a program of study from Education and Advanced Learning must apply using this application form. This form reflects the requirements set out in the Programs of Study Regulation (MR 134/2015) under *The Advanced Education Administration Act*.

UM INTERNAL REQUIREMENTS



**UNIVERSITY
OF MANITOBA**

1. Please refer to the Senate Policy and Procedures on Admission Targets (available online at: http://umanitoba.ca/admin/governance/governing_documents/academic/admission_targets.html).
2. Please complete the application below and submit with it the following supplemental documentation, to the Vice-Provost (Integrated Planning and Academic Programs):
 - a. A cover letter justifying and summarizing the rationale behind the request for suspension of admissions (*as outline in section 2.3 on the Admission Targets Procedures*).
 - b. Letters of support from internal stakeholders that were consulted as part of this proposal.
 - c. Enrolment and graduation trends for the past five years and forecasted trends for the next three to five years.
3. Please direct questions to Cassandra Davidson, Program Analyst at Cassandra.Davidson@umanitoba.ca in the Office of the Provost & Vice-President (Academic).

SECTION A – PROPOSAL DETAILS

Institution: **UNIVERSITY OF MANITOBA**

Applicable faculties/department with responsibility for the program:

Rady Faculty of Health Sciences, Max Rady College of Medicine, Department of Community Health Sciences

If program is a joint program, list all participating institutions and the roles of each in delivering the program to be temporarily ceased:

n/a

Program name: **Family Social Sciences**

Credential awarded: Bachelor of Human Ecology (BHEC) in Family Social Sciences, and the After Degree Program in the BHEC in Family Social Sciences

Proposed start date for temporary cessation: **2019-08-31**. The proposed last intake for the program is September 2018.

Office Use Only

One-time funding: _____

On-going funding: _____

SECTION B – PROGRAM DESCRIPTION AND DELIVERY

B-1 Provide a general description of the program and its objectives: *(Include intended purpose, curriculum design, and highlight distinctive attributes)*

The Bachelor of Human Ecology in Family Social Sciences, and the After Degree in the BHEC in Family Social Sciences (the BHEC degree programs) teach students about how family, community, and culture impact human health and well-being. The program prepares students for careers helping individuals, communities and society through prevention, education and health promotion. Students gain an understanding of human development, relationships, healthy communities, diversity, equity and social justice. Students develop skills in evaluating the effectiveness of programs and assessing influences on family well-being.

B-2 Length of Program: *(Define the length of the proposed program using measures appropriate to the schedule and delivery format. This will include total course credits and weeks/months, and, where relevant, hours and semesters of instruction)*

The Bachelor of Human Ecology in Family Social Sciences is a four year, 120 credit hour degree program. A full course load is 30 credit hours per term.

The After Degree in the BHEC in Family Social Sciences is a two year, 60 credit hour degree program. A full course load is 30 credit hours per term.

The number of courses/credit hours that a student takes per term or year depends on the individual student. Students have up to 10 years to complete the degree. Students can study part-time as well.

B-3 Describe the mode of delivery for this program:

The BHEC degree programs are delivered in classroom and online (distance education) settings.

SECTION C – INFORMATION REGARDING TEMPORARY CESSATION DEVELOPMENT PHASE

C-1 Identify and provide a detailed description of the rationale for the temporary cessation of this program of study:

(Such as changes in applications, enrolment, employer demand.)

The main rationale for the temporary cessation of the BHEC degree programs is the closure of the Faculty of Human Ecology, effective July 1, 2015, as part of the University of Manitoba's Academic Structure Initiative. The Department of Family Social Sciences was one department within the Faculty of Human Ecology and with the closure of the Faculty, this department merged with the Department of Community Health Sciences (CHS) in the Rady Faculty of Health Sciences. The merger of the two departments allows for an innovative and unique integrated emphasis on family and population health, has led to the review of the current Family Social Sciences programs.

