

Senate
via Zoom audio conference
WEDNESDAY, November 4, 2020
1:30 p.m.

A G E N D A

- I MATTERS TO BE CONSIDERED IN CLOSED SESSION** - none
- II MATTERS RECOMMENDED FOR CONCURRENCE WITHOUT DEBATE**
1. **Reports of the Faculty of Graduate Studies Executive Committee on Course and Curriculum Changes**
 - a) **RE: Department of Anthropology** Page 4
 - b) **RE: Department of Biochemistry and Medical Genetics** Page 6
 - c) **RE: Department of Physiology and Pathophysiology** Page 7
 2. **Proposed 2021-2022 Academic Schedule** Page 9
- III MATTERS FORWARDED FOR INFORMATION**
1. **Report of the Senate Committee on Awards [September 24, 2020]** Page 27
 2. **Report of the Senate Committee on Appeals** Page 34
- IV REPORT OF THE PRESIDENT**
1. **President's Report**
 2. **Presentation: Manitoba Industry-Academic Partnership (MI-AP)**
- V QUESTION PERIOD**
- Senators are reminded that questions shall normally be submitted in writing to the University Secretary no later than 10:00 a.m. on the Friday preceding the meeting.
- VI CONSIDERATION OF THE MINUTES OF THE MEETING OF OCTOBER 7, 2020**
- VII BUSINESS ARISING FROM THE MINUTES** - none

**VIII REPORTS OF THE SENATE EXECUTIVE COMMITTEE
AND THE SENATE PLANNING AND PRIORITIES COMMITTEE**

1. **Report of the Senate Executive Committee** Page 36

Comments of the Senate Executive Committee will accompany the report on which they are made.

2. **Report of the Senate
Planning and Priorities Committee**

The Chair will make an oral report of the Committee's activities.

**IX REPORTS OF OTHER COMMITTEES OF SENATE,
FACULTY AND SCHOOL COUNCILS**

1. **Report of the Faculty Council of the Faculty of Education** Page 37
**RE: Temporary Suspension of Writing Session Requirement
for Admission to Bachelor of Education**

2. **Reports of the Senate Committee on Admissions**

- a) **RE: Proposal for a Dual Credit High School Admissions** Page 39
Category, Faculty of Science

- b) **RE: Revised Institutional Undergraduate English** Page 43
Language Proficiency Requirements

3. **Reports of the Senate Committee on Instruction and Evaluation**

- a) **RE: Revised Academic Regulations, Faculty of Arts**

- i) **Graduation Requirements, Introduction of** Page 53
Indigenous Content Requirement

- ii) **Entrance, Continuation, and Graduation** Page 69
Requirements, Grade Point Averages Policy
Alignment

- iii) **Entrance Requirements, Bachelor of Arts** Page 113
(Advanced Major)

- iv) **Entrance Requirements, Bachelor of Arts** Page 119
(Honours)

- v) **Entrance Requirements and Minor, Bachelor of** Page 123
Arts (General Major) and (Single Advanced Major)
in Global Political Economy

b)	RE: Modification of Essential Skills and Abilities (Technical Standards) for Admission, Promotion or Graduation in the PGME Program, and Accommodation, Max Rady College of Medicine <u>RE: Modification of Essential Skills and Abilities (Technical Standards) for Admission, Promotion or Graduation in the PGME Program, and Accommodation, Max Rady College of Medicine</u>	Page 128
c)	RE: Bachelor of Respiratory Therapy, College of Rehabilitation Sciences <u>RE: Bachelor of Respiratory Therapy, College of Rehabilitation Sciences</u>	
	i) <u>Academic Regulations</u>	Page 149
	ii) Essential Skills, Attributes and Abilities Required for the Study of Respiratory Therapy <u>Essential Skills, Attributes and Abilities Required for the Study of Respiratory Therapy</u>	Page 159
d)	RE: Professional Unsuitability Bylaw, Master of Occupational Therapy, Department of Occupational Therapy <u>RE: Professional Unsuitability Bylaw, Master of Occupational Therapy, Department of Occupational Therapy</u>	Page 166
4.	Report of the Senate Committee on Rules and Procedures RE: Revisions to the Desautels Faculty of Music Council Bylaw <u>Report of the Senate Committee on Rules and Procedures RE: Revisions to the Desautels Faculty of Music Council Bylaw</u>	Page 174
X	<u>ADDITIONAL BUSINESS</u>	
1.	Recommendation from the COVID-19 Recovery Steering Committee RE: Adjustments to the Fall Term Academic Schedule <u>Recommendation from the COVID-19 Recovery Steering Committee RE: Adjustments to the Fall Term Academic Schedule</u>	Page 181
XI	<u>ADJOURNMENT</u>	

Please send to shannon.coyston@umanitoba.ca.

Report of the Executive Committee of the Faculty of Graduate Studies on Course and Curriculum Changes

Preamble

1. The Faculty of Graduate Studies (FGS) has responsibility for all matters relating to the submission of graduate course, curriculum, program and regulation changes. Recommendations for such are submitted by the Faculty Council of Graduate Studies for the approval of Senate.
2. In October 2007, the Faculty of Graduate Studies approved a process of *Streamlining Course Introductions, Modifications, & Deletions* which allows the Executive Committee to approve these changes in lieu of Faculty Council when the courses are not associated with a new program proposal.
3. The Faculty of Graduate Studies Executive Committee met on the above date to consider a proposal from the Dept. of Anthropology.

Observations

1. The **Dept. of Anthropology** proposes the introduction of two courses, ANTH 7100 and ANTH 7102. Both courses speak to pressing public issues about which there is much research and debate in Anthropology, and the social sciences and humanities more generally. Anthropology has a distinctive and critical voice on these issues of rights and environment and as such the courses deserve a formal place in the graduate program. Both courses promise to generate interest beyond the Dept. of Anthropology, most notably amongst students in the Master's of Human Rights program where both courses are recommended options, but also in other programs and units such as Environment and Geography and Peace and Conflict Studies (letters of support received from these units). The two courses reflect key areas of research interest for the two faculty members proposing them, and the courses offer an opportunity to both to capitalize on synergies between their research programs and their teaching. Both courses have regularly achieved near full or full enrolments since they were introduced under the special topics in socio-cultural anthropology designation (ANTH 7900). Neither course will be mandatory in the Dept. of Anthropology's graduate programs.

