

BOARD OF GOVERNORS

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

Tuesday, September 25, 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, September 25, 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	3	4:00 p.m.
3.	MINUTES (Open Session)			
3.1	Approval of the Minutes of the June 26, 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 information)

4.1.1	Report from the Senate Committee on Awards Part A (June 21)	President	11	(consent)
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4.2 Consent Items from Finance, Administration, & Human Resources (for information)

4.2.1	Audited Financial Statements of the University Pension Plans	K. Lee	23	(consent)
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NEW BUSINESS

5.	Report from the President	Chair	64	4:10 p.m.
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FROM MANAGEMENT RESOURCES AND COMPENSATION COMMITTEE

6.	Establishment of a Presidential Search Committee	Chair	74	4:20 p.m.
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MOTION TO MOVE TO CLOSED AND CONFIDENTIAL SESSION



UNIVERSITY
OF MANITOBA

**Minutes of the
OPEN Session of the Board of Governors
June 26, 2018**

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

D. Barnard J. Beddoes S. Bonner-Proulx L. Hyde K. Kieloch J. Knysh
K. Lee J. Linden C. Loewen J. MacKenzie R. Mohammed
M. Mollot C. Neumann K. Osiowy J. Sanderson M. Sharma H. Sector
M. Silicz J. Taylor

Regrets: J. Anderson S. Demmings T. Taves

Assessors Present: S. Woloschuk M. Hudson

Officials Present: S. Foster T. Hay D. Jayas G. Pasieka J. Ristock
L. Zapshala-Kelln

Officials Sending Regrets: J. Kearsey

1. **ANNOUNCEMENTS**

The Chair informed the Board that the government has appointed three new students to the Board. He welcomed Kasia Kieloch, Taleah Taves, and Madhur Sharma, adding that Ms. Kieloch and Mr. Sharma are present today.

The Chair congratulated Steve Demmings, Jane Mackenzie and Michael Silicz on being reappointed to the Board. He noted that Hillary Kroeker, Heather Maxted, and Maryam Moshiri attended their last meeting as Board members on May 22 and thanked them for their service to the Board of Governors and to the University.

The Chair welcomed Carla Loewen, newly elected by the alumni of the University to serve on the Board of Governors, to her first Board meeting.

FOR ACTION

2. **APPROVAL OF THE AGENDA**

It was moved by Ms. Linden and seconded by Mr. Knysh:

THAT the agenda for the June 26, 2018 meeting be approved as circulated.

CARRIED

3. **MINUTES (Open) Session**

- 3.1 Approval of the Minutes of the May 22, 2018 Open Session as circulated or amended

It was moved by Mr. Osiowy and seconded by Ms. Lee:

THAT the minutes of the May 22, 2018 Open session be approved as circulated.

CARRIED

- 3.2 Business Arising - none

4. **UNANIMOUS CONSENT AGENDA**

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

It was moved by Mr. Mohammed and seconded by Ms. Hyde:

THAT the Board of Governors approve and or receive for information the following:

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].

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].

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].

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].

THAT the Board of Governors approve the establishment of an endowed research Professorship, the Clinician-Scientist Professorship [as recommended by Senate, May 16, 2018].

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>

Dental Hygiene	\$35.00/term	3 years	Director Mary Bertone
Dentistry	\$87.50/term	3 years	Dean Anthony Iacopino
Interior Design	\$1.66/credit hour	2 years	Dean Jonathan Beddoes
Kinesiology and Recreation Management	\$4.50/credit hour	1 year	Dean Douglas Brown
Music	\$2.00/credit hour	3 years	Dean Edmund Dawe
Nursing	\$3.30/credit hour	3 years	Acting Dean Christine Ateah

The Board received for information the following items:

- *Implementation of Doctor of Pharmacy (Pharm.D.)*
- *Suspension of Admissions to Baccalaureate Program for Registered Nurses (BPRN), Implementation*
- *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*
- *Academic Schedule for 2019 Summer Term*
- *Annual Report – Status of Academic Program Reviews*

NEW BUSINESS

5. Report from the President

Dr. Barnard said that the Executive Team had been in an intensive team retreat on Sunday, Monday, and today, working with consultants. He said it had been a good experience.

6. Amendments to Policies relating to the search for and election of the Chancellor and election of Board members to the Chancellor Search Committee

Dr. Mollot asked if it was required that the Chancellor be an alumnus of the University. Mr. Leclerc said it is strongly desired but it would still be allowable to have a non-alumnus as Chancellor of the University. In response to a question from Dr. Mollot, Mr. Leclerc stated that, to his knowledge, most recent Chancellors have been alumni of the University.

It was moved by Mr. Mohammed and seconded by Dr. Mollot:

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

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 28, 2018 Board meeting.

CARRIED

The Chair asked if there were any nominations from the floor. Ms. Lee nominated Ms. Linden and Mr. Mohammed who both accepted the nomination.

It was moved by Ms. Lee and seconded by Mr. Osiowy:

THAT Judi Linden and Rafi Mohammed be elected to the Chancellor Search Committee.

CARRIED

7. FROM AUDIT & RISK MANAGEMENT

7.1 Annual Financial Report

7.1.1 Annual Financial Statements

Mr. Osiowy said that the Committee had reviewed the Financial Statements on June 18 and recommends Board of Governors approval. Ms. Zapshala-Kelln said that the financial statements remain relatively consistent with prior years with one exception relating to the stadium. She explained that, in consultation with the Province of Manitoba it was determined that there was insufficient projected cash flows to support the Phase One loan receivable and loan payable relating to the stadium, therefore, as a result, an allowance provision of \$118 million was recorded. She noted that this is significant, however the net effect on both the Statement of Financial Position and Statement of Operations and Changes in Fund Balances is zero as the adjustment to the loan receivable is offset by an equal adjustment to the loan payable.

Ms. Zapshala-Kelln stated that members of the Office of the Auditor General (OAG) have indicated that they did not identify any unrecorded errors and that they were prepared to issue their clean audit opinion subject to Board approval. She said that the Management Discussion and Analysis (MD&A) includes highlights on each of the University's funds, cash balances, and fund transfers which may not otherwise be self-explanatory within the statements themselves. She said that the University ended the year with an overall increase to fund balances of \$144 million, however the General Operating Fund's increase was only \$2 thousand after the transfer of \$28 million to specific provisions. She explained that the other increase in fund balances of \$116 million is mostly related to restricted funds such as research, capital, trust and endowment which cannot be used for operating activities.

Mr. Pasioka gave a brief power point presentation touching on the highlights for the year. He said that the major issue this year was, in consultation with the Province of Manitoba, it was concluded that projected cash flows were insufficient to support the Phase One stadium loan and, as a result, an allowance was recorded against the loan receivable and loan payable relating to the Stadium. He explained that the impact of the allowance was a reduction in receivables and payables and an increase in revenue and expenses.

Mr. Pasioka stated that there were no other issues in the Financial Statements. He noted that the auditor did not identify any errors and is prepared to issue the audit opinion subject to Board of Governors approval.

Mr. Pasioka highlighted the following:

- The loan receivable went from \$198 million to \$78 million, largely the result of the loan allowance.
- Cash balances at year-end were \$330 million, an increase of almost \$11 million from the prior year. Of this amount, \$257 million or almost 80% relates to the Capital fund and Research fund. In the case of the Research fund the University is generally funded up front for projects which go beyond the fiscal year, resulting in a balance at year end. In the case of the Capital fund, the University sets aside funding for large projects before they commence so there are balances on hand for things like a new residence, the Churchill Marine Observatory, a concert hall, classroom upgrades and debt repayments.
- The most noteworthy item relating to liabilities is the decline in long term liabilities from \$500 million to \$370 million, again the result of the loan allowance on the loan payable to the Province relating to the stadium.
- Fund balances showed a net increase of \$144 million
- The General Operating Fund ended the year in a balanced position with a \$2,000 increase. Specific provisions increased by \$28.8M million and restricted funds increased by \$112 million. The increase in the specific provisions fund includes \$11.6 million in faculty and unit carryover.
- Total revenues increased by \$153 million from \$934 million last year to \$1088 million this year. The majority of that is in the capital fund and is due to the loan adjustment.
- In summary, revenues of \$1,088 million less expenses of \$933 million results in \$155 million, less the remeasurement gains and losses for an overall increase to fund balance of \$144 million. Most of this increase is in Restricted (\$86 million) or Trust and Endowment funds (\$25.8 million) while the balance of \$31.8 million represents the general funds, of which \$28.8 million went to provisions as highlighted earlier.

In response to a question from Mr. Knysh, Mr. Pasioka stated that the loan allowance will not impact the University's credit rating because there are offsetting entries and the University is merely a flow through for the transaction. Mr. Hay added that this fact has always been disclosed clearly.

7.1.2 Audit Results Memo (for information)

Mr. Osiowy said that the Audit Committee had received a presentation at its meeting on June 18. He added that the external auditor is prepared to give an unqualified audit opinion.

Ms. Zapshala-Kelln added that once the financial statements are approved the auditor will issue an audit report. She noted that no new recommendations were made this year.

7.1.1 Approval of the Financial Statements

It was moved by Mr. Osiowy and seconded by Ms. Linden:

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

CARRIED

7.1.3 Public Sector Compensation Disclosure Report

Mr. Osiowy said that the Audit Committee recommends this report for Board of Governors approval.

Ms. Zapshala-Kelln stated that legislation requires that the University prepare this report annually. She said that the report itself is self-explanatory. She added that there may be a change in the legislation for next year which will increase the threshold for reporting from \$50,000 per year to \$75,000 per year.

It was moved by Mr. Silicz and seconded by Dr. Mollot:

THAT the Board of Governors approve the Public Sector Compensation Disclosure Report of The University of Manitoba for the year ended December 31, 2017.

CARRIED

8. FROM SENATE

8.1 Revised Student Discipline Bylaw & Procedure

Dr. Ristock stated that this bylaw and procedure was last revised in 2016. She noted that the changes being made are primarily editorial and they are listed on page 308.

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

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].

CARRIED

8.2 Proposal to Establish a Clinician-Scientist Professorship

Dr. Barnard said professorship is in line with the general evolution of specialized appointments.

It was moved by Dr. Barnard and seconded by Dr. Mollot:

THAT the Board of Governors approve the establishment of an endowed research Professorship, the Clinician-Scientist Professorship [as recommended by Senate, May 16, 2018].

CARRIED

FOR DISCUSSION

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

Dr. Ristock said that this is in preparation for these programs moving toward closure over the next year

9.2 Suspension of Admissions to B.H.Ecol. in Family Social Sciences

Dr. Barnard said this program has not been attracting students as it did in the past and is being gradually phased out.

Dr. Ristock added this this was partly due to the merger and movement of the department of Family Social Sciences to Community Health Sciences.

9.3 Suspension of Admissions to the Integrated B.Mus-B.Ed.

Dr. Barnard said again that this program is being gradually phased out and will be replaced with the Bachelor of Music Education Program that was recently approved.

MOTION TO MOVE TO CLOSED AND CONFIDENTIAL

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

CARRIED

Chair

University Secretary



Board of Governors Submission

AGENDA ITEM: Report of the Senate Committee on Awards – Part A
[dated June 21, 2018]

RECOMMENDED RESOLUTION:

THAT the Board of Governors approve six new offers, six amended offers, and the withdrawal of nineteen offers, as set out in Appendix A of the Report of the Senate Committee on Awards – Part A [dated June 21, 2018].

Action Requested: Approval Discussion/Advice Information

CONTEXT AND BACKGROUND:

At its meeting on June 21, 2018, the Senate Committee on Awards approved six new offers, six amended offers, and the withdrawal of nineteen offers, as set out in Appendix A of the Report of the Senate Committee on Awards – Part A [dated June 21, 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 October 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 June 21, 2018, the Senate Committee on Awards approved 6 new offers, 6 revised offers, and the withdrawal of 19 awards, as set out in Appendix A of the *Report of the Senate Committee on Awards – Part A (June 21, 2018)*.

Recommendations

On behalf of Senate, the Senate Committee on Awards recommends that the Board of Governors approve 6 new offers, 6 revised offers, and the withdrawal of 19 awards as set out in Appendix A (June 21, 2018). These award decisions comply with the published guidelines of November 3, 1999, and are reported to Senate for information.

Respectfully submitted,

Dr Jared Carlberg

Chair, Senate Committee on Awards

SENATE COMMITTEE ON AWARDS

Appendix A

June 21, 2018

1. NEW OFFERS

Dean of the Rady Faculty of Health Sciences Graduate Student Achievement Prize

Available funds from the Rady Faculty of Health Sciences will be used to offer the Dean of the Rady Faculty of Health Sciences Graduate Student Achievement Prize. The purpose of this prize is to recognize the outstanding academic achievement, strong leadership skills, and notable personal service of students in the College of Dentistry, Max Rady College of Medicine, College of Nursing, College of Pharmacy, and College of Rehabilitation Sciences. The availability of funds for this prize will be confirmed annually by the Rady Faculty of Health Sciences.

In years when funds are available, the Dean of the Rady Faculty of Health Sciences Graduate Student Achievement Prize will be offered to graduate students who:

- (1) have been enrolled full-time in a Master's or Doctoral program offered by a College in the Rady Faculty of Health Sciences at the University of Manitoba for at least one year at the time of nomination;
- (2) have achieved a minimum grade point average of 3.5 based on the last 60 credit hours (or equivalent) of study; and,
- (3) have demonstrated strong skills and potential in leadership, community engagement, social accountability, and/or volunteerism.

The selection committee will determine the number and value of the awards based on the availability of funds each year. No awards will be offered in years when no funding is available.

In years when funds are available, each College of the Rady Faculty of Health Sciences may nominate one Master's student and one Doctoral student for this prize. Colleges that do not offer a Doctoral program may nominate two Master's students. Nomination packages must include:

- (i) a letter from the Dean of the College (or designate) which provides details on the selection process used to determine the nominee(s) as well as outlines their support for the nomination;
- (ii) the nominee's curriculum vitae;
- (iii) copies of the nominee's graduate and undergraduate academic transcripts;
- (iv) two letters of support – one letter of support from the nominee's advisor or graduate program chair, and one letter of support from an individual that indicates how the nominee meets criterion (3) above; and,
- (v) a maximum one page written statement from the nominee which outlines their involvement with volunteerism, social accountability, leadership experience, and community engagement.

The nomination deadline will be set by the Rady Faculty of Health Sciences. Nomination packages will be submitted to the Dean of the Rady Faculty of Health Sciences (or designate).

The donor will contact Financial Aid and Awards by March 31 in any year that this award will not be offered.

The Vice-Provost (Graduate Education) and Dean of the Faculty of Graduate Studies (or designate) will ask the Dean of the Rady Faculty of Health Sciences (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.

Janice Filmon Leadership Scholarship

An initial contribution provided by the PC Manitoba Fund established an endowment fund at the University of Manitoba in honour of Janice Filmon. The purpose of the fund is to provide recognition to exceptional students entering the President's Student Leadership Program offered through the Leadership Institute at the University of Manitoba. Beginning in the 2019-2020 academic year, the available annual income will be used to offer one scholarship to a student who:

- (1) has been admitted into the President's Student Leadership Program offered through the Leadership Institute at the University of Manitoba;
- (2) is entering the program with a minimum degree grade point average of 3.5;
- (3) has been nominated by a mentor, previous instructor or community leader.

Nomination letters (maximum 500 words) should include a description of the student's academic achievements and demonstrated volunteer service or active participation in student government.

Students will only be eligible to receive this scholarship once.

The Director of the Leadership Institute (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.

