

BOARD OF GOVERNORS

Tuesday, May 30, 2023

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

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

OPEN SESSION

Please email regrets to melissa.watson@umanitoba.ca no later than 9:00 a.m. the day of the meeting.

OFFICE OF THE UNIVERSITY SECRETARY



**University
of Manitoba**



Acknowledgement

The University of Manitoba campuses are located on original lands of Anishinaabeg, Cree, Oji-Cree, Dakota, and Dene peoples, and on the homeland of the Métis Nation.

We respect the Treaties that were made on these territories, we acknowledge the harms and mistakes of the past, and we dedicate ourselves to move forward in partnership with Indigenous communities in a spirit of reconciliation and collaboration.

Mission

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

Vision

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

Values

To achieve our vision, we require a commitment to a common set of ideals.

The University of Manitoba values:

Academic Freedom – Accountability - Collegiality - Equity and Inclusion – Excellence
Innovation – Integrity – Respect - Sustainability

Strategic Priorities

- Support and sustain a post-COVID teaching, learning, research, and work environment. This includes our commitment, as one of Canada's top 15 research universities, to remain a leader in research excellence.
 - Develop and publicize a university-wide anti-racism strategy.
- Enhance and expand opportunities for learning, including research opportunities for students.
 - Deliver on our commitment to Indigenous achievement and engagement.
 - Create a more accessible, equitable, diverse, and inclusive university.

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	AGENDA	<u>Action</u>	<u>Presenter</u>	<u>Page</u>	<u>Est. Time</u>
	Call to Order		Chair	-	4:00 p.m.
	ANNOUNCEMENTS		Chair	-	4:00 p.m.
1.	APPROVAL OF THE AGENDA (Open Session)	Approval	Chair	3	4:10 p.m.
2.	MINUTES (Open Session)				
2.1	Approval of the Minutes of the March 28, 2023 Open Session, as circulated or amended	Approval	Chair	5	4:10 p.m.
2.2	Business Arising - none	-	Chair	-	4:10 p.m.
3.	COMMITTEE REPORTS				
3.1	Report of the Finance and Infrastructure Committee	-	K. Lee	18	4:10 p.m.
	a) Presidential Expense Policy	Approval	N. Andrew	19	4:10 p.m.
3.2	Report of the Governance and Board Development Committee	Information	L. Magnus	28	4:20 p.m.
4.	NEW BUSINESS				
4.1	Request for Increase to Admission Target, Bachelor of Health Sciences, Interdisciplinary Health Program, Rady Faculty of Health Sciences	Consultation	President	30	4:35 p.m.
4.2	Request for Temporary Increase to Admission Target for Doctor of Pharmacy (Pharm.D.), College of Pharmacy	Consultation	President	32	4:40 p.m.
5.	UNANIMOUS CONSENT AGENDA	Approval	Chair	-	4:45 p.m.
	<i>If any member of the Board wants to ask a question, discuss or oppose an item that is marked for the consent agenda, the member can have an item removed from the consent agenda by contacting the Secretary of the Board prior to the meeting or by asking that it be removed before the Chair calls for a mover and seconder for the motion to approve or receive, by unanimous consent, the items listed at the end of the agenda</i>				
5.1	<u>From Senate for Approval</u>				
5.1.1.	Report from Senate (dated April 5 and May 17, 2023)				
	a) Report from the Senate Committee on Awards (dated April 4, 2023)	Approval	President	114	(consent)

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| b) Proposal for a Micro-Diploma in Mythology and Folktale, Faculty of Arts | Approval | President | 128 | (consent) |
| c) Proposal for a Micro-Diploma in Introduction to German Language, Life, and Culture | Approval | President | 137 | (consent) |

5.2 From Senate for Information

5.2.1. Reports from Senate (dated April 5 and May 17, 2023)

- | | | | | |
|---|-------------|-----------|-----|-----------|
| a) Implementation of Master of Applied Human Nutrition | Information | President | 111 | (consent) |
| b) Temporary Suspension of Admissions, M. Dent. in Pediatric Dentistry | Information | President | 112 | (consent) |
| c) Temporary Suspension of Admissions, Post-baccalaureate Diploma in Engineering and B. Comm.(Hons) Majors in International Business, Leadership and Organization, and Management Information Systems | Information | President | 112 | (consent) |
| d) Admission Target Increases to Healthcare Programs, Rady Faculty of Health Sciences, Bachelor of Fine Arts, School of Art and Bachelor of Jazz Studies, Desautels Faculty of Music | Information | President | 112 | (consent) |

5.3 From Finance and Infrastructure Committee

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|--|----------|-------|-----|-----------|
| 5.3.1. Student Giving Agreements for Clayton H. Riddell Faculty of Environment, Earth, and Resources, Faculty of Education, Price Faculty of Engineering, Interior Design, College of Occupational Therapy, College of Physical Therapy, College of Pharmacy, School of Art, Faculty of Social Work. | Approval | Chair | 148 | (consent) |
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5.4 From the Governance and Board Development Committee

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| 5.4.1. Revisions to the Terms of Reference of the Finance and Infrastructure Committee | Approval | Chair | 168 | (consent) |
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MOTION TO MOVE TO CLOSED & CONFIDENTIAL SESSION	Approval	Chair	-	4:50 p.m.
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**Minutes of the OPEN Session of the
Board of Governors
March 28, 2023, at 4:00 p.m.**

Present: L. Hyde, Chair
J. Leclerc, Secretary

J. Anderson	M. Benarroch	A. Bindra	D. Brothers	J. DeSouza-Huletey
I. Fakankun	D. Finkbeiner	K. Lee	S. Li	A. Mahon
K. Osiowy	J. Oyeyode	S. Prentice	V. Romero	D. Roussin
J. Rykiss	S. Sekander	J. Taylor		

Joining by Teleconference

A. Raizman

Regrets:

N. Andrew	C. Cook	W. Lazarenko	L. Magnus	N. Murdock
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Assessors:

M. Shaw	S. Woloschuk
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Officials:

D. Hiebert-Murphy	V. Koldingnes	M. Pinto	M. Watson
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Presenters:

M. Emslie	S. Hopkins	L. McKinley
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ANNOUNCEMENTS

The Chair acknowledged that the University of Manitoba is located on the original lands of the Anishinaabeg, Cree, Oji-Cree, Dakota, and Dene peoples and on the homeland of the Métis Nation, recognizing the treaties made on these lands and committing to resolving harms and mistakes of the past.

The Chair expressed her hope that the Board will continue to work together in a spirit of trust and collaboration to fulfill its fiduciary duties in the best interest of the University as a whole, always demonstrating the highest respect for each other, for students, faculty, and staff and the community the University serves.

The Chair shared that this will be the last meeting for Mr. Jaron Rykiss, Ms. Victoria Romero, and Ms. Silvia Sekander as their terms on the Board will end April 30, 2023. She thanked each of them, on behalf of the Board, for the contributions they have made as members of the Board of Governors. She also noted that today's meeting will be the last meeting for Dr. Jeff Taylor,

and thanked Dr. Taylor for his years of service, contributions, and advice to the Board and its committees.

The Chair reminded Board members about the upcoming virtual Board Learning Session on the quality of students' learning experience, noting that this session will be presented by Dr. Mark Torchia, Vice-Provost (Teaching and Learning) and will provide an overview on the quality of the learning experience for students, what Board members can understand from data gathered on learning experience and examples of how the University can measure and improve the learning experience for students. She encouraged all Board members to join the session.

The Chair acknowledged the excellent work by university administration in preparing the 2023/2024 budget and resource allocations submissions, in addition to the Responsible Investment Policy and Investment Policy Statement being considered at today's meeting.

FOR ACTION

1. APPROVAL OF THE AGENDA

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

THAT the agenda for the March 28, 2023 meeting be approved as circulated.

CARRIED

2. MINUTES (Open) Session

2.1 Approval of the Minutes of the January 31, 2023 Open Session as circulated or amended.

It was moved by Dr. Prentice and seconded by Mr. Rykiss:

THAT the minutes of the January 31, 2023 Open session be approved as circulated.

CARRIED

2.2 Business Arising

There was no business arising from the minutes.

3. COMMITTEE REPORTS

3.1 Report of the Finance and Infrastructure Committee

Ms. Lee noted that the Committee met on March 14th to consider several items for approval by the Board. Referring to the 2023/24 Resource Allocation Submissions, Ms. Lee shared that the University of Manitoba is in good financial condition, noting that in addition to the budget and resource allocations being discussed today, the Committee also considered long-term planning of future budgeting and financial forecasts to ensure that the University can continue to be in a good financial position moving forward.

Ms. Lee reminded Board members that at the last meeting, the Board of Governors approved ten recommendations for incorporating responsible investment principles at the University of Manitoba, with next steps including the Responsible Investment Policy and revisions to the Investment Policy Statement.

a) 2023/24 Resource Allocation Submissions

- i. 2023/24 Tuition and Course Fees
- ii. 2023/24 Consolidated Budget
- iii. Revised 2023/24 Budget Estimate

Dr. Benarroch noted that the 2023/24 consolidated budget and 2023/24 Tuition rate increases are being presented today for approval. In providing context, Dr. Benarroch shared that the Province has provided the University with an increase of 10.8% to the operating grant, which was both unexpected and welcomed by the University. He noted that the University had previously been working on a budget planning assumption of a 0% operating grant increase and a tuition increase of 3.75%, adding that the province has requested that tuition fee increase be held at 2.75%.

Dr. Benarroch explained that the province indicated that this increase to the operating grant is to support the operational needs of the institution, as well to cover salary, wages, and inflationary increases and for initiatives to advance Truth and Reconciliation and the University's academic mission, adding that these factors have been considered in moving forward with budget planning.

Dr. Benarroch explained that the University is taking a multi-year approach to allocating funds across the institutions, adding that principles within this multi-year planning provide more certainty for faculties, ensuring their budget can address wage settlements. He shared that all collective agreements have been settled for 2023/24 and wage costs within the budget reflect these agreements. Dr. Benarroch explained that the University is investing in financial supports to enhance student services as well as strategic priorities, adding that a one-time strategic initiatives fund has been made available for units to apply for short term projects to address immediate needs, and advancing initiatives in support of the university priorities.

Dr. Benarroch shared that the University continues to work to improve the budget process to ensure transparency and provide a better understanding of the budget, He shared that the Budget Primer session that was presented to the Board and members of the university community through the UM Community Town Hall, in addition to the survey on priorities for the 2023/24 budget, were offered to improve understanding and solicit feedback to incorporate within the budget process overall. He shared that the budget model review is wrapping up, which was based on feedback received from focus groups and the expertise of Huron, who has provided several recommendations to improve both the budget model and process.

Dr. Benarroch noted that flexibility has been built into the budget, to allow for a portion of the budget to be redirected to support future year cost increases. He shared that the biggest unknown in 2023/24 continues to be enrolment and the impact of the pandemic, adding that the University is taking a conservative approach to forecasting student enrolment moving forward.

Mr. Emslie began by noting that the updated estimates document has been included with the 2023/24 consolidated budget submission, adding that there was a slight difference between what was shared with the province previously and what is being presented today for approval.

Mr. Emslie shared that the provincial funding letter received on February 3rd directed that tuition increases should not exceed a maximum of 2.75% for any programs, noting that this is different from prior years where the province required a maximum average tuition increase, allowing some flexibility within programs. He shared that the province confirmed that while non-tuition fees could increase by more than 2.75%, those increases should be reasonable and defensible.

Mr. Emslie explained that the 2023/24 tuition fee increase is proposing a 2.75% graduate and undergraduate tuition fee increase for all programs, other than PharmD, as the fees for the PharmD program are already competitive and will therefore be held flat. He noted that international student fees and university-wide fees will also increase by 2.75%, except for lab fees which will increase by 2.9%, in keeping with the planning assumption for other course-related fees.

Mr. Emslie shared that fee increases and the current economic climate will impact students and create additional challenge, explaining that the University has included additional funding within the operating budget for student assistance to help those students in greatest need. He explained that most of the undergraduate fees at the University of Manitoba continue to be the lowest, as compared to Western Canadian U15 institutions, adding that a flat increase of 2.75% will make that gap even greater. He shared that there continues to be significant gaps between the undergraduate and graduate tuition fees at the University of Manitoba and comparable institutions for both domestic and international rates.

In speaking to the 2023/24 consolidated budget, Mr. Emslie noted that the submission provides a comprehensive summary of the budget and budget process. He explained that the 2023/24 budget is presented in line with full Public Sector Accounting Standards (PSAS) and includes both operating and non-operating components, adding that the budget presented today contains a balanced operating budget consistent with the University's historical approach.

Mr. Emslie explained that the operating budget is a component of the consolidated budget, accounting for about 73% of the total budgeted revenues, noting that the other main components of the consolidated budget are research, special funds, trust, and capital. He shared that new for this year, the quarter three projection for 2022/23 has been included within the budget annual report, in addition to the 2022/23 budget for comparative purposes. He explained that the submission highlights budget activity from 2022/23, and adjustments made within the 2023/24 budget.

He shared that the consolidated budget for 2023/24 results in a deficit of \$16.3 million, before consideration of endowed donations, adding that the operating budget is balanced and that the deficit is reflective of non-operating activities where the timing of revenue recognition differs from when expenditures are recorded, resulting in a deficit.

Mr. Emslie explained that the provincial grant revenue has increased to reflect the \$38.7 million in funding increase, which does include the \$1 million for the nursing expansion. He shared that tuition revenue has increased by 1% over 2022/23, or \$2.1 million dollars, reflecting the tuition increases outlined within the submission as well as an adjustment to enrolment assumptions. He shared that student enrolment from 2022/23 was lower than budgeted and has been adjusted within the 2023/24 budgeted enrolment to be in line with actual enrolment in 2022/23.

Mr. Emslie shared that the change in enrolment assumption reduced the budgeted revenue by \$5 million, adding that the 2.75% tuition increase increased the budgeted revenue by about \$6.2 million. He noted the slight increase in budgeted tuition revenue to reflect enrolments for the expanded nursing program.

He explained that outside of the provincial grant and tuition revenue, other material changes to revenue include increased investment income due to increased interest rates (\$6.0 million), the non-endowed donation revenue decreasing by \$3.8 million due to the full recognition of donations for the Desautels Concert Hall made in 2022/23, and lower other income due to recognition of insurance proceeds in 2022/23 for the University Centre fire.

Mr. Emslie noted that the overall consolidated expenses are projected to increase by \$51.4 million (5.2%) as compared to 2022/23 budget. He explained that several factors contribute to this, and those most significant include wage increases with an increase of over \$28 million for operating and non-operating activities across all functions. He shared that staffing costs for the nursing and RT expansions also contribute to compensation budget increase for operating purposes.

He shared that non-compensation increases total \$21.3 million (6.2%) and include increases in budget for student awards (\$2.2 million), utilities and insurance (\$2 million), increased travel activity and materials (\$1.5 million) and increased costs for revenue generating activities in the Rady Faculty of Health Sciences and Kinesiology and Recreation Management (\$2.7 million). He added that the anticipated one-time costs for one-time strategic initiatives (\$7.8 million) is also included in this category, resulting from the increased grant funding, noting that when the initiatives are approved, the spend of funds may occur differently than budget and would be captured in a variance explanation in the year.

Mr. Emslie shared that non-compensation costs for non-operating activities have increased by \$5.2 million, due to an anticipated increase in research-related activity associated with the Gates Foundation funded projects. He explained that the net transfers in the budget captures non-operating activities such as capital, student financial support and research expenditures that are funded through the operating budget, which includes strategic allocations related to capital and student financial support, deferred maintenance, and unit budgeted transfers for capital.

Mr. Emslie reminded Board members that the provincial grant and tuition revenue are allocated

to units through the budget model, noting that the revenues and expenses allocated to each faculty and central budget unit as well as the revenues and expenses budgeted for unit-specific income-generating activities are reflected within the board submission materials, providing a high-level summary of the unit budgets for 2023-24. He shared that also provided is a comparison of the year-over-year budget changes for Academic and Central cost pools.

He explained that in budget consultations, all faculties, schools, and central units had identified meeting the cost of increased salaries within expected resources as the most significant budgetary pressure experienced, adding that central units had presented to the Central Unit Allocation Committee, budget pressures that if not addressed, would result in significant service delivery impacts. Mr. Emslie explained that these pressures on central units arose from a combination of factors that include positions and costs that had been funded through strategic allocations and carryover which was no longer sustainable, off-setting lost revenue from Research Manitoba and the exhaustion of a donation that had funded entrance scholarships and funding the central structures to support equity, diversity, and inclusion and the Office of the Vice-President Indigenous.

Mr. Emslie explained that the preliminary budget planning had assumed a 3.75% increase in tuition and no change to the provincial grant. He noted that under those assumptions, most unit's expenditures grew more quickly than their revenues, and therefore units had to find savings to off-set salary increases driven by the implementation of recent collective agreements. He explained that at the institutional level, the grant increase from the province covers salary increases, however, when the grant increase and other changes in assumptions were considered through the budget model, most faculties and units were in a worse position than under the preliminary planning assumptions, with a handful of faculties in a much better position and therefore the University amended the budget approach in allocating the grant increase.

Mr. Emslie shared that to provide better equity in the allocation of the operating grant, a portion of the funds were put through the budget model, while the remainder was added to the University Fund and allocated to faculties to enable all units to cover the costs of salary increases. He shared the additional benefit to this approach being that there were funds available that can be used fund strategic initiatives in 2023/24 and will be distributed to faculties in future years to off-set the impact of future cost increases. He shared that \$7.8 million dollars of the one-time strategic initiatives money will be available for faculties and units to apply for to fund strategic priorities, with the hope that this will provide risk mitigation against future expense increases to allow faculties to be able to spend their full budgets in the current year.

Mr. Emslie explained that the budget model is currently being reviewed, and that this year's budget exercise will inform changes to the model moving forward, adding that the combined allocation and directed increase will ensure that academic and central units are funded for wage increases and key budget pressures to support continued service delivery, as well as dedicating budget to advance strategic priorities related to equity, diversity and inclusion and the Office of Vice-President (Indigenous).

Mr. Emslie shared that academic unit budget plans include increase student supports, supporting strategic initiatives and taking action to advance Indigenous engagement and achievement. He noted that some units are advancing their unit plans to increase enrolment, adjust faculty teaching loads, making curriculum changes, support infrastructure improvements and increasing research.

Mr. Emslie shared that even when the investment in central support units for this year is included, the six-year change in central budgets delays the increases to academic unit budgets. He explained that with the uncertainty in enrolment, and the experience of actual enrolment being less than what was budgeted in 2022/23, work has been done to mitigate risk within the tuition budget by reducing enrolment to reflect our level of enrolment in 2022/23 and assume no increase in 2023/24. He added that the University is focusing on strategic enrolment planning to concentrate on specific areas to increase and address declining enrolment or reduction in credit hours students are taking. He explained that the budget continues to maintain contingencies to mitigate against any unplanned expenditures impacting the 2023/24 budget, with the fiscal stabilization fund being available if a shortfall beyond these contingencies should result.

He explained that this budget has been built in flexibility, to redirect one-time strategic allocation funding to fund cost increases in future years. He added that the University Fund is used to support the University's strategic priorities both by cross-subsidizing operations through subvention as well as in targeting investments in specific areas, noting that total contributions to the university fund for 2023/24 is \$147.8 million, which is \$30.8 million more than what was available in 2022/23, adding that the most significant increase to the University Fund is a portion of the provincial funding that was allocated to the University fund to support Academic units with subvention increases to fund wage increases.

Dr. Hiebert-Murphy provided an overview of the key areas where one-time funding has been allocated from the 2023/24 strategic allocation, noting that these are in addition to the \$7.8 million for units to apply for one-time strategic initiatives. These include:

- \$3 million allocated for student assistance to be targeted to areas with the highest need, including both undergraduate and graduate students. This is in addition to the over \$80 million that is invested permanently in our budget and strengthens the University's commitment to students.
- To enhance research competitiveness, funding of \$1.7 million annually has been allocated for a pilot program to support comprehensive interdisciplinary team research grants. In addition, \$800,000 has been allocated to support internal matching of grants. The University has supported this year's operating costs of the John Buhler Research Centre, and will seek to identify a source of funds for future years.
- Strategic funding of \$5 million has been identified to support several capital improvements, including classroom and lab upgrades, accessibility upgrades and

improvements to support faculty and students in advancing our equity, diversity and inclusion strategy, and HVAC upgrades where required in classrooms to ensure the safety of staff and students.

- In advancing the climate action plan for the University, \$1.17 million dollars has been allocated to finalize the development of a Climate Action Plan and to provide seed money.
- To enhance access to lower cost educational resources, \$450,000 has been allocated to support the expansion of Open Educational Resources use at the University, a key request that came from UM students.
- As mentioned by Mr. Emslie, in supporting and enhancing student success, building an outstanding workplace, contributing to our academic mission, and key strategic priorities, a pool of funds will be made available for units to apply for based on specific criteria, and focused on supporting short-term impactful initiatives.

In summary, Dr. Hiebert-Murphy explained that the 2023/24 budget allows the university to make real progress on its priorities in advancing UM's commitment to Indigenous Achievement, equity, diversity and inclusion and student support. She noted that this budget has stabilized faculty budgets by providing units with the ability to cover wage increases, allowing units to focus on advancing their unit plans and priorities in support of the university's priorities. She noted that the University has set aside funding to mitigate future risk, providing units with more confidence to fully spend their budgets, and set up well to invest in the initiatives that will be identified in the University's strategic planning process.

Mr. Rykiss thanked Mr. Emslie and his team for their work in developing the 2023/24 budget, sharing that although students are appreciative of the lower tuition fee increase of 2.75% and for all additional funding that has been allocated to student supports, any increase to tuition fees is too high and asked that Board members consider the great possibility of further increases to tuition increase and the impact that can have on the livelihood of students.

Ms. Sekander echoed Mr. Rykiss, sharing the continued economic struggles faced by graduate students, in addition to an unstable labor market. She recommended that when decisions regarding tuition increases are made, that justifications are shared with all students to help them better understand the background and reasoning for the increase. Ms. Sekander also shared her appreciation for the increase in scholarships and bursaries.

Dr. Hiebert-Murphy explained that within the budget, funds have been provided to increase the Faculty of Graduate Studies budget to support scholarships for international students.

In speaking on the struggles faced by graduate students upon graduation, Dr. Hiebert-Murphy explained that the Faculty of Graduate Studies is offering professional development series to address the needs of students that are looking to move into industry and to help ease their entry

into the labor force.

Dr. Taylor asked if an increase to the contribution rate was considered within the budget model, and if so, what the outcome of that would be. He shared that this increase to the budget is extraordinary, noting that this is an anomaly year, and if that is not suggested within the budget model, there are concerns that this could inform the budget model in future years.

Dr. Benarroch responded by explaining that an analysis of the contribution rate was completed, noting that due to the skewed distribution of funds, there would have had to be a significant increase in this tax for all units, and then a mass redistribution through the subvention, causing much complexity overall. Mr. Emslie added that this also provided more clarity overall and encouraged units to spend their budget within the fiscal year.

Dr. Benarroch shared that while this is a large budget increase, modelling shows that had the University received a 1% increase to the government grant each year from 2016 to present rather than the cuts that were received during that time, the overall budget would be the same. He explained that the allocation of funds within the budget model for government grant and tuition is done differently, noting that allocation from tuition is based on teaching activities within the faculties. He shared that because government grants have been falling by 1 – 2% each year, this has led to an unstable environment for faculties with too much pressure on subvention, and explained that in reporting back to the government, particularly regarding wage increases, the University felt that this provided the most stability with wage increases with the least complexity in a short period of time.

Mr. Finkbeiner shared the need to ensure that issues relating to intergenerational equity are studied when considering tuition increase, asking that for future budget considerations, if there could be a way to consider the Canadian dollar weighted against inflation to gain a sense of the impact on how this has increased the cost for post-secondary education. Mr. Emslie has shared that while he has seen data on this comparison, it depends on what base one is making a comparison from and what year one is comparing to.

Mr. Oyeyode shared his appreciation that tuition at the University of Manitoba is lower than other universities, understanding that while this can still be expensive for students, it is still much less expensive in comparison to other institutions. Dr. Benarroch shared that the University of Manitoba is very cognizant of costs for students noting that increased contributions for undergraduate and graduate students, fundraising towards scholarships and government matching funds all work to alleviate costs for students in recognition of the higher cost of living.

Dr. Prentice shared her desire that discussions regarding intergenerational equity along with the budget model overall and the challenges faced by some units can both become a part of future conversations of the Board. Ms. Lee added that as Chair of the Finance and Infrastructure Committee, the well-being of students is continually top of mind with any consideration made by the Committee. Ms. Romero shared that the University moving forward with investing in student

services is a positive for students.

It was moved by Ms. Lee and seconded by Ms. DeSouza-Huletey:

THAT the Board of Governors approves increases for tuition fees and university-wide fees for the 2023/24 Academic Year as follows:

- Undergraduate domestic tuition rates increase 2.75%, with the exception of no increase for the PharmD program.
- Graduate domestic tuition and continuing fee rates increase 2.75%.
- International tuition differential rates increase consistent with domestic rates.
- University-wide fees increase 2.75%

THAT the Board of Governors approves a consolidated budget for the year ending March 31, 2024 that includes:

- total revenues of \$1,022,874,878
- total expenses of \$1,039,179,311
- a balanced general operating budget with revenue of \$748,636,911
- a capital spending plan of \$96,245,000

THAT the Board of Governors approves the revised 2023-24 Budget Estimate for the Province of Manitoba.

CARRIED

b) Responsible Investment Policy and Investment Policy Statement

Mr. McKinley joined the meeting.

Dr. Benarroch explained that in general, this policy reflects many of the recommendations approved in January and provides a great step forward in advancing the University in responsible investing, adding that the University of Manitoba has been very responsible with investments, noting that this policy and statement will help the University continue in this direction.

Mr. McKinley explained that this policy reflects a series of recommendations approved by the Board of Governors, in addition to the items specific to the endowment fund within the investment policy statement, which will be updated annually. He shared that he and his team look forward to moving forward and plan to reach out to investment managers in the days ahead.

The Chair thanked Mr. McKinley for attending to speak on this item. As a member of the Responsible Investment Committee, Dr. Prentice commended the great leadership of Mr. McKinley, adding that this is a responsible and major step forward and is welcomed by the university community. Dr. Benarroch echoed Dr. Prentice, sharing his appreciation for the members of the Committee, thanking Mr. McKinley and his team for their great work.

Mr. Kinley shared that he and his team are proud of this policy and look forward to the work ahead.

It was moved by Ms. Lee and seconded by Dr. Anderson:

THAT the Board of Governors approves the:

- Responsible Investment Policy
- Investment Policy Statement

CARRIED

Mr. McKinley left the meeting.

4. NEW BUSINESS

4.1 Request for Increase to Admission Targets, Healthcare Programs, Rady Faculty of Health Sciences and Faculty of Arts

Dr. Benarroch explained that this comprehensive proposal is to increase enrolment within several programs within the Rady Faculty of Health Sciences, including the undergraduate medicine program, nurse practitioners, physician assistants, occupational therapists, and physiotherapists in addition to the PhD in clinical psychology program within the Faculty of Arts. Dr. Benarroch shared that with the shortage of health professionals across the province, the increase across these programs will help to alleviate that shortage.

Dr. Benarroch shared that the University of Manitoba is the only post-secondary institution that offers PhD in Psychology, adding that the University has received positive feedback from the government. He shared that in addition to being presented to the Board today, this proposal has been shared with the Senate Planning and Priorities Committee, Senate Executive and will be considered by Senate next week. He shared that these enrolment increases will be phased in overtime, noting that the Rady Faculty of Health Sciences will require physical expansion to accommodate these enrolment increases and therefore a capital funding request has been made to government.

4.2 Request for Temporary Increase to Admission Targets for Bachelor of Fine Arts, School of Art and Bachelor of Jazz Studies, Desautels Faculty of Music

Dr. Benarroch shared that this proposal is for a temporary increase to admission targets within the Bachelor of Fine Art and Bachelor of Jazz Studies programs and are a result of a dip in enrolment due to the pandemic and an increase in applications within both programs. He noted that both the School of Art and Desautels Faculty of Music would like to increase enrolment within these two programs to get the admission targets back to what would have been a three-year average overall, adding that they have the physical space to accommodate this request.

In response to a question, Dr. Benarroch explained that the requested funding to increase admission targets for the programs within the Rady Faculty of Health Sciences and Faculty of Arts is over and above what was included within this year's budget, and government has been made aware of this, in addition to the capital funding request from the Rady Faculty of Health Sciences, before-hand.

Dr. Finkbeiner asked whether these increases are what is needed within Manitoba, or what can be accommodated by the University, given the current employment shortage within these professions and aging demographics. Dr. Benarroch answered that this is what can be accommodated for by the University, adding that forecasting for future years was done to try to ensure that these targets can be the need and provide stability in future years. He also shared that a very high number of University of Manitoba graduates from these medical professions remain in Manitoba post-graduation. Dr. Hiebert-Murphy spoke on the healthcare workforce initiative used to identify the needs within the various professions, which was considered when planning for these increases.

In response to the question, Dr. Benarroch confirmed that enrolment for the International Medical Graduate program is handled through the Ministry of Health. Mr. Leclerc added that an announcement was recently made regarding the increases to this program, in addition to the post graduate residencies.

5. UNANIMOUS CONSENT AGENDA

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

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

THAT the Board of Governors approve:

Reports of the Senate Committee on Awards (dated January 17 and February 21, 2023)

That the Board of Governors approves:

A) Residence room rates (per term – fall or winter) for 2023-2024 of:

Pembina Hall Residence - \$4,306

Arthur V. Mauro Residence - \$4,651

Mary Speechly Hall - \$2,081 (double); \$3,257 (single)

University College Residence - \$2,120 (double); \$3,318 (single)

B) Meal plan rates (per term – fall or winter) for 2023-2024 of:

10 Meals per Week - \$2,783

15 Meals per Week - \$3,008

7-Day Unlimited - \$3,276

University College Flex Plan - \$2,492

C) Extended stay fee (holiday break) for 2023-2024 of \$325

The Board received for information/consultation the following:

- Request for Increase to Admission Targets, Healthcare Programs, Rady Faculty of Health Sciences and Faculty of Arts
- Request for Temporary Increase to Admission Targets for Bachelor of Fine Arts, School of Art and Bachelor of Jazz Studies, Desautels Faculty of Music
- Report from Senate (dated February 1, 2023)

MOTION TO MOVE TO CLOSED AND CONFIDENTIAL SESSION

It was moved by Ms. Lee and seconded by Chancellor Mahon:

THAT the meeting move into Closed and Confidential Session.

CARRIED

Chair

University Secretary

The Finance and Infrastructure Committee met on May 16, 2023. The Committee reviewed and discussed in detail two items for approval by the Board in Open Session.

Presidential Expenses Policy (see Agenda Item 3.1.(a))

The Committee reviewed and discussed the newly developed *Presidential Expenses Policy*. The Policy was developed based on recommendations from the Office of the Auditor General that all post-secondary institutions develop a policy governing travel and hospitality expenses for the President of each institution. Recognizing that the role of the President is unique and differs from other staff, the policy states that the President shall follow the University's *Travel and Business Expense Claims Policy*, except where outlined in the President's Expense Policy.

Key differences in the Policy related to the President's expenses are:

- The President reports to a Board of Governors and not to another staff member, so the approval and pre-approval processes for expenses are different from other staff to ensure a balance of efficiency while ensuring adequate control and accountability.
- The expenses of the President may be subject to a higher level of public interest and scrutiny, and as such, the expenses will be publicly reported based on the guidance outlined in the Policy.

The Committee appreciated the transparency of the Policy and its guidelines and asked questions relating to research expenses of the President, requests for information, and the type and level of engagement required by the Chair of the Board as it relates to the policy.

The Committee recommends that the Board of Governors approves the Presidential Expenses Policy.

Student Giving Agreements (see Consent Agenda Item 5.3.1.)

The Committee reviewed the proposal and background materials for student giving agreements that have been recommended and voted on by students in the Riddell Faculty of Environment, Earth, and Resources, the Faculty of Education, the Price Faculty of Engineering, the Faculty of Social Work, the Colleges of Rehabilitation Sciences and Pharmacy, the School of Art, and the Department of Interior Design.

The Committee recommends that the Board of Governors approves the assessment of the proposed contributions as part of the consent agenda.



AGENDA ITEM:

Presidential Expenses Policy

RECOMMENDED RESOLUTION:

THAT the Board of Governors approves the Presidential Expenses Policy.

CONTEXT AND BACKGROUND:

The Office of the Auditor General (OAG) performed a review of governance at Manitoba post-secondary institutions, and the report was published in 2020. One of the recommendations in the OAG report was that institutions develop a policy governing travel and hospitality expenses for Institution Presidents.

The OAG recognizes that the role of President is unique and includes requirements for travel and entertainment expenses that may be different than other staff. As such, the policy should define “presidential expenses”, and outline how guidelines, approvals and reporting of those expenses may differ from those for other staff at the institution.

The new policy states that the President shall follow the University’s Travel and Expense Policy except as outlined in the President’s Expense Policy. There are few areas where the new policy differs from the broader university policy, and the differences are only proposed where there is a good reason the President should be treated differently. The most significant examples of differences recommended are:

- The President reports to a Board of Governors, not to another staff member at the University, so approval and pre-approval processes for expenses will be different from other staff to facilitate operational efficiency while retaining appropriate control and accountability.
- The expenses of the President may be subject to higher level of public interest and scrutiny, so presidential expenses will be publicly reported in accordance with the guidance outlined in the Policy.

The new policy will support good governance and Board oversight of the President, and provides improved clarity around the processes and reporting related to presidential expenses.

RESOURCE REQUIREMENTS:

A summary of travel and entertainment expenses for the President and Vice-Presidents is publicly published quarterly, however, the expenses currently published are limited to those processed through the University’s travel software (Concur), where it is easy to obtain reporting.

The new policy will broaden the expenses being reported to include all Presidential Expenses regardless of the method of payment. The same terms will be used for Vice-Presidential expense reporting. Additional time from existing staff will be required to track and report on these expenses, and to ensure the completeness of the information being reported. We do not anticipate any additional costs as a result.

CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:

This Policy reflects the University’s commitment to responsible oversight and prudent stewardship of public funds as it relates to Presidential Expenses.

IMPLICATIONS:

The new policy will apply to the President, and the reporting guidelines will apply to the Vice-Presidents whose expenses are reported publicly.

ALTERNATIVES:


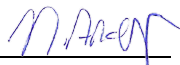
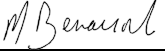
The University considered relying on the unadjusted Travel and Expense Policy instead of developing a specific policy for the President. This alternative was rejected because:

- The Travel and Expense Policy does not provide guidance around public reporting for Presidential Expenses.
- The approval process for expenses in the Travel and Expense Policy was inefficient and ineffective for the President and Board Chair.
- The Travel and Expense Policy did not adequately reflect the ceremonial nature of certain of the President’s duties, and resulted in confusion and possible reduction in oversight and control of expenses in some areas.
- Capturing president specific guidance within the existing policy increased the complexity of the policy needlessly.

CONSULTATION:

Consultation has involved the Vice-President (Administration) and members of her office, the President and members of his office, Chair and Vice-Chair of the Board of Governors, University Secretary, Director of Internal Audit, and Legal Counsel.

ROUTING TO THE BOARD OF GOVERNORS:

<u>Reviewed</u>	<u>Recommended</u>	<u>By</u>	<u>Title</u>	<u>Date</u>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Mike Emslie 	CFO / Comptroller	April 24, 2023
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Naomi Andrew 	Vice-President (Administration)	April 26, 2023
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Michael Benarroch 	President & Vice-Chancellor	May 2, 2023
<input type="checkbox"/>	<input type="checkbox"/>			

SUBMISSION PREPARED BY: Mike Emslie, Chief Financial Officer/Comptroller

ATTACHMENTS:

Presidential Expenses Policy

UNIVERSITY OF MANITOBA POLICY

Policy¹:	Presidential Expenses Policy
Effective Date:	To be entered by Office of Legal Counsel
Revised Date:	To be entered by Office of Legal Counsel
Review Date:	To be entered by Office of Legal Counsel
Approving Body:	Board of Governors
Authority:	University of Manitoba Act
Responsible Executive Officer:	Vice-President (Administration)
Delegate: (If applicable)	Chief Financial Officer / Comptroller
Contact:	Chief Financial Officer / Comptroller
Application:	President, and Board of Governors

Part I Reason for Policy

- 1.1 The University of Manitoba has a fiduciary responsibility to the public, external sponsors, the Province of Manitoba, certain tax and regulatory bodies, private donors, and its students to ensure that funds entrusted to it are managed responsibly and subject to appropriate controls.
- 1.2 The President has a unique role within the University that includes an enhanced responsibility to develop and sustain positive and productive relationships with a variety of leaders, partners, organizations, and sectors. The President has discretion to fulfil these responsibilities as necessary and appropriate to further the University's objectives.
- 1.3 The President will be reimbursed by the University for reasonable and legitimate travel, hospitality, and other business expenses incurred in the performance of their responsibilities.

