

# Syllabus

Urban Agriculture: PLNT 1000

Winter 2024

**Faculty of Agriculture**



**University  
of Manitoba**

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**COURSE DETAILS**

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<b>Course Title &amp; Number:</b>	Urban Agriculture: PLNT 1000
<b>Number of Credit Hours:</b>	3
<b>Class Times &amp; Days of Week:</b>	Monday, Wednesday, Friday 1:30-2:20 pm
<b>Location for classes</b>	Lectures will be held in Rm 138 Agriculture. Greenhouse work will be conducted in the Plant Science greenhouses 3 and 4.
<b>Pre-Requisites:</b>	None

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**Instructor Contact Information**

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<b>Instructor(s) Name &amp; Preferred Form of Address:</b>	Dr. Yvonne Lawley, Associate Professor, Department of Plant Science. Students are welcome to address me by name as either Yvonne or Dr. Lawley
<b>Office Location:</b>	109 Plant Science
<b>Office Hours or Availability:</b>	Email Dr. Lawley to setup an appointment. On most days, Dr. Lawley is available for a half hour after class for appointments with students. If you have a schedule conflict after class or need help on a different day, contact Dr. Lawley by email to set up an appointment at a mutually agreeable time.
<b>Office Phone No.</b>	204-474-6504
<b>Email:</b>	Yvonne.Lawley@umanitoba.ca All email communication must conform to the <a href="#">Communicating with Students</a> university policy (see details below). Please use your U of M email address. It is expected that your email communications be done in a professional manner with proper sentence structure and punctuation. Please include your name and which class you are in. Emails will be answered as time permits on week days.
<b>Contact:</b>	Email is the most reliable way to contact Dr. Lawley. You can also ask her questions at the end of class. If you have several questions or questions that require more explanation to answer, sign up for an in person or virtual meeting by email.
<b>Marker:</b>	Larissa Cottick – cottickl@umanitoba.ca

## Course Description

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### U of M Course Calendar Description

PLNT 1000 Urban Agriculture Cr. Hrs. 3. Urban environments and their importance for food production, increasing biodiversity, and reducing pollution are presented. Topics include principles of vegetable, fruit and herb production, landscape plants, and utilization of natural systems for composting, water management and reduced pesticide use. Benefits to environment, community development, and human health are discussed..

### Instructional Methods

A combination of instructional methods will be used in this course. Traditional in-class lectures will be delivered in combination with group work, use of video and internet resources, case studies, and practical examples. Students will also learn to develop their information research skills through short assignments and will work in groups to complete more complex projects. Students will present one of their projects in the classroom and lead discussion related to their project. Guidelines and examples will be provided to students to ensure they have the necessary tools to complete their work.

### Why this course is useful?

There is significant interest in local food production in urban centers to provide affordable, healthy food to urban populations. With the majority of the world's population now living in urban centers, practicing agriculture in these areas can help people connect with food production and provide benefits to their diets, the environment, and overall health. As fuel costs increase there will be even greater need for local food production to support the health and nutrition of urban populations. A number of organizations have been established in the past ten years to promote local food production in urban settings, but there is the potential to significantly expand participation in urban agriculture. Urban food production can benefit lower income families that may not be able to afford fresh produce, provide immigrants with the opportunity to grow or access traditional foods, encourage youth to participate in community projects and develop a sense of responsibility and accomplishment, provide opportunities for physical and mental therapy, and benefit numerous other urban groups. Urban agriculture can play a significant role in waste management through composting of yard and food waste, improve water management, and provide temperature moderation effects. Urban forests and natural areas contribute to the overall health of the urban environment and can act as refuge zones for beneficial insects, improve air quality, and enhance recreational activities. Urban food production sites are diverse and there are many site specific considerations that will need to be made in order to successfully produce food. However, with proper planning and management these sites can be extremely productive. This course will teach basic principles related to food production in urban environments and will emphasize practices that can maximize benefits to the environment and human health. Topics include principles of food production in urban environments, utilization of natural systems to improve biodiversity, waste management through composting, water collection and utilization, and strategies to reduce pesticide and nutrient load in the environment. Different models of urban food production will be explored and concepts in urban planning, activism, and leadership related to urban agriculture will be considered. Benefits to the environment, community development, and human nutrition and health will be discussed.

**Who should take this course?**

This course will be of interest to the following groups:

- 1) Students interested in urban food production and food security either at the local or global level
- 2) Community leaders or others interested in developing programs and food production opportunities in their neighborhoods
- 3) Students interested in city planning and policy development that will promote urban agriculture and realize the benefits to urban sustainability, waste and water management, and reduce pesticide and nutrient load
- 4) Indigenous, immigrant, and other groups that could benefit from urban food production, but may have had little exposure to food production practices in urban environments
- 5) Environmental science students interested in reducing pesticide and nutrient loads, promoting biodiversity, supporting beneficial insects, and managing urban forests and grasslands
- 6) Health professionals and social workers interested in developing or using urban agriculture programs improve the physical and mental health of their clients
- 7) Individuals or groups interested in generating income through urban food production
- 8) Home owners wanting to learn how to utilize their yards for food production, manage yard waste, etc.

**How this course fits into the curriculum**

This course fits into the curriculum as a free elective in the Faculty of Agricultural and Food Sciences. It could also fit as a free elective in other programs. This course could be followed by a course such as PLNT 2510 Fundamentals of Horticulture.