Kulachok Bursary in Engineering

Through a testamentary gift, Nick and Pauline Kulachok have established an endowment fund at the University of Manitoba with an initial gift of \$10,000 in 2014. The purpose of the fund is to support undergraduate students pursuing studies in Civil Engineering in the Faculty of Engineering. Each year, beginning in 2018-2019, the available annual income from the fund will be used to offer one bursary to an undergraduate student who:

- (1) is enrolled full-time (minimum 60% course load) in any year of study in the Civil Engineering program in the Faculty of Engineering at the University of Manitoba;
- (2) has achieved a minimum degree grade point average of 2.0;
- (3) has demonstrated financial need on the standard University of Manitoba bursary application form.

The selection committee will be 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.

Noventis Credit Union Prize

Noventis Credit Union has established a fund at the University of Manitoba. The purpose of the fund is to recognize the academic excellence of a student who has completed the course Advanced Agricultural Financial Management and Lending, a new course which will first be offered in 2019-2020. Each year, beginning in 2019-2020, one award valued at \$1,000 will be used to offer a prize to an undergraduate student who:

- (1) was enrolled full-time (minimum 80% course load) in the School of Agriculture in the year the prize is tenable;
- (2) has achieved a minimum degree grade point average of 3.0;
- (3) achieved the highest standing in the course ABIZ 0750 Advanced Agricultural Financial Management and Lending.

In the event of a tie, the prize will be awarded to the student with the highest degree grade point average.

Students in their final term of study are eligible to receive the prize, provided that they have declared graduation and were registered full-time (minimum 80% course load) in the term the prize is tenable.

The selection committee will be the Faculty of Agricultural and Food Sciences Award 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.

Ronald F. Guse Scholarship for Excellence in Pharmacy

In honour of Ronald F. Guse, and his dedication to his profession and community, an endowment fund was established at the University of Manitoba with gifts totaling \$92,000 by 2017. The fund was established by the vision and generous starting donation from Mr. William Eamer. The Manitoba Scholarship and Bursary Initiative has made a contribution to the fund. The fund will provide a scholarship to a top-ranked student in the Doctor of Pharmacy (Pharm.D.) degree program in the College of Pharmacy. Each year, beginning in the 2019-2020 academic session, 25% of the available annual income from the fund will be used to offer one scholarship to an undergraduate student who:

- (1) has been admitted to, and enrolls full-time (minimum 80% course load) in the first year of study in the College of Pharmacy;
- (2) has achieved a minimum adjusted grade point average of 3.75;
- (3) of the students who meet criteria (1) and (2), has been ranked high in the selection process for admission to the program;
- (4) has a demonstrated record of leadership and/or community service in the broader community and/or University.

The scholarship is renewed in each year of undergraduate study (25% of the available annual income) provided the student has:

- (1) enrolled full-time (minimum 80% course load) in the subsequent year of study;
- (2) achieved a minimum degree grade point average of 3.75;
- (3) achieved a minimum grade of B in the course Pharmacy Law;
- (4) exercised good judgment, completes patient care responsibilities compassionately and accurately, and conducts themselves in a manner that would entitle the respect of the public and the profession;
- (5) demonstrated dedication to the profession and College (activities include, but are not limited to: positions on student council, involvement with College of Pharmacists of Manitoba and/or health care associations, participating in student/peer mentorship programs, attending or participating in academic and social College events, organizing College events, leadership activities, volunteerism, etc.).

In 2019-2020, the first scholarship will be awarded to a student entering the Pharm.D. program.

Each year, one new student entering the first year of study in the College of Pharmacy will be selected to receive the renewable scholarship.

Candidates will be required to submit a letter of application to the College of Pharmacy by the designated deadline date, outlining how they have met the award criteria and maintained their qualification in subsequent years.

The selection committee will be the College of Pharmacy Awards Committee, and will include a representative from the College of Pharmacists of Manitoba. Mr. Guse (or designate) will be invited to take part in the selection committee each year.

Whenever possible, the award will be announced at the College of Pharmacy White Coat ceremony. The College of Pharmacy will offer a commemorative medallion, which will be presented to the recipient at the annual Student Recognition Ceremony.

This agreement may be amended by the mutual consent of Mr. Guse (or designate) and the University of Manitoba. All such amendments will be in writing. In the absence of Mr. Guse (or designate), and providing all reasonable efforts have been made, 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.

Shirley J. Grosser Scholarship

Shirley J. Grosser (M.S.W. /66, B.S.W. /62, B.A. /58) has generously established an endowment fund at the University of Manitoba in 2018. The purpose of the fund is to provide scholarships for students in the Inner City Bachelor of Social Work program in the Faculty of Social Work. Beginning in 2021–2022, the available annual income from the fund will be used to offer one scholarship to an undergraduate student who:

- (1) is a refugee to Canada;
- (2) is enrolled full-time (minimum 80% course load) in third year of study or higher in the Inner City Bachelor of Social Work program in the Faculty of Social Work;
- (3) has achieved a minimum degree grade point average of 2.5;
- (4) has demonstrated ingenuity and innovation for designing and implementing new service provision ideas during their field placement.

Candidates will be required to submit an application that includes (a) proof of refugee status, (b) one letter of recommendation from a faculty member and/or field instructor, and c) a statement (maximum 500 words) that describes their creative contributions during their field placement.

In the event that there are no candidates that meet criterion (1), the scholarship may be offered to students who meet criteria (2) to (4).

The Dean of the Faculty of Social Work (or designate) will ask the Director of the Inner City Social Work Program (or designate) to name the selection committee for this award, which will include a Field Coordinator.

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.

1. AMENDMENTS (in alphabetical order)

Dr. Domenico Povoledo Memorial Prize

The following amendments were made to the terms of reference for the **Dr. Domenico Povoledo Memorial Prize**:

- The name was changed from the *Dr. Domenico Povoledo Memorial Award* to the *Dr. Domenico Povoledo Memorial Prize*.
- The preamble was revised to:
The family of Dr. Domenico Povoledo offers an annual award in his memory to promote the study of the Italian language and culture. The Manitoba Scholarships and Bursaries Initiative has made a contribution to this fund. Each year, the available annual income will be offered to one undergraduate student who:
- The numbered criteria were revised to:
 - 1) *is a Canadian citizen or Permanent Resident;*
 - 2) *was enrolled full-time (80% course load) in the degree program Department of French, Spanish, and Italian in the Faculty of Arts in the year in which the award is tenable;*
 - 3) *has achieved a minimum grade of B+ in at least one Italian course;*
 - 4) *has, in the opinion of the selection committee, demonstrated exemplary scholarship through both work and attitude.*
- The selection committee was changed to:
The selection committee will be named by the Head of the Department of French, Spanish and Italian (or designate).
- The standard Board of Governors statement was added.

Frank and Juliana Wong Scholarship

The following amendments were made to the terms of reference for the **Frank and Juliana Wong Scholarship**:

- The preamble was revised to:
Dr. Frank Wong (M.D./65) and Juliana Wong (B.Sc./70) have established an endowment fund at the University of Manitoba with an initial gift of \$80,000. The purpose of the fund is to offer scholarships to students who are studying in the Faculty of Science.
- The numbered criteria were revised to:
Each year, the available annual interest from the fund will be used to offer one or more scholarships to students who:
 - (1) *have completed a minimum of 24 credit hours at the University of Manitoba;*
 - (2) *are enrolled full-time in the Faculty of Science (minimum 80% course load);*
 - (3) *were admitted to the University of Manitoba as mature students;*
 - (4) *have achieved a minimum degree grade point average of 3.0;*
- The following sentence was added:
In years where there are no eligible candidates, the scholarship(s) may be offered to candidates who meet criteria (1), (2), and (4). The renewal criteria were revised to:
- The following sentence was added:
The selection committee will have the discretion to determine the number and value of awards each year.
- The following sentence was removed:
The scholarship cannot be divided between two or more students.
- The standard Board of Governors statement was updated.

Goldie Goldstein Prize in Nutrition

The following amendments were made to the terms of reference for the **Goldie Goldstein Prize in Nutrition**:

- The paragraph after the numbered criteria was revised to:
If the fund should generate less than \$500, the unspent revenue will be used to ~~top up~~ bring the award value up to \$500.
- The standard Board of Governors statement was updated.

L'Alliance Francaise Prize

The following amendments were made to the terms of reference for the **L'Alliance Francaise Prize**:

- The preamble was revised to:
The Executive of L'Alliance Francaise has established a prize to reward the achievements of students studying French at the University of Manitoba. Each year, an educational item (book and/or DVD) and a family membership, valid until August 31 of the following year, will be offered to two undergraduate students who:
- The numbered criteria were revised to:

- (1) were enrolled full-time (minimum 80% course load) in the second year of study in the Department of French, Spanish, and Italian in the year in which the award was tenable;
- (2) have achieved a minimum degree grade point average of 3.5;
- (3) do not consider French as their primary language;
- (4) have achieved the highest standing in a 2000-level French (FREN) course.

- The following sentences were added:

In the event of a tie, the prize shall be awarded to the student with the highest standing calculated in the compulsory and elective subjects the tied students have in common.

The Executive Director of L'Alliance Francaise will contact the recipients directly to receive their prize and a tour of L'Alliance Francaise.

The Head of the Department of French, Spanish, and Italian will name the selection committee for this award.

- The standard Board of Governors statement was added.

Robert D. Bruce & Katharine M. Bruce Bursary

The following amendments were made to the terms of reference for the **Robert D. Bruce & Katharine M. Bruce Bursary**:

- The name was changed from the *Robert Bruce Memorial Bursary* to the *Robert D. Bruce & Katharine M. Bruce Bursary*.

- The preamble was revised to:

In memory of Robert D. Bruce, long a professor in the School of Art and a highly respected artist, his former students, colleagues, and friends have established a bursary fund at The University of Manitoba in 1981. In 2017, his daughter, Katharine M. Bruce (B.F.A. /74), made a generous donation in memory of her father and in honor of her time at the University of Manitoba. The purpose of the fund is to support undergraduate students pursuing studies in the Bachelor of Fine Arts program in the School of Art. Beginning in 2018–2019, the available annual interest from the fund will be used to offer one or more bursaries to undergraduate students who:

- The numbered criteria were revised to:

- (1) are enrolled full-time (minimum 60% course load) in their second year of study or higher in the Bachelor of Fine Arts program in the School of Art at the University of Manitoba;
- (2) have achieved a minimum degree grade point average of 2.5;
- (3) have demonstrated financial need on the standard University of Manitoba bursary application form.

- The following sentences were added:

The Robert D. Bruce & Katharine M. Bruce Bursary is renewable for up to four years of study provided that the recipients continue to meet the criteria listed above.

In the event that a recipient does not qualify for continuation of the award, the bursary may be offered to the next qualified student in the same year of study, either as a renewable bursary, or as a one-time bursary for the student in the designated year of study.

- The selection committee was changed to:

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

- The standard Board of Governors statement was added.

Technical Communication Report Prizes – Engineering

The following amendments were made to the terms of reference for the **Technical Communication Report Prizes – Engineering**:

- The name of the award was revised to: **Friends of Engineering Communication Course Prizes**
- The preamble was revised to:
The Friends of Engineering offers an annual contribution to be put toward prizes for the best two final written reports submitted at the end of each regular academic session in the Technical Communication (ENG 2040) course. Only reports receiving a grade of B+ or higher will be eligible for consideration for the prizes. The total value of both the first and second prizes will be divided equally among all of the team members whose report is selected.
- The second paragraph was revised to:
The value of the prize for the first place team is \$500, to be divided evenly between all team members. The value of the prize for the second place team is \$250, to be divided evenly between all team members. have completed a minimum of 24 credit hours at the University of Manitoba;
- The standard Board of Governors statement was updated.

2. WITHDRAWALS

A S M Award

The funding for this award is no longer available.

Amazis Louka Award In Operative Dentistry

The funding for this award is no longer available.

Ben Rykiss Scholarship Social Work

The funding for this award is no longer available.

Class of 1960 Entrance Scholarship – MMCF

The funding for this award is no longer available.

Consulate General of the Republic of Poland Prize for Polish Studies

The funding for this award is no longer available.

Dante Alighieri Cultural Society Scholarship

The funding for this award is no longer available.

Dr. Ken Hamin Bursary in Dentistry

The funding for this award is no longer available.

Ed Kotowich Award

The funding for this award is no longer available.

Edward Ross Pressman Memorial Award in Medicine

The award is being withdrawn at the donor's request.

Harry Ginpil Memorial Bursary

The funding for this award is no longer available.

Joe Morsette Memorial Bursary

The funding for this award is no longer available.

Manitoba Hydro Graduate Fellowship in Natural Resources Management

The award is being withdrawn at the donor's request.

Novopharm Award in Biopharmaceutical/Pharmacokinetics

The funding for this award is no longer available.

Novopharm Limited Scholarship in Medicinal Chemistry

The funding for this award is no longer available.

Pfizer Canada Inc. Centennial Pharmacy Research Award

The funding for this award is no longer available.

Pharmasave Bursary

The funding for this award is no longer available.

sanofi-aventis Canada Scholarship

The funding for this award is no longer available.

Winnipeg Dental Society Scholarship

The award is being withdrawn at the donor's request.

Wyeth Consumer Healthcare Leadership Award

The funding for this award is no longer available.



AGENDA ITEM: University of Manitoba GFT Pension Plan (1986) and University of Manitoba Pension Plan (1993) Independent Auditor's Report and Financial Statements for the year ended December 31, 2017

RECOMMENDED RESOLUTION:

For information only.

Action Requested: Approval Discussion/Advice Information

CONTEXT AND BACKGROUND:

The University of Manitoba is the Plan Sponsor for two pension plans; the University of Manitoba (1986) and the University of Manitoba (1993) pension plans. As required in the pension governance documents, the plans submit their annual financial reports to the Board for information. The Pension Committees of The University of Manitoba Geographic Full-Time (GFT) Pension Plan (1986) and The University of Manitoba Pension Plan (1993) administer the Pension Plans in accordance with The Pension Benefits Act of the Province of Manitoba and with provision of the Income Tax Act (Canada). The Pension Committee's responsibilities as administrator include the integrity, objectivity and preparation of the accompanying financial statements and notes. The Financial Statements are prepared by management in accordance with Canadian accounting standards for pension plans. The financial statements have been approved by the respective 1993 and 1986 Pension Committee.

The Pension Committees and management maintain a system of internal control to provide a reasonable assurance that the books and records from which the financial statements are derived are complete, accurate and properly reflect all transactions. Independent custodians prepare records of all investment transactions.

KPMG, as the Plans' auditor, has audited the financial statements and expressed an unqualified audit opinion.

CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:

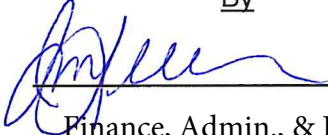
Management of the University of Manitoba Pension Plans is an important part of Building Community that creates an outstanding learning and working environment.



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 type="checkbox"/>		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Finance, Admin., & HR	September 4, 2018
<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>		

Submission prepared by: Shelley Foster, Associate University Secretary, Board of Governors

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

Attachments

1. *The University of Manitoba GFT Pension Plan (1986) Independent Auditors' Report and Financial Statements for the year ended December 31, 2017*
2. *The University of Manitoba Pension Plan (1993) Independent Auditors' Report and Financial Statements for the year ended December 31, 2017*

**THE UNIVERSITY OF MANITOBA GFT
PENSION PLAN (1986)**

**Independent Auditors' Report and Financial Statements
for the year ended December 31, 2017**



180 Extended Education Complex
Winnipeg, Manitoba
Canada R3T 2N2
Fax: 204-474-7640

THE UNIVERSITY OF MANITOBA GFT PENSION PLAN (1986)

RESPONSIBILITY FOR FINANCIAL REPORTING

The Pension Committee of The University of Manitoba GFT Pension Plan (1986) (Pension Committee) administers the Pension Plan in accordance with The Pension Benefits Act of the Province of Manitoba and with provision of the Income Tax Act (Canada). The Pension Committee's responsibilities as administrator, includes the integrity, objectivity and preparation of the accompanying financial statements and notes. The financial statements are prepared by management in accordance with Canadian accounting standards for pension plans. The financial statements have been approved by the Pension Committee.