Course introductions

ANTH 7100 Anthropology of Human Rights

+3

This seminar examines diverse global conceptualizations and practices of human rights and social justice with particular attention to instances where human rights are emergent, and where they are contested or are subjects of conflict. May not be held with ANTH 7900 under the same topic subtitle.

ANTH 7102 Environmental Conflict, Rights and Justice

+3

This course will focus on anthropological studies and perspectives related to environmental issues. Students will gain familiarity with current academic debates and new theoretical approaches to nature, environmental rights, and environmental justice issues. May not be held with ANTH 7900 under the same topic subtitle.

NET CREDIT HOUR CHANGE

+6

Recommendations

The Executive Committee recommends THAT: the course change(s) from the unit listed below be approved by Senate:

Dept. of Anthropology

Respectfully submitted,

Dr. Louise Simard, Chair
Faculty of Graduate Studies Executive Committee

/ak

Comments of the Senate Executive Committee:
The Senate Executive Committee endorses the Report to Senate.

Report of the Executive Committee of the Faculty of Graduate Studies on Course and Curriculum Changes

Preamble

1. The Faculty of Graduate Studies (FGS) has responsibility for all matters relating to the submission of graduate course, curriculum, program and regulation changes. Recommendations for such are submitted by the Faculty Council of Graduate Studies for the approval of Senate.
2. In October 2007, the Faculty of Graduate Studies approved a process of *Streamlining Course Introductions, Modifications, & Deletions* which allows the Executive Committee to approve these changes in lieu of Faculty Council when the courses are not associated with a new program proposal.
3. The Faculty of Graduate Studies Executive Committee met on the above date to consider a proposal from the Dept. of Biochemistry & Medical Genetics.

Observations

1. The **Dept. of Biochemistry & Medical Genetics** proposes the modification of one course, IMED 7200. This course has been reorganized by new course directors and the description of the course has now been modified to more accurately describe the course content.

Course modification

IMED 7200 Cancer Biology

3

Biology of cancer including genetics, biochemistry, diagnostics and therapeutics with a focus on fundamental, translational and clinical application. Prerequisite: All students are expected to have completed an introductory biochemistry, cell biology or genetics course and will require consent of instructor.

NET CREDIT HOUR CHANGE

0

Recommendations

The Executive Committee recommends THAT: the course change(s) from the unit listed below be approved by Senate:

Dept. of Biochemistry & Medical Genetics

Respectfully submitted,

Dr. Louise Simard, Chair
Faculty of Graduate Studies Executive Committee

Comments of the Senate Executive Committee:

The Senate Executive Committee endorses the Report to Senate.

/ak

Report of the Executive Committee of the Faculty of Graduate Studies on Course and Curriculum Changes

Preamble

1. The Faculty of Graduate Studies (FGS) has responsibility for all matters relating to the submission of graduate course, curriculum, program and regulation changes. Recommendations for such are submitted by the Faculty Council of Graduate Studies for the approval of Senate.
2. In October 2007, the Faculty of Graduate Studies approved a process of *Streamlining Course Introductions, Modifications, & Deletions* which allows the Executive Committee to approve these changes in lieu of Faculty Council when the courses are not associated with a new program proposal.
3. The Faculty of Graduate Studies Executive Committee met on the above date to consider a proposal from the Dept. of Physiology & Pathophysiology.

Observations

1. The **Dept. of Physiology & Pathophysiology** proposes the modification of two courses, PHGY 7360 and PHGY 7370. Both courses presently list a prerequisite that has been deleted and replaced. PHGY 7240 was the old 6 credit hour Medical Physiology course which was split into a suite of four 1.5 credit hour courses. The modification for PHGY 7360 removes the prerequisite (without replacing it) as it is deemed to no longer be required. The modification for PHGY 7370 corrects the prerequisite to be the current relevant course (PHGY 7254).

Course modifications

PHGY 7360 Trends in Cardiovascular Sciences

3

This is a comprehensive seminar-based course dealing with recent advances in cardiovascular research given by local fellows and prominent scientists. Students are expected to participate in the series and present their own research data seminar. This course will enable the trainees to learn how to prepare research seminars, handle question/answer sessions after a seminar, and prepare a formal report.

PHGY 7370 Cardiovascular Molecular Biology

3

This course introduces the principles of molecular biology and their application to the cardiovascular system in health and disease, with a focus on gene regulation, cardiac development and the use of transgenic models. The course comprises lectures and student self-directed learning assignments. Pre-requisite: PHGY 7254 Cardiovascular Physiology and Pathophysiology or permission of instructor.

NET CREDIT HOUR CHANGE

0

Recommendations

The Executive Committee recommends THAT: the course change(s) from the unit listed below be approved by Senate:

Dept. of Physiology & Pathophysiology

Respectfully submitted,

Dr. Louise Simard, Chair
Faculty of Graduate Studies Executive Committee

/ak

Comments of the Senate Executive Committee:
The Senate Executive Committee endorses the Report to Senate.

MEMO

REGISTRAR'S OFFICE

Room 400 UMSU University Centre

PH: 204 474-9425



University
of Manitoba

Date: October 8, 2020

Memo To: Senate

From: Neil Marnoch, Registrar

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

Re: Proposed 2021-2022 Academic Schedule

The attached proposed 2021-2022 Academic Schedule has been updated based on changes in days and/or dates to conform to the 2021 and 2022 calendars and University Closure dates, along with revised information received from academic units. The schedule is presented for the 2021-2022 academic year and includes dates for Fall, Winter and Summer Terms. The proposed schedule has been reviewed by all Faculties, Colleges and Schools. Please note the following:

1. Labour Day in 2021 is September 6; New Student Orientation will take place on Tuesday, September 7 (see Section 1.2.1). Fall Term classes in most faculties, colleges and schools will begin on Wednesday, September 8 and end on Friday, December 10 (see Section 1.2.2).
2. The last day to drop a Fall Term or Fall/Winter term spanning course without academic or financial penalty is Tuesday, September 21. The last day to register for a Fall Term or Fall/Winter term spanning course is Wednesday, September 22.
3. There are two statutory holidays in the 2021 Fall Term: Thanksgiving Day, Monday, October 11 and Remembrance Day, Thursday, November 11 (see Section 1.1.1).
4. The Fall Term Break, for most students, is Monday, November 8 to Friday, November 12 (see Section 1.2.5).
5. There are 62 days available for instruction in Fall Term.
6. The 2021 December Examination Period will be from Saturday, December 11 through Thursday, December 23 (see Section 1.2.6).
7. The university will re-open after the Winter Holiday on Wednesday, January 5, 2022. Winter Term classes for most faculties, colleges and schools will commence on Monday, January 10, 2022, and end on Tuesday, April 12. (see Section 1.2.2).
8. The last day to drop a Winter Term course without academic or financial penalty is Friday, January 21, 2022. The last day to register for a Winter Term course is Monday, January 24.
9. There are two statutory holidays in the 2022 Winter Term: Louis Riel Day on Monday, February 21 and Good Friday on April 15 (during the Final Examination Period).

10. Winter Term Break in 2022 is Tuesday, February 22 to Friday, February 25 (see Section 1.2.5).
11. There are 62 days available for instruction in Winter Term.
12. The 2022 April Examination period will be from Monday, April 18 through Saturday, April 30 (see Section 1.2.6).
13. The deadline for Voluntary Withdrawal is the 48th teaching day of the term for single term courses. In 2021-2022 these dates are Monday, November 22 for Fall Term courses and Wednesday, March 23 for Winter Term courses (see Section 1.2.3).
Note: Faculties, colleges and schools offering courses with irregular schedules and withdrawal dates must ensure these are well publicized to students.
14. The Voluntary Withdrawal deadline for Fall/Winter term spanning classes is Friday, January 21. The Voluntary Withdrawal deadline for Winter/Summer term spanning distance and online courses is Wednesday, May 11 (see Section 1.2.3).
15. Summer Term (see Section 2) includes four standard parts of term (see Section 2.1.1). Courses may be offered outside of the standard parts of terms by exception. These include courses offered to a specific student population, field and travel based study, intensive institutes.
 - May-June 3 credit hour courses begin May 9 and end June 16
 - July-August 3 credit hour courses begin July 4 and end August 11
 - May-August 3 and 6 credit hour courses begin May 9 and end August 11
16. Add/drop dates and Voluntary Withdrawal dates vary by part of term as listed (Section 2.1.2).
17. Final Examinations for May-June courses will be held June 20 – 25. Final Examination for July-August and May-August courses will be held August 15 – 20. (see Section 2.1.4)
18. The Summer Term break week is June 27 to July 1. No classes or examinations to be held for students, except in irregularly scheduled courses.
19. There are three statutory holidays in the 2022 Summer Term: Victoria Day on Monday, May 23; Canada Day on Friday, July 1, and Terry Fox Day on Monday August 1. Classes normally held on Monday, May 23 may be held on Friday, May 27. Classes normally held on Monday, August 1 may be held on Friday, August 5.
20. Convocation ceremonies (see Section 1.2.9) will be held as follows:

▪ Fall Convocation (Fort Garry Campus)	October 19 - 21, 2021
▪ Fall Convocation (Bannatyne Campus)	October 28, 2021
▪ Agriculture Diploma Convocation	May 6, 2022
▪ Spring Convocation (Bannatyne Campus)	May 19, 2022
▪ Spring Convocation (Fort Garry Campus)	June 2 - 7, 2022
▪ Université de Saint-Boniface Convocation	June 13, 2022

In addition to Convocation ceremonies, the Annual Traditional Graduation Pow Wow in honour of Indigenous students will be held on Saturday, May 7, 2022.

21. Presented as Information: Deadlines to apply for graduation (Section 1.2.9). Fee Payment deadlines are TBD and will be added to the published schedule when they are determined by Financial Services (see Section 1.2.4).

Comments of the Senate Executive Committee:
The Senate Executive Committee endorses the Report to Senate.

2021-2022 Academic Schedule (updated October 6, 2020)

Admission application deadlines are found online at umanitoba.ca/student/admissions. Additional important date information for Faculty of Graduate Studies students is available at umanitoba.ca/faculties/graduate_studies/deadlines.

Faculties, schools, colleges and/or programs may have other important dates and deadlines that are not included in the Academic Schedule.

Section 1: Dates for Fall/Winter Term.....	2
1.1 Dates applicable to all U of M students	2
1.2 Dates applicable to most U of M students	2
1.2.1 Orientation.....	2
1.2.2 Start and End Dates	3
1.2.3 Registration and Withdrawal Dates	3
1.2.4 Fee Deadlines	4
1.2.5 Term Breaks	4
1.2.6 Examination and Test Dates	4
1.2.7 Challenge for Credit	4
1.2.8 Final Grade Appeal Deadlines	5
1.2.9 Graduation and University Convocation	5
1.3 Dates applicable to Agriculture Diploma	6
1.4 Dates applicable to Architecture... ..	7
1.5 Dates applicable to Art(School of)	7
1.6 Dates applicable to Dental Hygiene	7
1.7 Dates applicable to Dentistry (including International Dentist Degree Program)	8
1.8 Dates applicable to Education (B.Ed. only)	9
1.9 Dates applicable to Management	9
1.10 Dates applicable to Medicine (excludes Family Social Sciences)	10
1.11 Dates applicable to Nursing	11
1.12 Dates applicable to Occupational Therapy	11
1.13 Dates applicable to Pharmacy	12
1.14 Dates applicable to Physical Therapy.....	13
1.15 Dates applicable to Respiratory Therapy	14
1.16 Dates applicable to Social Work	14
Section 2: Dates for Summer Term	15

Section 1: Dates for Fall/Winter Term

This section contains information for Fall and Winter Terms, including distance and online courses. See section 2 for Summer Term information, including information for distance and online courses offered over Summer Term.

1.1 Dates applicable to all U of M students:

1.1.1 University Closure

When the University is closed no classes/examinations will be held.