## **Course Goals**

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Through this course, students will build a number of skills that will contribute to their personal and professional development.

*Knowledge and technical expertise:* The knowledge and technical expertise gained through this course will provide basic life skills to the students as well as building on their professional expertise. Basic life skills can be applied throughout the student's life. For example, many students will eventually be home owners and may use the knowledge and technical expertise gained from this course to incorporate food production, waste and water management techniques, promote beneficial insects or reduce nutrient or pesticide loads on their own properties. These students may also be involved in community associations and may help to influence development of healthy urban environments within their communities. On a professional level, students will have the knowledge and technical expertise to participate in extension activities, community development, urban planning, waste and water management, etc.

*Social accountability:* The concepts of urban agriculture must be taught within the context of an entire social structure. Therefore, students will have exposure to a broad range of social and economic models that may influence their thinking regarding the role of urban agriculture within an urban social structure. Students will gain awareness and knowledge of factors that may influence their thoughts on social and environmental accountability.

*Communications skills:* Through assignments and class participation students will gain research skills as well as oral and written communication skills. They will also have to develop strategies to cooperate in a group setting and deliver a cohesive group project.

## Course Learning Objectives

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By the end of this course, students will:

1. Be able to identify the value of urban agriculture and understand the factors necessary for successful advancement of urban agriculture.
2. Know the basic principles of urban agriculture and identify the necessary requirements for production of different types of plants in an urban environment.
3. Be able to conduct an evaluation of an urban site for potential food production, develop a plan for site development, and establish a strategy for successful food production.
4. Be able to consider different models for urban food production in a location (e.g. community garden, individual land owner, cooperative, commercial market garden, etc.) and develop basic recommendations for interested parties.
5. Be able to communicate concepts related to urban food production to community leaders, health professionals, and urban policy makers.
6. Be able to gather information from multiple sources to successfully develop and implement plans for urban food production.

## Textbook, Readings, and Course Materials

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**Required textbook:** No textbook is required for this course. However, specific resources will be made available electronically through the course UM Learn site. Lecture notes will be posted on the UM Learn site after lecture each day.

## Using Copyrighted Material

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Please respect copyright. We will use copyrighted content in this course. I have ensured that the content I use is appropriately acknowledged and is copied in accordance with copyright laws and university guidelines. Copyrighted works, including those created by me, are made available for private study and research and must not be distributed in any format without permission. Do not upload copyrighted works to a learning management system (such as UM Learn), or any website, unless an exception to the *Copyright Act* applies or written permission has been confirmed. For more information, see the University's Copyright Office website at <http://umanitoba.ca/copyright/> or contact [um\\_copyright@umanitoba.ca](mailto:um_copyright@umanitoba.ca).

## Course Technology

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This course will utilize UM Learn for access to course materials and assigned readings, submission of assignments, feedback on assignments, group assignment, and posting assignment grades.

Students are welcome to utilize electronic devices such as computers or tablets during class in a responsible, efficient, ethical and legal manner as long as their use is focused on class and is not disruptive to other students. Students should not participate in personal direct electronic messaging / posting activities (e-mail, texting, video or voice chat, wikis, blogs, social networking (e.g. Facebook) online and offline "gaming" during scheduled class time. If a student is on call (emergency) the student should switch his/her cell phone on vibrate mode and leave the classroom before using it.

Electronic copies of the course syllabus and assignments will be provided on the courses UM Learn site. Go to the University of Manitoba website [umanitoba.ca](http://umanitoba.ca). Click on the UM Learn icon on the University's homepage and find the course on your course list.

**I will use PowerPoint for lectures and will post PowerPoint lecture notes after class. Students are expected take their own notes based on the lectures presented.**

**Students are not allowed to use AI (Artificial Intelligence) software when completing assignments for this course.**

### **Expectations: I Expect You To**

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Students are expected to attend and participate in all classes and work sessions as scheduled. It is the student's responsibility to take notes, participate in class discussions, and ask questions if they do not understand course content. Students are expected to arrive to class on time and be ready to take notes when the class starts. Notes for missed classes or work sessions will not be provided to the student by the professor. If further clarification is required, it is the student's responsibility to contact the professor and set an appointment to discuss the problem. Students can take notes with notebooks, tablets, or laptops, provided they do not interfere with other students in the class. Students, the professor, and work session assistants are expected to comply with the University of Manitoba's [Respectful Work and Learning Environment Policy](#).

[https://umanitoba.ca/admin/governance/media/Respectful\\_Work\\_and\\_Learning\\_Environment\\_RWLE\\_Policy\\_-\\_2016\\_09\\_01.pdf](https://umanitoba.ca/admin/governance/media/Respectful_Work_and_Learning_Environment_RWLE_Policy_-_2016_09_01.pdf).

**Group Work :** Team and group work skills are qualities that most employers are looking for in job candidates. Treat the group work term project and group discussion in this course as an opportunity to develop and document these skills for use in future job application and interviews. All group members should exchange contact information (email, cell phone) at the start of a project so that you can get in contact with each other outside of class. If a problem cannot be resolved within the group, please contact the professor sooner rather than later (ie - not the day before the project is due) to help facilitate a solution. Please be aware of the policy on Inappropriate Collaboration described under the Academic Integrity section of the syllabus.