The Pension Committee and management maintain a system of internal control to provide a reasonable assurance that the books and records, from which the financial statements are derived, are complete, accurate and properly reflect all transactions. Independent custodians prepare records of all investment transactions.

KPMG has examined the financial statements and expressed a written opinion.

Cheryl A. Britton
Financial and Investment Analyst

Bernard Gold
Director, Pension Office

May 14, 2018
Winnipeg, Manitoba



KPMG LLP
One Lombard Place
Suite 2000
Winnipeg MB
R3B 0X3

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Fax (204) 957-0808
www.kpmg.ca

INDEPENDENT AUDITORS' REPORT

To the Legislative Assembly of Manitoba
To the Pension Committee of The University of Manitoba GFT Pension Plan (1986)
To the Board of Governors of The University of Manitoba

We have audited the accompanying financial statements of The University of Manitoba GFT Pension Plan (1986), which comprise the statement of financial position as at December 31, 2017, the statement of changes in net assets available for benefits for the year then ended, and notes, comprising 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 accounting standards for pension plans, 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.

Auditors' 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 our 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, we consider 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 GFT Pension Plan (1986) as at December 31, 2017, and the changes in its net assets available for benefits for the year then ended in accordance with Canadian accounting standards for pension plans.

A handwritten signature in black ink that reads 'KPMG LLP'. The signature is written in a cursive, slanted style and is underlined with a single horizontal stroke.

Chartered Professional Accountants

May 14, 2018

Winnipeg, Canada

The University of Manitoba GFT Pension Plan (1986)

Statement of Financial Position As at December 31, 2017 (\$ thousands)

	<u>2017</u>	<u>2016</u>
ASSETS		
Investments (Note 3)	\$ 62,311	\$ 57,856
TOTAL ASSETS	<u>62,311</u>	<u>57,856</u>
LIABILITIES		
Accounts Payable	58	50
TOTAL LIABILITIES	<u>58</u>	<u>50</u>
NET ASSETS AVAILABLE FOR BENEFITS	\$ 62,253	\$ 57,806
PENSION OBLIGATIONS (Note 2e)	<u>62,253</u>	<u>57,806</u>
PLAN SURPLUS/(DEFICIT)	<u>\$ -</u>	<u>\$ -</u>

The University of Manitoba GFT Pension Plan (1986)

Statement of Changes in Net Assets Available for Benefits

For the year ended December 31, 2017

(\$ thousands)

	<u>Member Regular</u>	<u>Member Voluntary</u>	<u>Employer Regular</u>	<u>Total 2017</u>	<u>Total 2016</u>
INCREASE IN ASSETS					
Contributions	\$ -	\$ -	\$ 2,266	\$ 2,266	\$ 2,291
Investment income (Note 6)	51	9	1,348	1,408	1,895
Current period change in fair value of investments (Note 7)	175	33	4,653	4,861	2,703
	<u>226</u>	<u>42</u>	<u>8,267</u>	<u>8,535</u>	<u>6,889</u>
DECREASE IN ASSETS					
Retirement benefits	358	-	3,058	3,416	8,043
Refunds and transfers	-	-	248	248	319
Death benefits	-	-	26	26	-
Administrative expenses (Note 9)	14	3	381	398	307
	<u>372</u>	<u>3</u>	<u>3,713</u>	<u>4,088</u>	<u>8,669</u>
NET INCREASE/(DECREASE) FOR THE YEAR	(146)	39	4,554	4,447	(1,780)
NET ASSETS AVAILABLE FOR BENEFITS AT THE BEGINNING OF THE YEAR	<u>2,126</u>	<u>386</u>	<u>55,294</u>	<u>57,806</u>	<u>59,586</u>
NET ASSETS AVAILABLE FOR BENEFITS AT THE END OF THE YEAR	<u>\$ 1,980</u>	<u>\$ 425</u>	<u>\$ 59,848</u>	<u>\$ 62,253</u>	<u>\$ 57,806</u>

**THE UNIVERSITY OF MANITOBA GFT
PENSION PLAN (1986)**

**Notes to the Financial Statements
December 31, 2017**

1. Description of Plan

General

The University of Manitoba GFT Pension Plan (1986) (the “Plan”) is a trustee plan administered in accordance with The Pension Benefits Act of the Province of Manitoba and with provisions of the Income Tax Act (Canada).

The Pension Committee of the Plan is the Administrator. The University of Manitoba is the Plan sponsor. CIBC Mellon Trust Company has been appointed trustee and custodian in accordance with the terms of a Trust Agreement between the Pension Committee and CIBC Mellon Trust Company.

The following description of the Plan is a summary only. For more complete information, reference should be made to the Plan document.

Eligibility

Staff members of the University of Manitoba who sign a Geographical Full-Time agreement are eligible for membership in the Plan.

Funding

The University contributes for each member an amount equal to the lesser of:

- a) 6% of the base salary of full professors at the University minus an adjustment for the Canada Pension Plan, and
- b) the maximum contribution permitted by the Income Tax Act (Canada).

There are no member contributions.

Retirement Benefits

The Plan, a defined contribution plan, provides that, at retirement, the accumulated value of the Member’s Contribution Account (if any), and University Contribution Account, are applied to purchase a life annuity from a licensed insurance company, or transferred to a Life Income Fund or a Prescribed Registered Retirement Income Fund (PRIF) in accordance with The Pension Benefits Act. A member may also elect to transfer part or all of his/her Member and University Contribution Account to a Locked-In Retirement Account (LIRA) provided the administrator of such LIRA agrees to administer the funds in the same manner as pension benefit credits transferred to a deferred life annuity under The Pension Benefits Act.

**THE UNIVERSITY OF MANITOBA GFT
PENSION PLAN (1986)**

**Notes to the Financial Statements
December 31, 2017**

Termination Benefits

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.

Pre-retirement Death Benefits

The benefit on death prior to retirement is the accumulated value of the Member's University Contribution Account for members who are eligible to retire.

2. Significant Accounting Policies

a) Basis of Accounting

The financial statements have been prepared in accordance with Canadian accounting standards for pension plans. The Plan has adopted Part II (Private Enterprises) accounting standards for all accounting policies that do not relate to the valuation of the investment portfolio or pension obligations.

These financial statements do not reflect an individual plan member's benefit security.

b) Financial Instruments

The financial instruments of the Plan consist of investments and accounts payable.

Initially, all financial assets and liabilities are recorded at fair value on the Statement of Financial Position. Subsequent measurement is determined by the classification of each financial asset and liability. Investment assets and liabilities are measured at fair value with the change in fair value recognized in the Statement of Changes in Net Assets Available for Benefits. The financial instruments classified as accounts payable are measured at amortized cost.

All investment assets and liabilities are measured at fair value based on International Financial Reporting Standards (IFRS) 13.

The Plan recognizes and derecognizes all other financial assets and liabilities in accordance with Financial Instruments, Section 3856, of Part II of the CPA Canada Handbook.

**THE UNIVERSITY OF MANITOBA GFT
PENSION PLAN (1986)**

**Notes to the Financial Statements
December 31, 2017**

The majority of investment assets for the Plan are invested in pooled funds managed by Greystone Managed Investments Inc. (Greystone). Pooled fund investments are valued at the unit values and net asset value per units used for subscriptions and redemptions supplied by the pooled fund manager, Greystone, which represent the Plan's proportionate share of underlying net assets at fair values.

Short-term investments are recorded at cost which approximates fair value.

c) Foreign Currency Translation

The fair value of investments denominated in foreign currencies is translated into Canadian dollars at the exchange rate in effect at year end and the resulting change is included in the change in fair value of investments. Revenue and expense transactions are translated at the exchange rates prevailing on the dates of the transactions and are included in investment income or the change in fair value of investments (realized gains or losses) at the translated amounts.

d) Allocation of Income/Loss to Individual Plan Members

Investment income/loss is determined and allocated to individual member accounts monthly. Investment income/loss for a month consists of dividend and interest income, realized gains or losses on the sale of investments and unrealized investment gains or losses. Expenses as defined in the service agreement are deducted before the allocation is made. Net investment income/loss is distributed pro-rata to all member accounts based on the member's account balance at the beginning of the month.

e) Pension Obligations

Since the Plan is a defined contribution pension plan, the pension obligations are equal to the net assets available for benefits.

f) Use of Estimates

In preparing these financial statements, estimates and assumptions have been used that primarily affect the reported values of certain assets and liabilities at the date of the financial statements and the reported amounts of changes in net assets available for benefits during the year. Actual results could differ from those estimates.

**THE UNIVERSITY OF MANITOBA GFT
PENSION PLAN (1986)**

**Notes to the Financial Statements
December 31, 2017**

3. Investments

The fair value of the units held in pooled funds is \$61.68 million at December 31, 2017 (2016 - \$57.24 million).

The underlying assets in the units held in the pooled funds plus cash of \$0.63 million (2016 - \$0.61 million) held for benefits and expenses are as follows:

As at December 31, 2017 (\$ thousands)			
	Cost	Fair Value	% of Asset Mix at Fair Value
Cash and short-term investments	\$ 631	\$ 631	1.0%
Bonds and debentures	12,166	12,743	20.5%
Mortgages	5,494	5,755	9.2%
Real estate	5,353	5,607	9.0%
Infrastructure	2,143	2,245	3.6%
Canadian equities	12,778	13,384	21.5%
Foreign equities	20,952	21,946	35.2%
	<u>\$ 59,517</u>	<u>\$ 62,311</u>	<u>100.0%</u>
As at December 31, 2016 (\$ thousands)			
	Cost	Fair Value	% of Asset Mix at Fair Value
Cash and short-term investments	\$ 614	\$ 614	1.1%
Bonds and debentures	11,400	11,523	19.9%
Mortgages	5,454	5,513	9.5%
Real estate	5,624	5,684	9.8%
Infrastructure	1,353	1,368	2.4%
Canadian equities	13,320	13,463	23.3%
Foreign equities	19,481	19,691	34.0%
	<u>\$ 57,246</u>	<u>\$ 57,856</u>	<u>100.0%</u>

**THE UNIVERSITY OF MANITOBA GFT
PENSION PLAN (1986)**

**Notes to the Financial Statements
December 31, 2017**

4. Risk Management

Fair values of investments are exposed to market risk, credit risk and liquidity risk.

The Pension Committee hired Greystone to invest the assets of the Plan in their pooled funds. Greystone uses disciplined quantitative and qualitative investment processes for portfolio construction and management. Greystone's overall risk management program seeks to minimize the potentially adverse effect of risk on the pooled funds' financial performance in a manner consistent with the pooled funds' investment objectives and risk constraints. The following analysis is based on the underlying assets held in the pooled funds.

a) Market risk

Market risk consists of other price risk, interest rate risk and foreign currency risk.

i) Other price risk

Other price risk is the risk that the value of an investment will fluctuate as a result of changes in market conditions, whether those changes are caused by factors specific to the individual investment, or factors affecting all securities traded in the market.

Asset class diversification reduces risk. Within each asset class, risk is managed by quality constraints on investments.

ii) Interest rate risk

Interest rate risk refers to the effect on the fair value of assets and liabilities due to fluctuations in interest rates. The value of the Plan's fixed income assets is directly affected by changes in nominal and real interest rates. The impact of a change in the interest rates by 100 basis points would result in the fixed income portfolio market value changing by approximately \$1.05 million (2016 - \$0.86 million).

The established investment policies for the fixed income investment portfolio have guidelines on concentration, duration, and distribution which are designed to partially mitigate the risks of interest rate volatility.

iii) Foreign currency risk

Foreign currency risk is the risk that the value of an investment will fluctuate due to changes in foreign exchange rates.

**THE UNIVERSITY OF MANITOBA GFT
PENSION PLAN (1986)**

**Notes to the Financial Statements
December 31, 2017**

The Plan's exposure in cash and investments to foreign currencies reported in Canadian dollars is affected by the currency exposure held in the pooled funds. The Plan's percentage exposure is shown below:

As at December 31, 2017	Percentage
Canadian dollar	61.4%
US dollar	21.6%
Euro	5.1%
Japanese Yen	4.1%
British Pound sterling	3.3%
Swiss franc	1.1%
Hong Kong dollar	1.0%
Other currencies	2.4%
	100.0%

As at December 31, 2016	Percentage
Canadian dollar	63.8%
US dollar	19.6%
Euro	5.4%
Japanese Yen	3.8%
British Pound sterling	3.2%
Swiss franc	1.1%
Other currencies	3.1%
	100.0%

A 10 percent increase or decrease in exchange rates, with all other variables held constant, would result in a change in unrealized gains (losses) of approximately \$2.40 million (2016 - \$2.06 million).

b) Credit risk

Credit risk arises from the potential for an investee to fail or for a counterparty to default on its contractual obligations to the Plan. Credit risk is limited by dealing with counterparties that are considered to be of high quality relative to their obligations, by obtaining collateral where appropriate, through investment diversification and by setting and monitoring compliance with portfolio guidelines as set in the Statement of Investment Policies and Procedures.

**THE UNIVERSITY OF MANITOBA GFT
PENSION PLAN (1986)**

**Notes to the Financial Statements
December 31, 2017**

At December 31, 2017, the Plan's maximum credit risk exposure relates to bonds and debentures, short-term investments and cash totaling \$13.37 million (2016 – \$12.14 million).

The breakdown of the fixed income investment portfolio by credit rating from various rating agencies is presented below:

Credit Rating	December 31, 2017	December 31, 2016
AAA	44.2%	30.2%
AA	24.7%	40.9%
A	18.7%	20.2%
BBB and lower	12.4%	8.7%
	100.0%	100.0%

c) Liquidity risk

Liquidity risk is the risk of being unable to generate sufficient cash, or its equivalent, in a timely and cost-effective manner to meet contractual obligations as they come due. The Plan is exposed to liquidity risk through their responsibility to pay benefits on a timely basis and fund their outstanding investment contractual obligations.

The term to maturity and the related market values of fixed income investments as shown below are prorated based on the percentage of units held in the pooled funds:

Term to Maturity (\$ thousands)	December 31, 2017	December 31, 2016
Less than five years	\$ 6,114	\$ 5,751
Five to ten years	2,534	2,040
Over ten years	4,095	3,732
Total fixed income investments	\$ 12,743	\$ 11,523

**THE UNIVERSITY OF MANITOBA GFT
PENSION PLAN (1986)**

**Notes to the Financial Statements
December 31, 2017**

5. Valuation of Financial Instruments at Fair Value

The Plan measures the fair value of investments using the following fair value hierarchy that reflects the significant inputs used in making the measurements:

- a) quoted prices (unadjusted) in active markets for identical assets or liabilities (Level 1);
- b) inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly (i.e., as prices) or indirectly (i.e., derived from prices) (Level 2); and
- c) inputs for the asset or liability that are not based on observable market data (unobservable inputs) (Level 3).

The pooled funds of \$61.68 million (2016 - \$57.24 million) are Level 2 investments based on the level in the fair value hierarchy into which its fair value measurement is categorized. The additional cash held to pay benefits of \$0.63 million (2016 - \$0.61 million) is a Level 1 investment.

6. Investment Income (\$ thousands)

The following table represents the investment income for the Plan. The allocation to individual plan members' contribution accounts is described in Note 2d.