The merger of the Department of Family Social Sciences and CHS aligned well with emerging knowledge, research and practice on health, health promotion, and disease prevention. The complexity of health and disease patterns have become better understood especially since the latter part of the 20th century and CHS is recognized nationally and internationally for addressing this complexity, advancing knowledge and intervening on structural and social determinants of health. The role of the family is integral to health and well-being and is part of the social determinants of health conceptual framework. Faculty from the former Department of Family Social Sciences brought expertise in family theory and practice to CHS, thus strengthening efforts to investigate, act upon and improve health.

The merger of the two departments is particularly advantageous for students because it allows for an integrated program of study that adds depth and breadth concomitant to the realities of contemporary patterns of health and disease. The current BHEC degree programs offer strong preparation in understanding how family and community impact human health and well-being. However, while the focus on the family is important to understanding human health and well-being, it is not sufficient. We know that health and well-being are best considered in relation to broader structures and processes operating at the local, national and international levels. In addition to *conceptualizing* health and wellness more broadly the merger of Family Social Sciences with CHS offers students the opportunity for broader preparation in *measuring* health and wellness through their access to the Rady Faculty of Health Science's B.H.St program; through this program students will be exposed to and learn different and more complex methods for

analysis and interpretation than could be achieved in the BHEC degree programs alone. A broader educational base with training in applied methods will result in better employment opportunities.

The benefits of the merger to students are already being realized at the level of graduate studies. As a result of the merger, graduate students have the advantage of an increased number of social science-based courses that offer theory and critical perspectives on health, in addition to courses on applied public and community health and advanced analytical methods. This integration provides a stronger preparation to students as they pursue further education or work in applied health settings.

The goal of the Rady Faculty of Health Sciences is to realize this same level of integration at the undergraduate level through the Bachelor of Health Studies (B.H.St) degree offered through their Interdisciplinary Health Program (IHP). Modifications to the B.H.St were approved by University of Manitoba Senate in December 2017, and the focus of the B.H.St. is on the determinants of health and how these determinants influence the health of individuals, families, and communities, as well as health services. The B.H.St. program includes core and elective courses, via three program concentrations, one of which is a Family Health concentration. Students interested in pursuing family social sciences will receive broader conceptualization and methodological training as part of the B.H.St. program than could be achieved as part of the current BHEC program. It is anticipated that the broader academic preparation will better prepare students for careers in health care teams, community health management, and agencies and businesses that plan or deliver health related service and products.

The temporary cessation period will facilitate redirecting new students into the B.H.St. program and, where appropriate, the transfer of remaining BHEC students into the B.H.St. Students may elect to remain with the BHEC degree programs. A request to formally close the BHEC degree programs once all remaining students have completed their programs will follow. The preliminary timeline around a proposed closure of the program would be for 2028 with the 10 year allowance for current students to complete their programs.

C-2 Describe the expected outcome of the temporary cessation of this program and the timeframe of the temporary cessation process:

The University of Manitoba policy on Admission Targets allows for admissions to be temporarily suspended for up to 24 months, at which time the status would undergo review (http://umanitoba.ca/admin/governance/media/Admission_Targets_Policy_-_2015_11_24_RF.pdf). In the meantime we will refer students interested in a focus on “the family” to pursue this interest as part of the B.H.St. program, beginning in 2018, in the knowledge that their educational experience will be enriched by exposure to courses from multiple disciplines. If the request for temporary cessation is approved, we anticipate that the last intake into the BHEC (Family Social Sciences) will be September 2018. Interested students in 2019 and beyond will be directed to the B.H.St. program. Students currently in the BHEC (Family Social Sciences) programs will meet with student advisors and the option of transferring to the B.H.St. program will be made available to them. Students who are not interested in transferring to the B.H.St. will remain in the BHEC (Family Social Sciences) programs.

C-3 Outline the internal approval process (i.e. committees, governing bodies) for approving the temporary cessation of this program of study within your institution and indicate any dates of decision. (Governing Council, Board of Governors, Board of Regents, Senate, other)

UM INTERNAL REQUIREMENTS: dates will be inserted by the Provost’s Office prior to submission to government.

UNIVERSITY OF MANITOBA:

Approval by President _____ **Date** _____

Consultation with Senate: _____

Consultation with Board of Governors: _____

Additional Consultation (*as needed*): _____

Details:

Final Decision: Y N _____

C-4 Responsibility to consult

C-3.1 What agencies, groups, or institutions have been consulted regarding the temporary cessation of this program?