Where assignments are assigned as group projects, students will be required to hand in one assignment with the names of all students that participated in the assignment listed on the title page of the assignment. In addition, each student will be asked to complete a statement of their contribution to the assignment and a peer assessment of their partners' contributions to the assignment.

**Individual Work:** For individual assignments, students may cooperate and discuss the assignment; however, each student must hand in their own assignment, written in their own words. Material handed in **must be the student's own work** and properly credit others through appropriate scientific citation for information that is from other sources. (Note: a variety of citation styles are acceptable, but sufficient information to retrieve the original article must be provided.) Duplicate assignments (either whole or part) will be considered acts of academic dishonesty and will be subject to disciplinary action according to University policy.

**Class Communication:** You are required to obtain and use your University of Manitoba email account for all communication between yourself and the university. All communication must comply with the Electronic Communication with Student Policy:

[http://umanitoba.ca/admin/governance/governing\\_documents/community/electronic\\_communication\\_with\\_students\\_policy.html](http://umanitoba.ca/admin/governance/governing_documents/community/electronic_communication_with_students_policy.html).



**Academic Integrity:**

Each student in this course is expected to abide by the University of Manitoba [Academic Integrity principles](#). Always remember to reference the work of others that you have used. Also be advised that you are required to complete your assignments independently unless otherwise specified. If you are encouraged to work in a team, ensure that your project complies with the academic integrity regulations. You must do your own work during exams. Inappropriate collaborative behavior and violation of other Academic Integrity principles, will lead to the serious [disciplinary action](#). Visit the [Academic Calendar](#), [Student Advocacy](#), and [Academic Integrity](#) web pages for more information and support.

Refer to specific course requirements for academic integrity for individual and group work such as:

- I. Group projects are subject to the rules of academic dishonesty;
- II. Group members must ensure that a group project adheres to the principles of academic integrity;
- III. Students should also be made aware of any specific instructions concerning study groups and individual assignments;
- IV. The limits of collaboration on assignments should be defined as explicitly as possible; and
- V. All work should be completed independently unless otherwise specified.

For more information on academic integrity, review the University of Manitoba Academic Integrity website and complete the academic integrity tutorial [Academic integrity | University of Manitoba \(umanitoba.ca\)](#)

**Recording Class Lectures:**

Dr. Yvonne Lawley hold copyright over the course material, presentations, and lectures that make up this course. Students are permitted to take pictures of lecture slides for personal study only. No audio or video recording of lectures or presentations is allowed in whole or in part without prior permission of Dr. Lawley or invited lecturers. If you are interested in recording please contact Dr. Lawley by email to request permission and introduce yourself in person before lecture the day you wish to record. Without this permission, no audio or video recording of this material, lectures, or presentations is allowed in any format, openly or surreptitiously, in whole or in part. Course materials (both paper and digital) must not be posted on internet site and are for the participant's private study and research, and must not be shared. Violation of these and other Academic Integrity principles, will lead to serious disciplinary action.

**Student Accessibility Services:**

The University of Manitoba is committed to providing an accessible academic community. Please contact Dr. Lawley by email to set up a meeting time if you have accessibility questions or concerns within the course. [Students Accessibility Services \(SAS\)](#) offers academic accommodation supports and services such as note-taking, interpreting, assistive technology and exam accommodations. Students who have, or think they may have, a disability (e.g. mental illness, learning, medical, hearing, injury-related, visual) are invited to contact SAS to arrange a confidential consultation.

Student Accessibility Services

520 University Centre

Phone: (204) 474-7423

Email: [Student\\_accessibility@umanitoba.ca](mailto:Student_accessibility@umanitoba.ca)

## **Expectations: You Can Expect Me To**

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I believe in active learning and want students to be thinking and engaged as we progress through the classes. I use primarily a lecture style format, but will answer questions from students during lecture to ensure that students understand the material. I may also use short videos and will ask for discussion of key points at the conclusion of the video. I may also ask students questions prior to introducing a new subject to determine what their knowledge base is, or to get them thinking about a topic. If I ask a question orally, students are expected to volunteer answers to these questions. If no one volunteers an answer, I may call on a specific student to answer the question. There is no penalty for answering an oral question incorrectly. Pay attention to these questions as they often identify important material for examination. This process provides me with a check to make sure student's understood the previous material and gets students back into the frame of mind for the subject matter.

I believe that we learn best by doing. Everything that is assigned for this class is designed to enhance learning of the subject matter.

## **Class Schedule and Course Evaluation**

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Lectures will be held on MWF from 1:30-2:20 in Rm 138 Agriculture starting January 8, 2024 and ending April 10, 2024. Some class time will be used to conduct work sessions for the greenhouse project (see assignment description). The schedule of these work sessions will be determined based on the needs of the project.

### **Important Dates:**

January 8, 2023	Lectures begin
February 19-23, 2023	Louis Riel Day (Feb. 19) and Winter-term break
March 20, 2023	Last day for voluntary withdrawal
April 10, 2023	Last day of classes
April 12-26, 2023	Final examination period – students are required to be available during this time.

## **Course Content**

The following is a list of topics to be covered in the course. Some topics may be changed depending on the interests of the students in the class and availability of guest lecturers. The lecture order may change depending on the availability of guest speakers and the schedule of our greenhouse project.