	2017	2016
Dividends	\$1,408	\$1,895
Total investment income	\$1,408	\$1,895

7. Current Period Change in Fair Value of Investments (\$ thousands)

The following table represents the realized and unrealized gains and losses for the Plan. The allocation to individual plan members and their matching employer accounts is described in Note 2d.

	2017	2016
Net realized gains on the sale of investments	\$ 2,677	\$ 9,776
Net unrealized investment gain (loss)	2,184	(7,073)
Total current period change in fair value of investments	\$ 4,861	\$ 2,703

**THE UNIVERSITY OF MANITOBA GFT
PENSION PLAN (1986)**

**Notes to the Financial Statements
December 31, 2017**

8. Administration Services

The Administration charge to the Plan represents the cost to operate the Plan administratively. The University, as employer and the Plan sponsor covers some of the costs of operating the Plan, either directly or indirectly such as staff dedicated to the pension office, office space, office equipment and supplies and computer systems support.

9. Administrative Expenses (\$ thousands)

The following table represents the administrative expenses for the Plan. The allocation to individual plan members' accounts is described in Note 2d.

	2017	2016
Investment manager fees	\$ 266	\$ 207
Investment custody services	17	15
University of Manitoba administration services (Note 8)	70	49
Audit services	12	12
Consulting actuarial services	11	-
Member communication	4	-
Legal services	-	10
Other expenses	18	14
Total expenses	\$ 398	\$ 307

10. Capital Disclosures

In the context of the Plan, capital is defined as the net assets available for pension benefits. Externally imposed capital requirements relate to the administration of the Plan in accordance with the terms of the Plan, The Pension Benefits Act of the Province of Manitoba and the provisions of the Income Tax Act (Canada). The Pension Committee, as the Administrator of the Plan, has developed appropriate risk management strategies, as described in Note 4, to preserve the net assets available for pension benefits. The Plan has complied with externally imposed capital requirements during the year.

**THE UNIVERSITY OF MANITOBA GFT
PENSION PLAN (1986)**

**Notes to the Financial Statements
December 31, 2017**

11. Investments Greater Than 1%

Based on the legislative requirements of Section 3.29 of the Pension Benefits Regulations, the following is a list of individual investments held by the Plan where the fair value is greater than one percent of the fair value of all the investments of the Plan:

<u>Pooled Funds</u>	<u>Fair Value (\$ thousands)</u>
Greystone Canadian Fixed Income Fund	12,941
Greystone Canadian Equity Fund	11,666
Greystone International Equity Fund	7,848
Greystone U.S. Equity Fund	7,598
Greystone Global Income and Growth Fund	7,157
Greystone Mortgage Funds	6,105
Greystone Real Estate LP Fund	3,483
Greystone Infrastructure Fund (Canada) LP	2,835
Greystone Canadian Small Cap Fund	2,047

THE UNIVERSITY OF MANITOBA
PENSION PLAN (1993)

Independent Auditors' Report and Financial Statements
for the year ended December 31, 2017



UNIVERSITY
OF MANITOBA

Pension Office

180 Extended Education Complex
Winnipeg, Manitoba
Canada R3T 2N2
Fax: 204-474-7640

THE UNIVERSITY OF MANITOBA PENSION PLAN (1993)

RESPONSIBILITY FOR FINANCIAL REPORTING

The Pension Committee of The University of Manitoba Pension Plan (1993) (Pension Committee) administers the Pension Plan in accordance with The Pension Benefits Act of the Province of Manitoba and with provision of the Income Tax Act (Canada). The Pension Committee's responsibilities as administrator, includes the integrity, objectivity and preparation of the accompanying financial statements and notes. The financial statements are prepared by management in accordance with Canadian accounting standards for pension plans. The financial statements have been approved by the Pension Committee.

The Pension Committee and management maintain a system of internal control to provide a reasonable assurance that the books and records from which the financial statements are derived, are complete, accurate and properly reflect all transactions. Independent custodians prepare records of all investment transactions.

KPMG has examined the financial statements and expressed a written opinion.

Cheryl A. Britton
Financial and Investment Analyst

Bernard Gold
Director, Pension Office

May 14, 2018
Winnipeg, Manitoba



KPMG LLP
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INDEPENDENT AUDITORS' REPORT

To the Legislative Assembly of Manitoba
To the Pension Committee of The University of Manitoba Pension Plan (1993)
To the Board of Governors of The University of Manitoba

We have audited the accompanying financial statements of The University of Manitoba Pension Plan (1993), which comprise the statement of financial position as at December 31, 2017, the statements of changes in net assets available for benefits and changes in pension obligations for the year then ended, and notes, comprising 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 accounting standards for pension plans, 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.

Auditors' 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 our 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, we consider 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 Pension Plan (1993) as at December 31, 2017, and the changes in its net assets available for benefits and the changes in its pension obligations for the year then ended in accordance with Canadian accounting standards for pension plans.

KPMG LLP

Chartered Professional Accountants

May 14, 2018

Winnipeg, Canada

The University of Manitoba Pension Plan (1993)

Statement of Financial Position As at December 31, 2017 (\$ thousands)

	2017	2016
ASSETS		
Investments (Note 3)	\$ 1,229,849	\$ 1,157,020
Contribution Receivable		
Member	5	-
Employer	346	305
Accrued Income Receivable	1,556	1,563
Receivable due to Merger (Note 15)	2,371	-
TOTAL ASSETS	1,234,127	1,158,888
LIABILITIES		
Accounts Payable	1,737	2,386
TOTAL LIABILITIES	1,737	2,386
NET ASSETS AVAILABLE FOR BENEFITS	1,232,390	1,156,502
PENSION OBLIGATIONS (Note 2e)	1,225,519	1,189,088
PLAN SURPLUS (DEFICIT)	\$ 6,871	\$ (32,586)

The University of Manitoba Pension Plan (1993)

Statement of Changes in Net Assets Available for Benefits

For the year ended December 31, 2017

(\$ thousands)

	Member Regular	Member Voluntary	Employer Regular	Pension Guarantee Excess Funding	Pensioner Account	Pensioner Solvency Account	Total 2017	Total 2016
INCREASE IN ASSETS								
Contributions	\$ 26,288	\$ -	\$ 26,288	\$ -	\$ -	\$ -	\$ 52,576	\$ 50,925
Transfers (Note 15)	167	360	167	2,067	-	-	2,761	198
Special payment for unfunded liability (Note 11)	-	-	-	-	-	4,014	4,014	5,138
Current service funding (Note 11)	-	-	-	4,391	-	-	4,391	3,491
Investment income (Note 7)	8,424	149	8,423	1,333	7,552	1,275	27,156	31,245
Current period change in fair value of investments (Note 8)	27,622	488	27,618	4,372	24,761	4,181	89,042	75,482
	<u>62,501</u>	<u>997</u>	<u>62,496</u>	<u>12,163</u>	<u>32,313</u>	<u>9,470</u>	<u>179,940</u>	<u>166,479</u>
DECREASE IN ASSETS								
Retirement benefits	21,001	2,477	21,001	6,008	34,987	-	85,474	90,938
Refunds and transfers	4,814	59	4,814	224	-	-	9,911	10,097
Benefits on death	624	-	624	1	27	-	1,276	1,582
Administrative expenses (Note 10)	2,293	41	2,293	362	2,055	347	7,391	6,808
	<u>28,732</u>	<u>2,577</u>	<u>28,732</u>	<u>6,595</u>	<u>37,069</u>	<u>347</u>	<u>104,052</u>	<u>109,425</u>
INTRA PLAN TRANSFERS								
To Pensioner Account (Note 6)	(5,115)	(88)	(5,115)	(1,413)	11,731	-	-	-
NET INCREASE/(DECREASE) FOR THE YEAR	28,654	(1,668)	28,649	4,155	6,975	9,123	75,888	57,054
NET ASSETS AVAILABLE FOR BENEFITS AT THE BEGINNING OF THE YEAR	<u>355,251</u>	<u>7,604</u>	<u>355,215</u>	<u>57,924</u>	<u>328,899</u>	<u>51,609</u>	<u>1,156,502</u>	<u>1,099,448</u>
NET ASSETS AVAILABLE FOR BENEFITS AT THE END OF THE YEAR	<u>\$ 383,905</u>	<u>\$ 5,936</u>	<u>\$ 383,864</u>	<u>\$ 62,079</u>	<u>\$ 335,874</u>	<u>\$ 60,732</u>	<u>\$ 1,232,390</u>	<u>\$ 1,156,502</u>

The University of Manitoba Pension Plan (1993)

Statement of Changes in Pension Obligations

For the year ended December 31, 2017

(\$ thousands)

	<u>2017</u>	<u>2016</u>
Actuarial present value of pension obligations (accrued pension benefits) at beginning of year	\$ 1,189,088	\$ 1,161,302
Interest accrued on benefits	91,269	85,933
Benefits accrued	57,346	56,251
Benefits paid	(96,661)	(102,617)
Experience (gains)	(7,508)	(7,479)
Assumption changes	(8,384)	(4,302)
Plan Merger	369	-
Actuarial present value of pension obligations (accrued pension benefits) at end of year	<u><u>\$ 1,225,519</u></u>	<u><u>\$ 1,189,088</u></u>

THE UNIVERSITY OF MANITOBA
PENSION PLAN (1993)

Notes to the Financial Statements
December 31, 2017

1. Description of Plan

General

The University of Manitoba Pension Plan (1993) (the “Plan”) is a trustee plan administered in accordance with The Pension Benefits Act of the Province of Manitoba and with provisions of The Income Tax Act (Canada).

The Pension Committee of the Plan is the Administrator. The University of Manitoba (the “University”) is the Plan sponsor. CIBC Mellon Trust Company has been appointed trustee and custodian in accordance with the terms of a Trust Agreement between the Pension Committee and CIBC Mellon Trust Company.

The following description of the Plan is a summary only. For more complete information, reference should be made to the plan document.

Eligibility

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 Plan.

Effective January 1, 2017 the University of Manitoba Pension Plan (1970) (the “1970 Plan”) was merged with the Plan. The terminated members from the 1970 Plan whose accounts were not settled are now included in the Plan as inactive prior Plan members.

Funding

The Plan members contribute at the rate of 9.0% of salary less an adjustment for the Canada Pension Plan. 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.

Retirement Benefits

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

THE UNIVERSITY OF MANITOBA
PENSION PLAN (1993)

Notes to the Financial Statements
December 31, 2017

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.

Survivor Benefits

In the event of the death of a member who is receiving a plan annuity, the amounts payable, if any, shall be paid in accordance with the form of the retirement benefits selected. If the recipient of the death benefit is not the eligible spouse and the benefit consists of the remaining payments under a guarantee period, the recipient may elect either to receive the remaining payments on a monthly basis or to receive an actuarially equivalent lump sum benefit.

Termination Benefits

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.

Pre-retirement Death Benefits

The benefit on death prior to retirement is the accumulated values of a Member's Contribution Account and the Member's University Contribution Account, including any supplementary pension for members who are eligible to retire.

2. Significant Accounting Policies

a) Basis of Accounting

The financial statements have been prepared in accordance with Canadian accounting standards for pension plans. The Plan has adopted Part II (Private Enterprises) accounting standards for all accounting policies that do not relate to the valuation of the investment portfolio or pension obligations.

These financial statements do not reflect an individual plan member's benefit security.

THE UNIVERSITY OF MANITOBA
PENSION PLAN (1993)

Notes to the Financial Statements
December 31, 2017

b) Financial Instruments

The financial instruments of the Plan consist of contribution receivable, accrued income receivable, receivable due to merger, investments and accounts payable which include benefits payable.

The Plan recognizes and derecognizes all financial assets and liabilities in accordance with *Financial Instruments*, Section 3856, of Part II of the CPA Canada Handbook.

All investment assets and liabilities are measured at fair value based on International Financial Reporting Standards (IFRS) 13.

Initially, all financial assets and liabilities are recorded at fair value on the Statement of Financial Position. Subsequent measurement is determined by the classification of each financial asset and liability. Investment assets and liabilities are measured at fair value with the change in fair value recognized in the Statement of Changes in Net Assets Available for Benefits. Financial instruments measured at amortized cost include contribution receivable, accrued income receivable, receivable due to merger and accounts payable.

Fair values of investments are determined as follows:

Fixed Income

- (i) Short-term investments are recorded at cost which approximates fair value.
- (ii) The pooled mortgage funds are valued by the external fund managers.
- (iii) Bonds and debentures are valued at market by an independent securities valuation company.

Equity

- (i) Publicly traded securities are recorded at year end market prices.
- (ii) The pooled equity funds are valued by the external fund managers.

Real Estate

- (i) The pooled real estate funds are valued by the external fund managers.

THE UNIVERSITY OF MANITOBA
PENSION PLAN (1993)

Notes to the Financial Statements
December 31, 2017

c) Foreign Currency Translation

The fair value of investments denominated in foreign currencies is translated into Canadian dollars at the exchange rate in effect at year end and the resulting change is included in the change in fair value of investments. Revenue and expense transactions are translated at the exchange rates prevailing on the dates of the transactions and are included in investment income or the change in fair value of investments (realized gains or losses) or administrative expenses at the translated amounts.

d) Allocation of Income/Loss to Individual Plan Members

Investment income/loss is determined and allocated to individual member accounts monthly. Investment income/loss for a month consists of dividends and interest income, realized gains or losses on the sale of investments and unrealized investment gains or losses. Expenses as defined in the service agreement are deducted before the allocation is made. Net investment income/loss is distributed pro-rata to all member accounts based on the member's account balance at the beginning of the month.

e) Pension Obligations

The Plan is a hybrid pension plan that includes defined benefit and defined contribution components.

The pension obligations of a defined benefit pension plan are the actuarial present value of accrued pension benefits determined by applying best estimate assumptions and the projected benefit method prorated on service.

f) Use of Estimates

In preparing these financial statements, estimates and assumptions have been used that primarily affect the reported values of certain assets and liabilities at the date of the financial statements and the reported amounts of changes in net assets available for benefits during the period. Actual results could differ from those estimates.

**THE UNIVERSITY OF MANITOBA
PENSION PLAN (1993)**

**Notes to the Financial Statements
December 31, 2017**

3. Investments

As at December 31, 2017 (\$ thousands)			
	Cost	Fair Value	% of Asset Mix at Fair Value
Cash and short-term investments	\$ 26,341	\$ 26,243	2.1%
Bonds and debentures	145,380	145,843	11.9%
Mortgages - pooled	171,857	167,969	13.6%
Real estate - pooled	108,722	125,100	10.2%
Canadian equities	193,273	257,194	20.9%
Foreign equities	448,467	507,500	41.3%
	<u>\$1,094,040</u>	<u>\$1,229,849</u>	<u>100.0%</u>

As at December 31, 2016 (\$ thousands)			
	Cost	Fair Value	% of Asset Mix at Fair Value
Cash and short-term investments	\$ 21,361	\$ 21,385	1.8%
Bonds and debentures	142,856	143,834	12.4%
Mortgages - pooled	166,150	163,076	14.1%
Real estate - pooled	91,734	99,061	8.6%
Canadian equities	205,099	255,768	22.1%
Foreign equities	446,238	473,896	41.0%
	<u>\$1,073,438</u>	<u>\$1,157,020</u>	<u>100.0%</u>

THE UNIVERSITY OF MANITOBA
PENSION PLAN (1993)

Notes to the Financial Statements
December 31, 2017

4. Risk Management

Fair values of investments are exposed to market risk, credit risk and liquidity risk.

a) Market risk

Market risk consists of other price risk, interest rate risk and foreign currency risk.

i) Other price risk

Other price risk is the risk that the value of an investment will fluctuate as a result of changes in market conditions, whether those changes are caused by factors specific to the individual investment, or factors affecting all securities traded in the market.