¹ If the Governing Document is a By-Law or Regulation use the applicable term in place of the "Policy" reference throughout the document.

- 1.4 This Policy reflects the University's commitment to responsible oversight and prudent stewardship of public funds as it relates to Presidential Expenses.

Part II Policy Content

2.1 Definitions

The following Terms are defined for the purpose of this Policy:

- (a) "Institutional Expenses" means general operating costs relating to the planning, organizing, and directing of the University, including expenses of the Office of the President. For the purpose of this Policy, Institutional Expenses are all expenses that are not Presidential Expenses.
- (b) "One-over-one" for the President, refers to an individual in a role that is at an organizational level above the President that provides approval for Presidential Expenses and will normally be the person to whom the President reports. The President's One-over-one would normally be the Chair of the Board of Governors . If Presidential Expenses create a benefit, or may be a real or potential conflict of interest, for the Chair, the One-over-one shall be the Vice-Chair of the Board of Governors. If the Vice-Chair is also remains in the same conflict of interest position, the Chair of the Audit and Risk Management Committee shall be deemed the One-over-one.
- (c) "President" means the President of the University of Manitoba.
- (d) "Presidential Expenses" means all expense types contemplated in the Travel and Business Policy incurred as part of University business by, or reimbursed to, the University President. In general, these types of expenses, while related to University business, could reasonably be perceived to convey a personal benefit to the President, and include but are not limited to:
 - (i) Travel and related expenses including airfare, accommodations, meals while traveling, transportation and other incidental travel related costs.
 - (ii) Expenses incurred for professional development and professional memberships, including in person meetings and conferences. Institutional memberships are not considered professional memberships.
 - (iii) Hospitality expenses where food, alcohol, beverages, social or recreational activities, events and functions and other related costs are provided as a matter of courtesy or to facilitate University business with non-University of Manitoba employees.
 - (iv) Employee functions where food, alcohol, beverages or social and recreational activities are provided.

- (v) Clothing, uniforms or other equipment (ex,convocation robes, safety equipment) required in the performance of the responsibilities of the President.
 - (vi) Books or other incidental equipment which are not typical office supplies and could be perceived to have a personal benefit.
- (e) Presidential Expenses do not include expenses related to:
- (i) Attendance at university meetings or functions organized or initiated outside of the President's Office. For example, Board of Governors meetings or events, departmental, faculty or University-wide events.
 - (ii) External events attended by the President as a representative of the University such as ceremonies, community events and dinners and any parking fees.
 - (iii) University events which are funded through and/or organized by the President's Office where more than 10 individuals are expected to attend.
 - (iv) Office supplies, equipment and institutional expenses claimed through the University's expense management tool that are not contemplated in the Travel and Business Policy. Examples include computers, office supplies, cell phones, etc.
 - (v) Staff working sessions of more than two people, or committee meetings during mealtimes where modest food or beverages are provided.
- (f) "Travel and Business Policy" means the University's Travel and Business Expense Claims Policy and its attendant Procedure, as may be amended from time to time.
- (g) "University" means the University of Manitoba.

2.2 Scope

This Policy and any related procedures and guidelines apply to all Presidential Expenses paid by, or for which reimbursement will be sought from the University directly, or from any funds administered by the University, regardless of the source of such funds.

2.3 Permitted Presidential Expenses

- (a) In incurring Presidential Expenses and seeking reimbursement, the President will follow the requirements applicable to all employees of the University, as set out in the Travel and Business Policy, as may be amended from time to time, except as otherwise set out in this Policy.
- (b) Where a Presidential Expense involves one or more additional University employees and a joint expense is incurred, the most senior University employee

must claim the expense, meaning that the President shall incur and claim the expense. The President and employee(s) should avoid joint expenses and each incur and claim their own expenses whenever possible.

- (c) Airfare should be the most reasonable option for the University considering the full cost of the trip, including travel time, likelihood of rescheduling, or other relevant factors.
- (d) The cost of travel for the President's spouse may also be paid by the University with prior approval of the President's -One-over-one, if the travel of the spouse is of sufficient benefit to the University.
- (e) The University shall pay such reasonable fees and expenses for membership by the President in clubs and associations where membership is related to the performance of the duties of the President, provided such membership fees and expenses have been pre-approved by the President's One-over-one.
- (f) Amounts spent on hospitality should be reasonable in the circumstances. If hospitality costs are expected to be significantly higher than the guidance outlined in the Travel and Business Expense Policy, approval of the Chair should be obtained, in advance when possible.

2.4 Pre-Approval

- (a) As a general rule, pre-approval for most Presidential Expenses is not required, including flights within Canada. However, if there are unusual circumstances and/or where the President reasonably expects not to comply with the Travel and Business Expenses Policy, the President shall seek pre-approval of such Presidential Expenses from the President's One-over-one.
- (b) Business travel outside of Canada shall be pre-approved by the President's One-over-one, and payment of expenses related travel of this type will be pursuant to this Policy.

2.5 Vice-President (Administration) Review and Approval of Presidential Expenses

- (a) Both Institutional Expenses and Presidential Expenses will be processed in the manner required by University Policy.
- (b) When expenses of the President, regardless of type, are processed through the University's expense claim software, the following should apply:
 - (i) The processing of expenses should occur as soon as is reasonable.
 - (ii) Once expenses are uploaded into the University's expense claim software, the Vice-President (Administration) will review and provide approval of the expenses in the software or follow this policy regarding any concerns.

- (c) Approval of Presidential Expenses for payment by the Vice-President (Administration) certifies that review has occurred and the Vice-President (Administration) is satisfied that:
 - (i) The expenses are adequately supported by receipts, a documented business purpose and sufficient justification is in place for the expense.
 - (ii) The expenses are compliant with University policies and procedures.
 - (iii) Each line item in the expense claim is a reasonable, legitimate business expense of the University.
 - (iv) The Vice-President (Administration) is comfortable defending the Presidential Expense.
- (d) If the Vice-President (Administration) has any concerns about an expense, and the concerns cannot be addressed through conversation with the President, the Vice-President (Administration) should raise the concerns with the Chair of the Board of Governors in a timely manner and the Chair of Board of Governors will make a determination. If applicable the Chair of Board of Governors will consult with President's One-over-one. If it is determined that the expense is not a reasonable and legitimate business expense of the University, the President will be requested to reimburse the University for the expenses.

2.6 Post Approval and Reporting of Presidential Expenses

- (a) All Presidential Expenses, no matter how incurred or paid, require reporting, secondary review, and post-approval and acceptance as follows:
 - (i) Quarterly summaries of all Presidential Expenses will be compiled by the Comptroller and Chief Financial Officer, or their delegate. The quarterly summary will include all Presidential Expenses, regardless of the method of payment.
 - (ii) Within 60 days of the quarter end, the Comptroller and Chief Financial Officer or their delegate will provide the President's One-over-one with:
 - (a) The quarterly summary of Presidential Expenses, in a form approved by the Chair.
 - (b) Supporting documentation for all Presidential Expenses, including the business purpose and rationale for the expenses.
 - (c) Certification that the quarterly summary and supporting documentation is accurate, complete and in compliance with University Policy, or identify where it is not in line with Policy.

- (b) The President's One-over-one will then have an opportunity to ask questions of the President, or to receive training or clarification on their review and approval responsibilities from the Comptroller and Chief Financial Officer.
- (c) The President's One-over-one will provide post-approval and acceptance for the Presidential Expenses through their review of the quarterly summary and supporting documentation. Even though Presidential Expenses have already been reviewed and approved by the Vice- President (Administration) in the University's expense claim software, should the One-over-one not approve of a Presidential Expense, the President will be provided with the rationale for the non-approval and an opportunity to provide further justification. In the event that the One-over-one is not satisfied that the Presidential Expense is a reasonable and legitimate business expense of the University, the President will be requested to reimburse the University for the expenses that were denied.
- (d) When required or asked, the Comptroller and Chief Financial Officer or delegate, will provide orientation and training to the Chair of the Board of Governors or the President's One-over-one regarding their obligations under this Policy.
- (e) All Presidential Expenses will be disclosed in a quarterly report available to the public on the University website. The report shall include the date, nature and purpose of the expenses incurred. The report shall include all Presidential Expenses, regardless of the method of payment, except those paid from research funds.

Part III Accountability

- 3.1 The Office of Legal Counsel is responsible for advising the Chair of the Board of Governors and/or the Vice-President (Administration) that a formal review of this Policy is required.
- 3.2 The Chair of the Board of Governors and/or the Vice-President (Administration) are responsible for the implementation, administration and review of this Policy.
- 3.3 The President and all University staff are responsible for complying with this Policy.

Part IV Authority to Approve Procedures

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

Part V Review

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

Part VI Effect on Previous Statements

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

Part VII Cross References

- 7.1 This Policy should be cross referenced to the following relevant Governing Documents, legislation and/or forms:
- (a) Travel and Business Expenses Claims Policy
 - (b) Travel and Business Expenses Claims Procedure

The Governance and Nominating Committee met on May 16, 2023 and reports on the following:

Revisions to the Terms of Reference for the Finance and Infrastructure (see Consent Agenda item 5.4.1)

The Committee reviewed a proposal to revise the Terms of Reference for the Finance and Infrastructure Committee. When the Terms of Reference were created for the new committee structure, the Associate Vice-President (Administration) was not included as a non-voting internal resource for the Committee. Given the increased attention to infrastructure and capital projects within the Committee, the Associate Vice-President (Administration) is an important and valuable resource for the Committee. The revision presented is to correct the oversight in not including this role as a resource.

The Committee recommends that the Board approve the revised Terms of Reference of the Finance and Infrastructure Committee, effective upon approval.

Indigenous Cultural Training for the Board

Following up on discussions at the Board, the Committee reviewed and supported a proposal to require Board members to complete an Indigenous Cultural training course to support their work as UM Board members. Beginning with the 2023-2024 year, Board members will participate in *The Path*. The Path is a five-part, online learning experience developed and offered by NVision Insight, a majority Indigenous-owned consulting company. NVision is an authorized vendor and provider of cultural awareness training for the Canadian Council of Aboriginal Business. As, NVision describes it:

The Path presents pre-contact societies and cultures and the defining moments that have helped to shape the history of Indigenous peoples in this country we now call Canada, particularly their relationships with European settlers, the British Crown and the Dominion of Canada. The course covers topics such as residential schools, forced Inuit relocations, 60s Scoop, disease epidemics, and the treatment of Indigenous peoples in the Canadian justice system. The course demystifies some of the legal issues regarding the Indian Act, historical and modern treaties, Aboriginal law and the Canadian court system in the context of asserting Indigenous rights. Finally, this course will provide some context to better understand the importance of cultural traditions and values of First Nations, Inuit and Métis, and ways to strengthen relationships with Indigenous peoples.

The Path is used by many organizations across the country, including the Canadian Bar Association, the Canadian Medical Association, the Law Society of Alberta, Legal Aid Ontario and BC, and the Royal Architectural Institute of Canada. The program takes approximately five hours to complete and can be done at the user's pace. The program consists of five modules:

1. What's in a Name:
 - a. Indians, Inuit and Métis
 - b. Name Calling
2. Defining Moments in History
 - a. History: Pre-Contact to the mid Nineteenth Century
 - b. Inuit across the North
3. More Defining Moments in History
 - a. A Colonial History

- b. Milestones Along the Path
- 4. It's the Law!
 - a. Understanding Historical Treaties and Métis Assertion of Rights
 - b. Understanding Aboriginal and Métis Rights, Title and Modern Treaties
- 5. Relationship-Building with Indigenous Peoples
 - a. Cultural Values and Traditions
 - b. Relationship-Building

There are two lessons in each module, with a 15–20-minute video and a short quiz at the end. There are also links to additional resources.

More information on this training will be provided to Board members later this year.



Report from Senate (May 17, 2023) RE: Requests for Increases to Admission Targets

Items for discussion / advice:

- Request for Increase to Admission Target, Bachelor of Health Sciences, Interdisciplinary Health Program, Rady Faculty of Health Sciences
 - Request for Temporary Increase to Admission Target for Doctor of Pharmacy (Pharm.D.), College of Pharmacy
-

For discussion / advice (Attachments 1 and 2)

Requests for Increases to Admission Targets

- **Bachelor of Health Sciences, Interdisciplinary Health Program, Rady Faculty of Health Sciences**
- **Doctor of Pharmacy (Pharm.D.), College of Pharmacy**

Context and Background:

The Board policy on *Admission Targets* specifies that it is the President who has authority to approve changes to, or the introduction of, admission targets following consultation and discussion with the dean or director, with Senate and with the Board of Governors, subject to the provisions of the provincial *Programs of Study Regulation*.

Bachelor of Health Sciences, Rady Faculty of Health Sciences (Attachment 1)

The President has received a request from the Rady Faculty of Health Sciences, to increase the admission target for the Bachelor of Health Sciences (B.H.Sc.) degree program from 40 to 100 spaces, beginning in the 2024-2025 academic year. The B.H.Sc. degree is one of two interdisciplinary programs offered by the Faculty, through the Interdisciplinary Health Program (IHP), as a joint initiative with the Faculty of Arts. The four-year, interdisciplinary program integrates knowledge from the sciences, humanities, and social sciences to provide students with an integrative perspective on the biological and social determinants of health and wellness and a skill set that will prepare them for various health-related careers or further studies in professional or graduate-level health programs.

The requested increase to the admission target is intended to address increased student demand for admission to the B.H.Sc. program in recent year. For the current academic year, applications from 247 qualified applicants were received for the 40 spaces available.

Resource Requirements:

The total cost of delivering the expanded program would be \$4.37 million. Resources to support the expanded program would be derived or sought from the following sources (figures are for Year 4):

- a request to the province for \$1.4 million (ongoing funding)
- tuition fees (\$1.98 million) and student fees (\$90,639) based on an expected total enrolment of 370* students
- existing Faculty resources (\$900,301)

[* Assuming 50 percent incremental enrolment to the institution and 50 percent enrolment of students who otherwise would have enrolled in other programs at the University, figures for tuition (expansion) and (tuition

existing) and student fees (expansion) and student fees (existing) are detailed in the provincial financial form.]

New funding is requested to cover salaries and benefits for (figures are for Year 4):

- 7.05 FTE new academic staff (\$1.23 million), including 3.20 FTE Associate or Assistant Professors and 3.85 FTE positions for Instructors, and Teaching Assistants
- new professional and support staff (1.90 FTE; \$170,968)

Regarding the 7.05 FTE new academic staff positions, 1.2 FTE positions would be created in the Interdisciplinary Health Program, Rady Faculty of Health Sciences, 2.85 FTE positions in departments in the Max Rady College of Medicine, 1.0 FTE positions in the Faculty of Arts, and 2.0 FTE positions in departments in the Faculty of Science. Funding for new professional and support staff positions is being requested to create 1.0 FTE positions in the IHP, 0.8 FTE positions in the College of Medicine, and 0.1 FTE positions in the Faculty of Science.

The following costs would be covered with existing resources (figures are for Year 4):

- salaries and benefits for:
 - existing academic staff (\$1.31 million), including 0.10 FTE Excluded Academic Administrators and 8.00 FTE Associate or Assistant Professors or Senior Instructors
 - existing professional and support staff (3.00 FTE; \$256,013)
- new and existing operating expenses (\$395,803)
- administrative overhead (\$1.02 million)

The Faculty is also requesting one-time funding (\$156,000) from the province for capital costs for a student study space and modifications to existing classroom spaces to accommodate additional students and course sections.

Implications:

The objectives for expanding enrolment in the B.H.Sc. program would be to:

- address unmet student demand for admission to the program;
- increase the number of graduates with the training and skills needed to address a deficit in the national health system highlighted during the COVID-19 pandemic, for a larger number of personnel to work in the areas of health systems, health policy, health delivery, and health research;
- increase the number of spaces available for Indigenous learners, following the recent introduction of an Indigenous Category for admission.

The B.H.Sc. is an interdisciplinary program with a curriculum that uses courses offered by units across the University, including various academic departments in the Faculties of Agricultural and Food Sciences; Arts; Environment, Earth, and Resources; Kinesiology and Recreation Management; Science; Social Work; and the Colleges of Nursing and Medicine. The IHP has consulted with these units, so they might consider any implications for their courses, including any teaching resource requirements, for example. The results of those consultations are included with the proposal. In general, the units have indicated they would be able to support the requested enrolment expansion with additional teaching resources, in some cases, as described above and in sections D-7 and E-5 of the proposal.

Connection to the University Planning Framework:

The B.H.Sc. program and so, by extension, the request to expand the program, aligns with the University's priority for Inspiring Minds through innovative and quality teaching.

Consultation and Routing to the Board of Governors:

The request to increase the admission target for the B.H.Sc. program was considered and endorsed by the Interdisciplinary Health Program Council on August 5, 2022 and by the Faculty Executive Council of the Rady Faculty of Health Sciences on August 23, 2022. At the President's request, the Senate Planning and

Priorities Committee (SPPC) was consulted on the resource implications at its meeting on April 24, 2023. Senate was consulted at its meeting on May 17, 2023, and did not raise any concerns.

Doctor of Pharmacy (Pharm.D.), College of Pharmacy (Attachment 2)

The President has received a request from the College of Pharmacy for a one-time increase to the admission target for the Doctor of Pharmacy (Pharm.D.) program, from 55 to 60 students, for the 2023 – 2024 academic year.

The Doctor of Pharmacy (Pharm.D.) program was implemented in 2020-2021, replacing the Bachelor of Science in Pharmacy (B.Sc.Pharm.) program, to which the final cohort was admitted in 2018-2019. To manage the transition to the new credential, no new students were admitted in 2019-2020. After transitioning to the Pharm.D., the number of applicants declined markedly, from an annual average of 300 to fewer than 100 applicants each year. Admissions in 2020 – 2021 (n= 45) and 2021 – 2022 (n = 38) were below the annual target of 55 students. To address the decline in applications, the College revised the admission requirements for the 2022 Fall Term (Senate, February 3, 2021), to align these with requirements in place for Pharm.D. programs at other Canadian institutions. Additionally, it requested and was granted a one-time increase of five (5) spaces to the admission target for 2022 – 2023, to offset the decreased enrolment experienced since 2019 – 2020.

The College attributes an increase in applications for the 2022-2023 admissions cycle to changes made to the admission requirements. Fifty-nine (59) students were admitted to the Pharm.D. in the 2022 Fall Term. The College anticipates the increase in applicants will continue in future years and is confident it would be able to fill the additional seats requested for 2023-2024.

Resource Requirements:

The College of Pharmacy would not require additional resources to support the requested enrolment increase. Current course capacity is sufficient, including in courses offered by the College and by several Departments in the College of Medicine that deliver courses used in the Pharm.D. curriculum.

Implications:

The objective for a temporary increase to the admission target for the Pharm.D. is to address the lower number of Pharm.D. graduates arising from lower enrolments in 2019-2020 through 2021-2022, to ensure there continues to be sufficient graduates to fill available positions for pharmacists in the province.

Consultation and Routing to the Board of Governors:

The President consulted Senate on the request to temporarily increase the admission target for the Pharm.D. at its meeting on May 17, 2023. Senate did not raise any concerns about the request.

SUBMISSION PREPARED BY: University Secretary

ATTACHMENTS:

Items for consultation:

Attachment 1 – Request for Increase to Admission Target, Bachelor of Health Sciences, Interdisciplinary Health Program, Rady Faculty of Health Sciences


Attachment 2 – Request for Temporary Increase to Admission Target for Doctor of Pharmacy (Pharm.D.), College of Pharmacy



Office of the President
Room 202 Administration Bldg.
University of Manitoba
Winnipeg, MB
Canada R3T 2N2
T: 204-474-9345
F: 204-261-1318
president@umanitoba.ca

DATE: April 18, 2023

TO: Jeff Leclerc, University Secretary

FROM: Michael Benarroch, Ph.D.
President and Vice-Chancellor 

RE: Temporary Increase to Admission Target, Bachelor of Health Sciences (B.H.Sc.)
Program

I attach a recommendation from Dr. Greg Smith, Vice-Provost (Academic Planning and Programs) for an increase to the admission target of the Bachelor of Health Sciences (B.H.Sc.) program for the 2024-25 academic year from 40 seats to 100 seats.

Under the Admission Targets Policy and Procedure, the President may approve changes to admission targets following consultation with the Dean/Director, Senate, and the Board of Governors, and subject to the provisions of the provincial Program of Study Regulations.

Accordingly, please place this item on the agenda for the April 24, 2023, SPPC meeting, the May 3, 2023, Senate Executive meeting and the May 17, 2023, Senate Meeting.

Cc: Diane Hiebert-Murphy, Provost and Vice-President (Academic)
Greg Smith, Vice-President (Academic Planning and Programs)
Laurie Schnarr, Vice-Provost (Students)
Peter Nickerson, Dean, Rady Faculty of Health Sciences, and Vice-Provost (Health Sciences)
Lanette Siragusa, Vice-Dean (Education), Rady Faculty of Health Sciences
Jeff Adams, Registrar and Executive Director, Enrolment Services
Randy Roller, Executive Director, OIA
Cassandra Davidson, Academic Program Specialist



Office of Provost and Vice-President (Academic)

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

**University
of Manitoba**

Date: April 12, 2023

To: Dr. Michael Benarroch, President and Vice-Chancellor

From: Dr. Greg Smith, Vice-Provost (Academic Planning and Programs)

Re: Request for Temporary Increase to Admission Targets, Bachelor of Health Sciences (B.H.Sc.)

Under the Admission Targets Policy and at the request of Dr. Peter Nickerson, Dean, Rady Faculty of Health Science and Vice-Provost (Health Sciences) please find attached a proposal to expand enrolment in the Bachelor of Health Sciences (B.H.Sc.) program by increasing the admission target from 40 seats to 100 seats.

The B.H.Sc. program is one of two programs making up the Interdisciplinary Health Program (IHP) – a joint initiative between the Rady Faculty of Health Sciences and the Faculty of Arts. Over the past years, student demand for the B.H.Sc. has steadily increased and now receives over 240 qualified applicants for 40 seats. The requested increase to 100 seats will help address some of the unmet demand. The proposed expansion will require additional instructional, and staff support across multiple units, namely the Faculty of Arts, Faculty of Science, Rady Faculty of Health Sciences and Max Rady College of Medicine, given the interdisciplinarity of coursework in the program. As such, the proposal also includes a request of new on-going funding from the province to support these activities.

Consistent with the Admission Targets Policy and Procedure, the President may approve changes to Admission Targets following consultation with the Dean/Director, Senate, and the Board of Governors, subject to the provisions of the provincial Programs of Study Regulation.

Please provide your advice concerning this matter to the Office of University Secretary by Monday, April 17, 2023, so that, if supported, the request may receive timely consideration by Senate and the Board of Governors.

Cc: Diane Hiebert-Murphy, Provost and Vice-President (Academic)
Laurie Schnarr, Vice-Provost (Students)
Peter Nickerson, Dean, Rady Faculty of Health Sciences, and Vice-Provost (Health Sciences)
Lanette Siragusa, Vice-Dean (Education), Rady Faculty of Health Sciences
Jeff Leclerc, University Secretary
Jeff Adams, Registrar and Executive Director, Enrolment Services
Randy Roller, Executive Director, OIA
Cassandra Davidson, Academic Program Specialist



MEMORANDUM

DATE: April 11, 2023
TO: Dr. Michael Benarroch, President and Vice-Chancellor
FROM: Dr. Peter Nickerson, Dean & Vice-Provost (Health Sciences)
SUBJECT: Bachelor of Health Sciences admissions expansion

The following documents outline the request for resources to increase admissions capacity for the Bachelor of Health Sciences (B.H.Sc.) administered and delivered by the Rady Faculty of Health Sciences.

Discussion and approval of this initiative was passed by the Interdisciplinary Health Program (IHP) Council that oversees the B.H.Sc. on August 5, 2022 and was passed by the Rady Faculty Executive Committee on August 23, 2022.

SIGNIFICANT MODIFICATION TO A PROGRAM OF STUDY

Under The Advanced Education Administration Act

Universities and colleges requesting approval for a **significant modification** to a program of study from Education and Training must apply using this application form. This form reflects the requirements set out in the Programs of Study Regulation (MR 134/2015) under The Advanced Education Administration Act.

UM INTERNAL REQUIREMENTS

**University
of Manitoba**

1. Please complete the application below and submit one (1) electronic copy (.pdf format) each to the Vice-Provost (Academic Planning and Programs) and the Office of the University Secretary, (where indicated) along with the following supplemental documentation:
 - a. A cover letter justifying and summarizing the rationale behind the request for a significant modification and indicating the meeting date in which the proposal was reviewed by the Faculty/ College/School Council.
 - b. Letters of Support from internal and/or external stakeholders that were consulted as part of this proposal, if applicable.
 - c. Program financial form.

2. Note that internal approval of the proposed modification will vary depending on the type of modification (see SECTION C). Please work with the Provost's Office and the Office of the University Secretary in advance, in identifying the appropriate procedures and approval processes. In general, please note the following for each type of modification:
 - a. **CHANGE OF SITE** – may require Senate approval if the site requires modifications to admission and/or program requirements (e.g. new admission category).
 - b. **CHANGE TO SEAT CAPACITY** – please refer to the Admission Targets Policy and Procedures (). Internal approval rests with the President following consultation with Senate and the Board of Governors. Associated changes may also require Senate approval if there are modifications to admission and/or program requirements in support of the change.
 - c. **CHANGE TO TIME-TO-COMPLETION** – any addition to or reduction of hours to program requirements, requires Senate approval. For undergraduate programs, please refer to SCCCC Guidelines found at - <https://umanitoba.ca/governance/forms>. For graduate programs, please contact FGS for approval process.
 - d. **CHANGE TO APPROVED DELIVERY MODEL** – please notify the Provost's Office of any significant changes to course or program delivery method.
 - e. **CHANGE TO STATUS OF JOINT PROGRAM** – depending on the significance of the changes resulting from the proposal, this will either require Senate approval as a program modification or will require the introduction of a new program. Please contact the Provost's Office with more details on how becoming a joint program or ceasing a joint program will impact the program.
 - f. **CHANGE TO CREDENTIAL** – requires approval by Senate.
 - g. **CHANGES TO CAPITAL OR OPERATING RESOURCES REQUIRED** – please notify the Provost's Office of any significant changes to course or program delivery that will require additional resources.

3. Please direct questions to Cassandra Davidson, Academic Programs Specialist, Office of the Provost and Vice-President (Academic) at Cassandra.Davidson@umanitoba.ca or 204.474.7847.

Updated August 2022

SECTION A – PROPOSAL DETAILS

Institution: **University of Manitoba (UM)**

Applicable faculties/department with responsibility for the program:

Rady Faculty of Health Sciences and Faculty of Arts

If program is a joint program, list all participating institutions and the roles of each in delivering the proposed program:

Not applicable.

Program name: Bachelor of Health Sciences (B.H.Sc.)

Credential awarded: Bachelor of Health Sciences (B.H.Sc.)

Office Use Only

One-time funding: _____

On-going funding: _____

Funding request: Total ongoing annual funding request of \$1,397,818
One-time capital funding of \$156,000

Proposed start date: Fall 2024 (Note: admission takes place in May 2024)

List any critical issues that may impact the start date of the program:

New faculty hires at the Instructor or Assistant Professor level are required by various units.

Institutional Program Code(s) (PSIS reporting number):

SECTION B – PROGRAM DESCRIPTION AND DELIVERY

B-1 Provide a general description of the significantly modified program and its objectives: *(Include intended purpose, curriculum design, and highlight distinctive attributes)*

The Interdisciplinary Health Program (IHP) is a joint program between the Rady Faculty of Health Sciences (RFHS) and the Faculty of Arts. Courses offered by the Faculty of Science are also required in the B.H.Sc. and will require additional faculty hire in the Faculty of Science. Faculty members from the RFHS and Arts sit on the IHP Council that makes recommendations and approves academic content for the Bachelor of Health Sciences (B.H.Sc.). All program changes are approved by the IHP Council before submission to the Rady Faculty of Health Sciences Faculty Council (or Executive Council) and UM Senate.

The Rady Faculty of Health Sciences is solely responsible for IHP administration.

Curriculum design and distinctive attributes: The B.H.Sc. degree is a four-year interdisciplinary program that incorporates science, humanities and social science to provide students with an integrative perspective on health and wellness. The B.H.Sc. provides students with an interdisciplinary background and skill set that will contribute to their preparation for a future in health-related careers. This interdisciplinary skill set is seen as advantageous for students applying for education in professional health programs, health-related graduate studies, or in the health workforce.

The B.H.Sc. provides students with:

- A broad and comprehensive understanding of the biological and social factors that affect health, the needs of clients and the delivery of health services;
- A solid academic foundation in the biomedical and social health sciences; and,
- Cultural awareness and safe practices to interact with underrepresented groups.

For a comprehensive view of the B.H.Sc. curriculum, please see the B.H.Sc. Program Chart (Appendix A) and the B.H.Sc. Program Electives List (Appendix B) or visit our websites:

Program description: <https://umanitoba.ca/explore/programs-of-study/health-sciences-bhsc>

Detailed degree requirements: <https://catalog.umanitoba.ca/undergraduate-studies/health-sciences/interdisciplinary-health-programs/health-studies-bhsc/>

B-2 Describe how this program serves and advances the academic, cultural, social and economic needs and interests of students and the province:

Over the past several years, the significance of healthcare transformation has remained a high priority as efforts continue to meet system demands. With the impacts of a global pandemic, a changing workforce and an aging population, the B.H.Sc. program is well positioned to complement clinical providers across the province and contribute to government decision makers in a variety of valuable ways. As the only non-professional undergraduate program focusing exclusively on human health and wellness in the province, the IHP serves to meet the needs of learners and the province.

The core aspects of B.H.Sc. training encompass the biological and social determinants of health and wellness addressing the needs of all individuals, communities and populations including under-represented groups (e.g., Indigenous people of Manitoba). These are desirable interdisciplinary skills for students training for future positions in health-related fields. The B.H.Sc. serves and advances the academic needs of students and the province by providing a training platform to obtain interdisciplinary skills required by stakeholders in the health field.

B.H.Sc. students contribute to the social and economic needs of the province through direct entry into the work force or, after further training, in professional health delivery programs, and non-professional health research programs. Indeed, our graduates are qualified to apply to and have enrolled in professional health programs (e.g., Genetic Counselling, Master of Physician Assistants, Medicine, Nursing, Physiotherapy), graduate programs (e.g., Biochemistry & Medical Genetics, Community Health Sciences, Master of Public Health), and directly into the private/public sector contributing to health delivery, education, research, and service.

In alignment with *Manitoba's Skills, Talent and Knowledge Strategy* increasing admissions to the B.H.Sc. will promote more students accessing and completing post-secondary education. Collectively, this program modification will create a deeper pool of individuals with training in the myriad aspects of health who will serve the Manitoba population.

B-3 Describe the existing and anticipated post-secondary learning needs of students in Manitoba that this program addresses and responds to:

The B.H.Sc. meets the post-secondary learning needs of individuals in Manitoba seeking future careers in health-related fields. With transformation of healthcare needs, the IHP will continue to review, anticipate and deliver up-to-date health and wellness education.

The B.H.Sc. will continue to transform to meet the needs of students and the province by identifying and strengthening vulnerabilities or deficits in the curriculum to address current health needs. For example, the B.H.Sc. responded to the pandemic by incorporating aspects of the cause of pandemics and pandemic response into our curriculum in targeted courses (e.g., HEAL 4600 Integration of Health Determinants for Canada and the World). This will better prepare our graduates to respond to future health crises such as the COVID-19 pandemic. Recognizing ongoing needs in the health industry, the IHP is taking additional steps to help prepare IHP students to comprehend and respond to health needs through development of courses on: 1) the determinants of Indigenous health; 2) health economics; 3) health policy. These courses will be added to the curriculum with approvals from the appropriate University governance structures in the future. Course development will not affect the start date of the expansion plan.

Most recently, we surveyed the B.H.Sc. students and asked them "What attracted you to apply to the Bachelor of Health Sciences program instead of a different degree program at the University of Manitoba?". Their responses indicated that this was an excellent academic path to prepare them for a career in medicine, they appreciated our focus on human health and our interdisciplinary (holistic) approach to health education that was not available in other degrees offered by the UM or other academic centres in the province.

B-4 Will the program be available for part-time study?

Yes. Students have 10 years to complete 120 credit hours of courses required for the B.H.Sc. degree.

B-5 Is there a cooperative education, work placement, internship or practicum component?

No, the B.H.Sc. is not a formal cooperative program.

Students gain practical skills in their required laboratory courses (e.g., CHEM 1120, CHEM 2740), and will obtain additional hands-on skills once the new teaching laboratory is built. Students may have the opportunity to gain credit for practical work experiences through enrolment in an elective course, HEAL 4650 *Selected Topics in Interdisciplinary Health*, and many students have taken the opportunity to obtain practical skills by working on projects in research laboratories (e.g., "Investigating DNA methylation changes in different lung cancer cell types induced by prenatal cigarette smoke exposure"; "Occurrence and distribution of linal (butylphenyl methylpropional) in engineered waste waters and toxicity to non-target organisms"; "Data acquisition and analysis for the WARM Hearts clinical trial), which complements the practical skills they develop from their undergraduate laboratory courses.

C-2 Change to seat capacity

C-2.1 - List originally approved or currently offered seat capacity and proposed seat capacity.

UM Internal Note: seat capacity as defined by your admission target. If you are not aware of the target, please contact Enrolment Services.

Current seat capacity: 40 new students each year

Proposed seat capacity: 100 new students each year

C-2.2 - Provide rationale for this change. (*Examples include changes in applications, enrolment and employer demand or alignment with the institution's strategic direction and priorities.*)

UM Internal Note: please ensure to address the following in your response:

- Student demand for places – identify how the current admission levels and the proposed changes compare to the number of qualified applicants to the program.
- Demand for graduates – identify how the current admission levels and the proposed changes reflect market demand for graduates.
- Outline any economic, demographic and/or geographical shifts in the student population that may impact on, or be impacted by, the proposed change.
- Student success – comment on success of current students (progression, time-to-completion, etc.) and graduates of the program (where known).

Significant modification: The Rady Faculty of Health Sciences (RFHS), Interdisciplinary Health program (IHP) is applying to expand admission seats (enrolment) in the Bachelor of Health Sciences (B.H.Sc.) from our current 40 students per year to 100 new students per year. This was initiated due to significant increase in demand for entrance into the program. To help address potential deficits for learners that may be under-represented, we created a new admissions category for self-declared Indigenous learners which was approved by UM Senate on April 5, 2023 and will be implemented for the Fall 2024 admissions intake. This will expand admissions seats to 17.5% for Indigenous learners to reflect the Manitoba population more accurately.

Potential deficits in the national health system identified by the COVID-19 pandemic have highlighted a need for training more personnel with skills in health systems, health policy, health delivery, and health research. Fortunately, applications to the B.H.Sc. have increased significantly over the past several years. However, because of the current limit on admissions capacity (40 seats maximum), admission to the B.H.Sc. is competitive with high academic achieving “A” students unable to obtain admission for training in this vital area; our admissions acceptance rate for 2022 was 9.4%. Increasing admissions positions for 100 new students per year will help meet demands for highly motivated individuals trained in health-related areas to enhance service, delivery, and research for the Manitoba population.

With their specialized knowledge in health sciences and transferability in skillsets, the B.H.Sc. graduates present a tremendous opportunity to support Manitoba's health system transformation through clinical and biomedical research, policy development, data analytics and advanced education. They also have capacity to contribute to improved client outcomes in other related government sectors such as:

- mental health and community wellness,
- community care for seniors and long-term care,
- justice,
- families,
- Indigenous Reconciliation and Northern Relations, and
- education and early childhood learning.

Ongoing collaboration with health workforce planning will ensure that B.H.Sc. student capacity remains well aligned with the overall system needs.