The Dean, Faculty of Education was consulted on these proposed changes in the context of the academic re-structuring at the University of Manitoba. Students applying to the Early or Middle Years streams of the Bachelor of Education Program can declare a Teachable Minor in Developmental Studies that consists of courses offered in Family Social Sciences and Developmental Psychology. The plan is to continue to offer Family Social Sciences courses during the period of temporary cessation as well as in the IHP through the Rady Faculty of Health Sciences, and these courses will continue to be accepted by the Faculty of Education for those applicants declaring a Teachable Minor in Developmental Studies in the Bachelor of Education Program. Similarly, new students interested in pursuing a career as a Home Economics teacher could obtain teachable subjects through the B.H.St. A letter of support has been received from Dr. David Mandzuk, Dean of Education.

The IHP Council members representing the Faculties of Health Sciences, Arts and Science have been aware of the plan to apply for cessation of Family Social Sciences admissions, and were involved in the planning around the proposal for the restructuring of the Bachelor of Health Studies Program. A letter of support has been received.

C-3.3 How have students and faculty been informed of the intent to temporarily cease this program?

With regards to faculty members, notification of the closure of the Faculty of Human Ecology and temporary cessation of the BHEC (Family Social Sciences) programs occurred through Department and Faculty Council meetings, a Department of Family Social Sciences retreat and planning sessions, special Faculty of Human Ecology meetings, Faculty of Health Sciences meetings, the President's Office restructuring communications, University Town Hall meetings, a CHS retreat and planning session, one-on-one meetings between faculty members and department heads, and a forum with the Dean of the College of Medicine. At the present time former Family Social Sciences faculty members are fully integrated into CHS. Note that the proposal to merge the Departments of Family Social Sciences and CHS approved by the UM Senate and the Board of Governors in June 2014 included the explicit intent to review undergraduate program alternatives in the B.H.St.

With regards to students, notification of and consultation about the closure of Human Ecology and temporary cessation of BHEC (Family Social Sciences) first began in 2013 and over time has included Open Forums, focus group sessions, surveys (graduate and undergraduate), classroom presentations, inclusion of undergraduate and graduate student representatives on merger committees, FAQ documents and website information. Since the closure of Human Ecology in 2015, students applying to the BHEc (Family Social Sciences) programs have been informed by student advisors of the upcoming request for temporary cessation of the program. Students already enrolled in the BHEC (Family Social Sciences) program meet annually with a student advisor and are being and will continue to be provided with the option to transfer to the B.H.St. program.

C-5 Describe the impact that the temporary cessation of this program may have on the labour market in Manitoba:

We anticipate the cessation of the BHEC (Family Social Sciences) programs will ultimately have a positive impact on the labour market in Manitoba. Graduates of the current program find employment in a variety of social service agencies that focus on health promotion and education. The BHEC (Family Social Sciences) degree is a general degree that does not lead to a professional designation, nor does it offer discipline-specific preparation. Graduates of the BHEC (Family Social Sciences) programs seeking a professional designation typically enroll in training in programs such as Education and Social Work. We anticipate that the type of student who is interested in studying family health and well-being will find an enhanced experience in the B.H.St. program and will

have more career and advanced training options than is available with the BHEC degree. For example the B.H.St. degree prepares students to work in a large variety of agencies and businesses that plan or deliver-health related service and products, and provides a foundation for additional study that prepare for careers in health care and in community health management in addition to previous options of Education and Social Work.

SECTION D – SYSTEM IMPACTS

D-1 Describe how the temporary cessation of this program will affect any specific laddering, articulation and/or credit transfer options for students in Manitoba and Canada:

Transfer credit options will remain the same. Historically there has been an agreement with Red River College for block transfer credit (60 hours) in the BHEC (Family Social Sciences) programs; a review will be undertaken to determine whether a new articulation agreement with the IHP's B.H.St program is warranted.