1. Introduction - A general overview of urban agriculture will be provided. Topics will include current food distribution systems and food choices, characteristics of urban environments, urban agriculture around the world, food security, nutritional considerations, policy, and urban agriculture in Canada and on the prairies.
2. Models of urban agriculture – Examples of different types of urban agriculture will be presented. We will begin with the simplest form of “balcony” agriculture and work our way through backyard gardens, community gardens, market gardens, cooperatives, and commercial operations. Education, labour and resource requirements will also be discussed.
3. General principles for food production – Topics will include unique challenges of urban environments, site planning and design, soil preparation, requirements for plant growth, water and waste management, extending the growing season, and food preservation and utilization.

4. Vegetable, herb and fruit production – The requirements and cultural practices for production of groups of vegetables, herbs and fruit will be included with emphasis on species that are adapted to the Canadian prairies.
5. Synergies by design – Options for optimization of land use and production will be discussed. Topics will include complementary planting, natural pest management strategies, promotion of beneficial insects, water collection systems, composting, heating and cooling, genetic conservation, aesthetics and considerations for children and pets.
6. Health benefits – Topics will include, how availability of local, fresh food can contribute to the nutritional status of urban populations, the role of urban agriculture in promoting physical activity, contribution of local food production to communities, and the therapeutic benefits of urban agriculture.
7. Environmental benefits – Concepts will be presented on contribution of urban agriculture to healthier urban environments through improved sustainability, reductions in fossil fuel consumption, reduced waste, improved water management, promotion of beneficial insects and animals, and improved air quality.
8. Policy – The role of government, and non-government organization in developing and promoting plans for urban agriculture will be discussed. Policy related to utilization of public spaces, development of composting, water and waste management plans, land ownership and rental, and community design will be presented.

### **Greenhouse Project Expectations**

Students will work in groups for the greenhouse project. It is expected that individuals within the groups will coordinate amongst themselves to schedule plant care operations such as watering, transplanting, harvesting, etc. It is expected that students will clean up after themselves and put equipment or materials away after each work session. Space around and under greenhouse benches should be kept free of debris. To prevent spread of pests, students are expected to not visit other areas of the greenhouse prior to caring for plants in the section assigned to PLNT 1000. **Biosecurity procedures provided with greenhouse assignment information must be followed by all students.**

### **Grading**

Indicate your grading scale. A sample is given below that you can adjust to your course expectations.

Letter Grade	Percentage out of 100	Grade Point Range	Final Grade Point
A+	95-100	4.25-4.5	4.5
A	86-94	3.75-4.24	4.0
B+	80-85	3.25-3.74	3.5
B	72-79	2.75-3.24	3.0
C+	65-71	2.25-2.74	2.5
C	60-64	2.0-2.24	2.0
D	50-59	Less than 2.0	1.0
F	Less than 50		0

### **Grade Assignment and Due Dates**

Description	Comments	Percent of Final grade	Due Date
Class Participation	Students must be present and contribute to in-class activities	5	Throughout the term as assigned
Fact Sheet Assignment	Individual Assignment. Mid-term assessment (No mid-term exam for this course)	25%	Feb. 16
Greenhouse Project	Term Group Project. Students will submit a portfolio documenting their project.	40%	Part 1 – Feb 28 Part 2 – March 27 Part 3 – April 10
Urban Planning Project	Individual Assignment. Poster Presentation and Report. Final course assessment (No final exam for this course)	30%	Pitch – Feb 5 Poster Presentations – Feb 26, Mar 4, Mar 11 Final Report – April 5
Total		100%	

### **Voluntary Withdrawal**

The last day for voluntary withdraw from this course is March 20, 2023. Students who do not drop the course by the deadline will be assigned a final grade. Withdrawal from courses will be recorded on your official transcript. See the [Registrar's Office](#) web page for more information. I am willing to discuss your progress and strategies for improvement prior the withdrawal date.

### **Assignment Descriptions**

**Description of Assignments :** Assignments will include two individual assignments and a group greenhouse project. The first individual assignment will require students to develop a “fact sheet” that identifies the basic growing conditions required for a specific plant species and where this species fits in an urban food production system. As an experiential exercise, students will work in groups to grow plants (primarily vegetables) in the greenhouse and will be responsible for care and maintenance of their plants. Students will work in groups to create a portfolio documenting their project. As a final assessment for the course, students will prepare an urban planning design for a personal, school, or community garden. Students will select the type of garden they will plan for and prepare a pitch, followed by a concept poster that will be presented to the class, and final written report.

**Description of Examinations:** There will be no mid-term or final exam for this course

### **Referencing Style**

Many different referencing styles are used within the different scientific disciplines of agriculture. For this course, you will be expected to use the Council of Science Editors (CSE) style. This involves using both a reference list and in-text citation. A CSE style guide is Available on UMLearn. If you have

questions about referencing or using style for referencing you can consult Dr. Lawley or the Agriculture Librarian, Ryan Schultz [Ryan Schultz - LibGuides at University of Manitoba \(umanitoba.ca\)](https://umanitoba.ca/libguides/).

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### Assignment Feedback

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Normally, students can expect to receive a grade within three weeks of an assignment submission deadline. Evaluative feedback will be provided for the Fact Sheet assignment and Greenhouse Portfolio Assessment 1 prior to the VW date.