To mitigate the impact of other price risk, the Plan invests in a diversified portfolio of investments based on an approved Statement of Investment Policies and Procedures. Asset class diversification reduces risk. Within each asset class, risk is managed by quality constraints on investments, restrictions on investments in private placements and investment style diversification. The Plan's target asset allocation reflects a risk/return trade-off which was assessed by the Pension Committee on the basis of long-term prospects in the capital market taking into account the Plan's benefits, liabilities and financial situation with consideration given to all factors that may affect funding, solvency and the ability of the Plan to meet its financial obligations.

The Plan's target asset allocation based on fair value is the following:

Fixed Income	30.0%	
Cash Account		1.0%
Universe Bonds		14.5%
Mortgages		14.5%
Equities	60.0%	
Canadian		20.0%
US		25.0%
EAFE		15.0%
Alternatives	10.0%	
Real Estate		10.0%

THE UNIVERSITY OF MANITOBA
PENSION PLAN (1993)

Notes to the Financial Statements
December 31, 2017

ii) Interest rate risk

Interest rate risk refers to the effect on the market value of assets and liabilities due to fluctuations in interest rates. The value of the Plan's bond portfolio assets are directly affected by changes in nominal and real interest rates. The impact of a change in the interest rates by 100 basis points, assuming all other variables held constant, would result in the bond portfolio market value changing by approximately \$11.3 million (2016 - \$11.1 million).

The established investment policies for the bond mandates have guidelines on concentration, duration, and distribution which are designed to partially mitigate the risks of interest rate volatility.

The impact of change in the interest rates by 100 basis points, assuming all other variables held constant, would result in the combined pooled mortgage and real estate portfolio's net assets changing by approximately \$5.3 million (2016 - \$4.8 million).

Pension liabilities are exposed to fluctuations in long-term interest rates as well as expectations in salary escalation.

iii) Foreign currency risk

Foreign currency risk is the risk that the value of an investment will fluctuate due to changes in foreign exchange rates. Forward foreign exchange contracts can be used to manage currency exposure in connection with securities purchased in foreign currency. Forward contracts are contractual agreements to exchange specified securities at an agreed upon exchange rate and at a settlement date in the future.

THE UNIVERSITY OF MANITOBA
PENSION PLAN (1993)

Notes to the Financial Statements
December 31, 2017

The Plan's exposure in cash and investments to foreign currencies reported in Canadian dollars is shown below:

As at December 31, 2017	Currency Exposure (\$ thousands)	Percentage
Canadian	\$ 718,180	58.40%
US dollar	318,903	25.93%
Euro	56,683	4.61%
British Pound sterling	40,740	3.31%
Japanese Yen	33,861	2.75%
Swiss Franc	16,780	1.36%
Hong Kong dollar	12,163	0.99%
Indian Rupee	6,863	0.56%
South Korean Won	6,025	0.49%
Singapore dollar	5,064	0.41%
Brazilian Real	3,403	0.28%
Other currencies	11,184	0.91%
Total	\$1,229,849	100.00%

As at December 31, 2016	Currency Exposure (\$ thousands)	Percentage
Canadian	\$ 681,632	58.91%
US dollar	329,787	28.50%
Euro	46,020	3.98%
British Pound sterling	31,638	2.73%
Japanese Yen	28,467	2.46%
Swiss Franc	14,722	1.27%
Hong Kong dollar	7,826	0.68%
Brazilian Real	4,215	0.36%
Singapore dollar	3,524	0.31%
Other currencies	9,189	0.80%
Total	\$1,157,020	100.00%

A 10 percent increase or decrease in exchange rates, with all other variables held constant, would result in a change in unrealized gains (losses) of approximately \$41.4 million (2016 - \$40.3 million).

THE UNIVERSITY OF MANITOBA
PENSION PLAN (1993)

Notes to the Financial Statements
December 31, 2017

b) Credit risk

Credit risk arises from the potential for an investee to fail or for a counterparty to default on its contractual obligations to the Plan. Credit risk is limited by dealing with counterparties that are considered to be of high quality relative to their obligations, by obtaining collateral where appropriate, through investment diversification and by setting and monitoring compliance with portfolio guidelines as set in the Statement of Investment Policies and Procedures.

At December 31, 2017, the Plan's maximum credit risk exposure relates to bonds and debentures, short-term investments and cash totaling \$172.09 million (2016 - \$165.22 million), contribution receivable of \$350,781 (2016 - \$305,148), accrued income of \$1.556 million (2016 - \$1.563 million) and the receivable due to the merger of \$2.371 million totaling \$176.36 million (2016 - \$167.09 million).

The Statement of Investment Policies and Procedures establishes limits for ownership of any investment and acceptable credit ratings. In the case of bonds, no more than 20% of the bond securities shall have a credit rating of BBB or lower by DBRS or the equivalent rating by another recognized agency.

The breakdown of the bond investment portfolio by credit rating from various rating agencies is presented below:

Credit Rating	December 31, 2017		December 31, 2016	
	Fair Value		Fair Value	
	(\$ thousands)		(\$ thousands)	
AAA	\$ 53,233	36.5%	\$ 51,339	35.7%
AA	36,752	25.2%	53,082	36.9%
A	34,565	23.7%	24,547	17.1%
BBB and lower	21,293	14.6%	14,866	10.3%
	\$ 145,843	100.0%	\$ 143,834	100.0%

The pooled funds are exposed to credit risk when they hold mortgages, debt securities and sales agreements. The companies of the pooled funds monitor this credit risk.

THE UNIVERSITY OF MANITOBA
PENSION PLAN (1993)

Notes to the Financial Statements
December 31, 2017

c) Liquidity risk

Liquidity risk is the risk of being unable to generate sufficient cash, or its equivalent, in a timely and cost-effective manner to meet contractual obligations as they come due. The Plan is exposed to liquidity risk through its responsibility to pay benefits on a timely basis and fund their outstanding investment contractual obligations. The established investment policies mitigate liquidity risk by holding various income producing assets and limiting exposure to non-liquid asset classes.

The term to maturity and the related market values of bond investments are as follows:

Term to Maturity (\$ thousands)	December 31, 2017	December 31, 2016
Less than one year	\$ 1,167	\$ 5,983
One to five years	49,149	57,534
Over five years	95,527	80,317
Total fixed income investments	\$ 145,843	\$ 143,834

5. Valuation of Financial Instruments at Fair Value

The Plan measures the fair value of investments using the following fair value hierarchy that reflects the significant inputs used in making the measurements:

- a) quoted prices (unadjusted) in active markets for identical assets or liabilities (Level 1);
- b) inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly (i.e., as prices) or indirectly (i.e., derived from prices) (Level 2); and
- c) inputs for the asset or liability that are not based on observable market data (unobservable inputs) (Level 3).

**THE UNIVERSITY OF MANITOBA
PENSION PLAN (1993)**

**Notes to the Financial Statements
December 31, 2017**

The tables below analyze investments, measured at fair value at year end, by the level in the fair value hierarchy into which the fair value measurement is categorized:

December 31, 2017 (\$ thousands)	Level 1	Level 2	Total
Cash	\$ 3,292	\$ -	\$ 3,292
Short-term investments	-	22,951	22,951
Bonds and debentures	-	145,843	145,843
Mortgages - pooled	-	167,969	167,969
Real estate - pooled	-	125,100	125,100
Canadian equities	257,194	-	257,194
Foreign equities	180,716	326,784	507,500
	<u>\$ 441,202</u>	<u>\$ 788,647</u>	<u>\$ 1,229,849</u>

December 31, 2016 (\$ thousands)	Level 1	Level 2	Total
Cash	\$ 4,289	\$ -	\$ 4,289
Short-term investments	-	17,096	17,096
Bonds and debentures	-	143,834	143,834
Mortgages - pooled	-	163,076	163,076
Real estate - pooled	-	99,061	99,061
Canadian equities	255,768	-	255,768
Foreign equities	189,007	284,889	473,896
	<u>\$ 449,064</u>	<u>\$ 707,956</u>	<u>\$ 1,157,020</u>

For the years ended December 31, 2017 and 2016, there were no transfers between level 1 and level 2.

6. Pensioner Account

At retirement, the members of this Plan have the option of leaving their funds within the Plan. If the member selects this option, their total account is transferred from their member and university accounts to the Pensioner Account.

Effective December 1, 2008 the mortality basis changed significantly. This change was based on the recommendations from a mortality study based on the Plan's mortality experience. As a result an amendment was made subdividing the Pensioner Account

THE UNIVERSITY OF MANITOBA
PENSION PLAN (1993)

Notes to the Financial Statements
December 31, 2017

allocations between Plan Pensions for pre-December 1, 2008 and post-November 30, 2008 retirements.

7. Investment Income (\$ thousands)

The following table represents the investment income for the Plan. The allocation to individual plan members is described in Note 2d.

	2017	2016
Interest	\$ 10,632	\$ 10,931
Dividends	16,524	20,314
Total Investment Income	\$ 27,156	\$ 31,245

8. Current Period Change in Fair Value of Investments (\$ thousands)

The following table represents the realized and unrealized gains and losses for the Plan. The allocation to individual plan members is described in Note 2d.

	2017	2016
Net realized gains on the sale of investments	\$ 36,815	\$ 65,452
Net unrealized investment gains	52,227	10,030
Total Current Period Change in Fair Value of Investments	\$ 89,042	\$ 75,482

9. Administration Services

The Administration charge to the Plan represents the cost to operate the Plan administratively. The University, as employer and the Plan sponsor, covers some of the costs of operating the Plan, either directly or indirectly such as staff dedicated to the pension office, office space, office equipment and supplies and computer systems support.

10. Administrative Expenses (\$ thousands)

The following table represents the administrative expenses for the Plan. The allocation to individual plan members is described in Note 2d.

THE UNIVERSITY OF MANITOBA
PENSION PLAN (1993)

Notes to the Financial Statements
December 31, 2017

	2017	2016
Investment manager	\$ 5,688	\$ 5,047
Investment custody services	316	337
University of Manitoba administration services	783	631
Actuarial services	177	77
Consulting services	155	135
Transaction costs	142	466
Member communication	35	-
Audit services	23	23
Committee education	12	-
Legal services	2	35
Other expenses	58	57
	<u>\$ 7,391</u>	<u>\$ 6,808</u>
Total expenses	<u>\$ 7,391</u>	<u>\$ 6,808</u>

11. Employer Special Payments

In accordance with the Plan document, the University is responsible to fund the Plan by matching members' contributions and to make any additional special payments required under The Pension Benefits Act. Based on the results of the Plan's actuarial valuation report, as at December 31, 2016, the University was required to fund two types of special payments: the Going Concern deficit payments of \$4.014 million (2016 - \$5.138 million) and the current service cost (cost of benefits that arise in the period to the next valuation date) of \$4.391 million (2016 - \$3.491 million). These payments are in addition to the matching contributions. The deficit payments will continue to be paid by the University until the Plan's deficit, as determined in the December 31, 2016 actuarial valuation, is eliminated.

12. Capital Disclosures

In the context of the Plan, capital is defined as the net assets available for pension benefits. Externally imposed capital requirements relate to the administration of the Plan in accordance with the terms of the Plan, The Pension Benefits Act of the Province of Manitoba and the provisions of The Income Tax Act (Canada). The Pension Committee, as the Administrator of the Plan, have developed appropriate risk management strategies, as described in Note 4, to preserve the net assets available for pension benefits. The Plan has complied with externally imposed capital requirements during the year.

13. Actuarial Valuation

An extrapolation to December 31, 2017 of the 2016 actuarial valuation for financial reporting purposes was completed by Eckler Ltd., a firm of consulting actuaries.

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In this extrapolation, the accrued pension obligation is the sum of the defined contribution account balances at fair value and the actuarial present value of defined benefits (pensions in pay and future supplementary pensions). The actuarial present value of defined benefits is based on a number of assumptions about future events including interest rates, rate of salary increases, mortality, retirement rates and termination rates. The major assumptions used in determining the actuarial present value of pension benefits for the defined benefit component of the Plan are:

	2017 <hr/> (rates are per year)	2016 <hr/> (rates are per year)
Net investment earnings ¹	6.25%	6.00%
Discount rate ²	5.50%	5.50%
Future Base Rate ³	3.75%	3.75%
Salary increases	0% in 2018, 0.75% in 2019, 1% in 2020, 1.5% in 2021 and 2.5% thereafter	1.5% to 2022 2.5% thereafter
Increases for “salary- related” amounts ⁴	2.75%	3.0%
Merit Increases ⁵	Age-related scale for academics, 0.5% to age 65, 0% thereafter for support	Age-related scale for academics, 0.5% to age 65, 0% thereafter for support
Mortality ⁶	CPM2014Publ with age- related adjustments, projected generationally from 2014 using Scale CPM-B	CPM2014Publ with age- related adjustments, projected generationally from 2014 using Scale CPM-B

1. Defined contribution account balances plus future contributions to those accounts are assumed to increase at this net rate of return on investments.
2. Defined benefits are discounted at this rate, except that benefits for pensioners who retired on or after December 1, 2008 are discounted at the lesser of the discount rate and the Base Rate in effect at retirement.
3. The future Base Rate together with the mortality table is used to determine the plan annuity provided by the defined contribution account balances for future retirements.

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4. Other “salary-related” amounts include yearly maximum pensionable earnings (YMPE), maximum contributions and maximum benefits.
5. In addition to salary increases, salaries for academic and support members are assumed to increase for reasons of promotion and merit at rates that vary by age.
6. The mortality assumption reflects the results of a mortality study undertaken in 2015 based on the Plan’s experience for the years 2000-2014.

An actuarial valuation, for funding purposes, effective December 31, 2016, was completed in 2017 by Eckler Ltd. and filed with regulators. Pension legislation requires that a funding valuation effective December 31, 2017 be filed in 2018.

The merger of the 1970 and 1993 plans was approved in 2017. The assets and liabilities of the now merged plans are reflected in the assets and liabilities of the 1993 Plan.

14. Investments Greater Than 1%

Based on the legislative requirements of Section 3.29 of the Pension Benefits Regulations, the following is a list of individual investments held by the Plan where the fair value is greater than one percent of the fair value of all the investments of the Plan:

<u>Investment Description</u>	<u>Fair Value</u> <u>(\$ thousands)</u>
Bank of Nova Scotia	17,403
Toronto Dominion Bank	15,957
Royal Bank of Canada	13,781
Canadian Natural Resources Ltd.	12,921
<u>Pooled Fund</u>	
JP Morgan 130/30 US Equity Fund	127,221
Greystone Mortgage Fund	114,335
Mawer International Equity Fund	104,786
Burgundy International Equity Fund	94,777
Greystone Real Estate Fund	62,984
GWL Real Estate Investment Fund #1	62,116
GWL Mortgage Investment Fund #1	53,634

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15. Plan Merger

As at January 1, 2017, the Plan and the 1970 Plan were each amended to merge the plans. The approval to merge the assets and liabilities of the 1970 Plan with the assets and liabilities of the Plan was provided by the Office of the Superintendent - Pension Commission (Manitoba) on November 24, 2017. The transfer of the assets was completed in early 2018.

The assets transferred to the 1993 Plan of \$2.371 million are included as Transfers on the Statement of Changes in Net Assets Available for Benefits.

PRESIDENT'S REPORT: September 25, 2018

GENERAL

The University is grateful for the service of Harvey Sector for three consecutive terms as Chancellor. Mr. Sector's current term expires at the end of May next year and he has indicated he will not stand for election for a fourth term, which has prompted the establishment of a search committee to consider nominations for the role. Nominations remain open to October 1, 2018; the Committee will recommend one candidate to the Committee of Election (Joint Session of the Board and Senate) for approval.