D-2 Describe how the temporary cessation of this program may affect the academic, cultural, social and economic needs and interests of students and the province:

The cessation of enrollment in the BHEC (Family Social Sciences) programs will not have any unique or specific impact on the needs and interests of students. Students who are interested in studying family health and well-being will be encouraged to enroll in the B.H.St., which integrates social science concepts with other disciplines. The B.H.St. program will provide a stronger focus on the promotion of health by creating a new understanding among graduates of the determinants of health and how these determinants influence the health of individuals, families and communities.

SECTION E – STUDENT IMPACTS

E-1 Provide a program completion plan for students currently enrolled in the program that is being temporarily ceased:

Year 1 There is a guarantee for completion of the BHEC degree programs in which students were initially enrolled, as long as all academic and non-academic requirements are met. All required and elective courses in the BHEC degree programs will continue to be offered, at least until all current students have transferred to the B.H.St., or completed their programs.

Year 2

Year 3

Year 4

E-2 Will previous graduates of this temporarily ceased program be negatively affected by the temporary cessation of this program?

Students who have already graduated from the program will not be negatively affected. Previous BHEC (Family Social Sciences) graduates have received a degree from a recognized and well regarded university, and their academic program provided a strong foundation for understanding family and health.

E-3 What was the maximum seat capacity of the program that is being temporarily ceased?

The BHEC (Family Social Sciences) program currently accepts (up to) 80 students per year.

E-4 What was the enrolment and graduation rate for this program over the past 5 years?

Year	Enrolments	Graduation
2011-2012	160	34
2012-2013	153	31
2013-2014	192	38
2014-2015	200	53
2015-2016	215	54
2016-2017	175	39

(The above table reflects Family Social Sciences degree program and after-degree program enrolments and graduation only.)

SECTION F – FINANCIAL REALLOCATION**F-1 What portion of ongoing funding is allocated to this program?**

Funding for this program is provided through the general operating budget of the Max Rady College of Medicine, Rady Faculty of Health Sciences (RFHS). The RFHS will continue to support the BHEC (Family Social Sciences) degree programs until all current students have transferred to the B.H.St. degree program or have completed their current degree.

F-2 Please provide a detailed description of how these funds will be reallocated during the temporary cessation of this program:

Funds will continue to be used to support the delivery of the courses required by current BHEC (Family Social Sciences) students to complete their degree programs, as well as the courses which will be taken by new students entering the B.H.St. program. The funds will therefore continue to support course delivery for current and future students.

SECTION G – FINANCIAL REALLOCATION

(A second signature section is provided for joint programs only)

SUBMITTED BY:**President:**

Name:

Signature:

Date: Click here to enter a date.

Vice-President/Academic:

Name:

Signature:

Date: Click here to enter a date.

For use by joint programs only:

President:**Vice-President/Academic:**

Name:

Name:

Signature:

Signature:

Date: Click here to enter a date.

Date: Click here to enter a date.

SUBMIT COMPLETED FORM

PROVOST'S OFFICE ONLY: Once completed and signed, please submit this application form to the Advanced Learning Division at ald@gov.mb.ca with the following attachments: *(double-click check box to engage)*

<input checked="" type="checkbox"/> Cover letter
<input checked="" type="checkbox"/> Any supporting documentation <i>(reviews, letters of support, etc.)</i>

If you have any questions or require further information, please contact:

Advanced Learning Division
Manitoba Education and Advanced Learning
608-330 Portage Avenue Winnipeg MB R3C 0C4
(204) 945-1833
ald@gov.mb.ca

Max Rady College of Medicine
Office of the Dean
A105 Chown Building
753 McDermot Avenue
Winnipeg, Manitoba
Canada R3E 0T6
Phone: 204-789-3485
Fax: 204-789-3661


UNIVERSITY OF MANITOBA | **Rady Faculty of Health Sciences**

April 12, 2018

Dr. David Collins
Provost and Vice-President (Academic)
208 Admin Building
University of Manitoba
Winnipeg, Manitoba
R3T 2N2

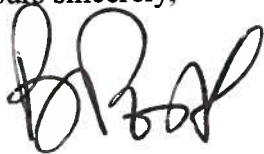
RE: Application for Temporary Cessation of the BHEc (Family Social Sciences)