Canada Day.....	July 1, 2021
Terry Fox Day (Civic Holiday).....	Aug 2, 2021
Labour Day.....	Sept 6, 2021
Thanksgiving Day.....	Oct 11, 2021
Remembrance Day.....	Nov 11, 2021
Winter Holiday.....	Dec 24, 2021 to Jan 4, 2022
Louis Riel Day.....	Feb 21, 2022
Good Friday.....	Apr 15, 2022
Victoria Day.....	May 23, 2022
Canada Day.....	July 1, 2022
Terry Fox Day (Civic Holiday).....	Aug 1, 2022

1.2 Dates applicable to most U of M students:

*Some additional or differing date information is included in separate sections for: **Agriculture Diploma, Art (School of), Dental Hygiene, Dentistry (includes IDDP), Education (B.Ed. only), Management, Medicine (excludes Family Social Sciences), Nursing, Occupational Therapy, Pharmacy, Physical Therapy, Physician's Assistant Studies, Respiratory Therapy, and Social Work.** Students in these programs should also see their respective section of the Academic Schedule.*

1.2.1 Orientation

*Additional or differing dates exist for: **Agriculture Diploma, Architecture, Education (B.Ed. only), Management, Medicine, Nursing, Occupational Therapy, Physical Therapy, Physician's Assistant Studies, Respiratory Therapy, and Social Work.** Students in these programs should also see their respective section of the Academic Schedule.*

UM Essentials (online orientation).....	July – Sept 7, 2021
Prep Week.....	Aug 30 – Sept 3, 2021
Welcome Day Fall Term.....	Sept 7, 2021
Faculty of Agricultural & Food Sciences, Faculty of Arts, School of Art, Faculty of Environment, Earth, & Resources, Faculty of Music, Faculty of Science, Faculty of Social Work, Interdisciplinary Health Program.....	Sept 7, 2021
Faculty of Law First Year Orientation.....	Sept 1 to 3, 2021
Welcome Day Winter Term.....	Jan 6, 2022

1.2.2 Start and End Dates

Additional or differing dates exist for: Agriculture Diploma, Dental Hygiene, Dentistry, Education, Management, Medicine, Nursing, Occupational Therapy, Pharmacy, Physical Therapy, Physician's Assistant Studies, Respiratory Therapy, and Social Work. Students in these programs should also see their respective section of the Academic Schedule.

Fall Term.....Sept 8 to Dec 10, 2021

Winter Term (*No classes, examinations or tests will be held Apr.15, 2022*).....Jan 10 to Apr 12, 2022

Winter/Summer Term spanning distance and online courses.....Jan 10 to July 8, 2022

1.2.3 Registration and Withdrawal Dates

Additional or differing dates exist for: Agriculture Diploma and other faculties, colleges and/or schools offering irregularly scheduled courses. Agriculture Diploma students should also see their respective section of the Academic Schedule; all others should also refer to either the 'Irregular Refund and Voluntary Withdrawal Deadline' information posted on the Registrar's Office website (https://intranet.umanitoba.ca/student/records/media/Calculate_Refund_and_Withdrawal_Dates_for_Irregular_Courses.pdf), or the Class Schedule.

Regular Registration Period

Fall Term and Fall/Winter Term classes.....Ends Sept 7, 2021

Winter Term classes and

Winter/Summer term spanning distance and online courses.....Ends Jan 9, 2022

Registration Revision Period

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

Fall Term and Fall/Winter Term classes.....Sept 8 to 22, 2021

Winter Term classes and

Winter/Summer term spanning distance and online courses.....Jan 10 to 24, 2022

Last Date to Drop without Penalty

Last date to drop and have course excluded from transcripts; VWs will be recorded on transcripts for courses dropped after this date. There will be no refunds for courses dropped after this date. Additional or differing dates exist for Agriculture Diploma; students in this program should also see their respective section of the Academic Schedule.

Fall Term.....Sept 21, 2021

Fall/Winter Term classes Part A.....Sept 21, 2021

Fall/Winter Term classes Part B (VW recorded if dropped after Sept. 21, 2021)....Jan 21, 2022

Winter Term classes and

Winter/Summer term spanning distance and online courses.....Jan 21, 2022

Last Date to Register/Registration Revision Deadline

Fall Term and Fall/Winter Term classes.....Sept 22, 2021

Winter Term classes and

Winter/Summer term spanning distance and online courses.....Jan 24, 2022

Voluntary Withdrawal (VW) deadline

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

Fall Term classes.....	Nov 22, 2021
Fall/Winter Term spanning classes.....	Jan 21, 2022
Winter Term classes.....	Mar 23, 2022
Winter/Summer Term spanning distance and online courses.....	May 12, 2022

1.2.4 Fee Deadlines

Fee Payment Deadline

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

Fall Term.....	TBD
Winter Term.....	TBD

***See Section 1.2.3 for the Last Day to Drop without Penalty**

1.2.5 Term Breaks

*Academic and administrative offices will be open during this period; no classes, tests or assignment due dates occur during this time. Additional or differing dates exist for: **Dental Hygiene, Dentistry, Education (B.Ed. only), Medicine (M.D. only), Occupational Therapy, Pharmacy, Physical Therapy, and Respiratory Therapy.** Students in these programs should also see their respective section of the Academic Schedule.*

Fall Term Break The U of M will be closed Thursday, Nov. 11 for Remembrance Day (see 1.1.1). Nov 8 to 12, 2021

Winter Term Break The U of M will be closed Monday Feb. 21 for Louis Riel Day (see 1.1.1)..... Feb 22 to 25, 2022

1.2.6 Examination and Test Dates

*Students are reminded that they must remain available until all examination and test obligations have been fulfilled. Additional or differing dates exist for: **Agriculture Diploma, Dental Hygiene, Dentistry, Education, Medicine (M.D.), and Pharmacy.** Students in these programs should also see their respective section of the Academic Schedule. Students in faculties, colleges, schools or programs offering irregularly scheduled courses should also see the exam timetable available through their program office.*

Fall Term (includes tests and midterm exams for Fall/Winter Term classes).....Dec 11 to 23, 2021

Winter Term (includes final exams for Fall/Winter Term classes).....Apr 18 to 29, 2022

No classes, examinations or tests will be held Apr. 15, 2022.