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### Assignment Extension and Late Submission Policy

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**Late Assignments:** Late assignments will lose 10% per day (including weekends). Assignments will be submitted electronically in UMLearn. Assignments are due by 4:30 pm on the assignment due date. Assignments will not be accepted via email. If a student is unable to complete an assignment due to a medical or other emergency, contact the professor as soon as possible by email.

**Missed Assignments:** Unexcused missed assignments will be given a grade of zero. Where assignments are missed due to illness, death in the family, or other circumstances that are beyond the control of the student, the student must contact the professor by email as soon as possible. The student may be given the following options: 1) complete the assignment and receive the late assignment penalty as described above, 2) establish a new due date with the instructor and complete the assignment without penalty when handed in by the new due date, or 3) the final grade will be determined by increasing the value of the final exam by the amount that would have been allocated to the missed assignment. The instructor has the right to determine which option is the most appropriate to apply.

**Missed Final Exam:** If the final exam is missed and an appropriate excuse has been provided to satisfy the University of Manitoba's "Deferred Examinations Policy", another exam date will be set at the discretion of the instructor.

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### UNIVERSITY SUPPORT OFFICES & POLICIES

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As a student at the University of Manitoba you have rights and responsibilities. It is important for you to know what you can expect from the University as a student and to understand what the University expects from you. Become familiar with the policies and procedures of the University and the regulations that are specific to your faculty, college or school.

The University of Manitoba (UM) website's [Governing Documents](https://umanitoba.ca/governance/governing-documents) (<https://umanitoba.ca/governance/governing-documents>) is one important source of information, in particular the Academic and Students sections. The Student Advocacy office can also help you understand policies and procedures; find their information in the UM Learner Supports section below.

#### Academic Calendar

The [Academic Calendar](https://umanitoba.ca/registrar/academic-calendar) (<https://umanitoba.ca/registrar/academic-calendar>) is the University's official publication containing course descriptions, program and graduation requirements, as well as UM and faculty/school-specific rules, regulations and policies. In particular, familiarize yourself with the sections *University Policies and Procedures* and *General Academic Regulations*.

## Academic Integrity

In addition to reviewing your instructor's academic integrity policy listed in their syllabus, you are expected to view the *General Academic Regulation* section within the [Academic Calendar](https://umanitoba.ca/registrar/academic-calendar) (<https://umanitoba.ca/registrar/academic-calendar>) and specifically read the regulation pertaining to Academic Integrity. Ask your instructor for additional information about demonstrating academic integrity in your academic work, and consult the following UM resources for more information and support:

- [Academic Integrity](https://umanitoba.ca/student-supports/academic-supports/academic-integrity) (<https://umanitoba.ca/student-supports/academic-supports/academic-integrity>)
  - [Student Resources](https://umanitoba.ca/student-supports/academic-supports/academic-integrity#resources-to-conduct-academic-work-with-integrity) (<https://umanitoba.ca/student-supports/academic-supports/academic-integrity#resources-to-conduct-academic-work-with-integrity>)
  - [Academic Misconduct and How to Avoid It](https://umanitoba.ca/student-supports/academic-supports/academic-integrity#academic-misconduct-and-how-to-avoid-it) (<https://umanitoba.ca/student-supports/academic-supports/academic-integrity#academic-misconduct-and-how-to-avoid-it>)
- [Student Advocacy Office](https://umanitoba.ca/student-supports/academic-supports/student-advocacy) (<https://umanitoba.ca/student-supports/academic-supports/student-advocacy>)

## Copyright

All students are required to respect copyright as per Canada's *Copyright Act*. Staff and students play a key role in the University's copyright compliance as we balance user rights for educational purposes with the rights of content creators from around the world. The [Copyright Office](https://umanitoba.ca/copyright/) (<https://umanitoba.ca/copyright/>) provides copyright resources and support for all members of the University of Manitoba community.

## Grade Appeals

If you have questions about your grades, talk to your instructor. There is a process for term work and final grade appeals. Note that you have the right to access your final examination scripts. See the [Registrar's Office](https://umanitoba.ca/registrar/grades/appeal-grade) (<https://umanitoba.ca/registrar/grades/appeal-grade>) for more information including appeal deadline dates and the appeal form.

## Intellectual Property

For information about rights and responsibilities regarding intellectual property view the [Intellectual Property Policy](https://umanitoba.ca/governance/governing-documents/governing-documents-university-community#intellectual-property) (<https://umanitoba.ca/governance/governing-documents/governing-documents-university-community#intellectual-property>)

## Program-Specific Regulations

For information on regulations that are specific to your academic program, read the section in the Academic Calendar and on the respective [faculty/college/school](https://umanitoba.ca/academics) website (<https://umanitoba.ca/academics>).

## Respectful Work and Learning Environment

The University is committed to a respectful work and learning environment. You have the right to be treated with respect and you are expected to conduct yourself in an appropriate and respectful manner. Policies governing UM community behaviour include:

- [Respectful Work and Learning Environment](https://umanitoba.ca/about-um/respectful-work-and-learning-environment-policy) (https://umanitoba.ca/about-um/respectful-work-and-learning-environment-policy)
- [Student Discipline](https://umanitoba.ca/governance/governing-documents-students#student-discipline) (https://umanitoba.ca/governance/governing-documents-students#student-discipline)
- [Violent or Threatening Behaviour](https://umanitoba.ca/governance/governing-documents-students#violent-or-threatening-behaviour) (https://umanitoba.ca/governance/governing-documents-students#violent-or-threatening-behaviour)

The UM website, [Engaging in Respectful Conduct](https://umanitoba.ca/student-supports/respectful-conduct) (https://umanitoba.ca/student-supports/respectful-conduct), includes more details about expectations for behaviours related to university activities.