Dear Dr. Collins:

The Rady Faculty of Health Sciences is supportive of the application for temporary cessation of the Bachelor of Human Ecology in Family Social Sciences (BHEc FSS) degree program. As part of the Academic Structure Initiative the Faculty of Human Ecology was closed in 2015 and the department of Family Social Sciences merged with Community Health Sciences in the Rady Faculty of Health Sciences. The Rady Faculty of Health Sciences has incorporated the Interdisciplinary Health Program (IHP) into our educational programs and developed a Family Studies concentration within the Bachelor of Health Studies (BHSt) degree program. The Rady Faculty of Health Sciences is committed to the success and anticipated expansion of IHP (Bachelor of Health Studies and Bachelor of Health Sciences) and has the necessary human and financial resources to support its success.

Please do not hesitate to contact me if you have any questions.

Yours sincerely,



Brian Postl, MD, FRCPC
Dean, Rady Faculty of Health Sciences & Vice-Provost (Health Sciences)



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Interdisciplinary Health Program
Rady Faculty of Health Sciences

Dr. Mark W. Nachtigal
Director
Email: mark.nachtigal@umanitoba.ca

March 22, 2018

Dr. Sharon Bruce
Acting Head
Department of Community Health Sciences

Re: Application for temporary cessation of the BHEc FSS

Dear Dr. Bruce,

In anticipation of the application for temporary cessation of the BHEc Family Social Science (FSS) program enrolment, the Interdisciplinary Health Program (IHP) revised our Bachelor of Health Studies (BHSt) degree to include a new concentration, *Family Health*, that encompassed the curriculum provided by the FSS program. The BHSt *Family Health* concentration was approved by Senate on December 6, 2017, and the first offering will be delivered starting September 1, 2018. Also in anticipation of enrolment of students that would previously have applied to the BHEc FSS program, the IHP has hired a new Student Advisor in addition to our current full time Student Advisor, Ms. Alisa Claman. As you are aware, Ms. Claman has been serving as the BHEc FSS student advisor, and will continue to do so. As such, she has all of the skills and experience required to advise IHP students applying to the BHSt *Family Health* concentration, and will transfer this skill set to our new IHP Student Advisor. Thus, the IHP has the capacity to administer and advise new students applying to the BHSt *Family Health* concentration, and the capacity to absorb any current BHSc FSS students wishing to transfer into the BHSt *Family Health* concentration. With respect to course delivery, this responsibility will remain with the Faculties/Departments/Programs currently delivering courses contributing to the BHEc FSS and BHSt degree programs.

Sincerely,

Mark W. Nachtigal, Ph.D.
Director, Interdisciplinary Health Program



UNIVERSITY
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Faculty of Education

Office of the Dean
225 Education Building
Winnipeg, Manitoba
Canada R3T 2N2
Telephone (204) 474-9001
Facsimile (204) 474-7551
dean.education@umanitoba.ca

May 15, 2018

To Whom It May Concern:

The Faculty of Education supports the temporary cessation of Family Social Sciences, within the Department of Community Health Sciences. With admission for the Bachelor of Human Ecology (General) degree ceasing in 2014 and with all students nearing completion or fully completed their degree requirements, there is no need for the program to continue in its current capacity.

Interested students may still work toward a teachable major (Senior Years only) or minor in Human Ecology through the Bachelor of Health Studies (BHSt) program, as part of the Rady Faculty of Health Sciences. Courses under the FMLY umbrella are now offered through this program. Students applying to the Early or Middle Years streams of the Bachelor of Education program are able to declare a teachable minor in Developmental Studies (as outlined in provincial legislation). These courses, historically offered in the Departments of Family Social Sciences and Developmental Psychology, will continue to be offered during the period of temporary cessation, as well as in the Integrated Health Program through the Rady Faculty of Health Sciences.