1.2.7 Challenge for Credit

Challenge for Credit application deadline:

For classes offered Fall Term 2021
and spanning Fall/Winter 2021-2022.....Sept 22, 2021

For classes offered Winter Term 2022.....Jan 24, 2022

1.2.8 Final Grade Appeal Deadlines

For final grades received for Fall Term 2021 classes.....	Jan 25, 2022
For final grades received for Winter Term 2022 and Fall 2021/Winter 2022 classes.....	June 13, 2022

1.2.9 Graduation and University Convocation

*Degrees, Diplomas and Certificates will be awarded at Convocation. Graduation date may differ from Convocation Ceremony date. Additional or differing dates exist for **Agriculture Diploma, Dental Hygiene, Dentistry, Medicine, Occupational Therapy, Pharmacy, Physical Therapy, and Respiratory Therapy**; students in these programs should also see their respective section of the Academic Schedule.*

For students graduating Fall 2021:

Deadline to apply online to graduate for most Undergraduate students...	July 30, 2021
Faculty of Graduate Studies Submission Deadline*	Aug 26, 2021
Convocation Ceremony (Fort Garry Campus).....	Oct 19 to 21, 2021
Convocation Ceremony (Bannatyne Campus).....	October 28, 2021

For students graduating February 2022:

Deadline to apply online to graduate for most Undergraduate students...	Sept 21, 2021
Faculty of Graduate Studies Submission Deadline*	Jan 6, 2022
Graduation date for students graduating in February.....	Feb 2, 2022
Convocation Ceremony (Fort Garry Campus).....	June 2 to 7, 2022

For students graduating Spring 2022:

Deadline to apply online to graduate for most Undergraduate students...	Jan 21, 2022
Faculty of Graduate Studies Submission Deadline*	March 31, 2022
Convocation Ceremony –Agriculture Diploma.....	May 6, 2022
Convocation Ceremony –Bannatyne Campus.....	May 19, 2022
Convocation Ceremony – Fort Garry Campus.....	June 2 to 7, 2022
Convocation Ceremony – Université de Saint-Boniface.....	June 13, 2022
<i>Graduate Studies Submission Deadline* for students graduating Fall 2022.....</i>	<i>Aug 25, 2022</i>
Annual Traditional Graduation Pow Wow in honour of Indigenous graduates...	May 7, 2022

** Last date for receipt by Graduate Studies of Theses/Practica and reports on Theses/Practica, comprehensive examinations, and project reports from students, and lists of potential graduands from departments.*

1.3 Dates applicable to Agriculture Diploma:

1.3.1 Orientation Sept 10, 2021

1.3.2 Start and End Dates

Fall Term.....Sept 13 to Dec 10, 2021
Experiential Learning.....Oct 12 to 15, 2021
(Subject to change)

Winter Term.....Jan 6 to Apr 6, 2022
Experiential Learning.....Jan 20 to 26, 2022
(Subject to change)

1.3.3 Registration and Withdrawal Dates

Regular Registration Period

Fall Term and Fall/Winter Term classes.....Ends Sept 12, 2021
Winter Term classes.....Ends Jan 5, 2022

Late Registration/Registration Revision Period

A financial penalty may be assessed on late registrations. Students may use this period of time to make changes to their selected courses or class schedule.

Fall Term and Fall/Winter Term classes.....Sept 13 to Sept 29, 2021
Winter Term classes.....Jan 6 to Jan 31, 2022

Last Day to Drop without Penalty

Last date to drop and have class excluded from transcripts; VWs will be recorded on transcripts for classes dropped after this date.

Fall Term and Fall/Winter Term classes.....Sept 28, 2021
Winter Term classes.....Jan 28, 2022

Last Date to Register/Registration Revision Deadline

Fall Term and Fall/Winter Term classes.....Sept 29, 2021
Winter Term classes.....Jan 31, 2022

Voluntary (VW) Withdrawal deadline

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

Fall Term classes.....Nov 22, 2021
Winter Term and Fall/Winter Term classes.....Mar 17, 2022

1.3.3 Examination and Test Dates

Fall Term (includes tests and midterm exams for Fall/Winter Term classes).....Dec 11 to 20, 2021
Winter Term (includes final exams for Fall/Winter Term classes).....Apr 7 to 19, 2022
No classes, examinations or tests will be held Apr. 15, 2022.

1.3.4 Convocation Ceremony - Agriculture May 6, 2022

1.4 Dates applicable to Architecture

1.4.1 Important Dates (Mandatory for all ED2 Students)

Orientation.....	Aug 20, 2021 (subject to change)
Pre-term EVDS 2100.....	Aug 23, 2021 (subject to change)

1.5 Dates applicable to Art (School of):

1.5.1 Important Dates

First Year Field Trip.....	October 2021, Dates TBD
Pre-registration Orientation.....	June 22, 2021

1.6 Dates applicable to Dental Hygiene:

1.6.1 Start and End Dates

Year 2

Fall Term Classes.....	Aug 16 to Nov 26, 2021
Winter Term Classes.....	Jan 5 to Apr 1, 2022

Year 3

Fall Term Classes.....	Aug 9 to Nov 26, 2021
Winter Term Classes.....	Jan 5 to Apr 1, 2022

1.6.2 Term Breaks

The academic and administrative offices will be open during this period, but there will be no classes/examinations held for students.

Fall Term Break.....	N/A
Winter Term Break.....	Feb 28 to Mar 4, 2022

1.6.3 Examination and Test Dates

Year 2

Fall Term (includes tests and midterm exams for Fall/Winter Term classes)....Nov 29 to Dec 10, 2021
Winter Term.....Apr 4 to 8, 2022

Year 3

Fall Term (includes tests and midterm exams for Fall/Winter Term classes)....Dec 6 to 10, 2021
Winter Term.....Apr 11 to 14, 2022

1.6.4 Convocation Ceremony – Bannatyne Campus

May 19, 2022

1.7 Dates applicable to Dentistry (including International Dentist Degree Program):

1.7.1 Start and End Dates

Years 1 and 2 Classes and Clinics

Fall Term.....Aug 9 to Nov 26, 2021
Winter Term.....Jan 5 to Apr 29, 2022

Year 3/IDDP 1 Classes and Clinics

Fall Term.....Aug 3 to Nov 26 (classes) &
Dec 3 (clinics), 2021
Winter Term.....Jan 5 to Apr 29, 2022

Year 4/IDDP 2 Classes and Clinics

Fall Term.....Aug 3 to Dec 3, 2021 (classes &
clinics)
Winter Term.....Jan 5 to Apr 22, 2022

1.7.2 Term Breaks

The academic and administrative offices will be open during this period, but there will be no classes/examinations held for students.