## Sexual Violence Policies

The UM has several policies and procedures that deal with the rights and responsibilities of the University community with regards to all forms of sexual violence. For a comprehensive list of policies and associated resources, visit the [Sexual Violence Resource Centre's information page](https://umanitoba.ca/sexual-violence) (https://umanitoba.ca/sexual-violence). Please note that there are many supports available in addition to these policy documents (see UM Learner Supports).

## Voluntary Withdrawal

Voluntary withdrawal (VW) is a way for students to leave a class without academic penalty once the Registration Revision Period has ended. If you opt to voluntarily withdraw from a course, you will not be eligible for a refund and, if applicable, will still be required to pay any outstanding tuition fees for the course. On your transcript, the course you have withdrawn from will be listed; however, "VW" will appear in lieu of a grade. If you do not drop a course before the VW deadline, you will receive a final grade in the course on your transcript.

Please note that there are separate deadlines for dropping a course early in a term during the Registration Revision Period. Dropping a course means you are removing that course from your schedule, will not be charged tuition fees for that course, and the course will not appear on your transcript.

The Registrar's Office website, [Withdraw from a Course](https://umanitoba.ca/registrar/withdraw-course) (https://umanitoba.ca/registrar/withdraw-course), includes more information on the different ways in which you can withdraw from a course and important dates and deadlines to do so.

## UM Learner Supports

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Below you will find a select list of important supports for learners at the UM, both academic supports and otherwise. For a complete listing of all learner supports at the University of Manitoba, visit the [Everything You Need to Thrive](https://umanitoba.ca/student-supports) (<https://umanitoba.ca/student-supports>) website.

### 2SLGBTQIA+ Community

Find your queer community on campus! UM is committed to being an inclusive and welcoming space for all 2SLGBTQ+ students, staff and faculty. Visit the [2SLGBTQ+ Community](https://umanitoba.ca/2slgbtq-community) (<https://umanitoba.ca/2slgbtq-community>) website to access services, find resources, and connect with like-minded people and allies.

### Academic Advising

Contact an [Academic Advisor](https://umanitoba.ca/student-supports/academic-supports/academic-advising) (<https://umanitoba.ca/student-supports/academic-supports/academic-advising>) for support with degree planning and questions about your academic program and regulations.

### Academic Learning Centre (ALC)

The [Academic Learning Centre](https://umanitoba.ca/student-supports/academic-supports/academic-learning) (<https://umanitoba.ca/student-supports/academic-supports/academic-learning>) offers one-to-one tutoring, groups study sessions and workshops, as well as video and tip-sheet resources to help you throughout your academic program. All Academic Learning Centre programming, supports, and services are free for UM students.

Make an appointment for [free one-to-one tutoring](https://umanitoba.ca/student-supports/academic-supports/academic-learning/tutoring-group-study#individual-tutoring) (<https://umanitoba.ca/student-supports/academic-supports/academic-learning/tutoring-group-study#individual-tutoring>). Content tutors (over 90 UM courses) can help you understand concepts and learn problem-solving strategies. Study skills tutors can help you improve your skills such as time management and goal setting, reading and note-taking, as well as learning and test-taking strategies. Writing tutors can give you feedback on your academic writing, whether you are just getting started on a written assignment or already have a draft. English as an Additional Language specialist, Antoanela Denchuk, is available for one-to-one tutoring to help you improve your English-language academic writing skills. Use the drop-down menu, read the tutor biographies, and make an appointment for tutoring on the [Academic Learning Centre schedule](https://manitoba.mywconline.com/) (<https://manitoba.mywconline.com/>).

Attend [Supplemental Instruction \(SI\)](https://umanitoba.ca/student-supports/academic-supports/academic-learning/tutoring-group-study) (<https://umanitoba.ca/student-supports/academic-supports/academic-learning/tutoring-group-study>) sessions in historically difficult courses (including Chemistry, Engineering, and Computer Science). These free weekly review sessions are facilitated by a peer mentor who has previously taken the course and provide an opportunity to discuss course content, ask questions, compare notes, solve practice problems, and develop study strategies. See online for a list of SI courses and meeting times.

Register for an [Academic Success Workshop](https://umanitoba.ca/student-supports/academic-supports/academic-learning/academic-success-workshops) (<https://umanitoba.ca/student-supports/academic-supports/academic-learning/academic-success-workshops>), where you can



learn strategies to improve your writing and studying. More information on topics, dates, and registration, are found online.

Register for [Faculty of Graduate Studies Grad Steps Workshops](https://umanitoba.ca/graduate-studies/student-experience/graduate-student-workshops)

(<https://umanitoba.ca/graduate-studies/student-experience/graduate-student-workshops>).

These workshops are specifically designed for students working towards Master's degrees or PhDs. More information on topics, dates, and registration can be found online.