New students interested in pursuing a career as a teacher of Human Ecology (Home Economics) would still be able to obtain these teachable subjects through the Bachelor of Health Studies program. At the time of the dissolution of the Faculty of Human Ecology, the Faculty of Education prepared a document entitled, "*Pathways to Completing a Human Ecology Teachable Major or Minor for Application to the Bachelor of Education Program*" so that prospective students will know what their options are if they are interested in applying to the After-Degree Bachelor of Education (B.Ed.) program. This document includes the courses that have been previously offered by Family Social Sciences, and will be updated to reflect the Bachelor of Health Studies course information.

In conclusion, it is the opinion of the Faculty of Education, as an internal stakeholder, that the temporary cessation of Family Social Sciences will not be detrimental to prospective B.Ed. students who wish to have a teachable major or minor in Human Ecology.

If you require any further information, please do not hesitate to contact me at (204) 474-9001 or david.mandzuk@umanitoba.ca and I would be happy to elaborate or answer any questions you may have.

Sincerely,

David Mandzuk, Ph.D.
Dean
Faculty of Education

338/344



AGENDA ITEM: Request to Extend Suspension of Admissions, Integrated Bachelor of Music / Bachelor of Education Program

RECOMMENDED RESOLUTION:

For discussion / advice.

Action Requested: Approval Discussion/Advice Information

CONTEXT AND BACKGROUND:

- The Board policy on *Admission Targets* (section 2.6) specifies that the President may suspend admissions to a program for defined time periods at intervals of no more than 24 months following consultation and discussion with the applicable Unit's dean or director, with Senate and with the Board of Governors, subject to the provisions of the provincial Programs of Study Regulation.
- The President has received a request from Dean Dawe, Desautels Faculty of Music, and Dean Mandzuk, Faculty of Education, for a two-year extension of the suspension of admissions to the Integrated Bachelor of Music / Bachelor of Education degree. If the request is approved, admissions to the program would be suspended until May 2020.
- Admissions to the program were initially suspended in September 2018, for a period of one year, to give the Faculties time to review and restructure the program, to update the music education content and to redress concerns regarding program length and the salary classification of graduates in their teaching careers.
- The Desautels Faculty of Music recently introduced a Bachelor of Music (Music Education) degree (Senate, March 7, 2018; Board of Governors, March 20, 2018), to replace the Integrated program. Following recent approval by the provincial government, the Provost and Vice-President (Academic) has approved the implementation of the Bachelor of Music (Music Education) program for the Fall 2018.

RESOURCE REQUIREMENTS:

N/A

CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:

N/A

IMPLICATIONS:

The decision to extend the suspension of admissions to the Integrated B.Mus. / B.Ed. would not adversely affect students currently enrolled in the program, who would have the opportunity to either complete the program or transfer to the new Bachelor of Music (Music Education) degree.

ALTERNATIVES:

N/A

CONSULTATION:

The President will consult with Senate regarding the request to extend the suspension of admissions to the program at the meeting on June 20, 2018.



Board of Governors Submission

Routing to the Board of Governors:

<u>Reviewed</u>	<u>Recommended</u>	<u>By</u>	<u>Date</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Senate Executive	June 5, 2018
<input type="checkbox"/>	<input type="checkbox"/>	Senate	June 20, 2018
<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>		

Submission prepared by: Senate

Submission approved by: University Secretary

Attachments

- Correspondence from the President and Vice-Chancellor RE: Extension of Suspension of Admissions, Integrated Bachelor of Music / Bachelor of Education Program [May 22, 2018]
- Correspondence from the Vice-Provost (Integrated Planning and Academic Programs) RE: Extension of Suspension of Admissions to the Integrated Bachelor of Music / Bachelor of Education Program [dated May 17, 2018]
- Correspondence from the Dean, Desautels Faculty of Music, and the Dean, Faculty of Education RE: Suspension of the Integrated Bachelor of Music / Bachelor of Education program [dated May 16, 2018]



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OF MANITOBA

Office of the President

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

Date: May 22, 2018

To: Jeff Leclerc
University Secretary

From: Dr. David T. Barnard
President and Vice-Chancellor

Re: Extension of Suspension of Admissions, Integrated Bachelor of Music/Bachelor of Education Program

I attach a recommendation from Dr. David Collins, Vice-Provost (Integrated Planning and Academic Programs) to suspend admissions to the Integrated Bachelor of Music/Bachelor of Education until May 2020.