B.H.Sc. application statistics and admissions criteria

Since 2015, applications to the B.H.Sc. have steadily increased:

		Fall 2022	Fall 2021	Fall 2020	Fall 2019
Applications	DE - Domestic apps	227	150	160	115
	DE - International apps	113	71	36	24
	DE Total	340	221	196	139
	<i>DE Qualified applicants total</i>	183	128	128	97
	Advanced - Domestic	47	59	51	25
	Advanced - International	40	60	25	30
	Advanced Total	87	119	76	55
	<i>Adv Qualified applicants total</i>	64	90	66	47
	Overall total applicants	427	340	272	194
<i>Overall total qualified applicants*</i>	247	218	194	144	
GPA Cut-offs	DE GPA Cutoff	95.50%	95%	95%	94%
	Advanced GPA cutoff	4	4.25	3.65	3.3095
Admits	DE - # admitted	30	31	19	19
	Advanced - # admitted	10	10	20	20
	Total new admits	40	41	39	39
Acceptance rate:		9.4%	12%	14%	20%

* Reasons an applicant does not qualify: incomplete information, average too low, or missing pre-req course.

Admission criteria for direct entry include a minimum 85% average over the following, with no less than 60% in each course: English 40S, Applied Mathematics 40S or Pre-Calculus Mathematics 40S, Biology 40 S, and Chemistry 40S. A minimum grade point average (GPA) of 2.5 is acceptable for advanced entry admission. However, given the limited seat capacity for direct entry (30 seats) and advanced entry (10 seats), the actual cut-off for admission in 2022 was 95% for direct entry and a GPA of 4.0 for advanced entry. With only 40 seats, high academic achieving students (“A” students) are not being admitted into the B.H.Sc.. In order to accommodate this demand, the IHP is applying to increase admissions capacity for the B.H.Sc..

Demand for B.H.Sc. Graduates

The educational goals of the B.H.Sc. are to produce graduates that have an understanding of the significance of health and wellness in a cultural context; the ability to gather, analyze, and interpret information in a clear and concise manner; and a willingness to learn new information and adapt to the ever-changing health field. As such, our graduates are qualified to apply to professional health programs (e.g., Genetic Counselling, Medicine, Masters of Physician Assistants, Nursing, Physiotherapy), graduate programs (e.g., Biochemistry & Medical Genetics, Community Health Sciences, Environmental Health, Masters of Public Health), and directly into the private/public sector (e.g., policy analysts, research coordinators, addiction workers, community programmers and other services under the guidance of regulated professionals).

The following Tables provide information about where our graduates obtain employment or enroll in additional education.

IHP Graduate statistics

Degree	2016	2017	2018	2019	2020	2021	2022	Total
Health Sciences	4	5	3	9	19	28	22	90

Alumni destination at graduation

	U of Manitoba*
MD or MD/PhD	10%
Other health professions	16%
Graduate School	17%**
Other professional school (e.g., law, teaching, social work)	14%
Employment	31%
Other	12%

* U of Manitoba alumni survey data 2011-2021

** Does not include graduate level health professional students (e.g., Masters of Physician Assistant)

Alumni pursuing additional academic training at the University of Manitoba

Academic Program	Number of IHP alumni
Dental Hygiene	2
Education – early years	2
Education – senior years	2
Extended Education	7
Graduate Studies (MSc)	5
Graduate Studies (PhD)	2
Law	1
Medicine	5
Master of Environmental Health	1
Master of Occupational Therapy	3
Master of Physician Assistant	1
Master of Physiotherapy	2
Master of Public Health	2
Social Work – Concentrated	3

Alumni Public/Private Sector Careers

A sample of public/private sector careers for B.H.Sc. graduates includes Clinical Research Coordinator at the Children’s Hospital Research Institute of Manitoba; Data Analyst at the First Nations Health and Social Secretariat of Manitoba; Jordan’s Principle Service Coordinator at Anishinaabe Abinojii Family Services; Family Service Worker at Child and Family Services of Central Manitoba; Mental Health Proctor at Winnipeg Regional Health Authority.

Economic, demographic, and/or geographical shifts in student population

With increased admission seats there will be greater access to the B.H.Sc. program for everyone including underserved populations in Manitoba. The IHP has introduced a new admissions category for self-declared Indigenous learners to facilitate their access to the B.H.Sc., which will take effect in Fall 2024.

C-2.3 - Intake Information

Since 2015 when the administration of the IHP was transferred to the Rady Faculty of Health Sciences, intake steadily increased for the B.H.Sc. until the maximum intake of 40 new students per year was achieved in 2018 and has been maintained at 40 new seats filled per year until the present time.

Year	Health Sciences
2014-2015	22
2015-2016*	23
2016-2017	36
2017-2018	74
2018-2019**	118
2019-2020**	137
2020-2021**	140
2021-2022**	138
2022-2023**	144 (+26 inactive***)

* Administration of the IHP transferred from the Faculty of Human Ecology to the Rady Faculty of Health Sciences May 2015.

** Enrolment restricted to 40 students per degree per year.

*** May be inactive due to the pandemic or other change in life circumstances.

We are proposing to increase the annual admissions targets from 40 to 100 seats, with 17.5% of seats for self-declared Indigenous learners.

C-2.3 (a) - What is the projected enrolment for the first intake?

100 students

C-2.3 (b) - What is the maximum seat capacity (defined as first-year enrolment capacity)?

Maximum seat capacity for first intake will be 100.

C-2.3 (c) - What is the anticipated date of maturity?

Fall 2024.

C-2.4 UM Requirement: Address the impact of the proposed change on access to post-secondary education of under-represented groups. Identify any particular demographic experiencing special difficulties either in gaining admission to, or completing the requirements of, the program.

To date we have not received any information that any particular group finds it challenging to access the B.H.Sc.. However, given the systemic challenges for Indigenous groups in Canada, this challenge may not have been identified. Our statistics indicate that 9.4% of B.H.Sc. students have self-declared as Indigenous and 7.2% are international students. To address any unreported deficits for Indigenous applicants, the IHP created a new Indigenous admissions category which will take effect for the Fall 2024 intake. 17.5% of admissions seats will be reserved for Indigenous applicants to the B.H.Sc. to reflect the Manitoba population. Indigenous learners will need to achieve the minimum entry requirements for our program. Any unfilled seats in this category will be allocated to the general pool. This was passed by the UM Senate on April 5, 2023.

SECTION D – MODIFICATION INFORMATION

D-1 Describe how this significant modification aligns with the strategic plans of your institution:

UM Internal Note: Comment on how the program addresses institutional and unit level strategic priorities and plans, including how Accessibility, Equity, Diversity, and Inclusion and Indigenous achievement have been considered in the development of the program.

University of Manitoba's Strategic Plan

The IHP facilitates all strategic priorities but has the greatest contribution to Priority 1, *Inspiring Minds through innovative and quality teaching*. We do this by providing an innovative interdisciplinary educational framework relying on teaching excellence drawn from numerous faculties and academic units across the University. We have ensured that our core courses include Indigenous health content and in collaboration with representatives from Ongomiizwin - Indigenous Institute of Health and Healing we are in the process of reviewing current courses to see where additional Indigenous health content may be incorporated and delivered in a culturally respectful manner, as well as developing an additional core course that will focus on Determinants of Indigenous Health. The IHP has developed distance education for HEAL 2600 and HEAL 3600 (on-line course), which were identified by our students as a need to enhance their flexible learning environment. This also provides further options for students that are not on-site. As part of this application, additional departments at the RFHS that supply required courses for the B.H.Sc. will add additional courses sections (e.g., BGEN 2000, PHAC 3000) or develop a distance education course section (e.g., IMMU 2000, PHGY 1030) to meet the demand. We will continue to assess the need for and feasibility to migrate additional HEAL courses for distance education.

Enhancing Priority 3 (Creating Pathways to Indigenous achievement) has been addressed through defining a new admissions category specifically for Indigenous learners (approved by Senate on April 4, 2023).

Rady Faculty of Health Sciences Strategic Plan

The strategic directions of the RFHS align with Priorities 1 and 3, specifically as it relates to Education and the Learner Experience. The RFHS is committed to sustaining and enhancing its educational programs and offering flexible learning opportunities to all of its learners, including working with Indigenous communities to support pipeline programs (such as the IHP) and ensuring a culturally safe learning environment. It is dedicated to providing an outstanding educational experience and delivering education and training opportunities that recognize learners' diverse career paths. As part of this process, the IHP is engaging leaders from the various professional health programs (e.g., genetic counselling, medicine, physician assistant program, physiotherapy) to identify needs and opportunities for undergraduate course development to better prepare IHP students for careers in these health delivery fields.

<https://umanitoba.ca/health-sciences/sites/health-sciences/files/2020-11/rady-strategic-framework-web2016-2021.pdf>

Priority 3 (Creating Pathways to Indigenous achievement) is exceedingly important given our diverse student and provincial population. As indicated, the IHP has ensured that our core courses include content pertinent to underserved populations, including the Indigenous people of Canada. In addition, there is a section of HEAL 1600 *Health and Health Professions*, offered to Indigenous learners through the ACCESS program:

<https://umanitoba.ca/extended-education/programs-and-courses/pathways-degree-studies/access-program>

The Rady Faculty of Health Sciences promotes and supports a community that embraces equity, diversity and inclusion, provides for equality of opportunity and recognizes the dignity of all people. These are key values to create an inclusive community for all. The Rady Faculty of Health Sciences takes responsibility to eliminate all forms of racism in the faculty, to promote safe work and learning environments free of racism and to intervene when witnessing any racism.

<https://umanitoba.ca/health-sciences/equity-diversity-inclusion>

The Rady Faculty of Health Sciences acknowledges its location on Treaty 1 Territory and obligation to provide service to diverse Indigenous communities. We are committed to implementing the Calls to Action, and pledge to further the Principles of Reconciliation from the Truth and Reconciliation Commission of Canada. These efforts are detailed in the

Rady Faculty of Health Sciences Reconciliation Action Plan, led by Ongomiizwin, the Indigenous Institute of Health and Healing.

Ethnic security is a determinant of health that is taught as a fundamental aspect of the IHP education in our core course on determinants of health (HEAL 2600, HEAL 3600, HEAL 4600). Students also can learn about Indigenous perspectives through courses available as electives, including:

- INDG 2110 Introduction to Indigenous Community Development
- INDG 3240 Indigenous Medicine and Health
- FMLY 4606 A Social Justice Perspective on Indigenous Maternal and Child Health

Faculty and staff can learn about Indigenous perspectives through workshops, and from CATL (Centre for Advancement of Teaching and Learning) that offers teaching development workshops for faculty. For example, recently there was a workshop facilitated by an Indigenous leader on how curriculum can be interconnected with both Western and Indigenous perspectives.

Canadian Institutes of Health Research (CIHR) Strategic Plan

<https://cihr-irsc.gc.ca/e/53026.html>

The CIHR strategic plan dovetails with the IHP plan to train additional individuals to meet the health needs of the Manitoba and Canadian population. The CIHR specifies 5 strategic priorities to achieve their action plan: 1) Advance Research Excellence in All Its Diversity; 2) Strengthen Canadian Health Research Capacity; 3) Accelerate the Self-Determination of Indigenous Peoples in Health Research; 4) Pursue Health Equity through Health Research; and 5) Integrate Evidence in Health Decisions. Increasing the number of admission seats in the B.H.Sc. will provide more holistically trained individuals that can contribute to each priority. Indeed, B.H.Sc. graduates are already contributing to these priorities as they are enrolled as graduate students in health research disciplines (e.g., Biochemistry and Medical Genetics; Community Health Sciences; Environmental Health; Masters of Public Health; Physiology & Pathophysiology).

D-2 Outline the internal approval process (i.e. committees, governing bodies) for approving this significant modification within your institution and indicate any dates of decision. (*Governing Council, Board of Governors, Board of Regents, Senate, other*)

UM INTERNAL REQUIREMENTS: final dates will be inserted by the Provost's Office prior to submission to government.

UNIVERSITY OF MANITOBA:

Approval by President **Date** _____

Consultation with Senate: _____

Consultation with Board of Governors: _____

Additional Consultation (*as needed*): _____

Details:

Final Decision: Y N _____

D-3 Responsibility to consult

D-3.1 If this program subject to mandatory review or approval by organizations external to the institution (*such as regulatory bodies, Apprenticeship Manitoba, etc.*), please describe any consultation processes and provide copies of reports or letter from these organizations providing support:

The Interdisciplinary Health Program (IHP) is not subject to mandatory review or approval by organizations external to the institution.

D-3.2 What agencies, groups, or institutions have been consulted regarding the significant modification of this program?

UM Internal Note: the unit is required to consult with other academic units that offer courses used in the proposed program, to confirm availability of the courses (e.g., regularly scheduled, capacity limitations, program restrictions, etc.) and identify how use of the courses might affect quality of, access to, and resources associated with the courses and programs offered by those other units. Outline the consultation process with other academic and administrative units and append letters of support, as appropriate.

The interdisciplinary nature of the B.H.Sc. curriculum relies on participation from numerous Faculties and Departments at the UM. Planning an increase from 40 to 100 admission seats would have a significant impact on all units contributing to delivery of the B.H.Sc. curriculum. Therefore, the IHP consulted with the following administrative and academic units including:

- IHP Council
- Registrar and Deputy Registrar
- Libraries
- All Faculties and Departments that contribute to the curriculum (required and elective courses) for the B.H.Sc. including the Departments of:
 - Faculty of Agricultural and Food Sciences
 - Food & Human Nutritional Science
 - Faculty of Arts
 - Economics
 - Indigenous Studies
 - Philosophy
 - Psychology
 - Sociology & Criminology
 - Clayton H. Riddell Faculty of Environment Earth and Resources
 - Environment and Geography
 - Max Rady College of Medicine
 - Biochemistry and Medical Genetics
 - Community Health Sciences
 - Human Anatomy & Cell Science
 - Immunology
 - Medical Microbiology and Infectious Diseases
 - Pharmacology
 - Physiology & Pathophysiology
 - Faculty of Kinesiology and Recreation Management
 - College of Nursing
 - Faculty of Science
 - Biology
 - Chemistry
 - Mathematics
 - Microbiology
 - Physics and Astronomy
 - Statistics
 - Faculty of Social Work

Please see Faculty and Department Letters of Support (Appendix C).

D-3.3 How have students and faculty been informed of the intent to modify this program?

B.H.Sc. students were initially notified of the intention to increase enrolment through the student representatives that sit on the IHP Council. This matter has been a point of discussion for the last 2.5 years. B.H.Sc. students were notified by an email sent on June 10, 2022 and were invited to respond with questions and comments. Positive support was expressed by all students that responded. We have attached a letter of support from the B.H.Sc. student representative, who sits on the IHP Council and is an Executive Member of the IHP Student Association (Appendix C).

Faculties contributing to the B.H.Sc. curriculum were initially informed by email to key contacts in those faculties/departments (e.g., Heads, Associate Head - undergraduate). This was followed by sending these faculties/departments the Letters of Consultation/Support. The RFHS Dean, Vice Dean – Education and IHP Director also met with or made themselves available to meet with any faculty/department that provides required courses for the B.H.Sc.. Virtual meetings were held with the following departments: Biochemistry & Medical Genetics, Chemistry, Human Anatomy & Cell Sciences, Immunology, Medical Microbiology & Infectious Diseases, Pharmacology & Therapeutics, and Physiology & Pathophysiology. Any issues identified were resolved during the meeting or in subsequent meetings/communication. Overall, there has been positive support to expand B.H.Sc. admissions.

D-4 List any similar programs offered in Manitoba: *(Provide such information as institution, programs, and credentials offered in addition to any impacts on these programs, explain rationale for duplication.)*

There are no other non-professional undergraduate health education programs in Manitoba.

D-4.1 Describe any specific laddering, articulation and/or credit transfer options for Manitoban students that are anticipated to change as a result of the significant modification of this program:

No changes for specific laddering, articulation and/or credit transfer options for Manitoban students are required.

D-5 List any similar programs offered in Canada: *(Provide such information as institution, programs, and credentials offered in addition to any impacts on these programs, explain rationale for duplication.)*

The IHP is part of the Coalition of Canadian Undergraduate Health Programs (CCUHP) formed in 2021. The CCUHP Mission is to create a forum for collaboration and information-sharing among academic leaders of non-professional undergraduate university health programs in Canada for the purposes of research, education, advocacy, and as a community of practice.

Members in CCUHP that have similar programs as the IHP B.H.Sc. include:

Institution	Degree	Number of applications (2021)	Incoming First year Cohort Size	Total Program Size (2021)
U of Manitoba	Bachelor of Health Sciences (B.H.Sc.)	403	40 total	B.H.Sc.:138
U of Calgary	Bachelor of Health Sciences (Honours)	Not provided	112	430
Carleton University	Bachelor of Health Sciences (Honours)	984	130	500
Dalhousie University	Bachelor of Medical Sciences	1239	120	390
McMaster University	Bachelor of Health Sciences (Honours)	6953	229	1000
Ontario Tech University	Bachelor of Health Sciences (Honours)	376	Not provided	Not provided
Trent University	Bachelor of Science (Honours)	478	43	136
Queens University	Bachelor of Health Sciences (Honours)	5500	440	761
U of Waterloo	Bachelor of Health Sciences (Honours)	2175	200	800
Western University	Bachelor of Medical Sciences	Not provided	1061	1100
Wilfred Laurier University	Bachelor of Health Sciences (Honours)	2025	281	761

D-5.1 Describe any specific laddering, articulation and/or credit transfer options for Manitoban students that are anticipated to change as a result of the significant modification of this program.

N/A

D-6 Describe any changes in labour market demands in Manitoba for graduates of this Program as a result of this significant modification:

(Provide such information as probable employment destinations or further educational opportunities available to graduates of this new program of study. Attach any formal reports such as those from Associations, Statistics Canada, Sector Councils, Industry or Regulators.)

Over the past several years, the significance of healthcare transformation has remained a high priority as efforts continue to meet system demands. With the impacts of a global pandemic, a changing workforce and an aging population, the B.H.Sc. program is well positioned to complement clinical providers across the province and contribute to government decision makers in a variety of valuable ways.

As Canada's population continues to age, the need for health services increases. Chronic diseases, disabilities, injuries and other health issues become more likely in later life. According to Statistics Canada, over the next 30 years, the number of persons aged 85 and older could triple from 861,000 to 2.7 million, and this "acceleration of the aging of the Canadian population puts additional pressure on health care and pension systems".

Statistics Canada: <https://www150.statcan.gc.ca/n1/daily-quotidien/220427/dq220427a-eng.htm>

According to the Canadian Occupational Projection System 2019-2028 projections, Health Occupations will increase from 1.6 million in 2022 to over 1.8 million by 2028, a net increase of over 200 000 jobs.

Government of Canada: https://open.canada.ca/data/en/dataset/e80851b8-de68-43bd-a85c-c72e1b3a3890/resource/da1135c5-a1df-4a07-a81e-de308ae6c6ce?inner_span=True

Graduates from the B.H.Sc. feed into this growing need for individuals with a health background and skills to contribute to health delivery, services, education, and research. As outlined in C2.2, our graduates use their degrees for further educational opportunities and to move into the public/private work force.

D-7 If copies of any internal or peer evaluations with respect to the significant modification of this program of study are being provided with this proposal, please indicated how any issues identified by these evaluations have been addressed and attach any relevant documents as available:

Evaluation was conducted through consultation with each faculty/department contributing to B.H.Sc. curriculum delivery. The main issue identified for most units was a potential need to open additional course sections to accommodate the increase in seats for the required courses in the B.H.Sc. curriculum (shown in the B.H.Sc. Program Chart, Appendix A). Course sections or existing courses developed as distance courses will be added as demand requires. For example, a new section of HEAL 3610 would not be required until 2024 when the increased number of students enter the third year of the program. Additional course sections will result in the need for additional Instructor, Assistant Professor and Librarian positions in order to meet demand for some courses (outlined in E-5 below). For example, additional sections of CHEM 1100, CHEM 1110, CHEM 1120, CHEM 2730, and CHEM 2740 constitute hiring a 1.0 FTE Instructor. Letters of support from Faculties and Departments detail their specific needs (Appendix C), and these needs have been incorporated into our request for new funding.

There is a need to create additional B.H.Sc. student study space that will be developed adjacent to the IHP office located in the Human Ecology building on the Fort Garry campus (detailed in E-6 below). There are existing study spaces on campus that students may access; however, creating this additional study space will be adjacent to classrooms and will help to decrease the overall study space deficit at the UM. It will also contribute to the excellent teaching environment that is one of the strategic priorities of the UM.

D-8 Does this significant modification entail an increase to tuition, or the establishment of or increase to fees that apply to students in this program of study?

UM Internal Note: Comment on potential impact on student access to and affordability of education that may result from the change. Please ensure response references and provided context to the relevant sections of the financial form, as appropriate.

No

SECTION E – REQUIRED RESOURCES AND FINANCIAL IMPLICATIONS

E-1 If one-time or pilot funding is being requested to support the significant modification of this program of study, please identify the amount of funding being requested:

UM Internal Note: Please ensure response references and provided context to the relevant sections of the financial form, as appropriate

A one-time capital request \$156,000. This will be used to create student study space, along with modifications in existing classroom spaces to accommodate additional students and course sections.

E-2 If ongoing funding is being requested to support the significant modification of this program of study, please identify the amount of funding being requested:

UM Internal Note: Please ensure response references and provided context to the relevant sections of the financial form, as appropriate

The total request for ongoing operating dollars to support the full expansion is \$1,397,818 per annum.

E-3 If new funding is not being requested, how will the significant modifications to the program be funded? (Include such information as: where reallocated funding will come from, and the implications of reallocating that funding on other programs/activities of the institution.)

UM Internal Note: Please ensure response references and provided context to the relevant sections of the financial form, as appropriate

N/A

E-4 What are the resource implications to the institution in delivering the significantly modified program of study?

(Include such information as; budget, IT, library, laboratory, computer, space, practicum liability insurance, student services, etc)

UM Internal Note: Identify how the proposed changes will impact on the *quality of operations* at both the unit level and institutional level (including impact on other affected units), where applicable. Comment on how units delivering service teaching in the program will be impacted by the proposed change. Append letters of support from impacted units. Please ensure response references and provided context to the relevant sections of the financial form, as appropriate

The B.H.Sc. program expansion will impact the operations of the faculties of Health Sciences, Science, Arts, and Agriculture. Provision for impacts to operating costs have been included for each faculty as it relates to general operating and consumable expenses, office setup for new FTE, along with repairs and maintenance resulting from the increased usage of lab and classroom space. No impacts on the quality of operations were identified by contributing units to in order to deliver the B.H.Sc. expanded curriculum.

Impacts on central university services, including specific expansion of Library staff, have been included within the Administrative Overhead budget.

E-5 Please describe new and existing staffing resources needed to provide this significantly modified program of

stud:.(Include reallocation of existing faculty, hiring of new faculty, administrative and support services and any other considerations.)

UM Internal Note: Identify how the proposed changes will impact on the *quality of instruction* at both the unit level and institutional level (including impact on other affected units), where applicable. Comment on how units delivering service teaching in the program will be impacted by the proposed change. Append letters of support from impacted units. The response should include position types, number of FTE, and approximate cost per position for both new and existing staff to provide context to the financial form, as appropriate.

No impacts on the quality of instruction were identified by contributing units in order to deliver of the BHSc curriculum. To accommodate the increase in students within the program, additional courses sections will need to be delivered, resulting in total additional need for 7.05 FTE teaching faculty, consisting of 3.20 FTE tenure track, and 3.85 FTE Instructor faculty members (see Letters of Support, Appendix C). Resources for the requested new FTEs will be to support units teaching in the program, including new supports for Faculty of Arts, Faculty of Science, and Rady Faculty of Health Sciences. For example, in the Rady Faculty of Health Sciences, we will recruit full FTE College of Medicine and IHP University of Manitoba Faculty Association (UMFA) positions that will be appointed in the College of Medicine. The units requiring this support include the Departments of Biochemistry and Medical Genetics, Community Health Sciences, Human Anatomy and Cell Science, Immunology, Medical Microbiology and Infectious Diseases, and Pharmacology and Therapeutics. These positions will be distributed as required based on annual programming needs.

For example, the IHP is asking for resources to hire a 1.0 FTE Instructor who would be expected to contribute time to teaching the following HEAL courses starting fall 2024. Please note this instructor will replace the duties of the sessional instructors and off-load teaching by Professors. Therefore, available resources will be used to pay 0.4 FTE of this position, and we are requesting resources for the remaining **0.6 FTE** salary.

We are also asking for resources to hire an **Instructor II (0.6 FTE IHP/0.4 FTE Biochemistry and Medical Genetics (BMG) – see BMG letter of support)** who would be expected to contribute their time to teaching the following HEAL courses starting fall 2024.

The addition of 1.9 FTE support staff, along with funding for grader markers and teaching assistants have been included.

As a result, the total FTE to deliver the B.H.Sc. curriculum would increase from 11.1 FTE to 20.05 FTE upon full expansion.

Bachelor of Health Sciences Program - Position Summary							
Current State		IHP	Medicine	Arts	Agriculture	Science	Total
Instructor/Professorial		1.5	4	1	0.5	1	
Director		0.1					
Administration		3					
		4.6	4	1	0.5	1	11.10
Additions (Expansion)							
Instructor/Professorial (new)		1.2	2.85	1	0	2	
Administration		1	0.8			0.1	
		2.2	3.65	1	0	2.1	8.95
Total Program Support		6.8	7.65	2	0.5	3.1	20.05

E-6 Please describe the effect of the significant modification of this program on existing capital infrastructure and equipment:

UM Internal Note: Identify how the proposed changes will impact on the *quality of operations* at both the unit level and institutional level (including impact on other affected units), where applicable. Comment on how units delivering service teaching in the program will be impacted by the proposed change. Append letters of support from impacted units. Please ensure response references and provides context to the relevant sections for the financial form, as appropriate.

No impact on the quality of operations were identified by any of the units contributing to delivery of the B.H.Sc. curriculum. There is dedicated IHP study space for 14 students, as well as open study space for an additional 35 students in the Human Ecology Building where the IHP offices are located. Additional open study space is available adjacent to the Human Ecology building in the Elizaeth Dafoe library and Machray Hall library, as well as the open study spaces located throughout the UM Fort Garry campus. The increased enrollment will have space impacts that will require a capital investment to meet demand for the U of M overall shortage of study space. There are changes being made to Libraries to increase study space; however, this will still leave the U of M in an overall shortage. In order to provide space for studying outside of libraries, we will update the hallway space outside of the IHP office to create more open study spaces for B.H.Sc. students. Class D estimate for this infrastructure project is \$156,000.



**Post-Secondary Education and Labour Market Outcomes
Program Proposal Financial Form**

Form Instructions:

1. When proposing a new program *Current Fiscal Year* (the first column) should be left blank, with the first year of the program starting in year 1.
2. When proposing a new program expansion *Current Fiscal* should be entered in the first column.
3. If a program reaches maturity prior to *Fiscal Year 4*, remaining fiscal year columns must still be completed so that *Ongoing Program Funding* can be calculated.
4. Fill in line items for revenue, expenditure, and capital as these pertain to the program. Examples are correspondently listed to the right of the table.
5. Ensure that line items account for overhead. For example, include the amount of tuition that the program will receive after administrative overhead.
6. Only fill out areas shaded in green, using cash accounting. The increment, on-going and total will self-populate accordingly.

Overview	
Institution:	University of Manitoba - Rady Faculty of Health Sciences
Program Name:	Interdisciplinary Health Program - Bachelor of Health Sciences
Contact Information:	Mark Nachtigal, Nathan Dueck
Date:	10-Apr-23

	2024-25		2025-26		2026-27		2027-28		Ongoing Program Funding	
	Current Fiscal Year	Fiscal Year 1	Increment	Fiscal Year 2	(change from year 1 to year 2)	Fiscal Year 3	Increment	Fiscal Year 4		Increment
	(Enter 0's if new program)	Budget Yr. 1	(change from current year to year 1)	Budget Yr. 2	2023-24	Budget Yr. 3	(change from year 2 to year 3)	Budget Yr. 4		(change from year 3 to year 4)
REVENUE INFORMATON										
Tuition (expansion)		\$ 214,786	\$ 214,786	\$ 472,818	\$ 258,032	\$ 711,082	\$ 238,264	\$ 893,418	\$ 182,336	\$ 893,418
Student Fees (expansion)		\$ 13,694	\$ 13,694	\$ 28,313	\$ 14,620	\$ 39,471	\$ 11,158	\$ 47,799	\$ 8,328	\$ 47,799
Tuition (existing)	\$ 978,684	\$ 1,005,598	\$ 26,914	\$ 1,033,252	\$ 27,654	\$ 1,061,666	\$ 28,414	\$ 1,090,862	\$ 29,196	\$ 1,090,862
Student Fees (existing)	\$ 42,840	\$ 42,840	\$ -	\$ 42,840	\$ -	\$ 42,840	\$ -	\$ 42,840	\$ -	\$ 42,840
Contribution from Institution/Unit (Existing Res.)	\$ 806,013	\$ 828,117	\$ 22,104	\$ 851,174	\$ 23,057	\$ 875,222	\$ 24,048	\$ 900,301	\$ 25,079	\$ 900,301
			\$ -		\$ -		\$ -		\$ -	\$ -
438685			\$ -		\$ -		\$ -		\$ -	\$ -
			\$ -		\$ -		\$ -		\$ -	\$ -
Total Revenue (A)	\$ 1,827,537	\$ 2,105,034	\$ 277,498	\$ 2,428,397	\$ 323,363	\$ 2,730,281	\$ 301,884	\$ 2,975,220	\$ 244,939	\$ 2,975,220

MEDT Form

Institution:	University of Manitoba - Rady Faculty of Health Sciences
Program Name:	Interdisciplinary Health Program - Bachelor of Health Sciences
Contact Information:	Mark Nachtigal, Nathan Dueck
Date:	10-Apr-23

			\$ (38,125)								
	Current Fiscal Year	Fiscal Year 1	Increment	Fiscal Year 2	Increment	Fiscal Year 3	Increment	Fiscal Year 4	Increment	Ongoing Program Funding	
	(Enter 0's if new program)	Budget Yr. 1	(change from current year to year 1)	Budget Yr. 2	(change from year 1 to year 2)	Budget Yr. 3	(change from year 2 to year 3)	Budget Yr. 4	(change from year 3 to year 4)		
EXPENDITURE INFORMATON											
New Academic Salaries - Direct		\$ 920,736	\$ 920,736	\$ 1,145,310	\$ 224,574	\$ 1,185,396	\$ 40,086	\$ 1,226,884	\$ 41,489	\$ 1,226,884	
New Professional/Support Salaries - Direct		\$ 142,800	\$ 142,800	\$ 159,600	\$ 16,800	\$ 165,186	\$ 5,586	\$ 170,968	\$ 5,782	\$ 170,968	
New Operating Expenses		\$ 266,404	\$ 266,404	\$ 305,941	\$ 39,537	\$ 310,508	\$ 4,567	\$ 315,235	\$ 4,727	\$ 315,235	
Indirect Salary Expenses		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Administrative Overhead	\$ 389,432	\$ 700,950	\$ 311,518	\$ 826,007	\$ 125,057	\$ 931,901	\$ 105,895	\$ 1,015,380	\$ 83,478	\$ 1,015,380	
Existing Academic Salaries - Direct	\$ 1,139,838	\$ 1,179,732	\$ 39,894	\$ 1,221,022	\$ 41,291	\$ 1,263,758	\$ 42,736	\$ 1,307,990	\$ 44,232	\$ 1,307,990	
Existing Professional/Support Salaries - Direct	\$ 223,100	\$ 230,909	\$ 7,809	\$ 238,991	\$ 8,082	\$ 247,355	\$ 8,365	\$ 256,013	\$ 8,657	\$ 256,013	
Existing Operating Expenses	\$ 75,167	\$ 76,482	\$ 1,315	\$ 77,821	\$ 1,338	\$ 79,182	\$ 1,362	\$ 80,568	\$ 1,386	\$ 80,568	
Existing Indirect Salary Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
			\$ -		\$ -		\$ -		\$ -	\$ -	
Total Expenditures (B)	\$ 1,827,537	\$ 3,518,013	\$ 1,690,476	\$ 3,974,691	\$ 456,679	\$ 4,183,287	\$ 208,596	\$ 4,373,038	\$ 189,750	\$ 4,373,038	

MEDT Form

Institution:	University of Manitoba - Rady Faculty of Health Sciences									
Program Name:	Interdisciplinary Health Program - Bachelor of Health Sciences									
Contact Information:	Mark Nachtigal, Nathan Dueck									
Date:	10-Apr-23									
	Current Fiscal Year	Fiscal Year 1	Increment	Fiscal Year 2	Increment	Fiscal Year 3	Increment	Fiscal Year 4	Increment	Ongoing Program Funding
	(Enter 0's if new program)	Budget Yr. 1	(change from current year to year 1)	Budget Yr. 2	(change from year 1 to year 2)	Budget Yr. 3	(change from year 2 to year 3)	Budget Yr. 4	(change from year 3 to year 4)	
CAPITAL INFORMATON										
Major Equipment		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Vehicles		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Renovations		\$ 156,000	\$ 156,000	\$ -	\$ (156,000)	\$ -	\$ -	\$ -	\$ -	\$ -
Furniture		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
			\$ -		\$ -		\$ -		\$ -	\$ -
			\$ -		\$ -		\$ -		\$ -	\$ -
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			\$ -		\$ -		\$ -		\$ -	\$ -
			\$ -		\$ -		\$ -		\$ -	\$ -
Total Capital (C)	\$ -	\$ 156,000	\$ 156,000	\$ -	\$ (156,000)	\$ -	\$ -	\$ -	\$ -	\$ -
Revenue less Expenditures and Capital (A-(B+C))	\$ -	\$ (1,568,978)	\$ (1,568,978)	\$ (1,546,294)	\$ 22,684	\$ (1,453,006)	\$ 93,288	\$ (1,397,818)	\$ 55,188	\$ (1,397,818)
Funding Request		\$ (1,568,978)		\$ (1,546,294)		\$ (1,453,006)		\$ (1,397,818)		

SENATE PLANNING AND PRIORITY COMMITTEE (SPPC)
New Program Approval - Financial Form

FACULTY / SCHOOL
PROGRAM

Rady Faculty of Health Sciences
Interdisciplinary Health Program - Bachelor of Health Sciences

1. NEW STAFFING REQUIREMENTS (FTE)	Current	Year 1	Year 2	Year 3	Year 4	Year 5
New Academic Positions (FTE) (Appendix A)		5.80	7.05	7.05	7.05	7.05
New Professional and Support Positions (FTE) (Appendix A)		1.70	1.90	1.90	1.90	1.90
New Indirect Staff (FTE) (Appendix A)		-	-	-	-	-
Subtotal New Staffing Requirements (FTE)	-	7.50	8.95	8.95	8.95	8.95

2. PROGRAM COSTS						
Direct Program Costs						
New Academic Salaries (incl bpl) (Appendix A)		\$ 920,736	\$ 1,145,310	\$ 1,185,396	\$ 1,226,884	\$ 1,269,825
Existing Academic Salaries (incl bpl) (Appendix A)	1,139,838	1,179,732	1,221,022	1,263,758	1,307,990	1,353,769
New Professional/Support Salaries (incl bpl) (Appendix A)		142,800	159,600	165,186	170,968	176,951
Existing Professional/Support Salaries (incl bpl) (Appendix A)	223,100	230,909	238,991	247,355	256,013	264,973
Operating Expenses (expansion) (Appendix B)		266,404	305,941	310,508	315,235	320,128
Operating Expenses (existing) (Appendix B)	75,167	76,482	77,821	79,182	80,568	81,978
Student (Graduate/Undergraduate) Support (Appendix C)		-	-	-	-	-
Major Equipment (Appendix D)		-	-	-	-	-
Vehicles (Appendix D)		-	-	-	-	-
Renovations (Appendix D)		156,000	-	-	-	-
Furniture (Appendix D)		-	-	-	-	-
Other Capital (Appendix D)		-	-	-	-	-
Subtotal Direct Program Costs	\$ 1,438,105	\$ 2,973,062	\$ 3,148,684	\$ 3,251,386	\$ 3,357,658	\$ 3,467,625

\$ 1,534,957.84

Indirect Program Costs						
New Indirect Salary Expenses (incl bpl) (Appendix A)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Existing Indirect Salary Expenses (incl bpl) (Appendix A)	-	-	-	-	-	-
Tax on Tuition Revenue	173,716	254,991	353,704	444,194	511,731	525,804
Administrative Overhead (includes Tax on Grant)	215,716	445,959	472,303	487,708	503,649	520,144
Subtotal Indirect Program Costs	\$ 389,432	\$ 700,950	\$ 826,007	\$ 931,901	\$ 1,015,380	\$ 1,045,948

311518

Total Program Costs (Direct & Indirect)	\$ 1,827,537	\$ 3,674,013	\$ 3,974,691	\$ 4,183,287	\$ 4,373,038	\$ 4,513,573
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3. ENROLMENT	Current	Year 1	Year 2	Year 3	Year 4	Year 5
Expected Enrolment (headcount)	140	200	270	330	370	370
Expected Enrolment (credit hours)	4,200	6,000	8,100	9,900	11,100	11,100

4. BUDGET MODEL ALLOCATIONS						
Net Allocations to Related Unit(s)	1,827,537	2,051,750	2,472,903	2,811,979	3,027,932	2,980,630
Net Allocations to/(from) Other Units	-	(33,858)	(228,160)	(360,106)	(417,760)	(386,877)
Contributions to University Fund	-	38,125	83,925	126,217	158,582	167,720
Total Program Revenue	\$ 1,827,537	\$ 2,056,016	\$ 2,328,668	\$ 2,578,090	\$ 2,768,754	\$ 2,761,473

5. EXISTING RESOURCES						
From Operations:						
Academic Salaries (Appendix A)	\$ 1,139,838	\$ 1,179,732	\$ 1,221,022	\$ 1,263,758	\$ 1,307,990	\$ 1,353,769
Professional and Support Salaries (Appendix A)	\$ 223,100	\$ 230,909	\$ 238,991	\$ 247,355	\$ 256,013	\$ 264,973
Indirect Salaries (Appendix A)	-	-	-	-	-	-
Other expenses	75,167	76,482	77,821	79,182	80,568	81,978
Current/prior years surplus (carryover)						
From Other Sources:						
Subtotal Existing Resources	\$ 1,438,105	\$ 1,487,123	\$ 1,537,834	\$ 1,590,296	\$ 1,644,571	\$ 1,700,721

6. Program shortfall (surplus) (Program Costs - Program Revenue - Existing Resources)	\$ -	\$ 1,617,996	\$ 1,646,023	\$ 1,605,198	\$ 1,604,284	\$ 1,752,100
Decrease / (Increase) to Existing Resources Funding		(49,018)	(99,729)	(152,191)	(206,466)	(262,616)
Internal Funds Requested through Strategic Allocation						
Funds Requested of the Provincial Government	-	(1,568,978)	(1,546,294)	(1,453,006)	(1,397,818)	(1,397,818)
Net Program shortfall (surplus)	\$ -	\$ (0)	\$ 0	\$ 0	\$ 0	\$ 91,666

 **Nathan Dueck** Digitally signed by Nathan Dueck
Date: 2023.04.06 09:14:58 -05'00'

Submitted by Faculty/School Budget Officer (signature) _____ Date _____

Reviewed by Graduate Studies Dean or Designate (signature)
(For graduate program submissions only)

 **Mark Walc** Digitally signed by Mark Walc
Date: 2023.04.04 18:01:05 -05'00'

Reviewed by University Budget Officer (signature) _____ Date 4/4/23

Appendix A – Bachelor of Health Sciences Program Chart



**University
of Manitoba**

Health Sciences, B.H.Sc. Program Chart

Excerpted from the [2022-2023 Academic Calendar](#)

Degree Requirements

The Bachelor of Health Sciences (B.H.Sc.) degree is a four year interdisciplinary program that incorporates science, humanities and social science to provide students with an integrative perspective on health. The B.H.Sc. provides students with an interdisciplinary background and skill set that will contribute to their preparation for a future in health-related careers. This interdisciplinary skill set is seen as advantageous for students applying for education in professional health programs and graduate studies.