Access the Academic Learning Centre's collection of [videos and tip sheets](https://umanitoba.ca/student-supports/academic-supports/academic-learning#tip-sheets-for-writing-and-study-skills)

(<https://umanitoba.ca/student-supports/academic-supports/academic-learning#tip-sheets-for-writing-and-study-skills>) to help you with many of the academic tasks you'll encounter in university.

Contact the Academic Learning Centre by calling 204-480-1481 or emailing

[academic\\_learning@umanitoba.ca](mailto:academic_learning@umanitoba.ca). Bannatyne students can contact the Bannatyne Student Services office at 204-272-3190.

### Basic Needs

It can be difficult to learn and succeed in courses when you are struggling to meet your or your family's basic needs. Several UM and community resources are listed below if you would benefit from support with regards to housing, food, finances, and/or childcare:

- *Housing*
  - [UM Housing](https://umanitoba.ca/housing) (<https://umanitoba.ca/housing>)
  - [Manitoba Residential Tenancies Branch](https://www.gov.mb.ca/cca/rtb/) (<https://www.gov.mb.ca/cca/rtb/>)
  - [HOPE End Homelessness Winnipeg Services & Supports](https://umanitoba.ca/housing) (<https://umanitoba.ca/housing>)
- *Food*
  - [U of M Food Bank](https://umanitoba.ca/financial-aid-and-awards/u-m-food-bank) (<https://umanitoba.ca/financial-aid-and-awards/u-m-food-bank>)
  - [Food Matters Manitoba](https://foodmattersmanitoba.ca/) (<https://foodmattersmanitoba.ca/>)
- *Finances*
  - [UM Financial Aid and Awards](https://umanitoba.ca/financial-aid-and-awards) (<https://umanitoba.ca/financial-aid-and-awards>)
  - [Manitoba Student Aid](https://www.edu.gov.mb.ca/msa/) (<https://www.edu.gov.mb.ca/msa/>)
- *Child Care*
  - [UM Child Care](https://umanitoba.ca/about-um/child-care) (<https://umanitoba.ca/about-um/child-care>)
  - [Manitoba Child Care Subsidy](https://bit.ly/3yG3ijy) (<https://bit.ly/3yG3ijy>)
  - [Manitoba Child Care Association](https://mccahouse.org/looking-for-child-care/) (<https://mccahouse.org/looking-for-child-care/>)

### English Language Centre

The [English Language Centre \(ELC\)](https://umanitoba.ca/english-language-centre) (<https://umanitoba.ca/english-language-centre>) provides courses, tests, accommodations and individual support to students whose first language is not English in order to support academic success and participation in the University of Manitoba community.

## Health and Wellness

Physical, mental, emotional, and spiritual health and wellness play a critical role in student success. See all of UM's resource on their [Health and Wellness](https://umanitoba.ca/student-supports/student-health-and-wellness) (https://umanitoba.ca/student-supports/student-health-and-wellness) website, and make note of several specific UM and community supports listed below.

### Winnipeg Urgent Physical and Mental Health Care

If you are an adult experiencing a mental health or psychosocial crisis, contact the [Klinik Community Health](https://klinik.mb.ca/crisis-support/) (https://klinik.mb.ca/crisis-support/) 24/7 crisis line at 204-786-8686, visit the [Crisis Response Centre](https://sharedhealthmb.ca/services/mental-health/crisis-response-centre/) (https://sharedhealthmb.ca/services/mental-health/crisis-response-centre/) located at 817 Bannatyne Avenue, or contact the Mobile Crisis Service at 204-940-1781.

To speak with a nurse for guidance on what health-care path to take for the issue you are facing or for general information about health resources available in Manitoba, contact [Health Links](https://misericordia.mb.ca/programs/phcc/health-links-info-sante/) (https://misericordia.mb.ca/programs/phcc/health-links-info-sante/) at 1-888-315-9257 (toll free).

If you need urgent medical care, visit the Winnipeg Regional Health Authority's [Emergency Department & Urgent Care Wait Times](https://wrha.mb.ca/wait-times/) webpage (https://wrha.mb.ca/wait-times/) for a list of locations and current wait times.

### Student Counselling Centre (SCC)

The [Student Counselling Centre](https://umanitoba.ca/student-supports/student-health-and-wellness/student-counselling-centre-scc) (https://umanitoba.ca/student-supports/student-health-and-wellness/student-counselling-centre-scc) provides free counselling and mental health support to UM, English Language Centre, and International College of Manitoba (ICM) students. We are open year-round, Monday through Friday from 8:30 am to 4:30 pm. Our commitment is to offer a support service to every student who contacts us.

Visit the SCC's [For Urgent Help](https://umanitoba.ca/student-supports/student-health-and-wellness/student-counselling-centre-scc#for-urgent-help) (https://umanitoba.ca/student-supports/student-health-and-wellness/student-counselling-centre-scc#for-urgent-help) webpage or the urgent care resources listed above if you require immediate support.

Visit the SCC's [Our Services](https://umanitoba.ca/student-supports/student-health-and-wellness/student-counselling-centre-scc#for-urgent-help) (https://umanitoba.ca/student-supports/student-health-and-wellness/student-counselling-centre-scc#for-urgent-help) webpage for more information on accessing a variety of services including individual counselling, counselling workshops and groups, support resources, and learning disability assessment services.