Homecoming runs from September 24-30. The week-long celebration features more than 25 faculty, college and reunion events and provides the opportunity for University of Manitoba alumni to return to campus, reconnect with friends, reminisce about their time at the university and discover the transformative change underway at their alma mater.

- New this year is the Bison Ball for young alumni, students and friends on September 28.
- The Brown and Gold Brunch on September 30 this year honours Marilyn and Monty Hall and the grand opening of an exhibit featuring their memorabilia.

On September 5, President Barnard shared a statement with the University of Manitoba community apologizing to those who have experienced incidents of inappropriate behaviour, reconfirming the University's commitment to supporting a culture of respect, safety, consent and prevention, and announcing that a review of the University's processes will be undertaken co-chaired by Donna Miller, former clerk of Manitoba's Executive Council.

Faculty are encouraged to make nominations for annual and bi-annual honours that recognize the success of colleagues and other distinguished individuals. Upcoming deadlines are listed below, and more information, procedures and nomination forms may be found on the Governance website:

<http://umanitoba.ca/admin/governance/>

1. Honorary Degrees (Deadlines: October 31 & March 31)
2. Distinguished Service Award (Deadline: December 31)
3. Peter D. Curry Chancellor's Award (Deadline: October 15)
4. Distinguished Professor (Deadline: October 15)
5. Professor, Dean and Librarian Emeritus/Emerita (Deadline: March 31)

ACADEMIC MATTERS

- Catherine Cook, indigenous health and leader of Ongomiizwin, the University of Manitoba's Indigenous Institute of Health and Healing, was honoured with the Thomas Dignan Indigenous Health Award from the Royal College of Physicians and Surgeons of Canada. The national award celebrates efforts to eradicate inequities in the quality of health care for Indigenous people.

- Dilantha Fernando, plant science, was elected President of the Canadian Phytopathological Society (CPS) on June 20. The Canadian Phytopathological Society (CPS) is the Canadian national organization of plant pathologists. He will serve as its president for one year.
- Ryan Cardwell, agribusiness and agricultural economics, was presented with the North American Colleges and Teachers of Agriculture (NACTA) Teaching Award of Merit and Hooman Derakhshani, animal science, and Zhiwei Zeng, biosystems engineering, were selected to receive the Graduate Student Teaching Award of Merit. These awards are given annually to individuals who excel in teaching an agricultural discipline.
- Susan Prentice, sociology & criminology, received an honorary degree from l'Université de Saint-Boniface (USB) for her contributions to early childhood care and education. The degree is awarded to recognize the exceptional contribution of a person who highlights the special mission of l'Université de Saint-Boniface (USB) in college training.
- Frank Hawthorne, geological sciences, will receive the American Crystallographic Association 2018 Martin J. Buerger Award, which recognizes mature scientists who have made contributions of exceptional distinction in areas of interest to the American Crystallographic Association (ACA).
- Sheryl Zelenitsky, pharmacy, received the Canadian Society of Hospital Pharmacists, Manitoba Branch Award of Excellence. The award recognized Dr. Zelenitsky for outstanding achievement in optimizing antibiotic use to improve patient care in hospital pharmacy practice.
- Jean-Eric Ghia, immunology and internal medicine, has been appointed Honorary Consul of France in Manitoba. In this volunteer leadership role, Ghia will work to foster French-Manitoban relations within the cultural, educational, economic and political sectors.
- The Decolonizing Lens is a monthly film series co-organized by Jocelyn Thorpe, women's & gender studies and Kaila Johnston, national centre for truth and reconciliation, that brings together Indigenous filmmakers, their films, and their audiences. The Decolonizing Lens recently presented the screening of two films about canoes at the dramatic arts centre in Winnipeg, followed by a Q&A with filmmakers Derrick LaMere and Hillary Beattie.
- Students in Grades 5 to 12 took part in the Rady Faculty of Health Sciences' annual Biomedical Youth Program (BYP) summer camp. The free day camp introduces students to health-care careers and the university environment. Most participating students are from the inner city or from northern Manitoba communities.

RESEARCH MATTERS

- Dr. Digvir Jayas, Vice-President (Research and International) and Distinguished Professor at the University of Manitoba was named by Her Excellency the Governor General as the new Vice-President of NSERC Council, effective June 25, 2018 through May 14, 2021. In this new role, Jayas will be primarily responsible for leading and managing the Council. This is done in close collaboration with NSERC's President and Corporate Secretary. The Council works to advance

Canada's research and development agenda. Its primary responsibilities are to set the strategy and high-level policies for NSERC, and to review and evaluate performance. The Council approves funding to broad program areas for scholarships, grants and fellowships. Jayas has been a member of the NSERC Council for more than four years and has served on several of its committees, including the Committee on Research Partnerships and the Special Committee of Council on the NSERC 2020 Strategic Plan.

- The University of Manitoba and eValorix announce the signing of a master licence agreement that will allow researchers at the university to market their products on the eValorix.com web platform. This agreement aims to promote and make more accessible the products and tools created by researchers at the University. Through this agreement, the researchers will have access to a platform that simplifies the distribution of their innovations for both promotional and new revenue sources. eValorix offers a wide range of products created from various research domains. These products are used by research teams, professors, businesses and community organizations from around the world.
- On May 28, the federal government announced \$4,184,141 in support to thirteen University of Manitoba research projects, through funding from the Social Sciences and Humanities Research Council (SSHRC). Dr. Derek Johnson (Anthropology), was awarded a Partnership Grant of \$2,492,020 for an international team research project entitled: Dried fish matters. The project, the only international partnership on the topic to date, will generate the first regional-scale, diversity sensitive, economic geography of the dried fish economy of South and Southeast Asia, ultimately improving the lives and well-being of some of South and Southeast Asia's most marginalized people.

Recipients of Insight Grants were:

- James Bugslag, School of Art, \$96,617 - Shedding light on collections of pre-modern stained glass in Canada
- Arran Caza, Business Administration, \$84,839 - Role of age in leadership
- Brianna Caza, Business Administration, \$93,223 - Investigating resilience in the gig economy
- Shawna Ferris, Women's & Gender Studies, \$315,338 - The sex work activist histories project
- Laura Funk, Sociology, \$130,967 - A mixed methods policy research study of dying at home in Canada
- C. Emdad Haque, Natural Resources Institute, \$329,260 - Social learning matters: Change in disaster management for building resilience
- Richard Jochelson, Law, \$68,720 - Understanding justice: Jury comprehension of Canadian judicial charges in the criminal law
- Paul Larson, Supply Chain Management, \$99,600 - Reducing food waste: The role of consumer logistics
- Etienne-Marie Lassi, French, Spanish & Italian, \$153,391 - L'imaginaire social en Afrique francophone: Les lieux de lecture et de mise en sens de l'événement postcolonial
- Jacquie Vorauer, Psychology, \$98,838 - Identifying beneficial versus detrimental forms of empathic responding in conflictual intergroup interaction situations
- Ian Whicher, Religion, \$82,978 - Freedom and the principle of intelligence in yoga
- Lei Zhu, Business Administration, \$138,350 - Moral identity symbolization in organizations: Mechanisms and consequences

- On May 31, six new and renewed Canada Research Chairs were announced for University of Manitoba professors.
 - The new CRCs are:
 - Meghan Azad, Pediatrics and Child Health; Children’s Hospital Research Institute of Manitoba, CRC in Developmental Origins of Chronic Disease (Tier 2, \$500,000)
 - Puyan Mojabi, Electrical and Computer Engineering, CRC in Electromagnetic Inversion for Characterization and Design (Tier 2, \$500,000)
 - Roberta Woodgate, Nursing, CRC in Child and Family Engagement in Health Research and Healthcare (Tier 1, \$1.4 million)
 - Guozhen Zhu, Mechanical Engineering, CRC in Mechanical and Functional Design of Nanostructured Materials (Tier 2, \$500,000)
 - The renewed CRCs are:
 - Pourang Irani, Computer Science, CRC in Ubiquitous Analytics (Tier 2, \$500,000)
 - Lorrie Kirshenbaum, Physiology & Pathophysiology; St. Boniface Hospital Albrechtsen Research Centre), CRC in Molecular Cardiology (Tier 1, \$1.4 million)
- Eighty-eight research projects were awarded a total of \$4,513,455 in funds from various sponsors. Those over \$25,000 are:

PI	Sponsor	Title	Awarded
Arsenio, Janilyn (Internal Medicine)	Health Sciences Centre Foundation	Deciphering single-cell transcriptional signatures to identify molecular determinants of protective immunity	\$70,000
Barber, David (Centre for Earth Observation Science)	Amundsen Science	Contribution of Canadian Coast Guard to the BaySys 2018 Program	\$157,403
Becker, Allan (Pediatrics and Child Health)	Children's Hospital Foundation of Manitoba Inc.	CHILD Study	\$400,000
Bernstein, Charles (Internal Medicine)	CIHR	The interplay between chromogranin-A and gut microbiome in inflammatory bowel disease	\$135,000
Bernstein, Charles (Internal Medicine)	Crohn's & Colitis Foundation of Canada	The brain imaging of psychiatric comorbidity and their relationship to fatigue in IBD	\$375,000
Bohm, Clara (Internal Medicine)	Kidney Foundation of Canada	Effect of an exercise rehabilitation program on symptom burden in hemodialysis: a randomized controlled trial	\$99,973
Czubryt, Michael (Physiology & Pathophysiology)	Heart and Stroke Foundation of Canada	Role of scleraxis in perivascular fibrosis	\$297,413
Doupe, Malcolm (Manitoba Centre for Health Policy (MCHP))	CIHR	Evaluating long-term care continuums in Alberta and Manitoba: A comparative analysis	\$125,000

Elsayed, Yasser (Pediatrics and Child Health)	Children's Hospital Foundation of Manitoba Inc.	The impact of the fluctuating arterial oxygen saturation on cerebral autoregulation in preterm infants with late onset hypoxemic respiratory failure	\$75,000
Ferguson, Philip (Mechanical and Manufacturing Engineering)	NSERC	Dynamic environment simulation using indoor drones	\$25,000
Filizadeh, Shaahin (Electrical and Computer Engineering)	Manitoba Hydro International	Modeling special synchronous machines for power systems and motor drive applications	\$30,000
Filizadeh, Shaahin (Electrical and Computer Engineering)	Mitacs Inc.	Advanced co-simulation algorithms for EMT simulation of power system transients	\$80,000
Forget, Evelyn (Community Health Sciences)	Research Manitoba	The CRDCN transition to high performance computing: Liberating data for research and policy	\$137,987
Gardiner, Phillip (Physiology & Pathophysiology)	Manitoba Paraplegia Foundation Inc	Will-to-Win/SCRC Doctoral Studentship	\$40,000
Goertzen, Andrew (Radiology)	Health Sciences Centre Foundation	Detector development for a MRI compatible PET insert for neuroimaging applications	\$70,000
Hannila, Sari (Human Anatomy and Cell Science)	Canadian Paraplegic Association (Manitoba) Inc.	Testing galunisertib in a clinically relevant model of spinal cord injury	\$49,500
Hill, David (Clinical Health Psychology)	University of Montreal	A national study of opportunities and obstacles to successful community reintegration of forensic patients	\$27,196
Hochman, Jordan (Otolaryngology)	Mitacs Inc.	High fidelity mixed reality platform for surgical training and pre-operative rehearsal	\$165,000
Jeyaraman, Maya (George and Fay Yee Centre for Healthcare Innovation)	CIHR	Effective primary care interventions and strategies to reduce crowding of emergency departments: An evidence synthesis	\$25,000
Jian, Fuji (Biosystems Engineering)	NSERC	Drying characterization of buckwheat hay used for commercial production of rutin	\$25,000
Jordan, Larry (Physiology & Pathophysiology)	Canadian Paraplegic Association (Manitoba) Inc.	Restoring function in paraplegic rats by selective activation of grafted serotonergic neurons	\$50,000
Karimi-Abdolrezaee, Soheila (Physiology & Pathophysiology)	Canadian Paraplegic Association (Manitoba) Inc.	A novel combinational therapy to optimize the outcomes of current neural stem cell trials in traumatic spinal cord injury	\$50,000

Lavoie, Josee (Community Health Sciences)	CIHR	Sexual Health Empowerment (SHE) Project: Merging community and science research	\$40,000
Levin, David (Biosystems Engineering)	Mitacs Inc.	Improving community health in indigenous Canadian communities through data-driven, sustainable food productions systems	\$196,249
Lobb, David (Soil Science)	University of Saskatchewan	Quest for understanding wetland carbon, nitrogen, and phosphorus sequestration potential in agricultural landscapes	\$67,910
Mizuno, Tooru (Physiology & Pathophysiology)	Research Manitoba	Leptin action in microglia	\$32,500
Mookherjee, Neeloffer (Internal Medicine)	CIHR	Molecular adaptation to allergen exposure: Sex-related differences in asthma	\$148,000
Mufti, Aftab (Civil Engineering)	Mitacs Inc.	Interface and data analysis for a bridge structure health monitoring system (SHM)	\$75,000
Nickel, Nathan (Community Health Sciences)	CIHR	A data infrastructure for monitoring the impact of cannabis legalization in Manitoba: Data collection and linkage strategies to inform health and social policy	\$98,623
Ogilvie, Tamra (Biochemistry and Medical Genetics)	Brain Tumour Foundation of Canada	Enhancing selumetinib-mediated killing of SHH medulloblastoma	\$100,000
Qiu, Xiangguo (Medical Microbiology and Infectious Diseases)	University of North Carolina at Chapel Hill	Prevalence, pathogenesis, and persistence of Lassa Fever in West Africa	\$73,673
Riediger, Natalie (Food and Human Nutritional Sciences)	Canadian Celiac Association	Characterizing dietary gluten avoidance in the Canadian pediatric and adult population	\$25,000
Sepehri, Nariman (Mechanical and Manufacturing Engineering)	NSERC	Advanced controllers for autonomous farming machines	\$25,000
Suh, Miyoung (Food and Human Nutritional Sciences)	Mitacs Inc.	Improving community health in Indigenous Canadian communities through data-driven, sustainable food production systems	\$219,868
Theule, Jennifer (Psychology)	Manitoba Liquor & Lotteries Corporation	The prevalence of ADHD, and the clinical utility and feasibility of ADHD screening in a problem-gambling, treatment-seeking Manitoba sample	\$35,864

Tomy, Gregg (Chemistry)	Mitacs Inc.	Freshwater oil spill remediation study at the IISD-Experimental Lakes Area: (The FOReSt Project)	\$180,000
Torabi, Mahmoud (Community Health Sciences)	Children's Hospital Research Institute of Manitoba (CHRIM)	Risk Factors Associated with Childhood Leukemia in Canada	\$40,000
Ursel, Jane (RESOLVE)	Laurel Centre	The multifactes of IPV across the prairie provinces: Men as victims	\$60,000
Wu, Nan (Mechanical and Manufacturing Engineering)	NSERC	Design improvement of sofa structural components based on load path analysis considering cost and weight efficiency	\$25,000
Yang, Chengbo (Animal Science)	NSERC	Red Osier Dogwood extracts as alternatives to in-feed antibiotics to enhance growth performance and gut health in broiler chickens	\$25,000
Yang, Chengbo (Animal Science)	Research Manitoba	Nutritional biochemistry laboratory for sustainable livestock production	\$157,652
Yuan, Qiuyan (Civil Engineering)	NSERC	Optimization of nutrient reduction from wastewater stabilization ponds using floating cattail bio-platform harvesting systems	\$25,000

ADMINISTRATIVE MATTERS

- As part of the University of Manitoba's Live Well @ Work week, the Office of Sustainability hosted a variety of events to promote mental health including campus nature walks, a sustainable craft table and a Wellness Fair.
- The Commuter Challenge wrapped up June 9 with 638 University of Manitoba participants logging over 43,000 km of sustainable commuting which avoided almost 7,000 kg of CO₂.
- The Campus Commuter Survey Report from the Green Action Centre is complete. Responses will assist in developing policy and programs and will influence infrastructure development decisions.
- Sustainability Ambassadors designed and launched a new volunteer leadership program for undergraduate and graduate students, to enhance student engagement and participation in support of the network of sustainability on campus.
- The University of Manitoba electrical grid has experienced several issues over the past six months. The Manitoba Hydro Reservicing Project is proceeding with Manitoba Hydro committing to a 2020 service date. A separate design is underway to resolve the four main lines along Ralph Campbell Road.