The Bachelor of Health Sciences (B.H.Sc.) Degree consists of 120 credit hours.

Students should consult the Academic Calendar to ensure that they have the appropriate pre- or co-requisites before they attempt to register in a course. A number of courses are cross-listed between departments/faculties. Students are strongly encouraged to seek the advice of the Academic Advisor in the Interdisciplinary Health Program in order to plan their programs.

Year 1		Hours
<u>BIOL 1410</u>	Anatomy of the Human Body	3
<u>CHEM 1100</u>	Introductory Chemistry 1: Atomic and Molecular Structure and Energetics ²	3
<u>CHEM 1110</u>	Introductory Chemistry 2: Interaction, Reactivity, and Chemical Properties ²	3
<u>CHEM 1120</u>	Introduction to Chemistry Techniques ²	3
<u>HEAL 1500</u>	Foundations of Human Biology 1 ³	3
<u>HEAL 1502</u>	Foundations of Human Biology 2 ³	3
<u>INDG 1220</u> or <u>INDG 1240</u>	Indigenous Peoples in Canada, Part 1 or Indigenous Peoples in Canada, Part 2	3
<u>PSYC 1200</u> or <u>SOC 1000</u>	Introduction to Psychology or Introduction to Sociology	6
<u>STAT 1000</u>	Basic Statistical Analysis 1	3
3 credit hours of Free electives if <u>SOC 1000</u> is taken		
Hours		30
Year 2		
<u>BGEN 2000</u>	Medical Cell Biology	3
<u>CHEM 2730</u>	Elements of Biochemistry 1	3
<u>CHEM 2740</u>	Introduction to the Biochemistry Laboratory	3
<u>HEAL 2600</u>	Integration of Health Determinants of Individuals	3
<u>HNSC 1210</u>	Nutrition for Health and Changing Lifestyles	3
<u>HNSC 2000</u> or <u>PSYC 2250</u>	Research Methods and Presentation ⁴ or Introduction to Psychological Research	3
<u>IMMU 2000</u>	Fundamentals in Immunology	3
<u>PHGY 1030</u>	Fundamentals of Medical Physiology	6
Select 3 credit hours of Free Electives		3
Hours		30

Year 3		
<u>BGEN 3010</u>	Genetics in Biomedicine ⁵	3
<u>FMLY 3750</u>	Fundamentals of Health Promotion	3
<u>FMLY 3780</u> or <u>FMLY 3790</u>	Introduction to the Development of Programs for Children and Families or Introduction to the Evaluation of Programs for Children and Families	3
<u>HEAL 3000</u>	Introduction to Social Epidemiology	3
<u>HEAL 3600</u>	Integration of Health Determinants for Communities	3
<u>HEAL 3610</u>	Mechanisms of Disease 1	3
<u>PHAC 3000</u>	Foundations of Pharmacology	3
<u>PHIL 2740</u>	Ethics and Biomedicine ⁶	3
	3 credit hours of Free Electives	3
	3 credit hours of Program Electives ⁷	3
	Hours	30
Year 4		
<u>ANAT 4010</u>	Human Embryology	3
<u>HEAL 4600</u>	Integration of Health Determinants for Canada and the World	3
<u>HEAL 4620</u>	Health Sciences Capstone	3
<u>HEAL 4630</u>	Mechanisms of Disease 2	3
<u>PHAC 4030</u>	Drugs in Human Disease I	3
<u>PHAC 4040</u>	Drugs in Human Disease II	3
	6 credit hours of Program Electives ⁷	6
	6 credit hours of Free Electives	6
	Hours	30
	Total Hours	120

¹ Equivalent courses offered through Université de Saint-Boniface may be used in lieu of the specified courses identified in the degree program chart.

² The former CHEM 1300 and the former CHEM 1310 may be used as course equivalents if completed prior to September 2021.

³ BIOL 1020 and BIOL 1030 may be used as course equivalents if completed prior to September 2021.

⁴ Students are advised that they must complete 3 credit hours from the Written English list within their first 60 credit hours, if they do not plan to take HNSC 2000.

⁵ Students interested in applying to the MSc in Genetic Counselling must take BGEN 3022 and BGEN 3024 instead of BGEN 3010.

⁶ PHIL 2290 (6) may be used in place of PHIL 2740 and will also satisfy the requirement of 3 credit hours of Free Electives.

⁷ Of the 9 credit hours of program electives, 6 credit hours must be selected from the science elective list.

Appendix B – Bachelor of Health Sciences
List of Program Electives



**University
of Manitoba**

Bachelor of Health Sciences Program Electives List

Excerpted from the [2022-2023 Academic Calendar](#)

Please note, a course completed as a core requirement may not also be used as an elective. The new B.H.Sc. Electives List below would apply only to those students admitted to the B.H.Sc. degree program for the Fall of 2022. The existing list of IHP electives should be followed by students admitted to the B.H.Sc. prior to the Fall of 2022 and can be found [here](#).

SCIENCE ELECTIVES

FACULTY OF AGRICULTURAL AND FOOD SCIENCES

Course	Title	Hours
<u>AGRI 2180</u>	Introductory Toxicology	3
<u>FOOD 4150</u>	Food Microbiology 1	3
<u>HNSC 2130</u>	Nutrition Through the Life Cycle	3

CLAYTON H. RIDDELL FACULTY OF ENVIRONMENT EARTH AND RESOURCES

Course	Title	Hours
<u>ENVR 2180</u>	Introductory Toxicology	3

MAX RADY COLLEGE OF MEDICINE

Course	Title	Hours
<u>BGEN 3022</u>	Introduction to Human Genetics A	3
<u>BGEN 3024</u>	Introduction to Human Genetics B	3

FACULTY OF SCIENCE

Course	Title	Hours
<u>BIOL 2380</u>	Introductory Toxicology	3
<u>BIOL 3290</u>	Medicinal and Hallucinogenic Plants	3
<u>CHEM 2100</u>	Organic Chemistry 1: Foundations of Organic Chemistry	3
<u>CHEM 2110</u>	Organic Chemistry 2: Foundations of Organic Synthesis	3
<u>CHEM 2122</u>	Experimental Organic Chemistry	3
<u>CHEM 2750</u>	Elements of Biochemistry 2	3
<u>MATH 1230</u>	Differential Calculus	3
<u>MATH 1500</u>	Introduction to Calculus	3
<u>MBIO 1220</u>	Essentials of Microbiology	3
<u>MBIO 2420</u>	Introductory Virology	3
<u>MBIO 2750</u>	Elements of Biochemistry 2	3
<u>PHYS 1020</u>	General Physics 1	3
<u>PHYS 1030</u>	General Physics 2	3
<u>PHYS 1050</u>	Physics 1: Mechanics	3
<u>PHYS 1070</u>	Physics 2: Waves and Modern Physics	3
<u>STAT 2000</u>	Basic Statistical Analysis 2	3
<u>STAT 3000</u>	Applied Linear Statistical Models	3

SOCIAL SCIENCE ELECTIVES

FACULTY OF ARTS

Course	Title	Hours
<u>ECON 1010</u>	Introduction to Microeconomic Principles	3
<u>ECON 1210</u>	Introduction to Canadian Economic Issues and Policies	3
<u>ECON 3690</u>	Economic Issues of Health Policy	3
<u>ECON 3692</u>	Economic Determinants of Health	3
<u>INDG 1220</u>	Indigenous Peoples in Canada, Part 1	3
<u>INDG 1240</u>	Indigenous Peoples in Canada, Part 2	3
<u>INDG 2020</u>	The Métis in Canada	3
<u>INDG 2110</u>	Introduction to Indigenous Community Development	3
<u>INDG 3100</u>	Indigenous Healing Ways	3
<u>INDG 3240</u>	Indigenous Medicine and Health	3
<u>INDG 3330</u>	Indigenous People, Science and the Environment	3
<u>PSYC 2250</u>	Introduction to Psychological Research	3
<u>PSYC 2260</u>	Introduction to Research Methods in Psychology	3
<u>PSYC 2290</u>	Child Development	3
<u>PSYC 2360</u>	Brain and Behaviour	3
<u>PSYC 2440</u>	Behaviour Modification Principles	3
<u>PSYC 2490</u>	Abnormal Psychology	3
<u>PSYC 3070</u>	Adult Development	3
<u>PSYC 3130</u>	Introduction to Health Psychology	3
<u>PSYC 3150</u>	Behaviour Modification Applications	3
<u>PSYC 3310</u>	Adolescent Development	3
<u>SOC 1000</u>	Introduction to Sociology	3
<u>SOC 2330</u>	Social Psychology in Sociological Perspective	3
<u>SOC 2390</u>	Social Organization	3
<u>SOC 2460</u>	The Family	3
<u>SOC 2490</u>	Sociology of Health and Illness	3
<u>SOC 2620</u>	The Sociology of Aging	3
<u>SOC 3540</u>	The Sociology of Health Care Systems	3
<u>SOC 3660</u>	Sociology of Mental Disorder	3
<u>SOC 3770</u>	Women, Health and Medicine	3

FACULTY OF KINESIOLOGY AND RECREATION MANAGEMENT

Course	Title	Hours
<u>KIN 2610</u>	Health and Physical Aspects of Aging	3
<u>KPER 1200</u>	Physical Activity, Health and Wellness	3
<u>REC 2650</u>	The Social Aspects of Aging	3

RADY FACULTY OF HEALTH SCIENCES

Course	Title	Hours
<u>HEAL 1600</u>	Health and Health Professions	3
<u>HEAL 4640</u>	Mechanisms of Disease 3	6
<u>HEAL 4650</u>	Selected Topics in Interdisciplinary Health	3

COLLEGE OF NURSING

Course	Title	Hours
<u>NURS 2610</u>	Health and Physical Aspects of Aging	3
<u>NURS 3330</u>	Women and Health	3
<u>NURS 3400</u>	Men's Health: Concerns, Issues and Myths	3
<u>NURS 4520</u>	Professional Foundations 5: Interprofessional and Collaborative Practice	3

MAX RADY COLLEGE OF MEDICINE

Course	Title	Hours
<u>FMLY 1000</u>	Families in Contemporary Canadian Society	3
<u>FMLY 1010</u>	Human Development in the Family	3
<u>FMLY 1012</u>	Introduction to Social Development	3
<u>FMLY 1420</u>	Family Management Principles	3
<u>FMLY 2012</u>	Development, Conflict, and Displacement	3
<u>FMLY 2400</u>	Family Financial Health	3
<u>FMLY 2500</u>	Diversity and Families	3
<u>FMLY 2600</u>	Foundations of Childhood Developmental Health	3
<u>FMLY 2650</u>	The Social Aspects of Aging	3
<u>FMLY 2800</u>	Family Violence	3
<u>FMLY 3012</u>	Theories of Social Development	3
<u>FMLY 3220</u>	Death and the Family	3
<u>FMLY 3240</u>	Families in Later Years	3
<u>FMLY 3330</u>	Parenting and Developmental Health	3
<u>FMLY 3400</u>	Families as Consumers	3
<u>FMLY 3470</u>	Selected Studies in the Family I	3
<u>FMLY 3600</u>	Adolescents in Families and Society	3
<u>FMLY 3780</u>	Introduction to the Development of Programs for Children and Families	3
<u>FMLY 3790</u>	Introduction to the Evaluation of Programs for Children and Families	3
<u>FMLY 3800</u>	Conflict Resolution in the Family	3
<u>FMLY 3802</u>	Intimate Partner Violence	3
<u>FMLY 3806</u>	Children, Violence and Rights	3
<u>FMLY 4012</u>	Social Development Policies	3
<u>FMLY 4220</u>	Aging and Risk in a Global Context	3
<u>FMLY 4300</u>	Field Experience	6
<u>FMLY 4330</u>	Management of Family Stress	3
<u>FMLY 4400</u>	Family Economics: Poverty and Wealth	3
<u>FMLY 4470</u>	Selected Studies in the Family II	3
<u>FMLY 4480</u>	Work and Family Issues	3
<u>FMLY 4602</u>	Family Relationships, Health and Well-being	3
<u>FMLY 4604</u>	Children in Adversity	3
<u>FMLY 4606</u>	A Social Justice Perspective on Indigenous Maternal and Child Health	3
<u>FMLY 4802</u>	Family Violence Prevention	3

FACULTY OF SOCIAL WORK

Course	Title	Hours
<u>SWRK 1310</u>	Introduction to Social Welfare Policy Analysis	3
<u>SWRK 2650</u>	The Social Aspects of Aging	3

Appendix C – Faculty and Departmental Letters of Support
Letter of Support from BHSc student representative



**University
of Manitoba**

All Faculties and Departments that contribute to the curriculum (required and elective courses) for the BHSc were consulted, including:

- Faculty of Agricultural and Food Sciences
 - Food & Human Nutritional Science
- Faculty of Arts
 - Economics
 - Indigenous Studies
 - Philosophy
 - Psychology
 - Sociology and Criminology
- Clayton H. Riddell Faculty of Environment Earth and Resources
 - Environment and Geography
- Rady Faculty of Health Sciences, College of Medicine
 - Biochemistry and Medical Genetics
 - Community Health Sciences
 - Human Anatomy & Cell Science
 - Immunology
 - Medical Microbiology and Infectious Diseases
 - Pharmacology
 - Physiology & Pathophysiology
- Faculty of Kinesiology and Recreation Management
- College of Nursing
- Faculty of Science
 - Biology
 - Chemistry
 - Mathematics
 - Microbiology
 - Physics and Astronomy
 - Statistics
- Faculty of Social Work

The following units were also consulted:

- Community Health Students' Association
- Office of the Registrar and Enrolment Services
- University of Manitoba Libraries



**University
of Manitoba**

Office of the Registrar and
Enrolment Services

400 University Centre
Winnipeg, Manitoba
Canada R3T 2N2
T: 204-474-8820
F: 204-474-7554

TO: Mark Nachtigal, Director, Interdisciplinary Health Program

FROM: Jeff Adams, University Registrar & Executive Director, Enrolment Services

DATE: October 26, 2022

SUBJECT: Letter of support for admissions target increase

I am in full support of the Rady Faculty of Health Sciences' proposed admission target increase for the Bachelor of Health Sciences degree program from 40 seats to 100 seats effective for the fall 2023 intake. Significant demand for the program exists; increasing the number of students admitted to the program will help us attract more very qualified students to the University of Manitoba.

The increase in available seats could result in an increased number of applicants and I can confirm that this increase in workload can be accommodated by the Admissions Office. I can also confirm that the Registrar's Office can accommodate the additional students from a scheduling (timetabling, classroom, and exam) perspective. I should highlight that the addition of sections could result in the need to schedule classes throughout the day; however, this does not impact our ability to handle the additional work.

Cc: Laurie Schnarr, Vice-Provost (Students)
Erin Stone, Deputy Registrar and Director, Admissions

University of Manitoba Libraries

Statement for Program Modification



Faculty Rady Faculty of Health Sciences
Program Interdisciplinary Health Program (IHP)

The Libraries' collection can support this program with additional resources described below.

Many of the Libraries' electronic resources, including ebooks and ejournals, allow unlimited access and will therefore be able to accommodate increased enrollment. However, the Libraries' print collections and certain other electronic resources can only be made available to a small number of users at a time and may strain the Libraries' ability to provide these resources to larger numbers of students. It is therefore recommended that faculty consult with the librarians at the Neil John Maclean Health Sciences Library to determine the access available to resources before assigning them to a class.

It is expected that the proposed change of adding 60 new seats will affect the Libraries' ability to continue to provide services and support such as research and teaching support and reference assistance. The increase in support required to meet the needs of the proposed increase and intake model will exceed the capacity of the current librarian cohort, and the Libraries will require additional budget funds to ensure that the program is fully supported by a librarian. The annual cost of a librarian is currently \$115,318 (Assistant rank) and \$132,021 (Associate rank). Furthermore, it is recommended that faculty keep the Max Rady College of Medicine librarian informed of any new areas of research and any assignments that would require library resources so that the librarian can determine if adequate resources exist or can acquire new resources, create new subject guides, and add any other supports in advance.

It is not expected that this change will affect the technical infrastructure, which allows the discovery and delivery of the Libraries' resources and services.

Sherri Vokey
Associate University Librarian
Academic Engagement

A handwritten signature in black ink, appearing to read 'L. Moor'.

Les Moor
Associate University Librarian, Collections

A handwritten signature in blue ink, appearing to read 'L. Hanson O'Hara'.

Lisa Hanson O'Hara
Vice Provost (Libraries) & University Librarian

October 6, 2022

Date



February 8, 2023

Dr. Mark Nachtigal
Director, Interdisciplinary Health program
Rady Faculty of Health Sciences

Re: Support for application to increase admissions for the Bachelor of Health Sciences

Dear Dr. Nachtigal,

Meeting the needs of our Province for health education are a primary goal of the Max Rady College of Medicine. As such, I fully endorse the plan to increase admissions for the Bachelor of Health Sciences (BHSc) as this will be an important academic stream for students entering professional health programs, graduate studies, or the workforce. To meet the needs of your expanded program, required courses delivered by several departments in the College of Medicine will need to add additional course sections, which require additional faculty resources. These departments unanimously support increasing admissions and have identified teaching resources required to successfully offer these courses. Collectively, we will continue to deliver the BHSc to meet the demand on health service, delivery, and research for the province of Manitoba.

Yours sincerely,

Peter Nickerson, MD, FRCPC, FCAHS
Vice-Provost (Health Sciences) and Distinguished Professor
Dean, Rady Faculty of Health Sciences
Dean, Max Rady College of Medicine
University of Manitoba



February 22, 2023

Dr. Peter Nickerson, Vice-Provost (Health Sciences) and Dean
Max Rady College of Medicine
Rady Faculty of Health Sciences
University of Manitoba

Dear Dr. Nickerson,

The Faculty of Science supports an expansion of the current Bachelor of Health Sciences degree program from 40 to 100 students annually contingent on provision of additional human resources to the Faculty of Science as described below.

The Faculty of Science delivers several required courses as part of the Bachelor of Health Sciences degree. The courses are **BIOL 1410** (Anatomy of the Human Body), **CHEM 1100** (Introductory Chemistry 1: Atomic and Molecular Structure and Energetics), **CHEM 1110** (Introductory Chemistry 2: Interaction, Reactivity, and Chemical Properties), **CHEM 1120** (Introduction to Chemistry Techniques), **STAT 1000** (Basic Statistical Analysis), **CHEM 2730** (Elements of Biochemistry), **CHEM 2740** (Introduction to the Biochemistry Laboratory). In addition to these required courses, the Faculty of Science also offers several courses as elective options for students enrolled in the Bachelor of Health Sciences degree program.

To accommodate the Bachelor of Health Sciences (BHSc) program expansion, the Faculty of Science will require one new full-time Instructor I in the Department of Chemistry to participate in teaching additional BHSc students in **CHEM 1100, 1110, 1120, 2730, and 2740**, as well as 0.1 FTE Administrative Assistant 3 and 0.1 FTE Lab Steward support. Given the intensive nature of these chemistry courses, 300 hours of Teaching Assistance (TAs) and 240 hours of Grader Marker time are also required annually. The Department of Biological Sciences will require one new full-time Assistant Professor to enable the department to devote additional instruction time to **BIOL 1410**. **BIOL 1410** is a very high demand course (alongside BIOL 1412 Physiology of the Human Body) that services several health-related programs at the University of Manitoba, including the Bachelor of Health Sciences (BHSc) program, Human Nutritional Sciences, Nursing, Occupational Therapy, Physiotherapy, Medicine and Dentistry. Currently, Biological Sciences anatomy and physiology Instructors must also teach several upper-level courses outside of anatomy and physiology, often in areas where a research faculty member would be better suited as the primary instructor. The new Assistant Professor will contribute their expertise to these upper-year courses that are currently taught by anatomy and physiology Instructors. This will provide the time necessary for our anatomy and physiology Instructors to focus additional effort on meeting the increased demand for **BIOL 1410**.

Sincerely,

Dr. Brian Mark
Dean, Faculty of Science
Professor, Department of Microbiology &
Department of Biochemistry and Medical Genetics



DATE: January 19, 2023

TO: Mark Nachtigal, Director, Interdisciplinary Health Program

FROM: Randy Jamieson, Associate Dean (Special Projects), Faculty of Arts

SUBJECT: Bachelor of Health Sciences – Proposed Enrolment Expansion

The Faculty of Arts Dean's Office *conditionally supports* the expansion of the annual admissions target for the Interdisciplinary Health Program's Bachelor of Health Sciences from 40 new students per year to 100 new students per year.

When considering this and similar previous requests in isolation, our programs have tended to agree to support the addition of students to non-Arts degree programs, in a desire to support both students and the needs of other programs. The compounding effect on our programs to date, however, has resulted in significant pressure on our units to schedule and staff their courses, leading affected units to request new positions or to add extra sections for relevant courses. The addition of demands on our courses has also prompted affected units to make requests to reduce caps on class sizes or to adjust caps on enrolments for non-Arts students.

Faced with these cumulative pressures, Arts cannot continue to add students without sufficient long-term staffing to meet the additional demands on our courses. For this reason, our support for this program change is conditional on receiving continuing funding for a 1.0 FTE UMFA instructor position. Such additional instructional capacity will be necessary for us to properly accommodate the present request from the Interdisciplinary Health Program and similar requests from other units external to Arts.

May 11, 2022

RE: Letter of Support

This letter is on behalf of the Faculty of Agricultural and Food Sciences in support of the changes proposed to the Interdisciplinary Health program (IHP). The General Agriculture Department will be able to offer AGRI 2180 Introductory Toxicology (an elective course in the Interdisciplinary Health program) in the regular session on an ongoing basis, starting with Fall 2022, to accommodate the proposed increased enrolment in the Interdisciplinary Health program.

We have confirmed that the anticipated demand for the course will allow us to adequately resource and staff the course.

Sincerely,



Jitendra Paliwal, Ph.D., P. Eng., FEC
Associate Dean (Graduate Programs) and Associate Dean (Academic)
Faculty of Agricultural & Food Sciences
Professor (Biosystems Engineering), Price Faculty of Engineering
248B Agriculture Building
University of Manitoba



UM | Faculty of Agricultural
and Food Sciences

Office of the Dean
256 Agriculture Building
Winnipeg, Manitoba
Canada R3T 2N2
T: 204 474 6026
F: 204 474 7525

June 2, 2022

Dr. Mark Nachtigal, Director
Interdisciplinary Health Program
202 Human Ecology Building
35 Chancellor Circle
University of Manitoba

RE: Letter of Support

This letter is being sent on behalf of the Faculty of Agricultural and Food Sciences in support of the expansion of the IHP Health Sciences degree program. The Department of Food and Human Nutritional Sciences will be able to accommodate the additional enrolment in HNSC 1210: *Nutrition for Healthy and Changing Lifestyles* and HNSC 2000: *Research Methods and Presentation*. To accommodate the increase in enrolment in HNSC 2000, the Department of Food and Human Nutritional Sciences will offer a second section. The current structure, with multiple sections of HNSC 1210, will allow us to easily accommodate an increase in enrolment. Additionally, spaces for IHP students in specific sections of HNSC 1210 can be reserved.

The Department of Food and Human Nutritional Sciences will also be able to accommodate the anticipated small increase in the elective courses FOOD 4150: *Food Microbiology 1* and HNSC 2130: *Nutrition Through the Life Cycle*.

Sincerely,

Jitendra Paliwal, Ph.D., P.Eng., FEC
Associate Dean (Graduate Programs) and Associate Dean (Academic)
Faculty of Agricultural and Food Sciences
Professor (Biosystems Engineering), Price Faculty of Engineering

Cc: Karen Borbridge, Academic Advisor/Program Coordinator, Interdisciplinary Health Program
Dr. Cristina Rosell, Head, Department of Food and Human Nutritional Sciences



Economics
501 Fletcher Argue Bldg
University of Manitoba
Winnipeg, Manitoba
Canada

Dr. Mark Nachtigal
Director, Interdisciplinary Health Program

Letter of Support for the IHP Health Sciences degree program

Dear Dr. Nachtigal,

Economics has no concerns about the requested expansion of The Rady Faculty of Health Sciences (RFHS), Interdisciplinary Health program (IHP) by 60 new students.

The only impact on the Economics program would be through the electives listed below:

ECON 1010 Introduction to Microeconomic Principles
ECON 1210 Introduction to Canadian Economic Issues and Policies
ECON 3690 Economic Issues of Health Policy
ECON 3692 Economic Determinants of Health

It is uncertain how much an increase in the IHP program will increase demand for these courses, but it is most likely not going to be particularly significant. The first year courses have room for increased enrolment. The third year courses currently have substantial waitlists every term.

Best of luck with your request for program expansion.

Sincerely,

Ian Hudson Digitally signed by Ian Hudson
Date: 2022.05.12 10:22:12 -05'00'

Dr. Ian Hudson
Head
Department of Economics
University of Manitoba



**University
of Manitoba**

Department of Indigenous Studies

215 Isbister Building
Winnipeg, Manitoba
Canada R3T 2N2
Telephone (204) 474-9266
Fax (204) 474-7657

June 2, 2022

To: Dr. Mark Nachtigal and Rady Faculty of Health Sciences,

As Acting Head of the Department of Indigenous Studies, I confirm that the Department of Indigenous Studies can accommodate increased enrolment to the Indigenous Studies courses INDG 1220, INDG 1240, INDG 3100, INDG 3240 and INDG 3330, that would come from the proposed expansion to the IHP program.

Thank you,

Niigaanwewidam James Sinclair

Professor & Acting Head, Dept. of Indigenous Studies
Faculty of Arts Professorship in Indigenous Knowledge and Aesthetics
204 Isbister Building
The University of Manitoba, Wpg, MB, R3T 2N2
niigaan.sinclair@umanitoba.ca
office: (204) 474-7026
fax: (204) 474-7657



THE UNIVERSITY OF MANITOBA

DEPARTMENT OF PHILOSOPHY

Winnipeg, Manitoba
Canada R3T 2M8

Tel: (204) 474-6878

DATE: June 6, 2022

TO: Dr. Mark Nachtigal, Director, Interdisciplinary Health Program
Karen Borbridge, Program Coordinator

FROM: Rhonda Martens, Head, Department of Philosophy

SUBJECT: Support for expanding enrolment in the Bachelor of Health Sciences

Dear Dr. Mark Nachtigal and Karen Borbridge,

I am writing to express the Department of Philosophy's support for the expansion of the Rady Faculty of Health Sciences BHSc from 40 new students per year to 100 new students per year. This will increase enrolment in Philosophy's PHIL 2740 *Ethics and Biomedicine* by up to 60 students per year and would require opening another section of this course. We have excellent instructors available who are qualified to teach PHIL 2740 *Ethics and Biomedicine* and would be willing to open another section as needed (subject to approval from the Faculty of Arts).

Sincerely,

Rhonda Martens

Rhonda Martens, Head, Department of Philosophy



University
of Manitoba

Department of Psychology

Department of Psychology
190 Dysart Road
Winnipeg, Manitoba
Canada R3T 2N2
T: 204-474-9338
F: 204-474-7599
psych-info@lists.umanitoba.ca

May 11, 2022

To: Dr. Mark Nachtigal – Director, Interdisciplinary Health Program

The Psychology Department received a request to support the increased enrolment in the Bachelor of Health Sciences. Specifically, we were asked to assess the impact of this increased enrolment in the HBSc degree for the enrolment in PSYC 1200 (Introduction to Psychology) and PSYC 2250 (Introduction to Psychological Research). We will be able to accommodate the increased enrolment in the PSYC 1200 course. However, as indicated in our 2020 letter of support for allowing PSYC 2250 to be a pre-requisite course for FMLY 3780 and FMLY 3790, we have concerns that an increase in demand for PSYC 2250 will pose a risk for some Psychology students who require the course for their general, advanced, co-op, or honours degree programs. Therefore, our support is provisional on our ability to maintain the enrolment of IHP students at the level we are already accommodating (i.e., 5 students/year).

Sincerely,

A handwritten signature in black ink that reads "L. Leboe-McGowan".

Dr. Launa Leboe-McGowan
Acting Associate Head (Undergraduate)
Department of Psychology
University of Manitoba

May 5, 2022

To whom it may concern;

We have reviewed the details of the proposed expansion of enrolment in the Bachelor of Health Sciences (BHSc) program from 40 new students per year to 100 new students per year, and the Department of Sociology and Criminology has no objection to this request. The disciplines of Sociology and Criminology both emphasize the importance of recognizing, interrogating, and understanding the interrelationship of societies and social institutions with the health of their populations. From our perspective, courses in sociology will be a valuable complement to the education of Health Sciences students.

The Department of Sociology and Criminology does not foresee any serious issues resulting from the proposed expansion. We offer more than 1700 spaces in SOC 1000 each regular session (with 100-200 more in summer session and by Distance Education), so the additional students from your program should be accommodated fairly easily. The only caution I would offer is that our SOC 1000 courses do tend to fill to capacity quite regularly, and I also note that the upper-level courses listed in your expansion proposal are not necessarily offered every year.

Sincerely;

A handwritten signature in blue ink, appearing to read 'Frank Cormier', with a long horizontal flourish extending to the right.

Frank Cormier
Department Head
(204) 474-6445
Frank.Cormier@umanitoba.ca



**University
of Manitoba**

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

**Department of
Environment & Geography**
220 Sinnott Building
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Canada R3T 2M6
T (204) 474-9667
F (204) 261-0038
E envgeo@umanitoba.ca

June 20th, 2022

To Mark Nachtigal, Director of the Interdisciplinary Health Program

We have reviewed your request for consultation, and the Department of Environment and Geography is in support of the proposed expansion of enrolment in the Bachelor of Health Sciences (BHSc) program. We do not foresee any issues for our department resulting from the expansion.

All the best,

Mark Hanson, Ph.D.
Professor
Department Head, Environment and Geography
mark.hanson@umanitoba.ca

June 3, 2022

Dr. Mark Nachtigal, Director
Interdisciplinary Health Program

Dear Dr. Nachtigal:

Thank you for your letter dated May 5, 2022, requesting support for an increased enrollment for the IHP program in the BHSc degree program. I have consulted with our Undergraduate Program Advisor, Karin Nowak-Bailey, and we have concluded this will not have any negative effects on the courses that students in the BHSc degree program may take as electives in the Faculty of Kinesiology and Recreation Management. We support your request for an increased enrollment for the BHSc degree program in the Rady Faculty of Health Sciences. We thank you for your request and consideration.

Sincerely,

A handwritten signature in black ink, appearing to read 'S. Cornish', with a horizontal line extending to the right.

Stephen M. Cornish
Associate Dean (Undergraduate Education)
Faculty of Kinesiology and Recreation Management



University
of Manitoba

Faculty of Social Work

522 Tier Building
Winnipeg, Manitoba
Canada R3T 2N2
T: 204 474 9869
F: 204 474 7594
Maria.Cheung@umanitoba.ca

Dear Dr. Mark Nachtigal, Director, Interdisciplinary Health Program

I write to support the increased enrolment of approximately 60 students into the BHSc degree program. The impact enrolment in the following Social Work courses as electives should be minimal. Historically, there were not many BHSc. students took the social work courses as electives. Also, the following affected courses have higher enrollment capacity that can absorb some non-social work students:

- SWRK 1200 Introduction to Canadian Social Welfare (being added Fall 2023)
- SWRK 1310 Introduction to Social Welfare Policy Analysis (being deleted starting Fall 2024)
- SWRK 2040 Social Welfare Policy: Analysis and Advocacy (being added Fall 2024)

For the SWRK 2650 The Social Aspects of Aging which is also chosen as an elective, it is an Option in Aging course jointly offered by a few academic units of the university. Social Work has not offered this course in the last two years.

Sincerely,

Maria Cheung, PhD, Professor
Associate Dean (Undergraduate)

cc: Karen Borbridge, Program Coordinator, Interdisciplinary Health Program



March 28, 2023

Dr. Mark Nachtigal
Director, Interdisciplinary Health Program

Re: Request to support the IHP's application to increase enrolment in the Bachelor of Health Sciences

Dear Mark,

Our Department supports IHP's plan to increase enrolment for the Bachelor of Health Sciences. We understand that 1) there will be an increase in the enrolment in our existing courses in the program, and 2) an additional section(s) of Medical Cell Biology BGEN 2000, Genetics in Biomedicine BGEN 3010, Mechanisms of Disease 1 HEAL 3610 and Mechanisms of Disease 2 HEAL 4630 will be required. I have outlined below the existing resources, together with new resources, needed to accommodate this increase, which **includes 0.4 FTE Instructor and 0.2 FTE office staff**. The basis of this request is outlined below.