The SCC is located is located at 474 UMSU University Centre (Fort Garry Campus).

### Health and Wellness Office

Students often juggle multiple demands, and we recognize that it can be difficult to find balance. For any changes you want to make to your health and wellness, the Health and Wellness Office at the University of Manitoba would like to support you in your journey. We are here to help you take control of your own health and make your own decisions. We are a judgment-free space and we avoid labels whenever possible. For more information, please visit the [Health and Wellness Office](https://umanitoba.ca/student-supports/health-wellness) (https://umanitoba.ca/student-supports/health-wellness) website.

### Spiritual Care and Multifaith Centre

Spiritual care services are available to all, whether you identify as spiritual, atheist, religious or agnostic. [Spiritual Services](https://umanitoba.ca/student-supports/spiritual-services) (https://umanitoba.ca/student-supports/spiritual-services) also offer specific denominational support for certain religious groups and by Indigenous Elders-in-Residence.

### Student Support Case Management (SSCM)

Contact the [Student Support Case Management team](https://umanitoba.ca/student-supports/academic-supports/student-advocacy/case-management) (https://umanitoba.ca/student-supports/academic-supports/student-advocacy/case-management) if you are concerned about yourself or another student and don't know where to turn. SSCM helps connect students with on and off campus resources, provides safety planning, and offers other supports, including consultation, educational workshops, and referral to the STATIS threat assessment team.

### University Health Service (UHS)

The [University Health Service](https://umanitoba.ca/student-supports/health-wellness/university-health-service) (https://umanitoba.ca/student-supports/health-wellness/university-health-service) offers a full range of medical services to students, including psychiatric consultation, via two health clinics:

- Fort Garry Campus: (204) 474-8411, ACW-Lot temporary trailer (behind the Isbister building)
- Bannatyne Campus: (204) 474-8411, P309 – Pathology Building

### Student Services at Bannatyne Campus

Student Services at Bannatyne Campus (SSBC) offers a full range of mental health supports to students and residents in the Rady Faculty of Health Sciences, along with other academic and personal supports. Visit the [SSBC website](https://umanitoba.ca/student-supports/student-services-bannatyne-campus) (https://umanitoba.ca/student-supports/student-services-bannatyne-campus) for a list of services available.

### Indigenous Students

Staff, faculty and Elders are well-equipped to ensure your university experience is as beneficial, accessible, and successful as possible. Visit the Indigenous [Student Experience](#)

(<https://umanitoba.ca/indigenous/student-experience>) website for more information on the supports and services available.

### International Students

The transition to a new country and a new academic system can be both exciting and overwhelming. The International Centre (IC) is here to help you settle into life at University of Manitoba. Visit the [International Students](https://umanitoba.ca/current-students/international) website (<https://umanitoba.ca/current-students/international>) for more information.

### Sexual Violence Support and Education

Sexual violence affects people of all ages, sexual orientations, genders, gender identities, abilities and relationship statuses. At the U of M, we are committed to ensuring a respectful work and learning environment for all. We want to build a safe and inclusive campus community where survivors of sexual violence know they can receive the supports they need to succeed, both academically and personally.

The [Sexual Violence Resource Centre](https://umanitoba.ca/sexual-violence) (<https://umanitoba.ca/sexual-violence>), located at 537 UMSU University Centre (Fort Garry campus) provides support, resources, information and referral services for any student, faculty or staff member who has been affected by sexual violence.

### Student Accessibility Services (SAS)

The University of Manitoba is committed to providing an accessible academic community. [Student Accessibility Services](https://umanitoba.ca/student-supports/accessibility) (<https://umanitoba.ca/student-supports/accessibility>) offers academic accommodation supports and services such as note-taking, interpreting, assistive technology and exam accommodations. Students who have, or think they may have, a disability (e.g., mental health, learning, medical, hearing, injury-related, visual) are invited to contact SAS to arrange a confidential consultation. SAS is located at 520 University Centre (Fort Garry Campus).

### Student Advocacy

[Student Advocacy](https://umanitoba.ca/student-supports/academic-supports/student-advocacy) (<https://umanitoba.ca/student-supports/academic-supports/student-advocacy>) is a safe place for students. We help you navigate university processes and advocate for your rights as a student at UM. If anything in your personal or academic life is affecting your studies, contact our confidential intake assistant by phone (204-474-7423) or email ([stadv@umanitoba.ca](mailto:stadv@umanitoba.ca)).

### University of Manitoba Libraries (UML)

As the primary contact for all research needs, your liaison librarian can play a key role when completing academic papers and assignments. Liaisons can answer questions about managing citations, or locating appropriate resources, and will address any other concerns you have about the research

process. Liaisons can be contacted by email or phone, and are also available to meet with you online or in-person. A [complete list of liaison librarians can be found by subject](http://bit.ly/WcEbA1) (<http://bit.ly/WcEbA1>).

General library assistance is also available at both the Bannatyne and Fort Garry campuses by [visiting any library location](https://www.umanitoba.ca/libraries/locations-and-facilities) (<https://www.umanitoba.ca/libraries/locations-and-facilities>). When working online, students can receive help via the Ask Us chat button found on the right-hand side of the [Libraries' homepage](http://www.umanitoba.ca/libraries) (<http://www.umanitoba.ca/libraries>).