Fall Term Break.....N/A

Winter Term Break.....Feb 28 to Mar 4, 2022

1.7.3 Examination and Test Dates

Years 1, 2 and 3/IDDP 1

Fall Term (includes tests and midterm exams for Fall/Winter Term classes)...Nov 29 to Dec 10, 2021
Winter Term.....May 2 to 13, 2022

Year 4/IDDP 2

Fall Term (includes tests and midterm exams for Fall/Winter Term classes)....Dec 6 to 10, 2021
Winter Term.....Jan 9 to 14, 2022

1.7.4 Convocation Ceremony – Bannatyne Campus

May 19, 2022

1.8 Dates applicable to Education (B.Ed. only *):

Note: Unless registered in a B.Ed. course, PBDE students follow the dates listed in Section 1.2: Dates applicable to most U of M students.

***All dates are tentative and dependent on decisions made by the Province regarding K – 12 schools during and post-pandemic.**

1.8.1 Orientation

Year 1.....	Sept 7, 2021
Year 2/Integrated 5.....	Sept 13, 2021

1.8.2 Start and End Dates

 Note: Practicum dates may vary by practicum placement.

Fall Term

Practicum Block.....	Sept 7 to 10, 2021
Practicum Mondays.....	Sept 13, 27, Oct 25, Nov 1, 2021
Day Classes.....	Sept 14 to Nov 9, 2021
MTS PD Day.....	Oct 22, 2021
Practicum Block.....	Nov 15 to Dec 14, 2021

Winter Term

Day Classes.....	Jan 11 to Mar 18, 2022
Practicum Mondays.....	Jan 10, 17, 24, 31, Feb 7, 14, 28, Mar 7, 14, 2022
Practicum Block.....	Mar 21 to 25; Apr 4 to 25, 2022

1.8.3 Term Breaks

The academic and administrative offices will be open during this period, but there will be no classes/examinations held for students.

Fall Term Break Note: Dates may vary by practicum placement..... Nov 10 to 12, 2021

Winter Term Break..... See section 1.2.5

Winter Practicum Break Note: Dates may vary by school division and/or practicum placement. Mar 28 to Apr 1, 2022

1.8.4 Examination and Test Dates

Fall Term (as required).....	Nov 6, 2021
Winter Term (as required).....	Mar 19, 2022

1.9 Dates applicable to Management:

1.9.1 Orientation

Fall Term (M. Business Administration and M. Finance)	Early August
Fall Term (MSc and PhD)	Late August - TBD

1.9.2 Start and End Dates (M. Business Administration and M. Finance)

Fall Term.....Aug 9 to Dec 23, 2021
Winter Term.....Jan 5 to Apr 29, 2022

1.10 Dates applicable to Medicine (excludes Family Social Sciences and Interdisciplinary Health Programs):

Note: Family Social Sciences and Interdisciplinary Health Programs students follow the dates listed in Section 1.2: Dates applicable to most U of M students.

1.10.1 Orientation

Year 1.....Aug 17 to 20, 2021
Year 3.....August 16, 2021

1.10.2 Start and End Dates

Year 1

Fall Term.....Aug 23 to Dec 17, 2021
Winter Term.....Jan 3 to May 27, 2022
Rural Week.....May 23 to 27, 2022

Year 2

Fall Term.....Aug 23 to Dec 17, 2021
Winter Term.....Jan 3 to May 20, 2022

Year 3

Fall Term.....Aug 16 to Dec 17, 2021
Winter Term.....Jan 3 to May 27, 2022

Year 4

Fall Term.....Aug 16 to Dec 17, 2021
Winter Term.....Jan 3 to May 20, 2022

1.10.3 Term Breaks

The academic and administrative offices will be open during this period, but there will be no classes/examinations held for students.

Year 1 & 2

Fall Term Break.....N/A
Winter Term Break.....Mar 14 to 18, 2022

Year 3 & 4

Fall & Winter Term Break N/A

1.10.4 Examination and Test Dates

N/A

1.10.5 Convocation Ceremony – Bannatyne Campus

May 19, 2022

1.11 Dates applicable to Nursing:

1.11.1 Orientation

Fall Term.....Aug 31 to Sept 2, 2021

Winter Term.....Dec 20 to 22, 2021

1.11.2 Start and End Dates

Nursing Practice

Fall Term Practicum.....N/A

NURS 4580 Senior Practicum.....Jan 10 to Apr 8, 2022

1.12 Dates applicable to Occupational Therapy:

1.12.1 Orientation

Year 1.....Aug 23 & 24, 2021

Year 2.....Aug 23, 2021

1.12.2 Start and End Dates

Year 1

Fall Term Classes.....Aug 25 to Nov 19, 2021

Basic Fieldwork.....Nov 22 to Dec 17, 2021

Winter Term Classes.....Jan 5 to Apr 29, 2022

Intermediate Fieldwork 1.....May 2 to June 24, 2022

Year 2

Fall Term Classes.....Aug 24 to Dec 17, 2021

Intermediate Fieldwork 2.....Jan 3 to Feb 25, 2022

Winter Term Classes.....Mar 7 to June 17, 2022

Flexible start and end dates between

Advanced Fieldwork.....June 20 to Sept 16, 2022

1.12.3 Term Breaks

The academic and administrative offices will be open during this period, but there will be no classes/examinations held for students.