BGEN 2000 is currently offered by Drs. Geoff Hicks and Jeff Wigle. They are willing to increase the size limit on their section from 40 to 100 students. The main change in workload is estimated to be 3 additional hours for each of these faculty members to respond to student inquiries. This time will come from the decrease in teaching load that these faculty members have experienced because of a change in our graduate student course requirements that have resulted in their graduate Developmental Biology course no longer being offered. However, not all students will be able to take this course at the time it is offered. Therefore, a second section would be offered as a distance course over the summer. New resources required include a **0.2 FTE of an Instructor II** to deliver the distance section of this course. We will also require grader/marker time to assist Drs. Hicks/Wigle in the marking of the mid-term and final exams for the 60 additional students (60 x 1 hr x \$16.00/hr=\$960.00).

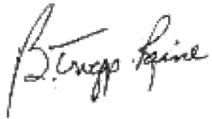
BGEN3010 is currently coordinated by Dr. David Merz and the content is delivered by 8 faculty (Drs. David Merz, Jeffrey Wigle, Robert Beattie, Galen Wright, Britt Drögemöller, Mojgan Rastegar, Brad Doble, and Ms. Lexi Ciapala). Dr. Merz has agreed that we can increase the class size from 40 to 100 students as long as adequate grader/marker time is available as this course has 5 assignments, 2 mid-terms and a final exam. The workload of all of these faculty members will increase by approximately 2 hours as a result of increased exam marking time and questions from the students. This time will come from the research allocation of these faculty members. For the 60 additional students, we are requesting 2 hr/student of grader/marker time (60 x 3.0 hr x \$16.00/hr= \$2880). Also, a second section will be offered as a distance course over the summer and will require **0.2 FTE of an Instructor II** for delivery. In addition, our department recognizes that the increased enrolment could impact elective courses BGEN 3022 Introduction to Human Genetics A and BGEN 3024 Introduction to Human Genetics B that can be taken instead of BGEN 3010. We will be able to accommodate increased enrolment in these two courses as they will be offset by decreased enrollment in BGEN 3010.

HEAL3610 is a team taught course in which one of our faculty members, Dr. Kirk McManus, participates. Dr. McManus can accommodate an enrollment increase to 100 but for a second section an additional instructor will be required (see IHP request). HEAL4630 is a team taught course in which one of our faculty members, Dr. Tamra Werbowetski-Ogilvie, participates. Dr. Ogilvie can accommodate an enrollment increase to 100 but for a second section an additional instructor will be required (see IHP request). The additional time that Drs. McManus and Ogilvie spend answering questions and marking due (estimated 3 hours) to the increased enrollment will come from their research time.

As our role in undergraduate teaching has increased the office support has been stretched to the limit. Course sectioning forms, inquiries, changes in grade, extensions, new appointments, and coordination of uploading of lecture materials have greatly increased as our student enrolment has increased. We are requesting **0.2 FTE office staff** to support this increase.

Please do not hesitate to contact me if additional information is required.

Sincerely

A handwritten signature in cursive script, appearing to read "Barbara Triggs-Raine".

Barbara Triggs-Raine
Professor and Head

April 11, 2023

Dr. Mark Nachtigal
Professor and Director, Interdisciplinary Health Program (IHP)
Rady Faculty of Health Sciences

Dear Mark:

RE: Expansion of enrolment for the Bachelor of Health Sciences degree, Interdisciplinary Health Program

Thank you for your email of March 28, 2023 requesting a new letter of support for the proposed enrolment expansion of the Bachelor of Health Sciences (BHSc) degree within the Interdisciplinary Health Program (IHP), RFHS. The Department of Community Health Sciences (CHS) remains supportive of the proposed enrolment expansion. We currently provide teaching resources for four required courses in the BHSc curriculum: HEAL 3000, FMLY 3750, and FMLY 3780 or FMLY 3790. In addition, Dr. Audrey Swift, Senior Instructor, CHS teaches HEAL 2600, HEAL 3600, HEAL 4600. (The HEAL 2600,3600 or 4600 courses are not factored into my request below, even though they are taught by a full-time CHS UMFA faculty member).

In order to meet the demands of increased admissions to the BHSc, CHS will require a 1.0 Probationary Tenure-track position. As enrolment expands, we will need to add at least one additional course section per year. The maximum enrolment that we take in each 3000 and 4000 level class is about 40 students. In addition to serving the BHSc degree, these four courses are required courses in the Bachelor of Health Studies program, and receive enrolment from undergraduate students across the University of Manitoba.

I am asking for 1.0 probationary tenure-track position to support the expanded BHSc degree program, rather than an Instructor, because of the benefits brought by teaching faculty who have active research programs. The external reviewers of the IHP program identified the need for the IHP curriculum to include research expertise. Specifically, "As Manitoba's only research intensive university, one would expect professors introduce their research expertise, at least in part, to the content and delivery of the undergraduate courses" (p. 8) (Undergraduate Academic Program Review, Interdisciplinary Health Program, RFHS, UM. External Review Report – May 2018).

Please let me know if you require additional information.

Best regards,

Sharon Bruce

Sharon Bruce, PhD
Professor and Department Head
Community Health Sciences
Sharon.Bruce@umanitoba.ca



**University
of Manitoba**

Rady Faculty of Health Sciences
Max Rady College of Medicine
Dept. of Human Anatomy & Cell Science

Dr. Sabine Hombach-Klonisch
Professor & Head
Dept. of Human Anatomy & Cell
Science
130-745 Bannatyne Avenue
Winnipeg, Manitoba
Canada R3E 0J9
Fax: (204) 789-3920
Tel: (204) 789-3982

Winnipeg, March 28, 2023

To: Dr. Mark Nachtigal
Director, Interdisciplinary Health Program

Re: Request to support the IHP's application to increase enrolment in the Bachelor of Health Sciences

Dear Dr. Nachtigal,

The Department of Human Anatomy and Cell Science is fully committed to support the increased enrolment for the Bachelor of Health Sciences and the need to have an additional section of ANAT 4010 - Human Embryology - to which our department provides faculty teaching resources. Dr. Alexa Hryniuk is the course director for this new course and her teaching in the IHP program is a part of her expected teaching assignment. The prospective IHP expansion however requires additional teaching hours for ANAT 4010 as this course will need to be offered more than once. With other program expansions already in place for the fall 2023 the Department of Human Anatomy and Cell Science will not be able to entirely absorb these hours through involvement of other faculty members in the ANAT 4010 course. It also needs to be considered that the necessary commute to and from the Fort Garry Campuses for the in-person delivery of this course prevent Dr. Hryniuk from delivering other assigned teaching that would be scheduled on the Bannatyne campus closely before or after the ANAT 4010 course. Therefore, Dr. Hryniuk's increased teaching commitment towards the BHSc program expansion are affecting her teaching contribution to other programs at the RFHS. The Department of Human Anatomy and Cell Science will require a **0.25 FTE tenure-track faculty position at the level of Assistant Professor** to accommodate the BHSc program expansion in the context of other teaching responsibilities at the Rady Faculty of Health Sciences.

In addition, we essentially require teaching assistants with subject expertise to facilitate small group case studies, tutorial assignments and marking short and long answer mid-term and final exams.

Teaching assistants would have the following teaching responsibility:

- 10 one hour tutorials as facilitators for small group case studies (10 hours per TA; 30 hours total)
- marking of 10 assignments that correspond to those tutorials. Assignments are completed in tutorial groups and there would be roughly 18 groups in the class. Each assignment would take approximately 20 minutes to grade (60 hours total for marking assignments)
- 18 student presentations as a marker. Students will be presenting a congenital condition in groups during class time at the end of the semester (4 hours per TA; 12 hours total)

- marking short and long answer mid-term and final exams. Total time per exam 50 hours (100 hours total for both exams to be spread between 3 teaching assistants)

To accommodate the IHP program expansion the department will also need additional admin resources at the level of **0.2 FTE administrative assistant** to provide the following support:

- Knowledge of Banner, UM Learn, Excel, and Aurora.
- Working with the IHP staff to schedule courses.
- Setting up the SRI (Student rating of Instruction) for the department's courses on UM Learn and ensuring that it is completed. They will also provide support if instructors encounter difficulties with UM Learn.
- Overseeing Change of Grade form completion.
- Coordinating with the Registrar's Office to schedule final exams, submit exam data, complete the paperwork for deferrals, and set up the date and time for deferred exams. They should be familiar with the Final grades and Final exam policy in order to provide support to instructors.
- Updating the course outlines and ROASS in consultation with the course directors.

In conclusion, the department requires a **0.25 FTE tenure-track faculty position at the level of Assistant Professor** to offer additional sections of the ANAT 4010 course. The department also requires a **0.2 FTE administrative support** and **3 teaching assistants** covering a total of 202 hours.

Sincerely,

S. Hombach-Klonisch

Dr. Sabine Hombach-Klonisch
Professor & Head
Dept. of Human Anatomy and Cell Science
Max Rady College of Medicine, Rady Faculty of Health Sciences
e-mail: Sabine.Hombach-Klonisch@umanitoba.ca



University of Manitoba | Rady Faculty of Health Sciences

Department of Immunology
Max Rady College of Medicine
471 Apotex Centre
750 McDermot Avenue
Winnipeg, MB R3R-0T5
T: 204-789-3509

March 30, 2023

To: Dr. Mark Nachtigal, Director, Interdisciplinary Health Program

Re: Request to support the IHP's application to increase enrolment in the Bachelor of Health Sciences

Dear Dr. Nachtigal,

As requested, I'm writing to confirm our Department's support for the plan to increase student enrolment in the Bachelor of Health Science program. Specifically, we can commit the resources needed to provide an additional section of IMM2000, which our department leads, and HEAL3610/HEAL4630 to which our Department provides teaching resources. I have consulted with our Faculty members involved in teaching/coordinating these courses and determined that the new resources required to accommodate these increases are a **0.3 FTE faculty (Assistant Prof)** and **60 hours of grader-marker time**. An estimated breakdown of new resources needed is provided below.

Our IMM2000 course is coordinated by Dr. Jean-Eric Ghia and co-taught by Drs. Ghia, Uzonna, Murooka, Kung, Santer, Soussi-Gounni and myself. Increased enrollment will require both additional hours for responding to student enquiries and substantial time commitment to run a second course section in a distance education format. Drs Ghia and Uzonna also contribute to teaching and lab sessions in co-taught HEAL3610 and HEAL4630 courses which will see increased enrollment and an additional course section. Dr. Ghia is willing to continue in an expanded undergraduate teaching role, with the time being taken from his roles in delivery of the existing Immunology MSc and PhD programs and from his research program. Dr Uzonna and myself hold administrative commitments and are unable to take on expanded undergraduate teaching roles. More junior faculty members Drs Murooka and Santer are extremely busy building world-class research programs at the University while delivering the existing Immunology MSc and PhD programs, and cannot take on expanded undergraduate teaching. The key required resource to deliver our expanded contribution to the IHP program is a **0.3 FTE faculty position**. A further budget for **60 hours of grader-marker time** will allow us to increase the use of written evaluation rather than less-ideal multiple-choice methods.

In summary, we are pleased to support these program expansions and new educational options for students in Manitoba.

Best regards,

Aaron Marshall
Professor and Head

March 30, 2023

Mark Nachtigal,
Director, Interdisciplinary Health Program
Associate Professor, Biochemistry and Human Genetics
Room 301 – Basic Medical Sciences Building
745 McDermot Avenue
University of Manitoba
Winnipeg, Manitoba R3E 0J9

Dear Dr. Nachtigal:

On behalf of the Department of Medical Microbiology and Infectious Diseases (MMID), it is my pleasure to provide this letter in strong support of the Interdisciplinary Health Program (IHP) plan to increase the enrolment for the Bachelor of Health Sciences (BHSc) program. MMID currently provides faculty teaching resources for several of the HEAL courses including:

- HEAL 1502 – Foundations of Human Biology 2 – 6 contact hours
- HEAL 3610 – Mechanisms of Disease 1 – 6 contact hours
- HEAL 4630 – Mechanisms of Disease 2 – 6 contact hours
- HEAL 4640 – Mechanisms of Diseases 3 - 12 contact hours

MMID council met on May 18th, 2022 and discussed the implications of the increased enrolment of the BHSc program and supported the expansion. The doubling of teaching time in required courses (HEAL 1502, HEAL 3610 and HEAL 4630) for the BHSc program expansion will require the addition of 0.2 FTE professor to MMID.

The BHSc program is a very important program to bring high quality students into the health sciences sector. Expansion of enrolment is desperately needed to meet student demand and MMID is supportive of the proposed increased enrolment and will do our part to provide the needed lectures.

Best regards,



Keith Fowke, PhD
Professor and Head, Dept of Medical Microbiology and Infectious Diseases

Dr. Mark Nachtigal
Director, Interdisciplinary Health Program
Rady Faculty of Health Sciences
202 Human Ecology Building
University of Manitoba

April 1, 2023

Dear Dr. Nachtigal (Mark),

I have reviewed the plan for expanded enrollment in the Interdisciplinary Health Program (IHP), Bachelor of Health Sciences. The expansion will require one additional section of each of PHAC 3000 (3), PHAC 4030 (3) and PHAC 4040 (3) per academic year. The Department of Pharmacology and Therapeutics (DPT) is required to provide all teaching resources for these additional 9 credit hours. DPT also contributes 0.6 credit hours of instruction to HEAL 3610 (3). A second HEAL 3610 section will also be added. Therefore, DPT will teach an additional 10.2 credit hours per year to meet the requirements of the proposed expansion.

To meet this need, DPT requires an additional **0.7 FTE** at the rank of **Instructor II**. Our department is prepared to recruit, supervise and mentor this individual in partnership with the Department of Immunology, which requires an additional 0.3 FTE Instructor II for their role in the expanded IHP.

With the expansion of 60 new seats in the Bachelor of Health Sciences (total 100 BHSc students per year), the seat capacity for the DPT courses required to complete the BHSc degree will be exceeded. Please note, that PHAC 3000, PHAC 4030, PHAC 4040 and HEAL 3610 were only changed to required courses for the BHSc in 2021, thus the number of students enrolled in recent years primarily come from the Faculty of Science. Thus, to meet the needs of the current BHSc student contingent and the anticipated increase in BHSc students required to take these courses, DPT will be opening a new section for each of PHAC 3000, PHAC 4030, and PHAC 4040. We note that the IHP will be opening an additional section of HEAL 3610 for which a DPT faculty member currently teaches. In order to meet the upcoming and anticipated future demand, we require additional teaching resources that can be met by hiring a 0.7 FTE Instructor.

In addition, evaluation of students in PHAC 3000, PHAC 4030 and PHAC 4040 is achieved largely by written answer testing, three times per term for each section. The projected high volume of written responses will require participation of a **Grader/Marker**. At 1 hour per new student per 3 credit hours and \$16 per hour, the estimated per annum cost of this will be **\$2,880**.

Lastly, DPT will require resources for class scheduling, registration, exam scheduling and other administrative functions related to undergraduate students in the expanded IHP. For this, we will require addition of a **0.2 FTE Office Assistant 5**.

DPT is supportive of the intent to expand the Bachelor of Health Sciences. We look forward to making our contribution to this important interdepartmental vision.

Sincerely,

A handwritten signature in blue ink, appearing to read "C. Anderson", with a long horizontal flourish extending to the right.

Chris M. Anderson, PhD
Professor and Head
Department of Pharmacology and Therapeutics
Rady Faculty of Health Sciences

March 31st, 2023

To: Dr. Mark W. Nachtigal
Director, Interdisciplinary Health Program

Re: Request to support the Interdisciplinary Health Program's application to increase enrolment in the undergraduate Bachelor of Health Sciences degree program

Dear Dr. Nachtigal (Mark),

Thank you for your letter outlining the Interdisciplinary Health Program's plan to apply to increase enrolment for the undergraduate Bachelor of Health Sciences (BHSc) degree program. We understand this will then require additional capacity for PHGY 1030 Fundamentals of Medical Physiology, HEAL 3610 Mechanisms of Disease 1 and HEAL 4630 Mechanisms of Disease 2, to which our Department offers and/or contributes.

As such, the Department of Physiology and Pathophysiology is fully committed to increasing capacity of PHGY 1030 (6 credit hours) sufficient to meet the proposed class size of Bachelor of Health Sciences students. This will be done by 1) ensuring there is suitable enrolment capacity with suitable seats reserved for students in the BHSc program 2) and offering an additional PHGY 1030 section, through distant education, which is proposed following consultation with the Rady Faculty of Health Sciences (RFHS) Education Office. In brief, this distance education section using pre-recorded lectures will be offered concurrently with the on-site offering of PHGY 1030, and will allow scheduling flexibility for BHSc (or other) students. Support for the recording of the lectures and creation of this distance education section is being provided (without fee) from the Office of Educational & Faculty Development (Rady Faculty of Health Sciences). To meet the proposed increase in student enrolment, the course (Course Directors; Drs. Hryshko and West) and section coordinators as well as instructors (total of 12 faculty members from the Department) will: (1) increase their time to answer email inquiries by 1 hour in each week of delivering lectures; (2) make themselves available for a 1 hour interactive session with students at the end of each week following a lecture; and (3) make themselves available for a minimum 1 hour interactive session in advance of a section examination (in which they were an instructor). Note, these interactive sessions may involve more than one instructor if teaching is split between more than one instructor in any given week. Finally, it is anticipated that (4) Course Directors will require an additional 10 hours to deal with an increase in student-related issues such as deferred examinations, inquiries related to illness, coordinating student feedback or other issues arising. Our faculty members and the additional hours required to respond to the increased student inquiries/interaction as a result of the proposed increased enrolment are listed: Dr. Czubryt, 5 hours; Dr. Da Silva, 3 hours; Dr. Dixon, 7 hours; Dr. Eftekharpour, 9 hours; Dr. Fedirchuk, 15 hours; Dr. Halayko,

5 hours; Dr. Hryshko, 8 hours plus 5 hours as a Coordinator; Dr. Mizuno, 5 hours; Dr. Pascoe, 5 hours; Dr. Thompson, 7 hours; Dr. West, 3 hours plus 5 hours as a Coordinator; Dr. Xie, 3 hours and guest presentations by faculty, 7 hours). The additional hours required will be met by our faculty by reducing the equivalent time available for research in favour of time for teaching where this exceeds the Department-assigned percentage time for teaching. Also, as the distance education section will necessitate availability of on-line examinations, and written answers are an option in examinations for PHGY1030, the proposed increased enrolment would necessitate new funds required for a Grader/Marker to assist in workload of uploading/creation of the on-line examination and grading of written-answer sections. Specifically this corresponds to one Grader/Marker at an hourly rate of \$16/hour times the number of additional students (60) for the 6 credit hour PHGY1030 course, for a total of \$1,920. Please note, the Department will continue to seek advice and assistance from the RFHS Education Office, and they are aware of the additional supports available from the Centre for the Advancement of Teaching and Learning (CATL), and will seek their guidance as needed.

We will also continue to contribute to the delivery of HEAL 3610 (3 credit hours) and HEAL 4630 (3 credit hours). An additional section will be added to accommodate the proposed increased enrolment, requiring additional teaching hours including any interactive sessions or time made available to respond to student inquiries (in parentheses) for each faculty member delivering the course. Specifically, for HEAL 3610 this includes Dr. West (9 hours); includes 2 hours marking examinations. For HEAL 4630 this includes Dr. Doucette (11 hours), Dr. Eftekharpour (15 hours) and Dr. Karimi/Course Coordinator (22 hours); with an additional 6 hours mid-term and final examination preparation and invigilation, and 12 hours marking examinations. Again, it is expected that the additional teaching-related hours will result from reducing the equivalent time for research in favour of time for teaching, similar to PHGY 1030 above. However, we would encourage a request for additional Grader/Marker support to meet the resulting workload with regard to HEAL 3610 and 4630.

Finally, we have been informed that the Rady Faculty of Health Sciences/Max Rady College of Medicine will ensure that our Department is able to provide the needed Faculty resources to deliver the course(s) for the Bachelor of Health Sciences degree curriculum. This includes support (equivalent to 0.2 FTE, minimum OA3 level) for the additional administrative work load associated with the proposed increased enrolment. This is particularly important for the delivery of PHGY 1030, and specifically to provide administrative support to Course Coordinators and multiple faculty members in the coordinated delivery of on-site as well as new remote lectures, as well as timely communication with students.

In closing, we are excited by the planned increase in enrolment to the undergraduate BHSc degree program and our continuing participation.

Sincerely

Peter A. Cattini
Professor & Head, Department of Physiology & Pathophysiology
Henry G. Friesen Chair in Endocrine & Metabolic Disorders

June 2, 2022

To: Dr. Mark Nachtigal, Director, Interdisciplinary Health Program

Thank you for your letter informing the College of Nursing on the planned expansion to student enrolment in the Bachelor of Health Sciences program. You are increasing enrolment from an annual intake of 40 students to 100 students per year.

The Bachelor of Health Sciences program requires 15 credit hours of free electives, which includes the following courses in the College of Nursing as options.

- NURS 2610 Health and Physical Aspects of Aging
- NURS 3330 Women and Health
- NURS 3400 Men's Health: Concerns, Issues and Myths
- NURS 4520 Professional Foundations 5: Interprofessional and Collaborative Practice

NURS 2610 is offered on a rotating basis, and delivery alternates between the various colleges/faculties that participate in the Options in Aging program. NURS 3300, and 3400 are optional courses for nursing and are not offered on a regular basis. When offered, the College of Nursing will be able to support interested students from the BHSc.

NURS 4520 is a required course in the undergraduate nursing curriculum, and we have increased the seats to accommodate students outside of nursing to enroll. We will continue to accommodate any additional students and will monitor space requirements should this course become increasingly subscribed.

The College of Nursing supports the proposed expansion to the Bachelor of Health Sciences program and is confident that we will be able to accommodate students interested in taking electives in the Nursing department.

Sincerely,



Nicole Harder, RN, PhD, CHSE, CCSNE
Associate Professor & Associate Dean, Undergraduate Nursing Programs
College of Nursing, Rady Faculty of Health Sciences



UNIVERSITY
OF MANITOBA

Department of Biological Sciences
Faculty of Science

Biological Sciences Building, University of Manitoba,
50 Sifton Rd, Winnipeg, MB, Canada. R3T 2N2
Tel: (204) 474-9730; Fax: (204) 474-7604

May 18th 2022

Dear Dr. Nachtigal,

We have reviewed your proposal to increase the enrollment to the Bachelor of Health Sciences (BHSc) program (IHP) from 40 to 100 students and the proposed changes in direct and advanced entry students. We appreciate that a number of courses in our department act as required courses for entry into the program. You should be aware that these courses (eg BIOL 1410 and 3290) are already heavily oversubscribed given they, in particular BIOL 1410, act as pre-requisite courses for a number of professional degree programs, and thus the additional intake to the BHSc program is unlikely to further impact the enrollment in these courses.

Sincerely,

A handwritten signature in black ink, appearing to read 'Gary Anderson'.

Dr. W. Gary Anderson,
Professor and Head,
Department of Biological Sciences,
University of Manitoba



**University
of Manitoba**

Department of Mathematics
May 20, 2022

To whom it may concern:

I am writing in support of the Rady Faculty of Health Sciences increasing the enrolment of their bachelor of Health Sciences by 60 seats. Recently, there have been spaces available in both MATH 1230 and MATH 1500. Last fall, there were 20 seats in MATH 1230 and over a hundred seats in MATH 1500. Moreover, MATH 1500 runs sections again in the Winter and Spring terms. We believe there would be sufficient space in MATH 1500 (or MATH 1230) to accommodate all students who wanted to chose that course as an option.

Sincerely,

Michelle Davidson
Associate Head Undergrad
Department of Mathematics



University of Manitoba | Faculty of Science
Department of Microbiology

213 Buller Building
University of Manitoba
Winnipeg, Manitoba
Canada R3T 2N2
+/-2.10 -)Ä#"%Ä6'0A(\$' #
*,3) Ä#"%Ä6'0A'&"\$

Dr. Mark Nachtigal
Director, Interdisciplinary Health Program
Rady Faculty of Health Sciences
University of Manitoba

May 27, 2022

Dear Dr. Nachtigal:

The Department of Microbiology supports the proposed expansion of the Interdisciplinary Health Program (IHP) as indicated in your letter of May 5, 2022. Specifically, the addition of a several IHP students in a cohort of 1000+ students a year should not have significant impact on MBIO 1220. The program expansion should not impact numbers in MBIO 2420, since Introduction to Virology requires both MBIO 1010 and BIOL 2520, neither of which are associated with the IHP program. Also, as it currently stands BIOL 2520 requires BIOL 1030 and MBIO 1010 requires BIOL 1020. Therefore, very few IHP students will have the prerequisites to take MBIO 2420. As concerns MBIO/CHEM 2750 (Elements of Biochemistry II), the IHP requires the prerequisite MBIO/CHEM 2740. This course does not have a laboratory component, so up to 60 students could be absorbed, with the provision of additional TA support or possibly an instructor for an additional section, depending on demand for the course from other programs. This part of our response should be coordinated with that from the Department of Chemistry as we offer this course jointly.

Please let us know if you need further information.

Sincerely,

Deborah Court Digitally signed by
Deborah Court
Date: 2022.05.27
15:52:46 -05'00'

Deborah A. Court, PhD

Professor and Head

Ä



Dept. of Physics & Astronomy
301 Allen Building
Winnipeg, Manitoba
Canada R3T 2N2
T: 204 474 9378
ruth.cameron@umanitoba.ca

June 2, 2022
re: Expansion of IHP

Dear Dr. Nachtigal,

The Department of Physics and Astronomy supports the expansion of the Interdisciplinary Health Program. Our introductory courses PHYS 1020, 1030, 1050, and 1070 can be taken as electives by students in this program. We do not currently see large numbers of IHP students in these courses and would welcome more.

Sincerely,

A handwritten signature in black ink that reads "Ruth Cameron". The signature is written in a cursive style.

Ruth Cameron,
Associate Head (Undergraduate)
Dept. of Physics and Astronomy
University of Manitoba
(204) 474-9378
Ruth.Cameron@umanitoba.ca



Department of Statistics

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June 3, 2022

Dr. Mark Nachtigal
Director, Interdisciplinary Health Program
Rady Faculty of Health Sciences
University of Manitoba

Dear Dr. Nachtigal,

The Department of Statistics supports the request from the Interdisciplinary Health Program to increase student admissions to a maximum of 100 new students per year (from a previous maximum of 40).

Given the size of our STAT 1000 offerings, this increase of 60 additional students per year in your program is expected to have minimal impact on the demand for this course which is required in your program. There are typically seats remaining in our summer and distance offerings for the course, so the increase in demand should be accommodated without any major difficulties. The same is true for STAT 2000, which is an optional course in your program.

The situation with STAT 3000 is a little different, however, as this course is already under a lot of pressure and fills up to capacity every time it is offered. The fact that the course is optional in your program implies that the increase in admissions might have only a minor impact. In any case, we should be able to adapt if needed in the future, with no immediate need for a change in our offerings for the course.

Best regards,

Alexandre Leblanc
Associate Head (Undergraduate)
Department of Statistics

cc: Dr. Liqun Wang, Chair, Department of Statistics
Dr. Brian Mark, Dean, Faculty of Science
Dr. Sean McKenna, Associate Dean, Faculty of Science

To whom it may concern,

My name is Doris Goubran and I am graduating from the Bachelor of Health Sciences Program (BHSc) at the University of Manitoba (UM) in April, 2023. The BHSc is part of the Interdisciplinary Health Program (IHP) which is governed by the Rady Faculty of Health Sciences (RFHS). BHSc offers natural science courses, but the program's commitment to Indigenous health, social determinants of health, health promotion, social epidemiology, and mechanisms of disease is what truly makes the program unique. Currently, there are 40 new admission seats available in the BHSc program with 427 applicants in Fall 2022. The number of applicants is growing each year while the number of seats has remained the same since 2018. For direct entry students, a minimum high school average of 95.5% would be required to be competitive for the program. Similarly, Advanced Entry students (those transferring from another program such as U1) required a minimum GPA of 4.0 to gain entry into the program.

I am the BHSc student representative on the IHP Council and an Executive member of the IHP Student Association (called the Community Health Students Association). I am writing this letter on behalf of the BHSc students currently enrolled in the program to advocate for the expansion of admission seats for the BHSc program at UM. I recognize it is a privilege to continue my education at UM and I particularly recognize my privilege to be in the BHSc program. However, due to the small size and competitive nature of the program, there are students with academic excellence, diverse life experiences, and a passion for health care that are denied entry to the program each year. In particular, exceptionally resilient students who have faced barriers to achieving 95+% in high school are disproportionately denied the opportunity to be part of the BHSc. We believe that allowing more people to enter the BHSc program would nurture a greater diversity of health care workers to serve Manitoba populations which is why my colleagues and I are seeking your support in funding and resources to expand the BHSc program.

This letter is not based on my opinions alone. To ensure that this request represents the students of our program, a survey was sent to all BHSc students. Students were asked, "What attracted you to apply to the Bachelor of Health Sciences program instead of a different degree program at the University of Manitoba?" The survey was filled by over 50 BHSc students with approximately 30 of the students in their first or second year while the rest were more than half way through their degree.

The most common response cited by 50% of students was that they believe the BHSc program would prepare them for medical school. Eighteen students said they were dedicated to human health and wanted the flexibility to choose various health care professions. Fifteen students cited they were attracted to program because of its holistic view of health citing words such as: scientific, social aspects, humanities, interdisciplinary, multidisciplinary, policy-making,

biomedical ethics, dynamic, and interrelationships with the community. A few students also cited that they were excited about the program's exposure to laboratory and/or research focus on health. These responses suggest that the BHSc program is attracting and nurturing students who already have a passion for medicine and/or a variety of health fields. With the RFHS desire to increase the number of seats in medical school, the physician assistant program, and their other health care faculties, it would be suitable to increase the seats in BHSc to allow more students to seamlessly transition to future health care programs or into graduate programs.

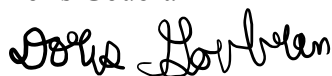
About a quarter of respondents said they preferred the BHSc over a traditional Bachelor of Science (BSc) because the BSc was too broad. Students in the BSc program are required to take a deep dive into natural science. Although we recognize the importance of natural sciences, many students felt that the emphasis on the natural sciences would take away their opportunity to have a holistic education in the social aspects of health. Students in the survey said that the BHSc was unique because the program covers the basic sciences, but has all the required courses in social sciences and human health that they wanted.

One student mentioned that UM's BHSc was the only BHSc in the region. Manitoba students who are passionate about pursuing a BHSc may be forced to move to another province if they are denied entry into the BHSc at UM. Manitoba needs more students who are passionate about health care and want to serve Manitoba populations. We want to avoid losing exceptional Manitoba students to other provinces. It is our obligation to expand and improve the program right here in our province.

In February 2023, I was invited to interview at the Max Rady College of Medicine. For the interview process, the Admissions team told us to prepare by reflecting on populations in Manitoba and their health care needs. While preparing for the interview, I realized I was being asked to reflect on the same health care challenges that I had become passionate about through the BHSc program. This experience made me certain that I would be comfortable at the medical school program at UM. I acknowledge my privilege to be part of the UM community and the BHSc program and I want to use my position to advocate for more students to have this opportunity. I hope you will consider our request to provide the funding and resources to expand the BHSc program.

Thank you for your consideration,

Doris Goubran



goubrand@myumanitoba.ca


204 293 7877



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DATE: April 18, 2023

TO: Jeff Leclerc, University Secretary

FROM: **Michael Benarroch, Ph.D.**
President and Vice-Chancellor 

RE: Temporary Increase to Admission Target, Pharm.D. Program

I attach a recommendation from Dr. Greg Smith, Vice-Provost (Academic Planning and Programs) for a one-time increase to the admission target of the Pharm.D. program for the 2023-2024 admissions cycle.

Under the Admission Targets Policy and Procedure, the President may approve changes to admission targets following consultation with the Dean/Director, Senate, and the Board of Governors.

Accordingly, please place this item on the agenda for the May 3, 2023, Senate Executive meeting and the May 17, 2023, Senate Meeting.

Cc: Diane Hiebert-Murphy, Provost and Vice-President (Academic)
Greg Smith, Vice-President (Academic Planning and Programs)
Laurie Schnarr, Vice-Provost (Students)
Peter Nickerson, Dean, Rady Faculty of Health Sciences, and Vice-Provost (Health Sciences)
Lalitha Raman-Wilms, Dean, College of Pharmacy
Jeff Adams, Registrar and Executive Director, Enrolment Services
Randy Roller, Executive Director, OIA
Cassandra Davidson, Academic Program Specialist



**University
of Manitoba**

Office of Provost and Vice-President (Academic)

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

Date: April 12, 2023

To: Dr. Michael Benarroch, President and Vice-Chancellor

From: Dr. Greg Smith, Vice-Provost (Academic Planning and Programs)

Re: Request for Temporary Increase to Admission Targets, Pharm.D. Program

Under the Admission Targets Policy and at the request of Dr. Lalitha Raman-Wilms, Dean, College of Pharmacy, please find attached a proposal for a one-time increase to the admission target of the Pharm.D. program for the 2023-24 admissions cycle from 55 students to 60 students.

Following admission of the first cohort into the Pharm.D. in 2019-20, the College has been unable to meet its annual admission quota of 55 students. To help address this deficiency, Senate approved revised admission requirements and the College received approval for a one-time increase from 55 students to 60 for the 2022-23 academic year. The increase for 2022-23 was successful; and as such, the College is requesting a second temporary increase to their admission target for the 2023-24 year to further offset the decrease in enrolment experienced since 2019-20. Current course capacity will be sufficient to accommodate the expansion, so no new resources are required.

Consistent with the Admission Targets Policy and Procedure, the President may approve changes to Admission Targets following consultation with the Dean/Director, Senate, and the Board of Governors.

Please provide your advice concerning this matter to the Office of the University Secretary by Wednesday, April 19, 2023, so that, if supported, the request may receive timely consideration by Senate and the Board of Governors.

Cc: Diane Hiebert-Murphy, Provost and Vice-President (Academic)
Laurie Schnarr, Vice-Provost (Students)
Peter Nickerson, Dean, Rady Faculty of Health Sciences and Vice-Provost (Health Sciences)
Lalitha Raman-Wilms, Dean, College of Pharmacy
Jeff Leclerc, University Secretary
Jeff Adams, Registrar and Executive Director, Enrolment Services
Randy Roller, Executive Director, OIA
Cassandra Davidson, Academic Program Specialist



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Memorandum

March 21, 2023

TO: Dr. Greg Smith, Vice Provost (Academic Planning and Programs)

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

SUBJECT: Temporary admission quota increase

The College of Pharmacy is requesting a temporary increase to our admission quota, from 55 to 60 students for the 2023-24 admissions cycle. Please see the attached proposal.

We confirmed via email on January 20, 2023, that the contributing departments (Human Anatomy and Cell Science; Pharmacology and Therapeutics; Biochemistry and Medical Genetics) in the Rady Faculty of Health Sciences are in support of the increase to 60 students.

Please let me know if you have any questions or require further information.

Thank you.

Request

The College of Pharmacy is requesting a temporary increase to its admission quota, under the Admissions Target Policy, from the usual cohort of 55 students to 60 students for the 2023-24 admissions cycle.

College of Pharmacy approval

This request was endorsed through College of Pharmacy Executive Council on Feb. 14, 2023.

Rationale and background

This request is made due to a number of factors that have resulted in a decrease in the number of graduates anticipated in the next two years.

- The College transitioned the last B.Sc. (Pharm.) class accepted in 2018-19 to the new Pharm.D. program in Fall 2019; therefore, no new students were admitted for 2019-20. This created a gap year in admissions, resulting in no graduating class in 2022.
- Following the introduction of a new Pharm.D. program in 2019, applications to the program declined significantly in the first two application cycles due to several potential reasons (e.g. changes to admissions criteria, increase in tuition, longer time to earn the degree, etc.). As a result, 45 students were admitted in 2020-21 and 38 students in 2021-22.
- The Pharm.D. program has a rigorous curriculum that results in attrition of 2 to 4 students per class by the end of the program. This has also decreased the numbers of students currently enrolled in the program.

Additionally, we have been hearing from the pharmacy profession that they are concerned that the College is not graduating sufficient numbers of pharmacists to fill the open positions in the province.

To help offset the shortfall listed above, the College requested a temporary increase to its admission quota for 2022-23, of 5 places. While this was partially successful and achieved an admission cohort of 59, we are requesting a further increase from 55 to 60 places for the 2023-24 admissions cycle.