- Work is underway to draft and negotiate several clinical trial site agreements for a large scale multi-site clinical trial in which the University is the coordinating institution, including many international sites. Legal is also drafting and negotiating the agreement with a contract research organization in India which will be responsible for the sites in India.
- The Office of Fair Practice and Legal Affairs (OFPLA) is working with external counsel on the NCTR's response to Independent Counsel's Request for Direction.
- The \$7.5M endowment and gift to the University from Dr. Gerald Niznick supporting the College of Dentistry has been finalized.
- OFPLA has worked with the University's stakeholders to finalize health benefits up to the level of Manitoba Health for International Students and finalized coverage for emergency services for those students arriving on campus early.
- There are almost thirty agreements which govern the construction, financing, operation, use, and maintenance of the Investors Group Field (the "Stadium"). OFPLA is working on a memo which summarizes those agreements, with emphasis on the following: the corporate structure of Triple B, the terms of the various loans, and the University's obligations under the agreements.
- OFPLA is working with the Office of the Vice-President (Research and International) to revise the current Institutional Costs of Research Recovery and Distribution Policy, which will among other things, ensure that the policy is aligned with the new budget model.
- OFPLA has worked with Human Resources to revise the Maternity and Parental Leave Procedure, to reflect the extended leave provisions now in effect under the Employment Standards Code (Manitoba) and the Employment Insurance Act.
- OFPLA was asked to participate in the orientation of Bison Sport teams and present on the University's behavioural policies and the Office of Human Rights and Conflict Management provided a "Responding to Harassment, Consent and Disclosure of Sexual Assault" workshop to the Bison coaches.
- OFPLA is working on the update of the RWLE and Sexual Assault Policies and Procedure, including legislative review, identification of best practices, active comparison with the U15, and significant public consultation prior to drafting.
- A concerted effort involving many faculty and staff in the Max Rady College of Medicine is underway to prepare for the Undergraduate Medical Education Program's accreditation visit by Committee on Accreditation of Canadian Medical Schools (CACMS) in the Spring of 2019. This has necessitated preparation, revision and review of several College and UGME Policies, including those dealing with leaves of absence, prevention of learner mistreatment, clinical placement, conscience based exemptions, blood borne pathogens, department head responsibilities and equity, diversity and inclusion. Legal has been assisting in the development and review of these policies, and in the accreditation element dealing with diversity and pipeline programs, while ensuring consistency with the diversity and community engagement efforts of the Rady Faculty of Health Sciences and University of Manitoba, per its strategic plan.

- The Office is assisting the various colleges in the Rady Faculty of Health Sciences with student issues involving academic appeals, disciplinary action, academic accommodations, human rights complaints, and working with external counsel on occasion, when retained by the University or a student.
- The Office of Human Rights and Conflict Management led a “Responding to a Sexual Assault Disclosure” Workshop to the Post-Secondary Institutions Bill 15 Working Group to allow members to experience the workshop, share resources, and ask questions about the development of the workshop, delivery and content in order to adapt for their own institutions.
- The office also provided a session on the Respectful Work and Learning Environment and Sexual Assault policies at the Bannatyne Campus staff retreat, focusing on supports for students experiencing mistreatment, racism in programs, bullying behaviours, and sexual assault such the development of the speak up button and other supports for students and spoke at the first year Medical student’s Orientation on the Respectful Work and Learning Environment and Sexual Assault policies.
- The new password standard continues to be rolled out to staff and will be completed by February 2019. Student rollout will start in October 2018 and will be completed by April 2019.
- A disaster recovery location has been selected at Bannatyne Campus (BMSB 148). Work is proceeding on completion of the Basic Medical Sciences Building room design, scope of work and construction cost estimate.
- Starting this fall, Dining Services will be limiting disposable straw availability on campus. Straws will still be available upon request and we are looking to source a more environmentally smart replacement product.
- Financial Services travelled to Nairobi to assist our NGO, Partners for Health and Development in Africa, with their year-end audit, improvements to their financial accounting software and their internal controls and procedures.
- An additional tuition payment option PayMyTuition has been added to help facilitate payments originating from outside Canada. This will supplement our current Global Pay system.

EXTERNAL MATTERS

- The University of Manitoba is on track to meet its 2018/2019 campaign benchmark of \$45,000,000. The last Front and Centre Campaign total, announced on May 29, 2018, was \$466,495,719.
- Significant gifts in the last reporting period include:
 - The Dairy Farmers of Manitoba made a gift of \$1,500,000 to support renovations of the dairy barn at the Glenlea Research Station. The Dairy Farmers of Manitoba Discovery and Learning Complex, named recognition of this gift, was re-opened at a celebration on September 13, 2018.

- The late G. Marion Smith designated \$1,027,383 through her estate to graduate student support and established the G. Marion Smith Plant Science Fund.
 - The late R.H.G. Walton [CA/1942] designated \$200,000 through his estate in support of the Max Rady College of Medicine Endowment Fund.
 - The late Kent Hurley [BArch/1970] designated \$120,000 through his estate to establish the Kent Hurley Graduate Scholarship in Architecture.
 - A series of solicitations were launched over the summer to complement the University of Manitoba's Shaping Innovators marketing campaign. As of August 24, \$113,231 has been raised in support of student awards from 669 gifts via direct mail, email and telephone solicitations. Among the contributors are 147 first-time donors to the University of Manitoba.
- On June 11, the Alumni Association of the University of Manitoba celebrated its 97th anniversary at its Annual General Meeting & BBQ. At the event, Dr. Lorrie Kirshenbaum, the 2018 Distinguished Alumni Award recipient for Professional Achievement, shared his insight on the Trials and Tribulations of Cancer Therapy and Heart Disease.
 - On June 21, the Honourable Carolyn Bennett, Minister of Crown-Indigenous Relations and Northern Affairs, participated in National Indigenous Peoples Day festivities hosted by Ongomiizwin, the Indigenous Institute of Health and Healing in the Rady Faculty of Health Sciences.
 - On July 2 and 3, the Honourable Jim Carr, Minister of International Trade Diversification, joined University of Manitoba researchers and Vice-President (Research & International), Digvir Jayas, aboard the research vessel Amundson. This visit was part of a Knowledge Exchange Workshop on Climate Change and the Globalization of the Arctic.
 - On July 25, the Honourable Kirsty Duncan, Minister of Science and Sport, hosted a roundtable discussion on Athena SWAN (Scientific Women's Academic Network). President and Vice-Chancellor David Barnard and Vice-President (Research & International) Digvir Jayas attended the event which was facilitated by Acting Associate Dean of Agricultural and Food Sciences, Annemieke Farenhorst.
 - As of September 5, the Next Generation Web Experience project team has held over eighty introductory presentations for close to 400 University of Manitoba faculty and staff on the redesign of umanitoba.ca. Feedback from these sessions continues to be positive, and a Web Community of Interest has been formed to continue to engage stakeholders throughout the project. The current membership of this group is over 130 participants.
 - The University of Manitoba is undertaking a significant initiative to explore how we tell our story moving forward. As part of the discovery phase of this project, focus groups and larger sessions were held with a variety of key stakeholder groups. Throughout August and September, sessions were held with students, faculty and staff, alumni and donors. In addition to sessions in Winnipeg, sessions have been held in Brandon, Winkler and Selkirk, as well as Calgary and Toronto. Sessions will continue into October for additional stakeholder groups including leaders in the areas of community, business, and arts and culture. The results, expected in late October, will inform the next phases of the project.



AGENDA ITEM: Establishment of a Presidential Search Committee

RECOMMENDED RESOLUTION:

That the Board of Governors:

1. Establish a Presidential Search Committee (Search Committee), with the following terms of reference:
 - a. To coordinate, with the assistance of a Search Consultant appointed by the Management Resources and Compensation Committee of the Board, the search and recruitment of candidates for President and Vice-Chancellor.
 - b. To develop, following consultation with the university community, the criteria to be used by the Committee to evaluate candidates, and to report the criteria to the Board for approval.
 - c. To operate within the *Presidential Search Committee Principles and Charter of Expectations*, as approved by the Board of Governors. The Search Committee may set up its own procedures provided they are consistent with the *Principles and Charter* and on the understanding that the search will be a confidential search.
 - d. To interview candidates, and to conduct thorough reference and other due diligence checks.
 - e. To identify a candidate who the Search Committee recommends to the Board of Governors for appointment as President of the University. Only if the Board does not approve the Search Committee's recommendation, shall the Search Committee recommend a second or further candidate as may be necessary.
 - f. To submit its recommendation to the Board no later than November 30, 2019.
 - g. To report, in general terms to each Board meeting on the progress of the Search Committee and to provide information and regular updates on the process to the university community by means of a Presidential Search website and other appropriate communication vehicles.
2. Approve the composition of the Presidential Search Committee with 15 members, as follows:
 - The Chair of the Board of Governors, as Chair
 - The Chancellor, as Co-Chair
 - The Chancellor-elect, who will be elected in December, 2018
 - Five members elected by the Board of Governors (to include one student)
 - Five members elected by the Senate (to include at least one Dean or Director and one student)
 - One member appointed by the University of Manitoba Faculty Association
 - The Support Staff Assessor to the Board of Governors
 - The University Secretary, as non-voting Secretary to the Committee.

 - A vacancy on the Presidential Search Committee may be filled at the discretion of the Management Resources and Compensation Committee. A member of the Presidential Search Committee does not cease to be a member by virtue of ceasing to be a member of

the estate from which she or he was appointed or elected.

3. Approve the Presidential Search Committee Principles as outlined in Appendix 1; and
4. Approve the Presidential Search Committee Charter of Expectations as outlined in Appendix 2.

Action Requested: Approval Discussion/Advice Information

CONTEXT AND BACKGROUND:

The Management Resources and Compensation Committee (MRCC) of the Board of Governors is charged to “recommend the process for the selection, appointment and reappointment of the President”. This submission outlines MRCC’s recommendations with respect to the foundational documents of the presidential search process. The recommendations of MRCC have been informed by a review of previous presidential search processes at the University of Manitoba (1980, 1995 and 2007), a review of current presidential search processes at 24 other Canadian universities and consideration of the current circumstances at the University of Manitoba.

Neff and Leondar (1992) note with regard to establishing a search that “no act of the Board is more significant than the instructions it issues to all concerned about the roles they will play and the boundaries among those roles”. They go on to note that it is important for all involved in the search to understand the differences in what they characterize as the three principal functions of the process: “searching, screening and selecting”. It is the Board’s sole responsibility to *select* the President as it is their statutory and fiduciary role to do so. There is a greater role for the university community to play in *searching* – the process by which candidates are nominated, suggested, or encouraged to let their names stand. *Screening*, on the other hand, is a confidential process typically conducted by search committees established by the Board.

Timelines

Dr. Barnard’s term as President and Vice-Chancellor ends on June 30, 2020. As the process of presidential search and transition takes about 18 months, it will be important to begin the process early in 2019. To that end, MRCC has reviewed a draft anticipated timeline for the presidential search process. Presidential search processes typically span 18-24 months from the initial planning phase to the transition from one president to the next. There are several phases to a search:

- a. Planning Phase- the development of the terms of reference and composition of the search committee, the selection and engagement of a search consultant, the approval of the process by the Board of Governors, the populating of the Search Committee and a Search Committee orientation process.
- b. Listening-Learning-Consultation Phase – engaging with the university community for perspective on what the committee should be looking for in a president for the next period of the University’s development. This phase will inform the recruitment documents and inform the search committee’s work.
- c. Searching and Screening Phase – the Search Committee, with the assistance of the search consultants, will identify, review, recruit and screen potential candidates. This phase may involve meetings, interviews and visits.
- d. Interview and Selection Phase – the Search committee will conduct interview(s),

review reference reports and do other due diligence in coming to a recommendation to the Board of Governors.

- e. Approval and Announcement Phase – the search Committee will present its recommendation to the Board for approval and the University will announce the next President.
- f. Transition Phase- transition work will happen on two fronts – 1- to recognize and celebrate the outgoing President, and 2 – to introduce the president-designate to the role and the University. This typically happens from the announcement through the first half of the first year of the President's term.

The preliminary planning and populating of the Search Committee will occur over the November-December, 2018 period. The Search Committee will likely begin meeting in early 2019, with a view of making a recommendation to the Board in November/December of 2019. This provides time for the selected candidate to prepare to be here for July 1, 2020, and also provides the Search Committee with some additional time if the search process takes longer than anticipated.

A preliminary draft timeline is outlined in appendix 3. The timeline has the Search Committee meeting periodically throughout the summer, but the bulk of the work will be in the March-April (listening phase) and September-November (interviewing and selection phase). The draft timeline is intended to be a guide. It is likely that some dates on the timeline will shift due to the unique circumstances of each search.

Search Consultant

The University of Manitoba, like most major universities in Canada engages executive search consultants for Presidential, Vice-Presidential, and some Dean's searches. As the Association of Governing Boards observed in their 2012 publication *Presidential Search: an overview for board members* "search firms and their consultants can provide an outside perspective to help assemble a useful position profile, offer extensive networks of potential candidates, and work closely with the search committee chair to establish procedures that will ensure a smooth search, hiring, and transition".

The University of Manitoba used a search consultant in the 1995 and 2007 presidential searches and in all recent vice-presidential searches.

Search consultants provide services ranging from assistance in the development of the position profiles and advertisements, to developing long lists of candidates for the Search Committee's consideration, to recruiting candidates to participate in the search, to arranging the interviews and conducting reference and background checks for the Search Committee. In order to recruit a slate of quality candidates in today's competitive market for university Presidents, the engagement of a search consultant to work with the Search Committee is considered almost essential.

At the request of MRCC, the University issued a Request for Proposals for search consultants to assist the Search Committee. MRCC will review the proposals, interview prospective firms and engage a search consultant by the end of November, 2018. It is expected that the search consultant will work with the Presidential Search Committee through the calendar year 2019.

Terms of Reference – Presidential Search Committee

In developing terms of reference outlining the role of the Search Committee, major issues

considered by MRCC included the mandate, the selection criteria, procedures to be followed, the form of the recommendation, reporting requirements and the timeline for the Search Committee's work.

Under the proposed terms of reference, the MRCC recommends that the searching and screening functions be delegated to the Search Committee, while retaining the selecting function at the Board level. The terms of reference also charge the Search Committee with consulting with the community in developing the criteria to be used to evaluate candidates and submit a position profile to the Board for approval. It is anticipated that the Board will also be involved in the consultation phase.

While MRCC recommends that the search be conducted confidentially, it recognizes the importance of keeping the Board and the university community informed during the course of the search. To that end, the MRCC has recommended that the Chair make a progress report in general terms at each Board meeting, and that the Search Committee develop and maintain a Presidential Search website and use other appropriate vehicles to keep the community informed of the process.

The Search Committee is asked to make its recommendation of a candidate to the Board by no later than November 30, 2019.

Committee Composition

The MRCC considered the size of the Search Committee, the representation on the Search Committee and leadership of the Search Committee in making its recommendations with respect to the composition of the Search Committee.