Fall Term Break.....N/A

Winter Term Break.....Feb 28 to Mar 4, 2022

**Note: Some students may need to complete fieldwork during the mid-term break depending on availability of fieldwork sites.*

1.12.4 Convocation Ceremony – Bannatyne Campus

October 28, 2021

1.13 Dates applicable to Pharmacy:

1.13.1 Orientation

Year 1 Aug 30, 2021

1.13.2 Start and End Dates

Year 1

Fall Term Classes.....Aug 30 to Dec 10, 2021
Winter Term Classes.....Jan 10 to Apr 13, 2022

Year 2

Fall Term Classes.....Aug 30 to Dec 3, 2021
IPPE Community.....Jan 4 to 28, 2022
Winter Term Classes.....Jan 31 to May 6, 2022

Year 3

Fall Term Classes.....Sept 7 to Dec 10, 2021
Winter Term Classes.....Jan 10 to Apr 13, 2022

1.13.3 Term Breaks

The academic and administrative offices will be open during this period, but there will be no classes/examinations held for students.

Year 1 & 3

See section 1.2.5

Year 2

Fall.....See section 1.2.5
Winter.....Mar 21 to 25, 2022

1.13.4 Examination and Test Dates

Year 1

Fall Term Exams.....Dec 13 to 23, 2021
Winter Term Exams.....See section 1.2.6

Year 2

Fall Term Exams.....Dec 6 to 17, 2021
Winter Term Exams.....May 9 to 20, 2022

Year 3

Fall Term Exams.....Dec 13 to 23, 2021
Winter Term Exams.....See section 1.2.6

1.13.5 Convocation Ceremony – Bannatyne Campus

May 19, 2022

1.14 Dates applicable to Physical Therapy:

1.14.1 Orientation

N/A

1.14.2 Start and End Dates

Year 1

Fall Term Classes.....	Aug 9 to Dec 23, 2021
Winter Term Classes.....	Jan 5 to Mar 25, 2022
Clinical Placement.....	2x6 week placement between Apr 4 to Aug 5, 2022

Year 2

Fall Term Classes.....	Aug 9 to Oct 15, 2021
Clinical Placement.....	1x5 week placement block + 1x5 week research block between Oct 18 to Dec 23, 2021
Winter Term Classes.....	Jan 5 to Mar 25, 2022
Clinical Placement.....	2x6 week placements between Apr 4 to Aug 5, 2022

1.14.3 Term Breaks

The academic and administrative offices will be open during this period, but there will be no classes/examinations held for students.

Fall Term Break.....N/A

Winter Term Break.....Mar 28 to Apr 1, 2022

**Note: Some students may need to complete clinical placements during the mid-term break depending on availability of clinical sites.*

1.14.4 Convocation Ceremony – Bannatyne Campus

Oct 28, 2021

1.15 Dates applicable to Physician Assistant Studies

1.15.1 Orientation

Year 1.....Aug 30 to Sept 3, 2021

Clinical Year 2 Orientation.....Aug 23 to Sept 10, 2022

1.15.2 Start and End Dates

Fall Term.....See section 1.2.2 (subject to change)

Winter Term.....See section 1.2.2 (subject to change)

Fall Term Clinical Year 2 Rotations.....Starts Sept 13, 2021

Winter Term Clinical Year 2 Rotations.....Cont'd Jan 3, 2022

1.15.3 Convocation Ceremony – Bannatyne Campus

Oct 28, 2021

1.16 Dates applicable to Respiratory Therapy:

1.16.1 Orientation

Year 1.....	Sept 2 & 3, 2021
Year 3.....	Aug 19, 2021

1.16.2 Start and End Dates

(Includes clinical placement and classes)

Year 1

Fall Term.....	Sept 7 to Dec 17, 2021
Winter Term.....	Jan 5 to Apr 22, 2022
Winter Term Clinical Placement.....	May 2 to 27, 2022

Year 2

Fall Term.....	Sept 7 to Dec 17, 2021
Winter Term.....	Jan 5 to May 27, 2022
Winter Term Clinical Placement.....	May 30 to June 24, 2022

Year 3

Fall Term.....	Aug 16 to Dec 17, 2021
Winter Term.....	Jan 3 to May 27, 2022
Clinical Placement.....	Aug 23, 2021 to Apr 26, 2022

Note: Year 3 is mostly Clinical Placement. The month of May involves academic activities such as simulation and exams.

1.16.3 Term Breaks

The academic and administrative offices will be open during this period, but there will be no classes/examinations held for students.

Fall Term Break.....	N/A
Winter Term Break.....	See section 1.2.5

1.16.4 Convocation Ceremony – Bannatyne Campus

Oct 28, 2021

1.17 Dates applicable to Social Work:

1.17.1 Orientation

Fort Garry, Inner City

Field Instruction Orientation.....	Sept 7, 2021
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1.17.2 Start and End Dates

Field Instruction*

Fall Term.....	Sept 7 to Dec 17, 2021
Winter Term.....	Jan 10 to Apr 22, 2022

*Note: Some students may need to complete fieldwork during the fall and/or winter term breaks.

Section 2: Dates for Summer Term

2.1.1 Start and End Dates (generally Monday to Thursday classes)

Classes on Monday, May 23th will be made up on Friday, May 27th
Classes on Monday, August 1st will be made up on Friday, August 5th

May – June.....	May 9 to June 16, 2022	6 hours instruction/week
July – August.....	July 4 to August 11, 2022	6 hours instruction/week
May – August 3 credits.....	May 9 to August 11, 2022	3 hours instruction/week
May – August 6 credits.....	May 9 to August 11, 2022	6 hours instruction/week

2.1.2 Registration and Withdrawal Dates

Regular Registration Period

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

May – June.....	Ends May 8, 2022
July – August.....	Ends July 3, 2022
May – August 3 credits.....	Ends, May 8, 2022
May – August 6 credits.....	Ends May 8, 2022

Late Registration/Registration Revision Period

Students may use this period of time to make changes to their selected courses or class schedule.