We believe that changes made to the admissions criteria beginning in the 2022-23 cycle, to align it with admission criteria of other pharmacy programs, has increased application numbers and we anticipate that this will continue, moving forward.

The College would like to thank the President for previously granting us a temporary increase of 60 places for the 2022-23 cycle. We believe that the province will benefit from an increase of 5 students (up to 60 total) in the upcoming year.

We are also attaching the proposal submitted in 2022 for information; please see the link below, starting on page 329.

https://umanitoba.ca/governance/sites/governance/files/2021-12/2022_01_12_senate-agenda.pdf

Consultations

In considering this application there have been consultations with the College of Pharmacy Admissions & Recruitment Committee, faculty and staff; and with contributing departments in the Rady Faculty of Health Sciences (in Human Anatomy, Pharmacology, and Biochemistry and Medical Genetics). Support letters for the increased enrollment were provided in the 2022-2023 submission (attached) which also indicated agreement beyond 2022-2023. We confirmed via email in February 2023 these three departments are still in support of the increased enrollment. As no additional course sections or resources will be required to accommodate this request, broader consultation across other areas in the University was not conducted.



**University
of Manitoba**

Rady Faculty of Health Sciences
Max Rady College of Medicine
Dept. of Human Anatomy & Cell Science

Dr. Sabine Hombach-Klonisch,
Professor & Head
Dept. of Human Anatomy & Cell Science
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Canada R3E 0J9
Fax: (204) 789-3920
Tel: (204) 789-3982
Sabine.Hombach-Klonisch@umanitoba.ca

September 28, 2021

To
Lavern M. Vercaigne, BSc (Pharm), Pharm.D.
Professor and Associate Dean (Academic)
College of Pharmacy
Rady Faculty of Health Sciences
University of Manitoba
RE: PharmD Program increased enrolment

Letter of Support

Dear Dr. Vercaigne,

Thank you for reaching out to the Department of Human Anatomy and Cell Science regarding the plan to increase student admission to the PharmD program. The department is aware of the request to increase admissions by five students for the 2022/2023 academic year for the College of Pharmacy as well as the potential for this increase to be in effect for an additional 2-3 years.

The department provides a required course (ANAT 1030) that all pharmacy students participate in during their first year in the PharmD program. I confirm that we have the resources in personnel and the learning material as well as space requirement to accommodate the five additional students in the ANAT 1030 course for the 2022/2023 academic year. I can also confirm that there is the potential to extend this accommodation for the subsequent 2-3 years should this be required for your program.

Altogether, the Department of Human Anatomy and Cell Science fully supports the upcoming changes.

Sincerely,

S. Hombach-Klonisch

Dr. Sabine Hombach-Klonisch
Professor & Head
Dept. of Human Anatomy and Cell Science
Tel: (204) 789-3982
e-mail: Sabine.Hombach-Klonisch@umanitoba.ca



C. M. ...



**University
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Rady Faculty of Health Sciences
Max Rady College of Medicine
Biochemistry and Medical Genetics

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bmgadmin@umanitoba.ca

September 28, 2021

Lavern M. Vercaigne, BSc (Pharm), Pharm.D.
Professor and Associate Dean (Academic)
College of Pharmacy
Rady Faculty of Health Sciences
University of Manitoba

Dear Dr. Vercaigne,

On behalf of the Department of Biochemistry & Medical Genetics I am pleased to indicate our support for a temporary increase in student enrollment in BGEN 2010, Applied Nutrition for Pharmacy Practice (2 cr). We can readily accommodate an increase from 55 to 60 students for the 2022/2023 academic year and for 2-3 additional years should that be required.

Thank you for this opportunity to participate in the PharmD program.

Sincerely,

Barbara Triggs-Raine
Professor and Head



Report from Senate (April 5 and May 17, 2023)

Items forwarded for approval:

Recommended resolution:

THAT the Board of Governors approve:

- **Report of the Senate Committee on Awards** (dated April 4, 2023)
- **Program Proposals from the Faculty of Arts:**
 - **Micro-Diploma in Mythology and Folktale**
 - **Micro-Diploma in Introduction to German Language, Life, and Culture**

Items forwarded for information:

- Implementation of Master of Applied Human Nutrition
- Changes to Admission Targets:
 - Provincial approval: Temporary Suspension of Admissions, M.Dent. in Pediatric Dentistry
 - President's approval: Temporary Suspension of Admissions
 - Post-baccalaureate Diploma in Engineering
 - B.Comm.(Hons.) Majors in International Business, Leadership and Organization, and Management Information Systems
 - President's approval: Requests for Admission Target Increases
 - Healthcare Programs, Rady Faculty of Health Sciences
 - Bachelor of Fine Arts, School of Arts
 - Bachelor of Jazz Studies, Desautels Faculty of Music

For approval (Attachment 1):

Report of the Senate Committee on Awards (dated April 4, 2023)

Context and Background:

As provided for in its terms of reference, the Senate Committee on Awards has the responsibility, “[on] behalf of Senate, to approve and inform Senate of all new offers and amended offers of awards that comply with the University of Manitoba’s policy on *Student Awards*.”

At its meeting on April 4, 2023, the Committee approved ten new offers, eight amended offers, and the withdrawal of one offer, as set out in the Report.

Resource Requirements:

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

Consultation and Routing to the Board of Governors:

These award decisions are consistent with the *Student Awards* policy. They were approved by the Senate Committee on Awards, on behalf of Senate, at its meeting on April 4, 2023. The Senate Executive Committee and Senate received the Report, for information, at their meetings on May 3 and May 17, 2023, respectively.

For approval (Attachments 2 and 3):

Program Proposals from the Faculty of Arts:

- **Micro-Diploma in Mythology and Folktale**
- **Micro-Diploma in Introduction to German Language, Life, and Culture**

Context and Background:

The University's *Certificates and Diploma Framework* defines the types of non-degree programs offered at the University, including certificates, diplomas, micro-credentials, and letters of accomplishment or participation, for non-degree, undergraduate, and graduate levels of study. Under the *Framework*, Senate is to recommend new Micro-Diploma programs to the Board of Governors for approval.

Micro-Diploma in Mythology and Folktale (Attachment 2)

The Department of Classics, in the Faculty of Arts, is proposing to introduce a Micro-Diploma in Mythology and Folktale. The program would require students to complete four (4) courses totalling 12 credit hours, to be chosen from a list of eligible courses offered by the Departments of Classics, German and Slavic Studies, Icelandic Language and Literature, and Religion, as detailed in the proposal.

The objective of the Micro-Diploma would be to offer students the opportunity to undertake historical and cross-cultural study of mythology and folktale and would encourage interdisciplinary and comparative study of these topics. A secondary objective is to increase interest and enrolment in the specific Classics, German, Icelandic, Religion, and Ukrainian courses used in the program, which might encourage some students to pursue a Double Major or Minor in one of these disciplines.

Additionally, the Department has identified learning outcomes for the Micro-Diploma, including to: (i) articulate similarities and differences between myths and folktale across time and cultures, to demonstrate cross-cultural competency; (ii) analyse multi-faceted connections between belief and storytelling, which are central pillars of identify and community; (iii) situate mythology and folktale within the broader cultural process of storytelling and narrative; (iv) appreciate diverse ways communities within Canada and elsewhere develop distinctive forms of expression that can foster distinct identities, create barriers and bridges of cultural exchange; (v) assess critically the ways in which myth and folktale influence modern culture and understand why modern media continues to draw upon myth and folktale.

Micro-Diploma in Introduction to German Language, Life, and Literature (Attachment 3)

The Department of German and Slavic Studies, in the Faculty of Arts, is proposing to introduce a Micro-Diploma in Introduction to German Language, Life and Literature. The program would require completion of three (3) courses totalling 9 credit hours, including GRMN 1122 Introductory German 1 (A), GRMN 1124 Introductory German 2 (A), and GRMN 2110 Discovering German Life and Culture (C).

The objective for the Micro-Diploma would be to provide students with an introduction to German language, life, and culture; one of the most important languages, cultures, and countries world-wide. Secondary objectives would be to increase interest and enrolment in German courses and programs offered through the Department, including General, Advanced Major, and Honours degrees, and the Minor in German, and to promote student interest in international exchange programs in the German-speaking world.

The proposed Micro-Diploma programs would be open to students enrolled in a degree program at the University who are in good academic standing in their program and to students not enrolled in a degree program, who meet the entrance requirements specified in the proposals.

Resource Requirements:

The Faculty would not require additional resources to offer the Micro-Diploma programs, which would make use of existing courses offered by Departments in the Faculty.

A portion of the revenue needed to fund the programs would be generated by tuition fees for the courses. Projected annual enrolment in the programs is ten (10) students. The maximum seat capacity in the Micro-Dip. in Mythology and Folklore would be twenty (20) students and in the Micro-Dip. in Introduction to German Language, Life, and Literature would be thirty-five (35) students.

The University of Manitoba Libraries indicated its collections can support the proposed programs without additional resources. The Office of the Registrar and Enrolment Services has no operational concerns with respect to matters related to either admissions or registration.

Connection to the University Planning Framework:

The proposals are consistent with the University's strategic priority for Inspiring Minds through innovative and quality teaching.

Implications:

n/a

Consultation and Routing to the Board of Governors:

Endorsed and recommended to Senate by: Faculty Council of the Faculty of Arts (February 7, 2023); Senate Committee on Curriculum and Course Changes (March 13, 2023); Senate Planning and Priorities Committee (March 27, 2023); Senate Executive Committee (May 3, 2023).

Approved and recommended to the Board of Governors by: Senate, May 17, 2023.

For information:

Implementation of Master of Applied Human Nutrition

Context and Background:

The Board of Governors approved a proposal for a Master of Applied Human Nutrition degree program at its meeting on April 26, 2022 (e-poll). The University received notification on February 9, 2023, that Manitoba Advanced Education and Training has approved the program. The Provost and Vice-President (Academic) has authorized implementation of the program effective for the 2023 Fall Term.

Resource Requirements; Implications:

The resource requirements and implications for this item remain as outlined in the previous submission from Senate (April 6, 2022) to the Board of Governors (April 26, 2022). The program will be funded through the reallocation of existing resources in the Faculty of Agricultural and Food Sciences and tuition revenue.

Consultation and Routing to the Board of Governors:

Senate was informed of the Province's approval and the Provost's decision to implement the program at its meeting on April 5, 2023.

For information:

Changes to Admission Targets

Context and Background:

The Board policy on *Admission Targets* specifies that it is the President who has authority to approve changes to, or the introduction of, admission targets following consultation and discussion with the dean or director, with Senate and with the Board of Governors, subject to the provisions of the provincial *Programs of Study Regulation*.

Resource Requirements; Implications:

The resource requirements and implications for the items below remain as outlined in previous submissions to the Board of Governors from Senate for the meeting dates indicated.

- **Provincial Approval – Temporary Suspension of Admissions, Master of Dentistry in Pediatric Dentistry, Dr. Gerald Niznick College of Dentistry**

The province has approved a request from the College for an unintended temporary cessation of admissions to the M.Dent. in Pediatric Dentistry, for the 2023-2024 academic year, to allow the College to address staffing resources needed for the ongoing delivery of the program. The Board of Governors was consulted on the request at its meeting on January 31, 2023. The President approved the request on February 3, 2023.

Consultation and Routing to the Board of Governors:

Senate was informed of the Province's approval at its meeting on April 5, 2023.

- **President's Approval, Temporary Suspension of Admissions**

- **Post-baccalaureate Diploma in Engineering**
- **Bachelor of Commerce (Honours) Majors in International Business, Leadership and Organization, and Management Information Systems**

The President has approved a request from the Price Faculty of Engineering for a temporary suspension of admissions to the Diploma in Engineering (Internationally Educated Engineers Qualification (IEEQ) Program) for the 2023 - 2024 and 2024 - 2025 academic years, subject to approval by the province. The suspension will allow time for the Faculty to assess whether there continues to be a need for a program to support career entry or re-entry for internationally educated engineers and, potentially, for others who have been away from professional practice for a period of time. The Board of Governors Executive Committee was consulted on the request at its meeting on February 21, 2023.

The President has approved a request from the Asper School of Business for a temporary suspension of admissions to three Major programs in the Bachelor of Commerce (Honours) degree for the 2023-2024 and 2024-2025 academic years, pending approval by the province. The three programs, the B.Comm.(Hons.) in International Business, the B.Comm.(Hons.) in Leadership and Organization, and the B.Comm.(Hons.) in Management Information Systems, are to be replaced by two new Majors in Business Analytics and Strategy and Global Management. The Board of Governors Executive Committee was consulted on the request at its meeting on February 21, 2023. The province's approval of the new Majors is also pending.

Consultation and Routing to the Board of Governors:

Senate was informed of the President's approval of the above requests at its meeting on April 5, 2023.

- **President's Approval, Requests for Admission Target Increases**

- **Healthcare Programs, Rady Faculty of Health Sciences**
- **Bachelor of Fine Arts, School of Arts**
- **Bachelor of Jazz Studies, Desautels Faculty of Music**

The President has approved requests from the Rady Faculty of Health Sciences for admission target increases for the healthcare programs listed below, subject to approval by the province and confirmation of the requested one-time and new ongoing provincial funded needed to support the enrolment increases. The requests respond to an identified need for more healthcare professionals in the province, by preparing more graduates to enter the workforce. Pending approval by the province, the admission target increases would be implemented for the 2023 Fall Term for the Undergraduate Medical Education Program and the 2024 Fall Term for all other programs. The President previously consulted the Board of Governors on these requests at its meeting March 28, 2023.

- Master of Nursing, Nurse Practitioner Stream, College of Nursing (from 25 to 45 seats)
- Master of Physician Assistant Studies, Max Rady College of Medicine (from 15 to 30 seats)
- Doctor of Medicine Degree (Undergraduate Medical Education Program), Max Rady College of Medicine (from 110 to 140 seats)
- Master of Occupational Therapy, College of Rehabilitation Sciences (from 50 to 60 seats)
- Master of Physical Therapy, College of Rehabilitation Sciences (from 50 to 60 seats)

The President has approved requests from the School of Art and the Desautels Faculty of Music for a one-time increase to the admission targets for the Bachelor of Fine Arts, from 100 to 120 seats, and to the Bachelor of Jazz Studies, from 15 to 20 seats, for the 2023 – 2024 academic year. The objective, in both cases, is to address a decline in enrolments in recent years due to the COVID-19 pandemic. The President previously consulted the Board of Governors on these requests at its meeting March 28, 2023.

Consultation and Routing to the Board of Governors:

Senate was informed of the President’s approval of the above requests at its meeting on May 17, 2023.

SUBMISSION PREPARED BY: University Secretary

ATTACHMENTS:

Items for approval:

Attachment 1 –

Report of the Senate Committee on Awards (dated April 4, 2023)

Attachment 2 –

Proposal for a Micro-Diploma in Mythology and Folklore, Faculty of Arts

Attachment 3 –

Proposal for a Micro-Diploma in Introduction to German Language, Life, and Culture, Faculty of Arts

REPORT OF THE SENATE COMMITTEE ON AWARDS

Preamble

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

On behalf of Senate, to approve and inform Senate of all new offers and revised offers of awards that comply with the Student Awards Policy.

Observations

At its meeting of April 4, 2023, the Senate Committee on Awards approved 10 new offers, 8 revised offers and 1 withdrawal as set out in the *Report of the Senate Committee on Awards (April 4, 2023)*.

Recommendations

On behalf of Senate, the Senate Committee on Awards recommends that the Board of Governors approve 10 new offers, 8 revised offers and 1 withdrawal as set out in the *Report of the Senate Committee on Awards (April 4, 2023)*. These award decisions comply with the Student Awards Policy.

Respectfully submitted,

Dr Jared Carlberg

Chair, Senate Committee on Awards

SENATE COMMITTEE ON AWARDS

April 4, 2023

1. NEW OFFERS

Christina and Harvey Queau Bursary

Through their estate, Christina and Harvey Queau established a bursary through The Winnipeg Foundation to support a first-year Manitoba resident pursuing higher education at the University of Manitoba. The Winnipeg Foundation will confirm the value of these awards annually. Each year, four bursaries at a value of \$2,500 each will be offered to undergraduate students who:

- (1) have graduated from a Manitoba high school;
- (2) are enrolled full-time (minimum 60% course load) in the first year of study in University 1 or any faculty, college, or school at the University of Manitoba with a direct entry option;
- (3) have achieved either:
 - (a) as an entering student, the minimum admission requirements for University 1 or any faculty, college or school at the University of Manitoba with a direct entry option; or
 - (b) as a current student, a minimum degree grade point average of 2.5; and
- (4) have demonstrated financial need on the standard University of Manitoba general bursary application form.

In the event that there are no students who meet all of the numbered criteria, the bursary will be offered to a student who meets criteria (2), (3) and (4).

The Associate Registrar and Director, Financial Aid & Awards will name the selection committee for this award.

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

Dr. John R. Walker & Dr. Vivienne C. Rowan CBT Institute of Manitoba Scholarship

The Cognitive Behaviour Institute of Manitoba established a scholarship fund through The Winnipeg Foundation to encourage and support graduate students at the University of Manitoba who are in the clinical psychology program. The Winnipeg Foundation will confirm the value of these awards annually. Each year, beginning in 2023-2024, one scholarship at a value of \$2,000 will be offered to a graduate student who:

- (1) is enrolled full-time in the Faculty of Graduate Studies in a master's or Ph.D. in the Clinical Psychology program offered through the Department of Psychology;
- (2) has the highest standing in Cognitive Behaviour Therapy (currently numbered PSYC 8430) (or equivalent); and
- (3) has achieved a minimum grade point average of 3.5 based on the last 60 credit hours (or equivalent) of study.

In the event that there are no students who meet all of the numbered criteria, the scholarship will be offered to a student who meets criteria (1) and (3).

Ties are to be broken using the Degree Grade Point Average, calculated to the fourth decimal place.

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

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

Elenore Haywood Lung Association Manitoba Convocation Prize

In honour of Elenore Haywood's retirement, the Lung Association of Manitoba established an endowment fund at the University of Manitoba with an initial gift of \$25,000 in 2022. Elly has been a mentor for both faculty and students for over 40 years teaching many courses in the program and excelled at teaching physical assessment. The purpose of this fund is to recognize the academic excellence of a graduating student in the College of Rehabilitation Sciences in the Respiratory Therapy program. The Lung Association of Manitoba welcomes additional gifts from alumni, reunion groups, faculty, staff, retirees and organizations to the endowment in order to provide sustainable funding for respiratory therapy students.

Each year, beginning in 2022-2023 academic year, one or more convocation prizes valued at \$1,000 will be offered to graduating students who:

- (1) were enrolled full-time (minimum 80% course load) in the final year of the Respiratory Therapy program in the year in which the award is tenable;
- (2) have achieved a minimum degree grade point average of 3.5; and
- (3) have successfully completed the course Clinical Assessment in Respiratory Care (currently numbered RESP 2220) with the highest grade.

The selection committee will be the College of Rehabilitation Sciences Awards 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.

Faculty of Science Fellowship for Graduate Excellence

The Faculty of Science fellowship fund was established in 2008 through the support of multiple donors. The purpose of the fund is to provide financial support to graduate students pursuing research in the Faculty of Science. Each year, beginning in 2023-2024, the available annual income from the fund will be used to offer two or more scholarships to graduate students who:

- (1) are registered in the Faculty of Graduate Studies at the University of Manitoba in either the master's or Ph.D. program offered through the Faculty of Science as full-time students (not including pre-masters or Occasional students);
- (2) have either:
 - (a) as an entering student, achieved a minimum B average (3.0) in the last 60 credit hours (or equivalent) of their previous degree;
 - (b) as a current student, maintained a minimum degree grade point average of 3.0; and
- (3) have demonstrated exceptional research potential (master's) or research achievement (doctoral).

In order to demonstrate how they meet criterion (3), candidates must submit the Faculty of Science Fellowship for Graduate Excellence application form.

Preference will be given to students who identify as agender, bigender/multigender, gender fluid, genderqueer, nonbinary, transgender, two-spirit, or woman. Students will have the opportunity to self-identify on the application form in order to provide more opportunities to traditionally underrepresented genders in science.

The selection committee will have the discretion to determine the number and value of awards offered each year based on the available funds, as outlined in the criteria above. At least one award will be offered to a master's student and at least one award will be offered to a doctoral student each year.

The Vice-Provost (Graduate Education) and Dean of the Faculty of Graduate Studies (or designate) will ask the Dean of the Faculty of Science (or designate) to name the selection committee.

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

George and Valsa Daniels International Prize

George and Valsa Daniels established an endowment fund at The Winnipeg Foundation to provide a prize for students who pursue studies in any faculty, school or college at the University of Manitoba. The Winnipeg Foundation will report the available earnings from the fund to the University of Manitoba. Each year, beginning in 2023-2024, one prize valued at a minimum of \$2,000 will be offered to an undergraduate student who:

- (1) is an international student;
- (2) has graduated from a high school in Kerala, Tamil Nadu, Andhra Pradesh, Telangana, or Karnataka, India;
- (3) is enrolled full-time (minimum 80% course load) in the final year of study in any undergraduate degree program offered by any faculty, school or college at the University of Manitoba with a direct entry option in the year in which the prize was tenable; and
- (4) has achieved a minimum degree grade point average of 3.5.

In the event that there are no students who meet all of the numbered criteria, the prize will be offered to a student who graduated from a high school in India and meets criteria (1), (3) and (4).

The Associate Registrar and Director, Financial Aid & Awards will name the selection committee for this award.

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

Indigenous Student Summer Scholarship

The Faculty of Graduate Studies established an annually funded scholarship to offer the Indigenous Student Summer Scholarships beginning in 2023. The purpose of this award is to support Canadian Indigenous graduate students pursuing graduate degrees at the University of Manitoba. Each year,

beginning in 2023-2024, one or more scholarships valued at \$1,000 each will be offered to graduate students who:

- (1) have self-declared as First Nations, Métis or Inuit people from Canada;
- (2) are enrolled full-time in the Faculty of Graduate Studies in the summer term of any master's or doctoral program offered by any faculty, college or school at the University of Manitoba; and
- (3) have achieved a minimum grade point average of 3.5 based on the last 60 credit hours (or equivalent) of study.

The selection committee has the discretion to determine the number of awards offered each year based on the available funds, as outlined in the criteria above.

The Vice Provost and the Dean of the Faculty of Graduate Studies (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.

Jean and Witold Kinsner Scholarship

Jean and Witold Kinsner established an endowment fund with an initial gift of \$25,000 at the University of Manitoba in 2022. The purpose of the fund is to reward the academic achievements of undergraduate Indigenous students pursuing studies in Computer Engineering in the Price Faculty of Engineering. Each year, beginning in 2024-2025, the available annual income from the fund will be used to offer one or more scholarships to undergraduate students who:

- (1) is a member of ENGAP;
- (2) is enrolled full-time, as defined by ENGAP, in the second, third or fourth year of study in the Electrical or Computer Engineering program; and
- (3) has achieved a minimum degree grade point average of 2.5.

Preference will be given to ENGAP students majoring in Computer Engineering.

The selection committee will be the ENGAP Scholarships, Bursaries, and Awards Committee of the Price 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.

Natural Resources Institute's 50th Anniversary Legacy Scholarship

An endowment fund has been established at the University of Manitoba in recognition of the Natural Resources Institute's 50th anniversary. The purpose of the fund is to recognize the academic achievements of graduate students who are registered in a program delivered by the Natural Resources Institute. Each year, beginning in 2023-2024, the available annual income from the fund will be used to offer one scholarship to a graduate student who:

- (1) is enrolled full-time in the Faculty of Graduate Studies in a master's or doctoral program delivered by the Natural Resources Institute, within the Clayton H. Riddell Faculty of Environment, Earth, and Resources;
- (2) has completed either:
 - (a) if a master's student, at least 9 credit hours of course requirements in the Master's of Natural Resource Management; or
 - (b) if a doctoral student, at least 3 credit hours of doctoral course requirements in the doctoral program;
- (3) has achieved a minimum grade point average of 3.5 based on the last 60 credit hours (or equivalent) of study; and
- (4) has, in the opinion of the selection committee, demonstrated outstanding research ability or potential.

Applicants will be required to submit a written statement (maximum 500 words) describing their research or proposed research, and a current *curriculum vitae*.

The Vice-Provost (Graduate Education) and Dean of the Faculty of Graduate Studies (or designate) will ask the Dean of the Clayton H. Riddell Faculty of Environment, Earth, and Resources (or designate) to name the selection committee for this award, which will include the Director of the Natural Resources Institute (or designate).

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

NCLE Graduate Research Scholarship

The National Centre for Livestock and the Environment (NCLE) established an endowment fund at the University of Manitoba with an initial gift of \$52,000 in 2021. The purpose of the fund is to reward the academic achievements of graduate students pursuing studies in sustainability research in the Faculty of Agricultural and Food Sciences at the University of Manitoba.

Each year, beginning in 2023-2024, the available annual income from the fund will be used to offer one scholarship with a minimum value of \$2,500 to a graduate student who:

- (1) is enrolled full-time in the Faculty of Graduate Studies in any Master of Science degree program delivered by a department in the Faculty of Agricultural and Food Sciences;
- (2) has achieved a minimum grade point average of 3.25 based on the last 60 credit hours (or equivalent) of study;
- (3) is pursuing or plans to undertake research in one or more of the defined NCLE research theme areas; and
- (4) has demonstrated community involvement and/ or leadership abilities, while in the Faculty of Agricultural and Food Sciences and/ or prior to being admitted to the Master of Science degree program.

NCLE defined research theme areas include:

- (i) One Health approaches to animal management: exploring how decisions about feeding, care, housing, and health can optimize productivity, environmental impact, animal well-being and quality of animal-sourced foods;
- (ii) Livestock as a component in sustainable agroecosystem solutions management: developing and evaluating strategies to enhance the role of livestock in an integrated, sustainable food production system; and
- (iii) Data-driven tools to improve industry sustainability: harnessing the power of big data to make better decisions – in farm management, regulation, land use planning and more.

The award will be renewable for one subsequent year, provided that the recipient:

- (1) continues to be enrolled full-time in the Faculty of Graduate Studies in any Master of Science degree program delivered by a department in the Faculty of Agricultural and Food Sciences;
- (2) has maintained a minimum grade point average of 3.25 (or equivalent) based on the last 60 credit hours of study; and
- (3) has received a satisfactory progress report from their advisory committee which has been provided to the Faculty Awards Committee.

In years when a renewal of the award is made, no new award will be offered.

Applicants will be required to submit: (i) a description of the proposed research (maximum 500 words) and a statement of its practical applicability and relevance to one or more of NCLE research theme areas, (ii) information on their educational background, research experience, and community involvement and/or leadership experience, (iii) a copy of their current transcript, and (iv) a letter of reference from a graduate advisor or from a faculty member familiar with the student's research work.

The Vice-Provost (Graduate Education) and Dean of the Faculty of Graduate Studies (or designate) will ask the Chair of the Faculty of Agricultural and Food Sciences Awards Committee 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.

Peter Scouras Memorial Scholarship

Demitris Scouras, a former Bison's kicker and supporter of Bison Football, and the Scouras family, established an annually funded award in honour of Peter Scouras at the University of Manitoba in 2022. The purpose of the fund is to recognize a kicker or punter on the Bison Football team who demonstrates Peter's characteristics as a role model in their community. Each year, beginning in 2023-2024, one or more scholarships valued at a minimum of \$1,500 will be offered to an undergraduate student who:

- (1) are eligible to compete in U SPORTS and is a member of the Bisons Football team as a kicker or punter;
- (2) are enrolled full-time, as defined by U SPORTS, in any faculty, college, or school at the University of Manitoba; and
- (3) in the opinion of the selection committee, have demonstrated integrity and leadership, and is a role model in their community.

Preference will be given to students who have previously received this award.

The selection committee will be named by the Athletic Director (or designate) and will include the Head Coach of the Bisons Football team (or designate).

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

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

2. AMENDMENTS

A.G. Robinson Memorial Scholarship

The following amendments were made to the terms of reference for the A. G. Robinson Memorial Scholarship:

- The preamble was revised to:
In honour of the memory of A.G. Robinson, Professor (1953-1981), Head (1975-1981) and Professor Emeritus (1982-1992) of the Department of Entomology, his colleagues and friends established a scholarship fund at the University of Manitoba in 1994. The Manitoba Scholarship and Bursary Initiative has made a contribution to this fund. Each year, the available annual income will be used to offer one scholarship to a graduate student who:
- The numbered criteria were revised to:
 - (1) *is enrolled full-time in the Faculty of Graduate Studies in a master’s or doctoral program offered by the Department of Entomology;*
 - (2) *has achieved a minimum grade point average of 3.5 based on the last 60 credit hours (or equivalent) of study;*
 - (3) *has not had a performance rating lower than ‘satisfactory’ on their most recent FGS Progress Report Form; and*
 - (4) *has received a high overall percentage grade in either:*
 - (a) *Advanced Entomology I (currently numbered ENTM 7150) for M.Sc. students; or*
 - (b) *Advanced Entomology (currently numbered ENTM 7220) for Ph.D. students.*
- The paragraph following the numbered criteria was revised to:
In the event of a tie, the highest percentage grade in the research/grant proposal and oral presentation on the research/grant proposal assignments of the course will be used to break the tie. If no student is considered qualified for the scholarship, all of the income will be returned to the principal.
- The selection committee paragraph was revised to:
The Vice-Provost (Graduate Education) and Dean of the Faculty of Graduate Studies (or designate) will ask the Chair of the Awards Committee of the Faculty of Agricultural and Food

Sciences (or designate) to name the selection committee for this award, which will include the course instructor (or designate) listed in criterion (4) and the Chair of the Entomology graduate program (or designate).

Bert and Lee Friesen Graduate Scholarship in Chemistry

The following amendments were made to the terms of reference for Bert and Lee Friesen Graduate Scholarship in Chemistry:

- The preamble was revised to:

The Bert and Lee Friesen Foundation established an endowment fund at the University of Manitoba to provide scholarships to graduate students in Chemistry. The contribution has been matched by the Manitoba Scholarship and Bursary Initiative. Albert (Bert) D. Friesen is a graduate of the University of Manitoba (B.Sc. (Honours)/'69, M.Sc./'71, Ph.D./'82), received the University of Manitoba's Distinguished Alumni Award in 2003 and the Order of Manitoba in 2005. Each year, the available annual income from the fund will be used to offer two scholarships.

- The numbered criteria were revised to:

One scholarship at a minimum value of \$14,000 will be offered to a master's student who:

- (1) is enrolled full-time in the Faculty of Graduate Studies in a master's program offered by the Department of Chemistry;*
- (2) has achieved a minimum grade point average of 3.5 based on the last 60 credit hours (or equivalent) of study; and*
- (3) has demonstrated exceptional research potential at either the undergraduate or graduate level.*

In order to demonstrate how they meet criterion (3), applicants must submit: (i) a brief statement (maximum 250 words) describing their research; (ii) a copy of their current curriculum vitae; and (iii) two academic letters of reference.

The master's scholarship is renewable for 1 year, at the same value as the previous year, to students who transition to a doctoral program during the year they hold the award, provided that the recipient:

- (a) is enrolled full-time in the Faculty of Graduate Studies in a doctoral program offered by the Department of Chemistry; and*
- (b) has achieved a minimum grade point average of 3.5 based on the last 60 credit hours (or equivalent) of study.*

In years where funds are available, the master's scholarship will be valued at the same level as the University of Manitoba Graduate Fellowship (UMGF) master's level awards. At the time of writing, this is \$14,000.

One scholarship at a minimum value of \$18,000 will be offered to a doctoral student who:

- (1) is enrolled full-time in the Faculty of Graduate Studies in any doctoral program offered by the Department of Chemistry;*
- (2) has achieved a minimum grade point average of 3.5 based on the last 60 credit hours (or equivalent) of study; and*
- (3) has demonstrated exceptional research achievement at the graduate level.*

In order to demonstrate how they meet criterion (3), applicants must submit: (i) a brief statement (maximum 250 words) describing their research; (ii) a copy of their current curriculum vitae; and (iii) two academic letters of reference.

The doctoral scholarship is renewable for 1 year, at the same value as the previous year, provided that the recipient:

- (a) is enrolled full-time in the Faculty of Graduate Studies in a doctoral program offered by the Department of Chemistry;*
- (b) has achieved a minimum grade point average of 3.5 based on the last 60 credit hours (or equivalent) of study; and*
- (c) has not been in the doctoral program longer than five years. For students that have transferred from the master's to the doctoral program this time includes the period they were enrolled as a master's student.*

In years where funds are available, the doctoral scholarship will be valued at the same level as the University of Manitoba Graduate Fellowship (UMGF) doctoral level awards. At the time of writing, this is \$18,000.

- The paragraph following the numbered criteria was revised to:

An additional non-renewable scholarship valued at \$14,000 will be offered to a master's student who meets the criteria outlined above if the remaining available annual income plus the unspent revenue from the fund exceeds \$14,000 in any given year. Alternatively, if the remaining available annual income plus the unspent revenue exceeds \$18,000 in any given year, an additional non-renewable scholarship at a value of \$18,000 will be offered to a doctoral student.

- The following paragraph was revised to:

The Bert and Lee Friesen Graduate Scholarship in Chemistry (master's and doctoral) may not be held with other awards of equal or greater value.

- The selection committee paragraph was revised to:

The selection committee has the discretion to determine the number and value of awards offered each year based on the available funds, as outlined in the criteria above.

Jack MacDonell Scholarship for Research in Aging

The following amendments were made to the terms of reference for Jack MacDonell Scholarship for Research in Aging:

- The preamble was revised to:

The Jack MacDonell Scholarship for Research in Aging was established to encourage and stimulate graduate student interest in research activity in aging. Each year, the available annual income from the fund will be used to offer one or more scholarships to graduate students who:

- The numbered criteria were revised to:

- (1) are enrolled full-time in the Faculty of Graduate Studies, in either the first or second year of any master's program, or are within the first four years of a doctoral program, and whose research focuses on aging;*
- (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 outstanding interest or commitment to research in aging.*

- The paragraph following the numbered criteria was revised to:
In order to demonstrate how they meet criteria (3), applicants will be required to submit: (i) a description of the proposed research and a statement of its practical applicability and relevance to aging, (ii) information on their educational background and research experience, (iii) an unofficial transcript, and (iv) two letters of reference, one from the graduate advisor and one from another faculty member familiar with the student's research work. The referees must forward both letters directly to the Centre on Aging.
- The following paragraphs were revised to:
The recipient of the scholarship will be required to submit a copy of their thesis/dissertation when complete, acknowledging financial support. The stage in their career will be considered and students will be ranked according to academic record, research project, research experience, publications and presentations, and letters of support.
The recipient may only hold this award once in a specific degree program. The recipient cannot hold any major award valued at \$10,000 or greater in the year in which the award is tenable.
- The following paragraph was added:
The selection committee has the discretion to determine the number and value of awards offered each year based on the available funds, as outlined in the criteria above.

Joseph and Sylvia Lavitt Award in Pharmacy

The following amendments were made to the terms of reference for Joseph and Sylvia Lavitt Award in Pharmacy:

- The preamble was revised to:
In honour of his parents, Mr. Joseph and Mrs. Sylvia Lavitt, Mr. Frank Lavitt (LL.B./'79) and his spouse, Ms Ahava Halpern, have established an endowment fund at the University of Manitoba with an initial gift of \$25,000 in 2010. The fund will be used to provide scholarships for students in the College of Pharmacy. Each year, the available annual income from the fund will be used to offer one scholarship to an undergraduate student who:
- The numbered criteria were revised to:
(1) is enrolled full-time (minimum 80% course load) in the third year of the PharmD program in the College of Pharmacy; and
(2) has achieved a minimum degree grade point average of 3.0.
- The standard Board of Governors statement was updated.