Under the Admission Targets Policy, it is the President who approved changes to, or the introduction of, enrolment limits following consultation and discussion with the dean or director and with Senate and the Board.

Accordingly, please place this item on the agenda for the June 5, 2018 Senate Executive meeting and the June 20, 2018 Senate meeting.

Cc: Dr. Janice Ristock, Provost and Vice-President (Academic)
Dr. Edmund Dawe, Dean, Desautels Faculty of Music
Dr. David Mandzuk, Dean, Faculty of Education
Dr. David Collins, Vice-Provost (Integrated Planning and Academic Programs)
Mr. Jeff Adams, Director, Enrolment Services
Mr. Neil Marnoch, Registrar
Mr. Randy Roller, Executive Director, OIA
Ms. Cassandra Davidson, Academic Programs Specialist



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OF MANITOBA

Provost & Vice-President (Academic)

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

Date: May 17, 2018

To: Dr. David Barnard, President and Vice-Chancellor

From: Dr. David Collins, Vice-Provost (Integrated Planning and Academic Programs)

Re: Extension of Suspension of Admissions to the Integrated Bachelor of Music/Bachelor of Education Program

Under the Admissions Targets Policy, at the request of the Desautels Faculty of Music and the Faculty of Education (the Faculties), please find attached a proposal to extend the suspension of admissions to the Integrated Bachelor of Music/Bachelor of Education Program for a further two years.

Temporary cessation of the Integrated program was originally approved by the province in July 2017, for a period of one year, to facilitate the development of a proposal for a new Music Education program structure. A proposal for a new Music Education major was subsequently recommended by Senate and approved by the Board of Governors in March 2018 and is being considered by Manitoba Education and Training (MET). We anticipate a response from MET in this regard by the end of June.

Assuming the new major is approved by MET the Faculties will request formal closure of the Integrated program, following completion by existing students. Students currently enrolled in the Integrated program will be given the option of completing that program, or transferring to the new major.

In the unlikely event that the province should decline the new major, the Faculties will review re-opening admissions to the Integrated program.

Given the above circumstances, I would endorse this request and recommend that, consistent with policy, a two year extension of the suspension of admissions be granted, with subsequent review after that time.

Cc.: Dr. Janice Ristock, Provost and Vice-President (Academic)
Dr. Edmund Dawe, Dean, Desautels Faculty of Music
Dr. David Mandzuk, Dean, Faculty of Education
Mr. Jeff Leclerc, University Secretary
Mr. Jeff Adams, Director, Enrolment Services
Mr. Neil Marnoch, Registrar
Mr. Randy Roller, Executive Director, OIA
Ms. Cassandra Davidson, Academic Programs Specialist



Desautels
FACULTY of MUSIC

T319-136 Dafoe Road
Winnipeg, Manitoba
Canada R3T 2N2
Telephone: 204-474-9310
Facsimile: 204-474-7546
music@umanitoba.ca

May 16, 2018

To: Dr. David Collins, Vice-Provost (Integrated Planning/Academic Programs)

From: Dr. Edmund Dawe, Dean, Desautels Faculty of Music
Dr. David Mandzuk, Dean, Faculty of Education

Subject: Suspension of the Integrated Bachelor of Music/Bachelor of Education program

We are writing to request that the suspension of the Integrated Bachelor of Music/Bachelor of Education program be given a two-year extension. The University of Manitoba has approved the new Bachelor of Music (Music Education) program as a replacement for the Integrated program and we are waiting on final approval from the province for implementation effective September 2018. Given the tight timeline, we feel it would be prudent to extend the suspension of the Integrated program. In the meantime, current Integrated students will be given the opportunity to complete their program or transfer to the new Bachelor of Music (Music Education) program.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Ed Dawe", written over a horizontal line.

Dr. Edmund Dawe, Dean, Desautels Faculty of Music

A handwritten signature in black ink, appearing to read "D Mandzuk", written over a horizontal line.

Dr. David Mandzuk, Dean, Faculty of Education



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344/344
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