The MRCC considered the composition of the search committees at the University of Manitoba from 1980, 1995 and 2007, as well as an environmental scan of search committees at 25 other universities, including 12 U-15 institutions.

With respect to the size of the Search Committee, the average number of members of a presidential search committee is 14 among the U-15 and 13 for the 24 universities that were reviewed in the summer of 2017, with a range in size from 10-21 members. There were 14 members of the 2007 Search Committee. The MRCC, in preparing for previous searches in 1995 and 2007, concluded that "a Committee of 12-15 members would likely function best rather than a large committee approaching 20 members". For the reasons that follow, MRCC recommends that the Search Committee have 15 members.

In terms of representation, it is essential that the composition of the Search Committee be reflective of, and be seen to be reflective of the university community. Such a search committee will inspire confidence in the process and ultimately the result of the presidential search.

There are two general approaches that can be taken with respect establishing the composition of a Search Committee, the first is to have representation from a number of groups with an interest in the University and who the new president will be. This was the approach taken in the 1980 search at the University of Manitoba. The second approach is to have the Search Committee membership drawn primarily from the two statutory governing bodies of the University, i.e., the Senate and the Board of Governors. This was the approach taken in the 1995 and 2007 searches. Because the Board of Governors and the Senate have representation from most of the

constituencies from which membership is typically drawn in the first approach, a similar end can be met by employing the second (Senate and Board) approach, by much simpler means. The MRCC therefore recommends that the second approach be taken in this process. Previous Search Committees included a Support Staff member (usually the Support Staff Assessor to the Board of Governors) and a member appointed by the University of Manitoba Faculty Association. MRCC feels that it is important to maintain this custom.

If the proposed composition of the Search Committee is approved, the Board Governance and Nominating Committee and the Senate Committee on Nominations would be asked to bring forward nominations to the Board and Senate respectively in the late fall of 2018. At these meetings, further nominations would be considered and elections would be held. It will be important to ensure that all potential Search Committee members are aware that membership on the Search Committee will require a significant time commitment through 2019, particularly in the spring and fall.

The MRCC gave careful consideration to whether the search process would benefit from including one or more community members/leaders on the Presidential Search Committee to provide additional insight to the process. After deliberation, MRCC concluded that the Presidential Search Committee and process would better gain the insights of community leaders through a robust consultation process in developing the position profile, rather than adding one or two community members to the Committee.

With respect to the Chair of the Search Committee, there are three options; the most typical is that the Search Committee is Chaired by the Chair of the Board of Governors. This is the case for most U-15 institutions and was the case in the 2007 Search (the Chancellor was designated as co-chair of the Committee). In a few other institutions, and in previous Searches, the Chancellor chaired the Search Committee. The third option is to elect a chair from amongst the members of the Search Committee. As this is a process created to provide advice to the Board, MRCC feels that it is important to make sure that the Chair of the Presidential Search Committee has a connection to the Board and the leadership skills necessary to lead the Committee. For those reasons, the MRCC recommends that the Chair of the Board of Governors Chair the Search Committee and that the Chancellor serve as Co-Chair.

MRCC also considered the role of the Chancellor on the Search Committee. Chancellor Selter's term as Chancellor concludes on May 31, 2019, part way through the search. Under the proposed terms of reference, Chancellor Selter will continue as a member of the Search Committee through to the conclusion of the search. The Search Committee will benefit greatly from his membership on the Committee, particularly given his membership on the 2007 Presidential Search Committee and his years of leadership at the University. The MRCC also observed that the next Chancellor is scheduled to be elected in December, 2018 to begin a term on June 1, 2019. MRCC proposes to add the Chancellor-elect as a member of the Search Committee as well. This will provide continuity for the in-coming President and provide an important opportunity for the Chancellor-elect to learn more about the university community through the process.

Presidential Search Committee Principles and Charter of Expectations

A statement of Presidential Search Committee Principles and a Charter of Expectations have been developed and are recommended for approval by the Board. These documents will guide

the Search process, inform members of the Search Committee of their responsibilities and provide transparency to the university community on the process and principles guiding the search. These documents were informed by research of presidential searches and the practices at other Canadian universities.

The Presidential Search Committee Principles document outlines the roles of the Search Committee, the MRCC and the Board of Governors in the search process, and outlines some key procedural principles that are foundational to the work of the Search Committee.

The Charter of Expectations outlines the expectations of individual members of the Search Committee.

Similar documents were developed for the 2007 Presidential Search and having these documents approved by the Board at the outset of the process provided clear expectations for the Search Committee and its members and facilitated the orientation process.

RESOURCE REQUIREMENTS:

The total resource requirements for the presidential search and transition process, including the search consultant, candidate and other travel, meetings of the committee, advertising and transition-related activities will be spread over the 2018-2019 to 2020-2021 fiscal years. Funding will be made available from central sources.

CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:

The recruitment of a President and Vice-Chancellor is among the most important responsibilities of the Board. Having a strong President in place following a robust search process, is an essential element in advancing and enhancing the planning framework and the mission and vision of the University.



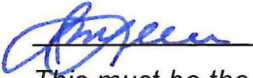
Board of Governors Submission

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"/>	MRCC	August 16, 2018
<input type="checkbox"/>	<input type="checkbox"/>		
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<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>		

Jeff M. Leclerc, University Secretary

Submission prepared by:



Submission approved by:

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

Attachments

- Appendix 1 – Presidential Search Committee Principles
- Appendix 2 – Presidential Search Committee Charter of Expectations
- Appendix 3 – Presidential Search Anticipated Timeline

**University of Manitoba
2019 Presidential Search Committee Principles**

For the appointment of the President of the University, a Presidential Search Committee for the identification of presidential candidates and a recommendation for appointment shall be established in accordance with the following principles:

MANAGEMENT RESOURCES & COMPENSATION COMMITTEE (MRCC)

The University of Manitoba's Board of Governors, under *The University of Manitoba Act*, has the power to appoint the President. The Board has empowered the Management Resources & Compensation Committee (MRCC) with the responsibility to recommend the process for the selection, appointment and reappointment of the President, and to oversee the processes of the Search Committee.

SEARCH COMMITTEE COMPOSITION

Noting that the average size of a Search Committee is from 10 to 21 members, it is recommended the Search Committee consist of 15 members, including the Chair.

The Committee shall be composed of:

- The Chair of the Board of Governors, as Chair
- The Chancellor, as Co-Chair
- The Chancellor-elect, who will be elected in December, 2018
- Five members elected by the Board of Governors (to include one student)
- Five members elected by the Senate (to include at least one Dean or Director and one student)
- One member appointed by the University of Manitoba Faculty Association
- The Support Staff Assessor to the Board of Governors

The University Secretary shall be the Secretary (non-voting) of the Search Committee.

A vacancy on the Search Committee may be filled at the discretion of MRCC.

A member of the Search Committee does not cease to be a member simply by virtue of ceasing to be a member of the estate from which he or she was elected or appointed.

TIME LINE

The PSC will submit its recommendation to the Board of Governors no later than November 30, 2019.

ORIENTATION

The Search Committee shall hold a thorough orientation session for all members of the Search Committee to establish expectations and responsibilities of the individuals on the Committee and of the Committee as a whole.

THE SEARCH

The Search Committee will have overall responsibility for the recruitment and evaluation of candidates. The MRCC concluded that the Search Committee would benefit from the assistance of an executive search consultant, the approach now used at virtually all universities. The MRCC will retain such a consultant to assist the committee.

THE CRITERIA

The Search Committee shall develop, in consultation with the university community, the criteria to be used in evaluating candidates and shall present the criteria to the Board for consideration and approval.

In its deliberations, the Committee shall have regard for the mission of the University and the abilities of those nominated to advance that mission. The Committee shall solicit and consider the views of the university community and major external constituencies on the type of President most likely to advance the interests of the University.

PROCEDURES

Beyond the procedures outlined in this document, the Search Committee may develop its own procedures.

Other than consultations with the university and broader community, the Committee shall at all times conduct its affairs *in camera*. Members shall not disclose to anyone else any matter concerning the activities of the Committee.

The Committee shall attempt to make decisions by consensus.

For all purposes except in making a recommendation for the appointment of a President, 9 members shall constitute a quorum at any meeting of the committee. For the purpose of making a recommendation to the Board of Governors for the appointment of the President, a quorum of 12 members will be required.

The Committee shall regularly inform the Board of Governors on the progress that the Search Committee is making. The Chair of the Committee should, therefore, make a report to the Board at each Board meeting on the understanding that such reports will be made in general terms only, given the sensitivity and confidentiality of the Committee's work.

The Search Committee may establish sub-committees for any purposes it thinks appropriate except that only a quorum of the full committee may decide upon a recommendation to the Board of Governors for the appointment of a President.

RECOMMENDATION

The Search Committee shall identify, after its deliberations, a candidate whom it recommends to the Board of Governors for appointment as President of the University. Only if the Board does not approve the Committee's recommendation, shall the Committee recommend a second or further candidate as may be necessary.

TERMS OF THE APPOINTMENT

In consultation with a Search Consultant, and any other advisors it deems necessary, the MRCC will establish contract parameters and compensation for potential candidates. The Search Committee shall not have the responsibility of discussing contract provisions with candidates. The Chair of the Search Committee shall review these parameters with all individuals on the short list prior to interviews. The final negotiations for a contract are the responsibility of the Board Chair and Chancellor on behalf of MRCC.

CODE OF CONDUCT

The Code of Conduct for Members of the Board of Governors of the University of Manitoba and the Charter of Expectations will apply to all members of the Search Committee.

CONFIDENTIALITY OF PROCEEDINGS

It is a condition of membership of the Committee that its deliberations and all matters pertaining to its proceedings will be treated as being confidential.

Acceptance of membership constitutes an undertaking to adhere strictly to this condition.

Committee members, and any staff supporting the Search Committee will be required to sign an undertaking of confidentiality.

**University of Manitoba
Presidential Search Committee
Charter of Expectations
2019**

INTRODUCTION

Each member of the Presidential Search Committee was selected, not only for the constituency he/she represents, but, also, for the excellence she/he will bring to the deliberations. Regardless of the constituency, each member's duty is to consider the best interests of the University as a whole.

Being a member of the Presidential Search Committee entails enormous responsibility and accountability. We are being entrusted individually and collectively to contribute a broad range of skills and attributes which will enable the best outcome for the University of Manitoba.

EXPECTATIONS OF MEMBERS OF THE PRESIDENTIAL SEARCH COMMITTEE

1) Absolute Confidentiality

Confidentiality is mandatory. Members need to fully understand what this means, and if there is any doubt at any time about what is permissible, members must speak with the Chair before acting. All Search Committee business must be kept strictly confidential.

- External discussion with anyone, at any time, about the candidates' names or any other aspects of the Search Committee's deliberations would constitute a breach of confidentiality.
- The requirement to keep confidential all committee business extends beyond the life of the committee. Confidential information acquired as a member of the committee must never be divulged.
- Any breach of confidentiality may result in the member being removed from the committee.

2) Timely External Progress Updates

Thorough and appropriate communication with the university and external community on progress will be a priority. The committee Chair will make regular reports to the Board, Senate and the university community.

The Chair will be the **official** and **only** spokesperson for the Search Committee.

3) Avoiding Commentary in External Settings

In social settings and otherwise, people will be aware that one is a member of this Search Committee, and they will likely have heard of, or will speculate on, the names of

potential or actual candidates who might be before the Search Committee for consideration. While listening to external advice and/or recommendations, it is critical that members do not provide their own commentary, assessment or reflections.

4) Due Diligence and Reference-Checking

Members are to refrain from unauthorized or informal reference-checking/due diligence, unless they are specifically assigned the task by the Search Committee.

- Reference-checking and complete and thorough due diligence can and will be planned and executed systematically and professionally at the appropriate time.

5) Value-Added Constructive Interventions

Members will be expected to add value to the Search Committee deliberations through constructive interventions and clarification, while taking care not to exert undue influence and/or dominate proceedings.

6) Early Declaration of Personal Biases and Assumptions

It is quite normal that as candidates' names are put forth, members might have their own personal biases and/or assumptions based on their familiarity with the candidates. Early acknowledgement and declaration of any personal bias or assumptions to the Search Committee will be considered both honourable and professional.

Search Committee members are expected to abide by the Code of Conduct for Members of the Board of Governors of the University of Manitoba and this Charter of Expectations.

7) Full Engagement by each member at all stages

It is proven that the ultimate success of search committees depends a great deal on the degree to which individual members are engaged in each stage of the process. It is critically important that each member be fully engaged in the fair, objective, and comprehensive assessment of each candidate prior to short-listing – as well for those candidates who have been short-listed.

8) Constant Focus on Position Specifications and Role Profile

When assessing candidates throughout, members will be expected to constantly focus on the skills, relevant experiences and other key attributes agreed to in the Position Specifications and Role Profile developed from wide consultations.

- Experience demonstrates that committees responsible for the selection of critical leaders are more successful in deciding on the best candidate when, they **first** concentrate on, and agree to, the needs of the organization for the next 7-10 years, and **second** on matching the candidates to those specifications.

9) Role of Search Consultant

During this presidential search process, the search consultant/firm (once selected) will play the role of advisor and provide support to the Search Committee, but will not diffuse the responsibility and accountability of the Committee members, which is to recommend to the Board of Governors the very best and most appropriate President.

- The Search Consultant will have their own very specific mandate, but will also be subject to this *Charter of Expectations*.

10) Meeting Attendance

Attendance at all meetings is expected, unless dire circumstances prevent it. Where a committee member has missed two meetings, the Chair will discuss with the member whether or not she/he is able to attend future meetings and continue on the committee. Attendance at all the interviews is a requirement of all Search Committee members.

AFTER THE SEARCH

The responsibilities of members of the Search Committee will not end once the President is appointed. Members of the Search Committee – collectively and individually – will play a vital role in ensuring his/her success. Members will be expected to provide direct and indirect support to the new President once he/she assumes office, as well as serve as ambassadors for the appointment both within the university community and beyond.

Presidential Search – Preliminary Timeline

August 16, 2018

Note: All timelines are projected and subject to change

October 30, 2017	MRCC meets for an introductory conversation regarding Presidential Search and Transition.
June, 2018	Regular MRCC meeting. Approval of issuing a RFP to engage a Search Consultant.
August, 2018	MRCC considers and recommends a proposal for the statement of principles, terms of reference, composition and charter of expectations for the Presidential Search Committee.
August, 2018	RFP for Search Consultants is issued.
September 25, 2018	MRCC proposal for Search Process goes to Board for approval.
October/November, 2018	MRCC reviews RFPs and selects Search Consultant.
By December, 2018	Board elects its representatives.
By December, 2018	Senate elects its representatives.
January, 2019	Commencement of contract with Search Consultants.
February, 2019	First meeting of Presidential Search Committee/Orientation.
February-April, 2019	Listening-Learning-Consultation phase: solicitation of written submissions and meetings with the Board, university community, university officials, and other stakeholder groups.
March-May, 2019	Development of position profile, advertisements and other related search materials.
May-August, 2019	Candidates sourced, long list developed and reviewed by the Committee, possible candidate visits/meetings.
September, 2019	Committee creates shortlist and plans interviews
September – October, 2019	Committee interviews shortlisted candidates
October, 2019	Second round interviews, if needed.

November, 2019	Committee makes a decision for recommendation to the Board.
November, 2019	Offer is made; Board Chair negotiates principles of contract with candidate, provisional acceptance of offer
November, 2019	Special Board meeting to present Presidential Search Committee Recommendation for Board approval.
November, 2019	Announcement and Introduction of President-Designate
December, 2019- June 2020	Transition briefings and activities
July 1, 2020	12 th President and Vice-Chancellor assumes office
October, 2020	Formal installation of 12 th President and Vice-Chancellor

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