Marguerite Hulme Scholarship in Pharmacy

The following amendments were made to the terms of reference for Marguerite Hulme Scholarship in Pharmacy:

- The preamble was revised to:
In memory of his wife Marguerite, who graduated from Pharmacy at the University of Manitoba in 1940, Mr. G. Fred Hulme established an endowment fund of \$300,000 at the University of Manitoba to support a scholarship to encourage young women and men to enter the profession of Pharmacy. Each year, the available annual income from the fund will be used to offer one scholarship to an undergraduate student who:

- The numbered criteria were revised to:
 - (1) *is a Canadian Citizen or Permanent Resident of Canada;*
 - (2) *is enrolled full-time (minimum 80% course load) in the first year of study in College of Pharmacy at the University of Manitoba;*
 - (3) *has achieved a minimum adjusted-grade-point average of 4.0;*
 - (4) *has participated in student extra-curricular activities; and*
 - (5) *has demonstrated leadership potential.*
- The renewable paragraphs were revised to:

The award is renewable for three years provided the recipient continues to:

 - (a) *be enrolled full-time (minimum 80% course load) in the next ensuing year of study in College of Pharmacy at the University of Manitoba;*
 - (b) *maintain a minimum degree grade-point average of 3.75;*
 - (c) *participate in student extra-curricular activities; and*
 - (d) *develop leadership qualities.*

In the event that a recipient does not qualify for the renewal of this scholarship, another student who meets the above renewal criteria and is in the same year as the student who did not qualify will be offered the scholarship. Only four students can hold this scholarship each year.
- The following paragraph was removed:

**The state of the fund supporting this scholarship will be reviewed annually and, if the amount thereof should permit, the value of the award will be increased progressively, at the discretion of the University, for the second, third, and fourth years.*
- The selection committee paragraph was revised to:

The selection committee will be the College of Pharmacy Professional Program Awards Committee.
- The standard Board of Governors statement was updated.

Pharmacy Class of 2009 – Passion and Commitment Award

The following amendments were made to the terms of reference for Pharmacy Class of 2009 – Passion and Commitment Award:

- The numbered criteria were revised to:
 - (1) *has successfully completed the requirements for the Doctor of Pharmacy (PharmD) degree program in the College of Pharmacy;*
 - (2) *has achieved a minimum degree grade point average of 3.0;*
 - (3) *has, through the course of their degree studies, a strong record of community service within the broader community, the College of Pharmacy, and /or the University.*
- The selection committee paragraph was revised to:

The selection committee will be the College of Pharmacy Professional Program Awards Committee.
- The standard Board of Governors statement was updated.

Statistical Association of Manitoba Bursary

The following amendments were made to the terms of reference for The Statistical Association of Manitoba Bursary:

- The preamble was revised to:
The Statistical Association of Manitoba (SAM) established a trust fund at the University of Manitoba in 1990, to offer an annual award to support students studying statistics. The Manitoba Scholarship and Bursary Initiative has made a contribution to this fund. Each year, beginning in 2023-2024, the available annual income 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 any year of study in the Faculty of Science in any Statistics program or joint Statistics program (Major, Major Co-op, Honours, and Honours Co-op); and*
 - (2) *have achieved a minimum degree grade point average of 2.5; and*
 - (3) *have demonstrated financial need on the standard University of Manitoba general bursary application form.*
- The paragraph following the numbered criteria was revised to:
The selection committee will have the discretion to determine the number and value of awards offered each year based on the available annual income from the fund and the level of financial need demonstrated by candidates for this bursary.
- The selection committee paragraph was revised to:
The Dean of the Faculty of Science (or designate) will ask the Head of the Department of Statistics (or designate) to name the selection committee for this award.
- The standard Board of Governors statement was added.

University of Manitoba Three Minute Thesis (3MT[®]) Competition Prizes

The following amendments were made to the terms of reference for the University of Manitoba Three Minute Thesis (3MT[®]) Competition Prizes:

- The preamble was revised to:
The Faculty of Graduate Studies offers annually funded prizes at the University of Manitoba to reward outstanding 3MT[®] competitors. The 3MT[®] competition recognizes graduate students' abilities to distill their research into a concise presentation utilizing one slide that does not exceed three minutes. The University of Manitoba Retiree's Association (UMRA) provides an annual contribution to the Faculty of Graduate Studies in support of a portion of these prizes. Each year, one or more prizes will be offered to graduate students who:
- The numbered criteria were added:
 - (1) *have successfully presented their ideas and research to a panel of judges, and are selected among the top competitors during the annual 3MT[®] Final Competition in accordance with the rules and regulations of the competition.*
- The paragraph following the numbered criteria was revised to:

Each year prior to the date of the competition, the Faculty of Graduate Studies will determine the number, category, and value of prizes to be offered.

- The selection committee paragraph was revised to:

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

- The standard Board of Governors statement was added.

3. WITHDRAWALS

UMFA Scholarship for the Advancement of Labour Rights

At the donor's request.



Proposal for New Academic Program: Micro-diploma

Please complete the form below and append supporting documents, as appropriate. Electronic copies of the completed proposals are to be submitted to the Office of the University Secretary and the Vice-Provost (Academic Planning and Programs) following endorsement of the proposal by the appropriate Faculty/College/School/Division Council.

It is strongly advised that units initially discuss the proposed program with the Vice-Provost (Academic Planning and Programs) for undergraduate-level Micro-Diplomas or with the Dean of the Faculty of Graduate Studies for graduate-level Micro-diplomas prior to completion and submission of the proposal form. Please refer to the [UM Certificate and Diploma Framework](#) detailing the requirements for Micro-diploma programming.

Section A: Proposing Unit

Faculty/School/College/Division: Arts

Department (where applicable): Classics

Contact, Name and Title: James T. Chlup

Contact Email: james.chlup@umanitoba.ca

Section B: Program Overview

1. **Program Type:** Micro-diploma Graduate Micro-diploma

This program will be available as a (check all that apply):

Stand-alone program

Embedded program

May be taken concurrently and used for credit within a UM degree program, subject to the program regulations of the degree in which the credit will be recognised.

2. **Program Name** (30 characters): Micro-diploma in Mythology and Folktale
3. **Program length** (credit hours): 12
4. **Proposed start term:** Fall 2023

Section C: Program Requirements

5. Description and Intended Outcomes of the Program

This Micro-diploma offers the student the opportunity to undertake historical and cross-cultural study of mythology and folktale utilising existing courses from the Departments of Classics, German and Slavic, Icelandic, and Religion. While mythology and folktale are intrinsically fascinating subjects in their own right (and at this University prove popular as courses within programmes and electives), they provide insight into how a culture negotiates important topics about the world around them. This qualification would fill in a gap in Arts' programmes: many universities in North America include degree options (including graduate degrees) in mythology and/ or folktale. More generally, the Micro-diploma encourages interdisciplinary and comparative study by formally recognising a student's engagement in complementary academic subjects in addition to their Major and/ or Minor.

Upon completion of this Micro-diploma, the student will be able to, *inter alia*:

- Articulate the similarities and differences between myths and folktale across time and cultures, and thus demonstrate cross-cultural competency;
- Analyse the multi-faceted connections between belief and storytelling, central pillars of identity and community;
- Situating mythology and folktale within the broader cultural process of storytelling and narrative;
- Appreciate the diverse ways communities (with)in Canada and elsewhere develop distinctive forms of expression that can foster distinct identities, create barriers and bridges of cultural exchange; and
- Assess critically the ways in which myth and folktale influences modern culture and understand why modern media continues to draw upon myth and folktale.

6. Program Structure

a) Coursework

The student takes 12 credits (four courses) from the following list:

CLAS 1520 Greek and Roman Mythology
GRMN 2510 German Fairy Tales from the Brothers Grimm to Hollywood
ICEL 2400 Icelandic Folktales in a European Context
ICEL 3320 Norse Mythology
RLGN 2072 Storytelling and Religion
RLGN 3102 Myth and Mythmaking: Narrative, Ideology, Scholarship
UKRN 2200 Ukrainian Myths, Rites, and Rituals

CLAS 2500 Aspects of Classical Culture and Languages*
CLAS 3710 Aspects of Classical Culture 1*
UKRN 2600 Special Topics in Ukrainian Studies**

All courses are currently in the academic calendar.

Students may complete the Micro-diploma by completing the courses within four years. There is not required order for the courses.

Courses marked * and ** will only count when the topic of the course pertains to myth. For example, the Department of Classics (*) uses its CLAS 2500 and 3710 courses to offer a myth-centred course: past examples include 'Multi-Media Orpheus' (Fall 2020) and 'Myth and Theory'

(Winter 2021), and 'The Myth of Oedipus from Antiquity to Modernity' (Winter 2020 and Fall 2022). There is normally one mythology-centred course with one of these course numbers each year. The Department of German and Slavic (**) sometimes uses this course number for an occasional course 'Ukrainian Folk and Magic Tales'. Given the expected enrollment for this Micro-diploma, confirming the eligibility of special topics will be easy and will be undertaken by the Department of Classics.

b) Experiential Learning or Work-Integrated Learning Opportunities

While the Centre for Creative Writing and Oral Culture does not offer academic courses, they often will have educational opportunities that relate to the theme of orality—an important topic in the study of mythology and folktale. Such activities (normally in the form of lectures or workshops) will be advertised to students, but attendance or participation are not required. These should be considered additional learning opportunities.

c) Academic Regulations

This Micro-diploma follows the regulations of the Faculty of Arts.

Academic performance requirements:

In order to graduate, students must obtain a minimum C average on all courses required in the Micro-diploma program with no grade lower than a D.

Maximum time-to-completion:

Students have four years after declaring their intent to complete a Micro Diploma to complete the Micro-diploma program.

7. Entrance Requirements

Students may enter this Micro-diploma in two different ways:

1. By declaring their intention to complete a Micro Diploma as a current student in good academic standing within any degree program at the University of Manitoba. The specific entrance criteria are: good academic standing in any current degree or diploma program at the University of Manitoba; or
2. For students not currently enrolled at the University of Manitoba, admission to a Faculty of Arts Micro Diploma program occurs by way of an application to the Faculty of Arts.

Students with fewer than 24 credit hours of Post-Secondary course work completed seeking admission to the Micro Diploma in Workplace Health and Safety:

- must be proficient in English (visit <http://umanitoba.ca/student/admissions/international/english/index.html>);

AND, EITHER:

- must have graduated from high school with at least 5 full credits at the Grade 12 level in courses designated S, G, or U and must have achieved a minimum average of 70% over the following, with no less than 60% in each of:
 - English 40S
 - Mathematics 40S
 - Two academic 40S courses;

OR,

- must meet the Mature Applicant Category Criteria that follows:
 - 21 years of age or older by September 30 for classes starting in September, January 31 for classes starting in January, May 1 for classes starting in May, and July 1 for classes starting in July
 - Must not meet the regular academic requirements of the applicable program, must have limited experience at college or university (fewer than 24 credit hours), and must be a Canadian citizen or Permanent Resident.

Students with 24 or more credit hours of Post-Secondary course work completed seeking admission to the Micro Diploma:

- must have completed a minimum of 24 credit hours of coursework at a recognized college or university with a minimum cumulative grade point average (CGPA) of 2.0 (C) or better;

OR

must be admitted on the Dean's recommendation. [Students who have completed the minimum 24 credit hours of coursework, and do not meet the minimum 2.0 CGPA, may be considered on an individual basis for admission on the Recommendation of the Dean. A minimum 2.0 grade point average (GPA) on the best 24 credit hours of coursework that would be acceptable for credit (transferable) in the Bachelor of Arts General degree Program is required to receive consideration for admission on the Dean's recommendation].

8. Recognition for Credit

A student who completes the Micro-diploma will receive a notation on their transcript.

A student may also use these courses as part of requirements for a Major or Minor in Classics, German, Icelandic, or Religion as appropriate.

A student from another Faculty should consult their home unit to determine whether courses taken in the Micro-diploma can count towards other options.

9. Mode of Delivery

This program is available: In-person On-line Combination:

The mode of delivery will be in-person. One course—CLAS 1520: Greek and Roman Mythology—also exists in an online format (with one section in each of the Fall and Winter

Terms), which will provide some additional flexibility for students. Some of the courses recur during Summer Session also.

Section D: Program Development and Demand

10. Alignment with Strategic Direction and Priorities

Nurturing inter-cultural competency is a clear desideratum for the province and the country, which the University can play a role as the largest post-secondary institution in the province: this Micro Diploma encourages this through study of an important aspect of past and present cultures. The University's most recent strategic plan indicates the importance of maintaining the liberal arts. The Micro-diploma allows the University to showcase the diversity of the Faculty's disciplines and demonstrate how they can complement each other to provide students with rigorous academic preparation.

11. Student Demand for Program

a. Outline expected student demand and interest in the program.

One anticipates this additional credential will interest students seeking a major or a minor in one of the disciplines participating. The persistent interest in CLAS 1520 (taken by approximately 400 students per year, normally half of whom are in their first year) may serve to generate demand for the credential. It is anticipated that each course will advertise the Micro-diploma.

b. What is the expected enrolment in the program? 10 students per year

c. What is the maximum capacity, if applicable? 20 students per year

12. Community and Industry Need

The Humanities produces graduates with 'deep skills' that provide them with the ability to undertake successfully a wide range of professions. The Micro-diploma provides an additional opportunity to practise these skills across academic disciplines.

13. Internal Consultation

The unit has held discussions with, and secured letters of support from, all participating departments (German and Slavic, Icelandic, and Religion).

Section E: Resource Requirements

14. Summary of Program Costs

There are no anticipated additional costs for this programme in terms of staffing, infrastructure, or library resources. The Department of Classics anticipates that it will be able to bear the marginal costs of advertising the Micro-diploma.

15. Summary of Program Funding

This Micro-diploma utilises existing resources (courses, faculty, and support staff) only. The only expected additional costs for the Micro-diploma will be advertising it internally within the University. These costs will be minimal, which the Department of Classics budget can cover.

16. **Library Resources**

Please see attached letter of support.

17. **SPPC Statement on Resource Implications**

Complete and append the *Senate Planning and Priorities Committee (SPPC) Statement on Resource Implications form* at <https://umanitoba.ca/governance/forms#senate-committee-forms>.

Section F: Appendices

As appropriate, please append the following:

- i) Course introduction/change forms.
- ii) *For graduate-level Micro-diplomas*, revised supplemental regulations and BFARS.
- iii) Internal letters of support (see *SCCCC Consultation form* at <https://umanitoba.ca/governance/forms>), including a letter of support from the Registrar and Executive Director of Enrolment Services and the Libraries.
- iv) External letters of support.
- v) SPPC Statement on Resource Implications (<https://umanitoba.ca/governance/forms#senate-committee-forms>)

Department of Classics

- Department of Classics proposes the Introduction of a Micro-Diploma in Mythology and Folktale.

Added Material

~~Deleted Material~~

Classics

Head: James Chlup

General Office: 364 University College

Telephone: 204 474 9502

E-mail: classics@umanitoba.ca

Website: umanitoba.ca/classics

Program Information

Classics programs focus on the languages, literature and material cultures of ancient Greece and Rome. The two cultures are considered for their formative role at the beginnings of western civilization and for their continuing influence on modern civilization. Although courses, and entire programs, are available to students without any Latin or Greek, those intending to pursue specialist studies in any field of classical studies are urged to begin study of the languages as early as possible. The department, through academic staff members with expertise in art history and archaeology, offers a variety of opportunities for travel courses and fieldwork overseas.

The Department of Classics offers Major and Minor (Concentration) programs in Classical Studies, Greek, and Latin.

Classical Studies

For entry, continuation and graduation requirements for the General Degree, Advanced Degree and Honours Degree, see: [Basic Faculty Regulations](#) for the B.A. General, Advanced and Honours Degree Programs.

Major Program

For entry to the Major, the prerequisite is a grade of "C" or better in six credit hours in Classical Studies (CLAS), Greek (GRK) or Latin (LATN) or six credit hours from List A below.

A minimum "C" average in all courses that comprise the Major is required to graduate including the higher grade of repeated courses and excluding failed courses.

Minor (Concentration) Program

For entry to the Minor (Concentration), the prerequisite is a grade of "C" or better in both CLAS 1270 and CLAS 1280, or written permission of the department head.

Greek

For entry, continuation and graduation requirements for the General Degree, Advanced Degree and Honours Degree, see: Basic Faculty Regulations for the B.A. General, Advanced and Honours Degree Programs.

Major Program

For entry to the Major, the prerequisite is a grade of "C" or better in both GRK 1010 and GRK 1020, or written consent of the department head.

A minimum "C" average in all courses that comprise the Major is required to graduate including the higher grade of repeated courses and excluding failed courses.

Minor (Concentration) Program

For entry to the Minor (Concentration), the prerequisite is a grade of "C" or better in both GRK 1010 and GRK 1020, or written consent of the department head.

Latin

For entry, continuation and graduation requirements for the General Degree, Advanced Degree and Honours Degree, see: Basic Faculty Regulations for the B.A. General, Advanced and Honours Degree Programs.

Major Program

For entry to the Major, the prerequisite is a grade of "C" or better in both LATN 1080 and LATN 1090, or written consent of the department head.

A minimum "C" average in all courses that comprise the Major is required to graduate including the higher grade of repeated courses and excluding failed courses.

Minor (Concentration) Program

For entry to the Minor (Concentration), the prerequisite is a grade of "C" or better in both LATN 1080 and LATN 1090, or written consent of the department head.

Micro-Diploma in Mythology and Folktale

The Department of Classics offers a Micro-Diploma in Mythology and Folktale. Students who successfully complete 12 credit hours from the approved list of courses can qualify this credential.

Approved List of Courses

CLAS 1520 Greek and Roman Mythology
GRMN 2510 German Fairy Tales from the Brothers Grimm to Hollywood
ICEL 2400 Icelandic Folktales in a European Context
ICEL 3320 Norse Mythology
RLGN 2072 Storytelling and Religion
RLGN 3102 Myth and Mythmaking: Narrative, Ideology, Scholarship
UKRN 2200 Ukrainian Myths, Rites, and Rituals

CLAS 2500 Aspects of Classical Culture and Languages¹
CLAS 3710 Aspects of Classical Culture 1¹
UKRN 2600 Special Topics in Ukrainian Studies¹

Notes:

1. These courses will only count when the topic of the course pertains to myth, as approved by the Classics Department Head.

Faculty of Arts students may use courses completed in the Micro-Diploma toward the completion of their Bachelor of Arts Degree and alternatively, courses that are used for degree completion can also be used to satisfy the Micro-Diploma. This program is open to students in good standing from other University of Manitoba Faculties and Schools whose academic requirements and regulations for their programs allow for entry to this program. Students from other Faculties or Schools interested in the Mythology and Folktale Micro-Diploma should confirm with their home unit how these courses may be used toward their degree program.

This program is also open to individuals who are not currently students at the University of Manitoba. Whether you are a current U of M student or you are new to the U of M, entry to Faculty of Arts Micro-Diploma programs requires an application for Admission to the specific Micro-Diploma program. Admission requirements for Faculty of Arts Micro-Diplomas can be found in the [Faculty Academic Regulations Section of the Undergraduate Calendar](#).

Interested students should familiarize themselves with the Basic Faculty Regulations for the Faculty of Arts Micro-Diploma Programs, also found in the [Faculty Academic Regulations section of the Undergraduate Calendar](#).



Proposal for New Micro-Diploma

Please complete the form below and append supporting documents, as appropriate. Electronic copies of the completed proposals are to be submitted to the Office of the University Secretary and the Deputy Provost (Academic Planning and Programs) following endorsement of the proposal by the appropriate Faculty/College/School/Division Council.

It is advised that units initially discuss the proposed program with the Deputy Provost (Academic Planning and Programs) for undergraduate-level Micro-diplomas or with the Dean of the Faculty of Graduate Studies for graduate-level Micro-Diplomas prior to completion and submission of the proposal form. Please refer to the [UM Certificate and Diploma Framework](#) detailing the requirements for micro-diploma programming.

Section A: Proposing Unit

Faculty/School/College/Division: Faculty of Arts

Department (where applicable): German and Slavic Studies

Contact, Name and Title: Dr. Stephan Jaeger (Department Head); Dr. Lars Richter (CPAC Representative)

Contact Email: Stephan.Jaeger@umanitoba.ca ; Lars.Richter@umanitoba.ca

Section B: Program Overview

1. **Program Type:** Micro-diploma Graduate Micro-diploma
2. **Program Name:** Introduction to German Language, Life, and Culture
3. **Credential Awarded:** Micro-Diploma in Introduction to German Language, Life, and Culture
4. **Program Length (contact hours):** 9 Credit Hours
5. **Proposed Start Date:** Summer 2023

Section C: Program Description and Delivery

6. **Description of Program**

The Micro-diploma will combine six credit hours of Introductory German (GRMN 1122 and GRMN 1124 or the former GRMN 1120) with an introduction to German culture and society (GRMN 2110 Discovering German Life and Culture), taught in English. GRMN 2110 is designed to match, to the extent this is possible, the topics covered in GRMN 1122/1124 (e.g., food, living situations, migration etc.). Ideally, students enrolled in the language course will also take the culture course and vice versa; however, this is not required to complete the Micro Diploma (see details below). Guest speakers from the German community in Winnipeg will be invited to the culture course to introduce students to this vibrant community. Students from the University of Trier, one of our partner universities, will prepare authentic videos and other teaching materials for the students enrolled in the language course, thus fostering transatlantic communication and learning.

7. Intended Outcomes

Upon completion of the Micro-diploma, students will

- Have completed the A1 level of the Common European Framework of Reference for Languages;
- Articulate the similarities and differences between Canadian and German society;
- Appreciate the cultural diversity of Germany in the 21st century and critically reflect on challenges Germany and its global partners are facing.

8. Program Structure

a) Coursework

Students take 9 credit hours (three courses*) to complete the Micro-diploma:

- GRMN 1122 Introductory German 1 (A)
- GRMN 1124 Introductory German 2 (A)
- GRMN 2110 Discovering German Life and Culture (C)

* The two three credit hours courses GRMN 1122 Introductory German 1 and GRMN 1124 Introductory German 2 used to be a single six credit hour course, GRMN 1120 Beginning German. The new course numbers are currently being introduced for September 2023 and GRMN 1120 deleted in the process, but do not appear in the Academic Calendar at the time of writing this proposal. Students can substitute GRMN 1122 and GRMN 1124 with GRMN 1120.

All courses are currently (or will be shortly) in the Academic Calendar.

Students may complete the Micro-diploma by completing the courses listed above within four years.

b) Experiential Learning or Work-Integrated Learning Opportunities

The teaching method of both courses emphasizes experiential, immersive and reflective learning. in and beyond the classroom, using / integrating remote learning platforms and technologies. The intended guest presentations by members of the German-Canadian community in Manitoba as well as student peers and other representatives from German-speaking countries (including students at our partner institution in Trier) will

expose students to first-hand experiences of living in Germany and living as a German in Canada respectively, and hopefully trigger the interest of students to continue studying German language and culture, as well as to participate in exchange programs to Germany.

9. Academic Regulations

The Faculty of Arts has established [Faculty-wide regulations for Arts Micro-diploma programs](#). They are:

1. Minimum Credit Hours: Faculty of Arts Micro-diplomas consist of 9 -18 credit hours at the undergraduate level, which may include other types of instructional or learning opportunities such as professional development or work-integrated learning experiences.
2. Time to completion: Students have four years after declaring their intent to complete a Micro-diploma to complete the Micro-diploma program.
3. Minimum Credit Hour Load: There are no minimum term credit hour load requirements for students in the Micro-diploma programs.
4. Minimum Grades Required: In order to graduate, students must obtain a minimum C average on all courses required in the Micro-diploma program with no grade lower than a D.
5. Residency Requirements: All courses required in any Faculty of Arts Micro-diploma program must be taught by the University of Manitoba. Students cannot transfer external credit for use toward a Faculty of Arts Micro-diploma.
6. Credit Transfer to Degree Programs: Degree level courses completed as part of a Micro-diploma can be used toward the completion of any of the Bachelor of Arts degree programs. Likewise, courses completed as part of the Bachelor of Arts Degree programs can also be used toward the completion of a Faculty of Arts Micro-diploma.
7. Students are responsible for meeting all course prerequisites of courses required in the Micro-diploma programs and for following all application and registration deadlines

Does the program allow part-time study: Yes No

10. Entrance Requirements

ENTRANCE OR ADMISSION TO THE FACULTY OF ARTS MICRO-DIPLOMA PROGRAMS

Students may enter a Faculty of Arts Micro-diploma program in two different ways:

1. By declaring their intention to complete a Micro-diploma as a current student in good academic standing within any degree program at the University of Manitoba. The specific entrance criteria are: good academic standing in any current degree or diploma program at the University of Manitoba. or
2. For students not currently enrolled at the University of Manitoba, admission to a Faculty of Arts Micro-diploma program occurs by way of an application to the Faculty of Arts.

Students with fewer than 24 credit hours of Post-Secondary course work completed seeking admission to the Micro-diploma in Introduction to German Language, Life, and Culture:

- must be proficient in English (visit <http://umanitoba.ca/student/admissions/international/english/index.html>);

AND, EITHER:

- must have graduated from high school with at least 5 full credits at the Grade 12 level in courses designated S, G, or U and must have achieved a minimum average of 70% over the following, with no less than 60% in each of:
 - English 40S
 - Mathematics 40S
 - Two academic 40S courses;

OR,

- must meet the Mature Applicant Category Criteria that follows:
 - 21 years of age or older by September 30 for classes starting in September, January 31 for classes starting in January, May 1 for classes starting in May, and July 1 for classes starting in July
 - Must not meet the regular academic requirements of the applicable program, must have limited experience at college or university (fewer than 24 credit hours), and must be a Canadian citizen or Permanent Resident.

Students with 24 or more credit hours of Post-Secondary course work completed seeking admission to the Micro-diploma in Introduction to German Language, Life, and Culture:

- must have completed a minimum of 24 credit hours of coursework at a recognized college or university with a minimum cumulative grade point average (CGPA) of 2.0 (C) or better;

OR

must be admitted on the Dean's recommendation. [Students who have completed the minimum 24 credit hours of coursework, and do not meet the minimum 2.0 CGPA, may be considered on an individual basis for admission on the Recommendation of the Dean. A minimum 2.0 grade point average (GPA) on the best 24 credit hours of coursework that would be acceptable for credit (transferable) in the Bachelor of Arts General degree Program is required to receive consideration for admission on the Dean's recommendation].

11. Recognition for Credit¹

A student who completes the Micro-diploma will receive a notation on their transcript and a letter recognizing their accomplishment from the Dean of the Faculty of Arts. The courses can also be used to fulfill requirements for all other German degree programs and may also be used to satisfy degree requirements in other Bachelor of Arts Degrees/Programs as well as degrees offered by other Faculties at the U of M. Students should consult with Advising staff in their home unit to discuss how these courses will (or will not) fit into their program.

12. Mode of Delivery

This program is available: In-person On-line Combination:

Section D: Program Development and Demand

13. Alignment with Strategic Direction and Priorities

Intercultural competency and literacy lie at the heart of the work of the Department of German and Slavic Studies. As the province's largest public university, the University of Manitoba has an important part to play in fostering intercultural competency which this Micro-diploma provides. It will also allow students to advance their skills within the liberal arts which are transferable to the labor market. The Micro-diploma highlights student experience by creating an intense immersive and experiential setting that also enhances internationalization, increases student mobility, and leads to a stronger engagement with community in the sense of "building community that creates an outstanding learning and working environment" and "forging connections to foster high impact community engagement."

¹ Credit recognition of a micro-credential in another program is subject to Senate approved program regulations. Units are encouraged to review degree requirements and regulations and submit any necessary revisions concurrent with the program proposal.

14. Student Demand for Program

a. Outline expected student demand and interest in the program.

It is expected that the Micro-diploma will be very attractive to students across disciplines and faculties. It will give them a comprehensive introduction in one of the most important languages, cultures, and countries world-wide. It will offer students the opportunity of experiential learning (see 8b above) that they can only have in the concentrated form of the summer institute. On a practical level, the Micro-diploma offers students the opportunity to receive nine credit hours in Introductory German & German Culture without having to commit to an entire summer or eight months in Fall/Winter of course work, thus speeding up their time to completion of their program. Students who choose to complete the Micro-diploma through Fall and Winter coursework instead of the summer institute will have an opportunity to present their intercultural and international skills through acquiring the Micro-diploma over time on top of their degree program.

Students can be enticed to continue their German Studies with further courses or in German degree programs (Minor, General, Advanced and Honours Major including the Coop programs for the Advanced Major and Single Honours). Students across campus can more quickly advance to a higher level of German and participate in the numerous exchange, travel, and work programs in the German-speaking world, offered to a multitude of disciplines, strongly enhancing student mobility and internationalization. The unique combination of language course and culture-focused content as well as the intended guest speakers and the collaboration with students at the University of Trier will also be of interest to students. If they do not choose to do further German courses, they will have gained a solid basis in the German language and intercultural skills, enhancing the way how they can present themselves as global citizens for their further studies and career path.

b. What is the expected enrolment in the program?

10

c. What is the maximum capacity, if applicable? (Defined as first-year enrolment capacity.)

35

15. Community and Industry Need

According to the [Canadian German Chamber of Industry and Commerce](#), Germany is Canada's sixth largest trading partner. The [Canada-Germany Hydrogen Alliance](#) from August 2022 is only the most recent bilateral agreement between the two countries that illustrates that the historically strong ties between Canada and Germany will only grow stronger in the future. In light of this, there is a strong community and industry for students who have been thoroughly trained in German language and culture.

16. Internal Consultation

The Department of German and Slavic Studies has thoroughly discussed the proposed Micro-diploma during departmental meetings. The Micro-diploma has also been discussed with representatives from the Faculty of Arts (Greg Smith, Heidi Marx, Jennifer Riddell, and Greg Sobie).

17. External Consultation

Not applicable.

Section E: Resource Requirements

18. Projected costs

There are no additional costs attached to this Micro-diploma in terms of staffing, infrastructure, or library resources.

19. Program Funding

The Micro-diploma will be funded through tuition revenue to the Faculty of Arts. See point 18.

Section G: Appendices

GRMN 1122 Introductory German 1 (A) 3 cr

Three hours of lectures, plus one hour of language lab per week. The course is intended for students with little or no previous knowledge of German. Basic grammar is included, but emphasis is placed on the development of broad reading and speaking skills. Reaches the A1.1 level of the Common European Framework of Reference for Languages. Students may not hold credit for GRMN 1122 and any of: GRMN 1123, GRMN 1125, GRMN 1120, and GRMN 1121. Students with Grade 12 German or its equivalent may not normally take the course for credit. Not open to students who have previously obtained credit for GRMN 2102, GRMN 2104, GRMN 2103, GRMN 2105 or the former GRMN 2100 or GRMN 2101.

GRMN 1124 Introductory German 2 (A) 3 cr

Three hours of lectures, plus one hour of language lab per week. This course is a continuation of GRMN 1122 and intended for students with some basic knowledge of German. Basic grammar is included, but emphasis is placed on the development of broad reading and speaking skills. Reaches the A1.2 level of the Common European Framework of Reference for Languages. Students may not hold credit for GRMN 1124 and any of: the former GRMN 1120, GRMN 1121, and GRMN 1125. Students with Grade 12 German or its equivalent may not normally take the course for credit. Not open to students who have previously obtained credit for GRMN 2102, GRMN 2104, GRMN 2103, GRMN 2105 or the former GRMN 2100 or GRMN 2101.

GRMN 1120 Beginning German (A) 6 cr

(Lab required) Three hours of lectures, plus one hour of language lab or conversation class per week. The course is intended for students with little or no previous knowledge of German. Basic grammar is included, but emphasis is placed on the development of broad reading and speaking skills. Satisfactory completion of this course enables students to proceed to GRMN 2100 or GRMN 2103. Students may not hold credit for GRMN 1120 and any of: GRMN 1123 or GRMN 1125 or the former GRMN 1121. Students with Grade 12 German or its equivalent may not normally take the course for credit. Not open to students who have previously obtained credit for GRMN 2100 or GRMN 2103 or GRMN 2105 or the former GRMN 2101.

GRMN 2110 Discovering German Life and Culture (C) 3 cr

Language of instruction: English. An introduction to German life and culture with an emphasis on experiential and reflective learning. The course will cover topics like popular music, film, memory culture, multiculturalism, environmentalism, food, and family structures in Germany. These topics will be addressed through the analysis of, among others, short texts, songs, movies, and graphic novels. Involvement of the German-Canadian community in Manitoba and of presenters from German-speaking countries is an integral part of this course.

German and Slavic Studies

- German and Slavic Studies proposes the introduction of a Micro-diploma in Introduction to German Language, Life, and Culture.

Added Material

~~Deleted Material~~

German and Slavic Studies

Head: Stephan Jaeger

Campus Address/General Office: 328 Fletcher Argue Building

Telephone: 204 474 9370

Email Address: german_slavic@umanitoba.ca

Website: umanitoba.ca/german_and_slavic/

Program Information

This department's program covers two European cultural and language groups. German is the official language of five European countries and an understanding of German language and culture is essential to any understanding of European history. Courses are offered in German language, literature and culture. In Slavic Studies, the department offers language, literature and culture courses in Russian, Ukrainian and Polish — the three largest Slavic language groups. The Slavic countries of Eastern Europe exert an important influence on international affairs. In Canada, immigration from both German and Slavic language groups has contributed greatly to the country's cultural mosaic. The department also offers language courses in Hungarian.

German

German Program Information

For entry, continuation and graduation requirements for the General Degree and Honours Degree, see: [Basic Faculty Regulations](#) for the B.A. General, Advanced and Honours Degree Programs.

Major Program

For entry to the Major, the prerequisite is a grade of "C" or better in 6 credit hours in German courses at any level.

A minimum "C" average in all courses that comprise the Major is required to graduate, including the higher grade of repeated courses and excluding failed courses.

Minor (Concentration) Program

For entry to the Minor (Concentration), the prerequisite is a grade of "C" or better in 6 credit hours in German.

Honours Program

For entry to the Honours program, see: Basic Faculty Regulations for the B.A. General, Advanced and Honours Degree Programs.

Co-operative Education Options

Students interested in alternating employment terms and academic terms as part of a program in German may apply to enter one of the Co-operative Education options. The course and grade requirements for entry to this option are the same as those required for entry to the regular four-year Single Advanced Major and Single Honours programs. Students should refer to the general faculty regulations for Cooperative Options.

Other

German courses are arranged into categories as follows:

- Category A: Language courses
- Category B: Literature, Culture and Applied Linguistics courses conducted in German
- Category C: Literature, Culture and Applied Linguistics courses conducted in English

Micro-diploma in Introduction to German Language, Life, and Culture

The Department of German and Slavic Studies offers a Micro-diploma in Introduction to German Language, Life, and Culture. Students who successfully complete: GRMN 1122 Introductory German 1 (A), GRMN 1124 Introductory German 2 (A), GRMN 2110 Discovering German Life and Culture (C) can qualify for this credential.

Faculty of Arts students may use courses completed in the Micro-diploma toward the completion of their Bachelor of Arts Degree and alternatively, courses that are used for degree completion can also be used to satisfy the Micro-diploma.

This program is open to students in good standing from other University of Manitoba Faculties and Schools whose academic requirements and regulations for their programs allow for entry to this program. Students from other Faculties or Schools interested in the Introduction to German Language, Life, and Culture

Micro-diploma should confirm with their home unit how these courses may be used toward their degree program.

This program is also open to individuals who are not currently students at the University of Manitoba.

Whether you are a current U of M student or you are new to the U of M, entry to Faculty of Arts Micro-diploma programs requires an application for Admission to the specific Micro-diploma program. Admission requirements for Faculty of Arts Micro-diplomas can be found in the [Faculty Academic Regulations Section of the Undergraduate Calendar](#).

Interested students should familiarize themselves with the Basic Faculty Regulations for the Faculty of Arts Micro-diploma Programs, also found in the [Faculty Academic Regulations section of the Undergraduate Calendar](#).

AGENDA ITEM:

Student Giving Agreements for: Clayton H. Riddell Faculty of Environment, Earth, and Resources, Faculty of Education, Price Faculty of Engineering, Interior Design, College of Occupational Therapy, College of Physical Therapy, College of Pharmacy, School of Art, Faculty of Social Work.

RECOMMENDED RESOLUTION:

That the Board of Governors approves the following contributions be assessed against students beginning in the fall of 2023:

Unit	Contribution	Length	Requested by:
Clayton H. Riddell EER	\$3/Credit hour	2	Dr. Stephan Pflugmacher Lima, Dean
Faculty of Education	\$4.03/credit hour	3	Dr. Charlotte Enns, Acting Dean
Price Faculty of Engineering	\$5/credit hour	3	Dr. Marcia Friesen, Dean
Interior Design	\$1.66/credit hour	3	Mira Locher, Dean
College of Occupational Therapy	\$125/semester	3	Dr. Reg Urbanowski, Dean
College of Physical Therapy	\$125/semester	3	Dr. Reg Urbanowski, Dean
College of Pharmacy	\$80/semester	2	Dr. Raman-Wilms, Dean
School of Art	\$3/credit hour	3	Dr. Edward Jurkowski, Director
Faculty of Social Work	\$1.85/credit hour	2	Dr. Yellow Bird, Dean

CONTEXT AND BACKGROUND:

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

Clayton H. Riddell Faculty of Environment, Earth, and Resources: On February 27th and 28th, and April 4th to 6th, the Society of Earth Sciences and Environmental Students held a referendum to support the Environment, Earth, & Resources Student Fund. Each student was proposed with making a donation of \$3.00 per credit hour for a two-year term, beginning in the fall of 2023. This amounts to an approximate donation of \$90 per student per year. This will result in a contribution of \$76,500 (pending enrolment) to the university. The students voted in favour of this proposal, and the voter turnout was as follows: there was a 20% participation rate with 86 of the 425 eligible student voters casting a ballot. Of those votes, 75 were "yes" votes, 11 were "no" votes and there were no spoiled ballots.

Faculty of Education: On February 17th, and April 14th to 19th, the Faculty of Education Student Council held a referendum to support the Education Endowment fund. Each student was proposed with making a donation of \$4.03 per credit hour for a three-year term, beginning in the fall of 2023. This amounts to an approximate donation of \$121 per student per year. This will result in a contribution of \$125,961 (pending enrolment) to the university. The students voted in favour of this proposal, and the voter turnout was as follows: there was a 19% participation rate with 67 of the 347 eligible student voters casting a ballot. Of those votes, 35 were “yes” votes and 25 were “no”, and 7 abstained.

Price Faculty of Engineering: On March 13th and 14th, the University of Manitoba Engineering Society held a referendum to support the Faculty of Engineering Endowment Fund, and the Student Initiative Fund. Each student was proposed with making a total contribution of \$5 per credit hour for a three-year term, beginning in the fall of 2023. This amounts to an approximate donation of \$180 per full time student each year. This will result in a contribution of \$923,940 (pending enrolment) to the university. The students voted in favour of this proposal, and the voter turnout was as follows: there was a 15% participation rate with 261 of the 1711 eligible student voters casting a ballot. There were 184 “yes” votes, 63 “no” votes, and 14 votes abstained.

Interior Design: On March 1st and 2nd, the Interior Design Association of Students held a referendum to support the Architecture Endowment and the Student Initiative Fund. Each student was proposed with making a donation of \$1.66 per credit hour for a three-year term, beginning in the fall of 2023. This amounts to an approximate donation of \$50 per student per year. This will result in a contribution of \$6,450 (pending enrolment) to the university. The students voted in favour of this proposal, and the voter turnout was as follows: there was a 46.5% participation rate with 20 of the 43 eligible student voters casting a ballot. Of those votes, 20 were “yes” votes, 0 were “no” votes and there were no spoiled ballots.

College of Occupational Therapy: On February 27th and 28th, and April 4th to 6th, the College of Rehabilitation Sciences held a referendum to support the Endowment and Student Initiative Fund. Each Occupational Therapy student was proposed with making a donation of \$125 per term for three years, beginning in the fall of 2023. This amounts to a donation of \$250 per student per year. This will result in a contribution of \$76,500 (pending enrolment) to the university. The students voted in favour of this proposal, and the voter turnout was as follows: there was a 22% participation rate with 22 of the 102 eligible student voters casting a ballot. Of those votes, there were 18 “yes” votes, 4 “no” votes and there were no spoiled ballots.

College of Physical Therapy: On February 27th and 28th, and April 4th to 6th, the College of Rehabilitation Sciences held a referendum to support the Endowment and Student Initiative Fund. Each Physical Therapy student was proposed with making a donation of \$125 per term for three years, beginning in the fall of 2023. This amounts to a donation of \$250 per student per year. This will result in a contribution of \$76,500 (pending enrolment) to the university. The students voted in favour of this proposal, and the voter turnout was as follows: there was a 20% participation rate with 20 of the 99 eligible student voters casting a ballot. Of those votes, there were 15 “yes” votes, 5 “no” votes and there were no spoiled ballots.

College of Pharmacy: On March 16th and 17th, and April 4th to 6th, the University of Manitoba Pharmacy Students Association held a referendum to support the College of Pharmacy Student Initiative, Endowment, and CAPSI funds. Each student was proposed with making a donation of \$80 per term for 2 years, beginning in the fall of 2023. This amounts to a donation of \$160 per student per year. This will result in a contribution of \$59,840 (pending enrolment) to the university. The students voted in favour of this proposal, and the voter turnout was as follows: there was an 38% participation rate with 71 of the 187 eligible student voters casting a ballot. Of those votes, 58 were “yes” votes, 13 were “no” votes and there were no spoiled ballots.

School of Fine Arts: On April 3rd and 4th, the School of Fine Arts Student Association held a referendum to support the Student Initiative Fund, the Art Endowment Fund, and the Visiting Artist Fund. Each student was proposed with making a donation of \$3.00 per credit hour for a three-year term, beginning in the fall of 2023. This amounts to an approximate donation of \$90 per student per year. This will result in a contribution of \$74,250 (pending enrolment)

to the university. The students voted in favour of this proposal, and the voter turnout was as follows: there was a 17% participation rate with 47 of the approximately 274 eligible student voters casting a ballot. Of those votes, there were 44 "yes" votes, 3 "no" votes, and no spoiled ballots.

Faculty of Social Work: On February 27th and 28th, the Social Work Students' Association held a referendum to support the Faculty of Social Work Student Initiative, Endowment, Student Endowment, and Humanitarian Funds. Each student was proposed with making a donation of \$1.85 per credit hour for a 2-year term, beginning in the fall of 2023. This amounts to a maximum donation of \$55.50 per student per year. This will result in a contribution of \$30,192 (pending enrolment) to the university. The students voted in favour of this proposal, and the voter turnout was as follows: there was a 15% participation rate with 40 out of 272 eligible student voters casting a ballot. Of those votes, 37 were "yes" votes and 3 were "no" votes, and there were no spoiled ballots.

ROUTING TO THE BOARD OF GOVERNORS:

<u>Reviewed</u>	<u>Recommended</u>	<u>By</u>	<u>Title</u>	<u>Date</u>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<i>V. Koldingnes</i> V. Koldingnes	VP External	April 28, 2023
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Michael Benarroch <i>M Benarroch</i>	President & Vice-Chancellor	May 1, 2023
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____

SUBMISSION PREPARED BY: Office of the Vice-President (External)

ATTACHMENTS (letters from):

- Dr. Stephan Pflugmacher Lima, Dean, Clayton H. Riddell Faculty of Environment, Earth, and Resources, and Cailin Hesketh-Jost, Senior Stick, SESES.
- Dr. Charlotte Enns, Acting Dean, Faculty of Education, and Jessica Blerot, Co-Senior Stick and Vice Stick External, EdSC.
- Dr. Marcia Friesen, Dean, Price Faculty of Engineering, and Dawson Switzer, Senior Stick, UMES.
- Mira (Mimi) Locher, Dean, Faculty of Architecture, and Robyn Anderson and Carmen Huang, Co-Presidents, IDAS.
- Dr. Reg Urbanowski, Dean, College of Rehabilitation Sciences, and Eunice Chen, President, Occupational Therapy, and Fung Cheung, President, Physical Therapy.
- Dr. Raman-Wilms, Dean, College of Pharmacy, and Marc Herrera, Senior Stick, UMPHSA.
- Dr. Edward Jurkowski, Director, School of Art, and Owen Dunnigan, Co-President, SOFA SA.
- Dr. Yellow Bird, Dean, Faculty of Social work, and Joanne San Juan, Senior Stick, SWSA.



**University
of Manitoba**

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

440 Wallace Building
Winnipeg, Manitoba
Canada R3T 2N2
General Office (204) 474-7252
Fax: 275-3147

Dr. Michael Benarroch
President and Vice-Chancellor
University of Manitoba

Dear Dr. Benarroch,

I am pleased to inform you that the students in the Clayton H. Riddell Faculty of Environment, Earth, and Resources have once again voted to continue making contributions to the faculty through their student referendum.

Attached you will find the letter I received from Cailin Hesketh-Jost, Senior Stick of the Society of Earth Sciences and Environmental Students. The letter details how proper notice was provided to the students about the student giving initiative, including the disbursement and the vote date through emails sent, classroom presentations and an open forum held by the members of the student council.

As Cailin explains, the students wish to contribute \$3.00 per credit hour for a two-year term, to the Environment, Earth, & Resources Student Fund. This will result in a contribution of \$76,500 (pending enrolment) to the university. This contribution is to be collected from each student in each term when fees are paid, beginning in the fall of the 2023/2024 fiscal year.

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

Sincerely,

Prof. Dr. Stephan Pflugmacher Lima
Dean, Clayton H. Riddell Faculty of Environment, Earth, and Resources, The University of Manitoba

April 20, 2023

Dr. Stephan Pflugmacher Lima
Dean, Clayton H. Riddell Faculty of Environment, Earth, and Resources
445 Wallace Bldg
Winnipeg, MB R3T 2N2

Dear Dr. Pflugmacher Lima,

On February 27 and 28, and April 4-6, the Society of Earth Sciences and Environmental Students held a referendum to support the Environment, Earth, & Resources Student Fund. Each student was proposed with making a donation of \$3.00 per credit hour for a two year term, beginning in the fall of 2023. This amounts to an approximate donation of \$90 per student per year. I am pleased to inform you that the vote was successful. The ballot read as follows:

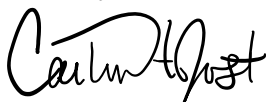
<p>ENVIRONMENT, EARTH, & RESOURCES 2023 BALLOT</p> <p>I agree to make a contribution of \$3.00 per credit hour (\$90 per year) to be paid at the time of registration.</p> <p>This contribution will be directed to Environment, Earth, and Resources as follows:</p> <p>100% (\$90) to the Environment, Earth, & Resources Student Fund</p> <p>The term for this agreement is to be two (2) years.</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>

There was a 20% participation rate with 86 of the 425 eligible student voters casting a ballot. Of those votes, 75 were “yes” votes, 11 were “no” votes and there were no spoiled ballots.

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

The Society of Earth Sciences and Environmental Students supports the results of this vote and asks that the university take the necessary steps to implement the contributions. We are requesting that you forward this information to Dr. Michael Benarroch, President of the University of Manitoba, who will present it to the Board of Governors for ratification. If you require any additional information or have any questions, please feel free to contact us.

Sincerely,



Cailin Hesketh-Jost
Senior Stick, SESES

cc: Justin Wilson, Andrew Colvin, Donor Relations

April 20, 2023

Dr. Michael Benarroch
President and Vice-Chancellor
University of Manitoba

Dear Dr. Benarroch:

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

Attached you will find the letter I received from Jessica Blerot, Senior Stick of the Faculty of Education Student Council. The letter details how proper notice was provided to the students about the referendum initiative, including the disbursement and the vote date.

As Jessica explains, the students wish to contribute \$4.03 per credit hour for a three year term, to the Education Endowment fund. This will result in a contribution of \$125,961 (pending enrolment) to the university. This contribution is to be collected from each student when fees are paid, beginning in the fall of the 2023/2024 fiscal year.

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

Sincerely,



Dr. Charlotte Enns
Acting Dean, Faculty of Education

cc: Justin Wilson, Andrew Colvin, Donor Relations

April 20, 2023

Dr. Charlotte Enns, Acting Dean
Dean, Faculty of Education
225 Education Bldg
University of Manitoba,
Winnipeg, MB R3T 2N2

Dear Dr. Enns,

On February 17th, and April 14th – 19th, the Faculty of Education Student Council held a referendum to support the Education Endowment fund. Each student was proposed with making a donation of \$4.03 per credit hour for a 3-year term, beginning in the fall of 2023. This amounts to an approximate donation of \$121 per student per year. I am pleased to inform you that the vote was successful. The ballot read as follows:

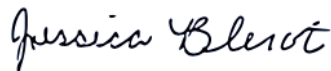
<p style="text-align: center;">FACULTY OF EDUCATION 2023 REFERENDUM BALLOT</p> <p style="text-align: center;">I agree to make a contribution of \$4.03 per credit hour (\$121 per year for 30 credit hours) to be paid at the time of registration. 100% of this contribution will be directed to the Education Endowment Fund The term for this agreement is to be 3 years</p> <p style="text-align: center;"><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
--

There was a 19% participation rate with 67 of the 347 eligible student voters casting a ballot. Of those votes, 35 were “yes” votes and 25 were “no”, and 7 abstained.

Prior to the referendum vote, we contacted the student body to ensure all students were made aware of information detailing the referendum process, the proposed donation amount and disbursement, and the need to fund initiatives in this faculty.

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

Sincerely,



Jessica Blerot, Senior Stick

cc: Justin Wilson, Andrew Colvin, Donor Relations

April 20, 2023

Dr. Michael Benarroch
President and Vice-Chancellor
University of Manitoba

Dear Dr. Benarroch,

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

Attached you will find the letter I received from Dawson Switzer, now-former Senior Stick of the University of Manitoba Engineering Society. The letter details how proper notice was provided to the students about the referendum initiative, including the disbursement and the vote date.

As Dawson explains, the students wish to contribute approximately \$5 per credit hour, to a maximum of \$180 per full-time student, to the Engineering Endowment and the Student Initiative Fund for three years. This will result in a contribution of \$923,940 (pending enrolment) to the University. This contribution is to be collected from each student when fees are paid, beginning in the fall of the 2023/2024 fiscal year.

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

Sincerely,



Dr. Marcia Friesen
Dean, Price Faculty of Engineering

cc: Justin Wilson, Andrew Colvin, Donor Relations

April 20, 2023

Dr. Marcia Friesen
Dean, Price Faculty of Engineering
E2-290 EITC University of Manitoba

Dear Dr. Friesen,

On March 13rd and 14th, the University of Manitoba Engineering Society held a referendum to support the Faculty of Engineering Endowment Fund, and the Student Initiative Fund. Each student was proposed with making a total contribution of \$5 per credit hour, beginning in the fall of 2023. This amounts to an approximate donation of \$180 per full time student each year. I am pleased to inform you that the vote was successful. The ballot read as follows:

PRICE FACULTY OF ENGINEERING – 2023 Student Giving Vote

Are you in favour of UMES' proposal to decrease our Student Giving contribution by \$8 per year for full time students at a breakdown of \$3.50 per credit hour to the Engineering Endowment Fund (max of \$63 per term) and \$1.50 per credit hour to the Student Initiative Fund (max of \$27 per term) to a total of \$180 per year for each full time student?

The term for this agreement is to be 3 years

Yes **No**

There was a 15% participation rate with 261 of the 1711 eligible student voters casting a ballot. There were 184 "yes" votes, 63 "no" votes, and 14 votes abstained.

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

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

Sincerely,



Dawson Switzer, Senior Stick, University of Manitoba Engineering Society

cc: Justin Wilson, Andrew Colvin, Donor Relations

April 24, 2023

Dr. Michael Benarroch
President and Vice-Chancellor
University of Manitoba

Dear Dr. Benarroch,

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

Attached you will find the letter I received from Robyn Anderson and Carmen Huang, Co-Presidents of the Interior Design Association of Students. The letter details how proper notice was provided to the students about the referendum initiative, including the disbursement and the vote date.

As Robyn and Carmen explain, the students wish to contribute \$50 year for a three-year term, split evenly between the Architecture Endowment Fund, and the Interior Design Student Initiative Fund. This will result in a contribution of \$6,450 (pending enrolment) to the university. This contribution is to be collected from each student when fees are paid, beginning in the fall of the 2023/2024 fiscal year.

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

Sincerely,



Mira (Mimi) Locher
Dean, Faculty of Architecture

cc: Justin Wilson, Andrew Colvin, Donor Relations

April 20, 2023

Mira (Mimi) Locher
Dean, Faculty of Architecture
201 John A. Russell Building
University of Manitoba,

Dear Mira (Mimi) Locher,

On March 1 and 2, the Interior Design Association of Students held a referendum to support the Architecture Endowment and the Student Initiative Fund. Each student was proposed with making a donation of \$1.66 per credit hour for a three year term, beginning in the fall of 2023. This amounts to an approximate donation of \$50 per student per year. We are pleased to inform you that the vote was successful. The ballot reads as follows:

INTERIOR DESIGN 2020 STUDENT GIVING BALLOT

I agree to make a contribution of \$1.66 per credit hour
(\$50 per year for 30 credit hours) to be paid at the time of registration.

This contribution will be directed to the Faculty of Architecture as follows:

50% Interior Design Student Initiative Fund
50% Faculty of Architecture Endowment Fund

The term for this agreement is to be 3 years

Yes

No

There was a 46.5% participation rate with 20 of the 43 eligible student voters casting a ballot. Of those votes, 20 were "yes" votes, 0 were "no" votes and there were no spoiled ballots.

Prior to the referendum vote, we discussed the terms with IDAS council, we sent information to the student body via emails, and held an information session in person, and solicited questions from the student body to ensure all students were made aware of information detailing the referendum process, the proposed donation amount and disbursement and the need to give back.

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

Sincerely,



Robyn Anderson



Carmen Huang

Co-Presidents, Interior Design Association of Students

cc: Justin Wilson, Andrew Colvin, Donor Relations

April 21, 2023

Dr. Michael Benarroch
President and Vice-Chancellor
University of Manitoba

Dear Dr. Benarroch,

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

Attached you will find the two letters I received from the Senior Sticks of Occupational Therapy and Physical Therapy. The letters detail how proper notice was provided to the students about the referendum initiative, including the disbursement and the vote date.

Occupational Therapy students will contribute \$250 per year to the Student Initiative Fund and the Endowment Fund. This will result in a contribution of \$76,500 (pending enrolment) to the university over three years.

Physical Therapy students will contribute \$250 per year to the Student Initiative Fund and the Endowment Fund. This will result in a contribution of \$74,250 (pending enrolment) to the university over three years.

These contributions will be collected from each student when fees are paid, beginning in the fall of the 2023/2024 fiscal year.

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

Sincerely,



Dr. Reg Urbanowski,
Dean, College of Rehabilitation Sciences

cc: Justin Wilson, Donor Relations

April 20, 2023

Dr. Reg Urbanowski,
Dean, College of Rehabilitation Sciences
R118 Rehabilitation Bldg
University of Manitoba

Dear Dr. Urbanowski,

On February 27th and 28th and April 4th- 6th, 2023, the College of Rehabilitation Sciences held a referendum to support the Endowment and Student Initiative Fund. Each Occupational Therapy student was proposed with making a donation of \$125 per term for three years, beginning in the fall of 2023. This amounts to a donation of \$250 per student per year. I am pleased to inform you that the vote was successful. The ballot read as follows:

**COLLEGE OF REHABILITATION SCIENCES – OCCUPATIONAL THERAPY
2023 REFERENDUM BALLOT**

I agree to make a contribution of \$125 per semester (\$250 per year)
to be paid at the time of registration.

This contribution will be directed to the College of Rehabilitation Sciences as follows:

80% (\$200) Student Initiative Fund
20% (\$50) Endowment Fund

Term for this agreement is to be 3 years, beginning September 2023

Yes **No**

There was a 22% participation rate with 22 of the 102 eligible student voters casting a ballot. Of those votes, there were 18 “yes” votes, 4 “no” votes and no spoiled ballots.

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

Occupational Therapy students support the results of this referendum and ask that the University take the necessary steps to implement the contributions. I am requesting that you forward this information to Dr Michael Benarroch, President of the University of Manitoba, who will present it to the Board of Governors for ratification. If you require any additional information or have any questions, please feel free to contact me.



Eunice Chen
President, Occupational Therapy

cc: Justin Wilson, Andrew Colvin, Donor Relations

April 20, 2023

Dr. Reg Urbanowski,
Dean, College of Rehabilitation Sciences
R118 Rehabilitation Bldg
University of Manitoba

Dear Dr. Urbanowski,

On February 27th and 28th and April 4th-6th, the College of Rehabilitation Sciences held a referendum to support the Endowment and Student Initiative Fund. Each Physical Therapy student was proposed with making a donation of \$125 per term for three years, beginning in the fall of 2023. This amounts to a donation of \$250 per student per year. I am pleased to inform you that the vote was successful. The ballot read as follows:

**COLLEGE OF REHABILITATION SCIENCES – PHYSICAL THERAPY
2023 REFERENDUM BALLOT**

I agree to make a contribution of \$125 per semester (\$250 per year)
to be paid at the time of registration.

This contribution will be directed to the College of Rehabilitation Sciences as follows:
80% (\$200) Student Initiative Fund
20% (\$50) Endowment Fund

Term for this agreement is to be 3 years, beginning September 2023

Yes **No**

There was a 20% participation rate with 20 of the 99 eligible student voters casting a ballot. Of those votes, there were 15 “yes” votes, 5 “no” votes and no spoiled ballots.

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

Physical Therapy students support the results of this referendum and ask that the University take the necessary steps to implement the contributions. I am requesting that you forward this information to Dr Michael Benarroch, President of the University of Manitoba, who will present it to the Board of Governors for ratification. If you require any additional information or have any questions, please feel free to contact me.



Fung Cheung
President, Physical Therapy

cc: Justin Wilson, Andrew Colvin, Donor Relations

April 20, 2023

Dr. Michael Benarroch
President and Vice-Chancellor
University of Manitoba

Dear Dr. Benarroch,

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

Attached you will find the letter I received from Marc Herrera, Senior Stick of the University of Manitoba Pharmacy Students Association. The letter details how proper notice was provided to the students about the referendum initiative, including the disbursement and the vote date.

As Marc explains, the students wish to contribute \$80 per term for two years, to the College of Pharmacy Student Initiative, Endowment, and CAPSI funds. This will result in a contribution of \$59,840 (pending enrolment) to the university. This contribution is to be collected from each student in each term when fees are paid, beginning in the fall of the 2023/2024 fiscal year.

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

Sincerely,



Lalitha Raman-Wilms, BSc(Phm), PharmD, FCSHP
Dean and Professor,
College of Pharmacy,
Rady Faculty of Health Sciences

enclosure

cc: Justin Wilson, Andrew Colvin, Donor Relations

April 20, 2023

Dr. Lalitha Raman-Wilms
Dean, College of Pharmacy
147 Apotex Ctr

Dear Dr. Raman-Wilms,

On March 16 and 17, and April 4-6, the University of Manitoba Pharmacy Students Association held a referendum to support the College of Pharmacy Student Initiative, Endowment, and CAPSI funds. Each student was proposed with making a donation of \$80 per term for 2 years, beginning in the fall of 2023. This amounts to a donation of \$160 per student per year. I am pleased to inform you that the vote was successful. The ballot read as follows:

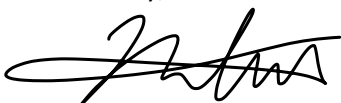
<p>COLLEGE OF PHARMACY 2023 Ballot</p> <p>"I agree to make a contribution of \$160 per year (\$80 per term) to be paid at the time of registration:</p> <p>The contribution will be directed to Pharmacy as follows:</p> <ul style="list-style-type: none">• 68.75% Student Initiative Fund<ul style="list-style-type: none">• 25% CAPSI• 6.25% Endowment Fund <p>The term for this agreement is to be 2 years, starting September 2023</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>

There was an 38% participation rate with 71 of the 187 eligible student voters casting a ballot. Of those votes, 58 were "yes" votes, 13 were "no" votes and there was no spoiled ballot.

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

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

Sincerely,



Marc Herrera
Senior Stick
University of Manitoba Pharmacy Students Association

cc: Justin Wilson, Andrew Colvin, Donor Relations



School of Art

313 ARTlab
Winnipeg, Manitoba
Canada R3T 2N2
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April 20, 2023

Dr. Michael Benarroch
President and Vice-Chancellor
University of Manitoba

Dear Dr. Benarroch,

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

Attached you will find the letter I received from Owen Dunnigan, SOFA Co-President. The letter details how proper notice was provided to the students about the referendum initiative, including the disbursement and the vote date, through emails sent and presentations made by the student council.

As Owen explains, the students wish to contribute \$90.00 a year for a three year term to the Student Initiative Fund, the Art Endowment Fund, and the Visiting Artist Fund. This will result in a contribution of \$74,250 (pending enrolment) to the university. This contribution is to be collected from each student when fees are paid, beginning in the fall of the 2023/2024 fiscal year.

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

Sincerely,

A handwritten signature in black ink that reads "Edward Jurkowski".

Dr. Edward Jurkowski, Ph.D.
Director, School of Art

cc: Justin Wilson, Andrew Colvin, Donor Relations

April 12, 2023

Dr. Edward Jurkowski
Director, School of Art
310 Fletcher Argue Building
University of Manitoba,

Dear Dr. Jurkowski,

On April 3rd and 4th, the School of Fine Arts Student Association held a referendum to support the Student Initiative Fund, the Art Endowment Fund, and the Visiting Artist Fund. Each student was proposed with making a donation of \$3.00 per credit hour for a three-year term, beginning in the fall of 2023. This amounts to an approximate donation of \$90 per student per year. I am pleased to inform you that the vote was successful. The ballot read as follows:

<p>SCHOOL OF ART 2023 STUDENT GIVING BALLOT</p> <p>Do you agree to keep student funding the same, keeping the same rules set out in the 2018 SOFASA referendum? \$3.00/ credit hour (\$90.00/ year for 30 credit hours). Student Initiative Fund (80%), the Art Endowment Fund (10%), and the Visiting Artist Fund (10%) for a 3 year term?</p> <p style="text-align: center;">☞ Yes ☞ No</p>

There was a 17% participation rate with 47 of the approximately 274 eligible student voters casting a ballot. Of those votes, there were 44 “yes” votes, 3 “no” votes, and 0 spoiled ballots.

Prior to the vote we conducted virtual presentations, sent emails and solicited questions from the student body to ensure all students were made aware of information detailing the referendum process, the proposed donation amount and disbursement and the need to give back.

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

Sincerely,



Owen Dunnigan
Co-President

cc: Justin Wilson, Andrew Colvin, Donor Relations

April 20, 2023

Dr. Michael Benarroch
President and Vice-Chancellor
University of Manitoba

Dear Dr. Benarroch,

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

Attached you will find the letter I received from Joanne San Juan, Senior Stick of the Social Work Students' Association. The letter details how proper notice was provided to the students about the referendum initiative, including the disbursement and the vote date, through emails sent and presentations made by the student council.

As Joanne explains, the students wish to contribute \$55.50 per year for a two year term, to the Faculty of Social Work Student Initiative, Endowment, Student Endowment, and Humanitarian Funds. This will result in a contribution of \$30,192 (pending enrolment) to the university. This contribution is to be collected from each student when fees are paid, beginning in the fall of the 2023/2024 fiscal year.

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

Sincerely,



Dr. Michael Yellow Bird
Dean, Faculty of Social Work

cc: Justin Wilson, Andrew Colvin, Donor Relations

April 20, 2023

Dr. Michael Yellow Bird
Dean, Faculty of Social Work
522 Tier Building
University of Manitoba

Dear Dr. Yellow Bird,

On February 27th and 28th, 2023, the Social Work Students' Association held a referendum to support the Faculty of Social Work Student Initiative, Endowment, Student Endowment, and Humanitarian Funds. Each student was proposed with making a donation of \$1.85 per credit hour for a 2 year term, beginning in the fall of 2023. This amounts to a maximum donation of \$55.50 per student per year; which is the same amount as our current agreement. I am pleased to inform you that the vote was successful and as such, the students will be contributing the above amount to the Faculty of Social Work over the next two years. The ballot read as follows:

<p>FACULTY OF SOCIAL WORK 2023 REFERENDUM BALLOT</p> <p>Students will be voting on a 2 year agreement to spend \$1.85/credit hour (capped at \$55.50 per student) going towards the Social Work Student Initiative Fund (55%), Social Work Endowment Fund (30%), Social Work Student Endowment Fund (13%) and the Humanitarian Fund (2%). This is the same amount as our current agreement.</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Abstain</p>

There was a 15% participation rate with 40 out of 272 eligible student voters casting a ballot. Of those votes, 37 were “yes” votes and 3 were “no” votes.

Prior to the referendum vote, we contacted the student body to ensure all students were made aware of information detailing the referendum process, the proposed donation amount and disbursement, and the need for funding initiatives in this Faculty.

The Social Work Students' Association supports the results of this referendum and asks that the University take the necessary steps to implement the contributions. I am requesting that you please forward this information to Dr. Michael Benarroch, President of the University of Manitoba, who will present it to the Board of Governors for ratification. If you require any additional information or have any questions, please feel free to contact me at sanjuan@myumanitoba.ca.

Sincerely,


Joanne San Juan, Social Work Students' Association

cc: Justin Wilson, Andrew Colvin, Donor Relations



Approval Discussion/Advice Information

AGENDA ITEM:

Revisions to the Terms of Reference of the Finance and Infrastructure Committee

RECOMMENDED RESOLUTION:

THAT the Board of Governors approve the revised Terms of Reference of the Finance and Infrastructure Committee, effective upon approval.

CONTEXT AND BACKGROUND:

In November, 2022, the Board of Governors approved the revised committee structure for Standing Committees of the Board and the Terms of Reference for each Committee. Following the approval of the Terms of Reference it was noted that the Associate Vice-President (Administration) was not included as a non-voting internal resource on the Finance and Infrastructure Committee. Given the Committee’s revised mandate and increased focus on infrastructure and capital projects, it is appropriate for the Associate Vice-President (Administration) to be added to the membership list of the Committee.

RESOURCE REQUIREMENTS:

None. The Associate Vice-President (Administration) has historically attended the meetings of the Finance and Infrastructure Committee, and previous Finance and Human Resources Committee, as an additional resource member.

CONNECTION TO THE UNIVERSITY PLANNING FRAMEWORK:

The proposed revisions will aid the Committee in providing stronger insight, oversight, and foresight with respect to infrastructure and capital planning, allowing the Committee more time to focus on high-level strategic matters while avoiding operational matters.

CONSULTATION:

The Vice-President (Administration) of the University

ROUTING TO THE BOARD OF GOVERNORS:

<u>Reviewed</u>	<u>Recommended</u>	<u>By</u>	<u>Title</u>	<u>Date</u>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Governance and Board Development Committee		May 16, 2023

SUBMISSION PREPARED BY: Laura Orsak-Williams, Office of the University Secretary

ATTACHMENTS:

- Revised Finance and Infrastructure Committee Terms of Reference



BOARD OF GOVERNORS FINANCE AND INFRASTRUCTURE COMMITTEE

Terms of Reference

1) Mandate and Role of the Committee

- a) The Finance and Infrastructure Committee (the “Committee”) supports the Board of Governors (the “Board”) of the University of Manitoba (the “University”) in ensuring effective plans and projects related to the University’s financial health, capital spending and infrastructure.
- b) The Committee provides insight, oversight and foresight, as components of due diligence, for projects and plans related to the University’s annual and long-term financial and capital plans; infrastructure needs and plans; finance policies; and long-term financial sustainability.
- c) The Committee approaches its areas of responsibility with a strategic and policy focus, keeping in mind the University’s Mission, Vision, Values, strategic direction, and commitments to equity, diversity, inclusion, Indigenous engagement, and reconciliation.

2) Authority

- a) The Committee is created by and is accountable to the Board of the University of Manitoba, under the powers provided to the Board by *The University of Manitoba Act*.

3) Areas of Responsibility

- a) ***Financial operating and capital planning***
 - i) Review annual operating and capital estimates submissions and recommend approval to the Board.
 - ii) Review the annual operating and capital budgets and recommend approval to the Board.
 - iii) Review quarterly financial reports.
 - iv) Review the University’s multi-year and long-term financial plans and forecasts, including both operating and capital, and report to the Board as needed.
 - v) Review requests to the Board for special financial support and recommend any required actions.
 - vi) In accordance with the University of Manitoba Policy on Signing of Agreements, review and recommend approval to the Board for renting, hiring or purchasing goods and services, where the total value including amendments exceeds \$1 million except for utilities, insurance, or goods purchased through a competitive procurement process for less than \$5 million.
 - vii) Monitor current and emerging risks related to financial sustainability; monitor actions to mitigate risks and report any significant residual risks to the Board.

viii) Monitor performance measures and trends that affect the long-term financial health and sustainability of the University, and report to the Board on significant trends, potential improvements, and challenges.

b) *Infrastructure planning*

- i) Review short- and long-term infrastructure requirements and report to the Board as required.
- ii) Monitor deferred maintenance and sustainability requirements, and plans developed to meet these needs, and recommend action to the Board to ensure sustainability.
- iii) Review capital project progress reports.
- iv) In accordance with the University of Manitoba Policy on Signing of Agreements:
 - (1) Review and recommend approval to the Board of documents relating to the purchase, sale, mortgaging, or re-zoning of land.
 - (2) Review and recommend approval to the Board of licenses to use, leases and commitments of real property or facilities owned by the University for a term exceeding 20 years, other than easements or mineral rights.
 - (3) Review and recommend approval to the Board of agreements for the construction or renovation of a building; design of a building; or retention of a project manager for a building project if the total project price exceeds \$5 million, except in cases where the overall budget and project plan has been previously approved by the Board, is in accordance with the approved budget and for which the agreement has been tendered in accordance with the project plan.
- v) Monitor current and emerging risks related to University infrastructure; monitor actions to mitigate risks, and report any significant residual risks to the Board.
- vi) Monitor trends related to infrastructure in Canadian higher education and report to the Board on significant trends, potential improvements, and challenges.

c) *Fees and finance policies*

- i) Review and recommend approval to the Board of all fees paid to the University that require Board approval.
- ii) Review and recommend approval to the Board the General Investment Policy and management of University investments.
- iii) Review regular reports from the Trust Investment Committee on its oversight of investments in the University Investment Trust.
- iv) Review and recommend approval to the Board finance, capital planning and asset policies.
- v) Review and recommend approval to the Board stewardship of resources policies.
- vi) Review and recommend approval to the Board amendments to resolutions on signing and banking.

4) *Limits on Authority*

- a) The Committee functions in accordance with the *University of Manitoba Act* and the Board of Governors' bylaws.
- b) All Committee members must abide by *The Code of Conduct for Members of*

the Board.

- c) The delegation of authority by the Board shall be limited as set out in these Terms of Reference, or in further delegation by the Board of specific matters.

5) Composition of Committee

a) ***Ex officio voting members***

- i) The President
- ii) The Chair of the Board

b) ***Voting members appointed by the Board***

- i) Up to three members of the Board, preferably with financial literacy and relevant experience.
- ii) Up to two external community members with financial and/or infrastructure planning expertise, along with senior management experience
- iii) One member of the Board elected by Senate
- iv) One student member of the Board

c) ***Non-voting internal resource persons***

- i) The University Secretary as Secretary
- ii) Vice-Presidents of the University
- iii) Chief Financial Officer/Comptroller
- iii)iv) Associate Vice-President (Administration)

Non-voting resource persons shall not be counted toward quorum.

6) Chair and Vice-Chair

- a) The Chair of the Committee shall be appointed by the Board on from among the voting members of the Committee recommendation of the Governance and Board Development Committee.
- b) The Vice-Chair of the Committee shall be appointed from among the voting members of the Committee by the Board on recommendation of the Governance and Board Development Committee.

7) Term of Office

- a) The term of office is for one year from June 1 to May 31. Members of the Committee shall continue until their successors are named, provided they continue to be members of the Board.

8) Frequency of Meetings and Annual Work Plan

- a) The Committee Chair, with the support of the Executive Committee, shall develop an annual work plan.
- b) The Committee Chair shall determine the frequency of meetings required to achieve the annual work plan.
- c) The Committee shall have an annual work plan, maintained by the Secretary, for the purpose of ensuring the meeting agenda addresses all the responsibilities as outlined in these Terms of Reference.

9) Reporting to the Board

- a) The Minutes of the Committee will be available for review by all Board members on the Board portal.

- b) The Committee shall report regularly to the Board as it deems necessary with respect to its activities and decisions.

10) Committee Process and Procedures

- a) The Committee will function in accordance with the Board of Governors Bylaws, and in accordance with its Terms of Reference.
- b) The Committee will perform any such other function as assigned by law, *The University of Manitoba Act* or the Board.
- c) The Committee will conduct an annual self-evaluation as developed by the Governance and Board Development Committee and report the results to that Committee for its review.
- d) The Committee shall review its Terms of Reference every three years and recommend any necessary changes to the Governance and Board Development Committee for its review.
- e) Quorum for meetings of the Committee is set at 50 percent plus one of voting members.

DRAFT