May – June.....	May 9 to May 12, 2022
July – August.....	July 4 to July 7, 2022
May – August 3 credits.....	May 9 to May 19, 2022
May – August 6 credits.....	May 9 to May 12, 2022

Last Date to Drop without Penalty

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

May – June.....	May 12, 2022
July – August.....	July 7, 2022
May – August 3 credits.....	May 19, 2022
May – August 6 credits.....	May 12, 2022

Voluntary Withdrawal (VW) deadline

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

May – June.....	June 7, 2022
July – August.....	August 2, 2022
May – August 3 credits.....	July 21, 2022
May – August 6 credits.....	July 21, 2022

2.1.3 Fee Deadlines

Fee Payment Deadlines

*A financial penalty will be assessed on accounts with an outstanding balance after this date.
(determined by Financial Services)*

2.1.4 Examination and Test Dates

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

May – June.....June 20 to 25, 2022
July – August.....August 15 to 20, 2022
May – August 3 credits.....August 15 to 20, 2022
May – August 6 credits.....August 15 to 20, 2022

2.1.5 Other Summer Term Start and End Dates

Business Administration (M.B.A.) Last week of April to Aug. 30, 2022 (multiple courses)

Dentistry

IDDP Program, Year 1 May 9 to June 30, 2022

Medicine

Year 3.....May 30 to Sept 2, 2022
Year 3 Summer Break.....Jul 18 to 29, 2022
B.Sc. (Med.) Year 1.....TBD
B.Sc. (Med.) Year 2.....TBD

Nursing

Year 4 NURS 4580 Senior Practicum TBD

Occupational Therapy

Year 1 Intermediate Fieldwork.....May 2 to June 24, 2022
Year 2 Advanced Fieldwork.....June 20 to Sept 16, 2022 (flexible start and end dates)

Pharmacy

Year 2 IPPE Hospital Rotation.....4 week block completed between May 30 to Aug 26, 2022
Year 4.....8 week blocks completed between May 2 to Aug 26, 2022

Physician Assistant Studies

Summer Term April 25 to July 22, 2022

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 September 24, 2020, the Senate Committee on Awards approved 4 new offers, 5 revised offers, and the withdrawal of 2 awards as set out in the *Report of the Senate Committee on Awards (September 24, 2020)*.

Recommendations

On behalf of Senate, the Senate Committee on Awards recommends that the Board of Governors approve 4 new offers, 5 revised offers, and the withdrawal of 2 awards as set out in the *Report of the Senate Committee on Awards (September 24, 2020)*. These award decisions comply with the Student Awards Policy.

Respectfully submitted,

Dr Jared Carlberg

Chair, Senate Committee on Awards

SENATE COMMITTEE ON AWARDS

September 24, 2020

1. NEW OFFERS

The D. Bruce Cook Scholarship

In memory of her husband, D. Bruce Cook, Janet Cook established an annually funded scholarship at the University of Manitoba with a one-time gift of \$250,000. The purpose of the fund is to provide support and to reward the academic achievements of students in the I.H. Asper School of Business. Each year, beginning in 2021-2022 and ending in 2024-2025, three scholarships valued at \$20,000 each will be offered to undergraduate student(s) who:

- (1) are Canadian citizens or Permanent Residents;
- (2) have been admitted to the I.H. Asper School of Business via the Direct Entry Option and are enrolled full-time (minimum 80% course load) in their first year of study in the Bachelor of Commerce (Hons.) program;
- (3) have graduated from a high school in Manitoba; and
- (4) have an interest in entrepreneurship.

Candidates will be required to submit a statement (maximum 250 words) describing how they meet criterion (4).

Preference will be given to students who have graduated from a high school in Northern Manitoba. For the purposes of this award, Northern Manitoba will be defined as north of the 53rd parallel.

The scholarship is renewable in each of the second, third, and fourth years of study provided that the recipient:

- (i) is enrolled full-time (minimum 80% course load) in the I.H. Asper School of Business in the Bachelor of Commerce (Hons.) program; and
- (ii) has achieved a minimum degree grade point average of 3.0.

In the event that a recipient does not qualify for continuation of the scholarship, the scholarship may be offered to the next qualified student in the same year of study, either as a renewable scholarship for a student in the second or third year of study, or as a one-time scholarship for a student in the fourth year of study, provided that the student meets the renewal criteria (i) and (ii) and criteria (1), (3), and (4) listed above. Only three D. Bruce Cook Scholarships will be offered in any given year.

The Dean of the I.H. Asper School of Business (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 modifications shall confirm as closely as possible to the expressed intention of the donor in establishing the award.

Dr. Michael Matthews Prize in Composition

Dr. Michael Matthews established an endowment fund at the University of Manitoba with an initial gift of \$100,000 in 2020. The purpose of the fund is to reward the outstanding achievement of graduate students focusing on Composition in the Desautels Faculty of Music. Each year, beginning in 2022-2023, the available annual income from the fund will be used to offer one prize to a graduate student who:

- (1) was enrolled full-time in the Faculty of Graduate Studies in the Master of Music in Composition offered by the Desautels Faculty of Music in the year in which the award was tenable;
- (2) has achieved a minimum grade point average of 3.5 based on the last 60 credit hours (or equivalent) of study; and
- (3) in the opinion of the selection committee, has demonstrated outstanding skill and promise in Composition.

In the event that there is no eligible graduate student who meets all of the criteria outlined above, the prize will be offered to an undergraduate student who:

- (i) was enrolled full-time (minimum 80% course load) in a Bachelor of Music in Composition offered by the Desautels Faculty of Music in the year in which the award was tenable;
- (ii) has achieved a minimum degree grade point average of 3.0; and
- (iii) in the opinion of the selection committee, has demonstrated outstanding skill and promise in Composition.

Candidates will be required to submit an original composition with a minimum length of fifteen minutes.

In the event of a tie, the selection committee will have the discretion to split the award among the deserving candidates.

The Vice-Provost (Graduate Education) and Dean of the Faculty of Graduate Studies (or designate) will ask the Dean of the Desautels Faculty of Music (or designate) to name the selection committee for this award, which will include the Dean, two full-time composition faculty members, and one sessional instructor in composition.

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.

Ethel Louise (Armstrong) and John Esterbrook Botterell Bursary in Medicine

From the bequest of Dr. Edmund Henry Botterell and from family donations, a fund of \$98,000 was established at the University of Manitoba to “advance the academic enrichment of medical students” through the Ethel Louise (Armstrong) and John Esterbrook Botterell Scholarship in Medicine. The Manitoba Scholarship and Bursary Initiative made a contribution to this fund. In 2019, additional gifts were made by the daughters of Dr. Botterell, Daphne Payne and Jocelyn Allen, to create the Ethel Louise (Armstrong) and John Esterbrook Botterell Bursary in Medicine. Each year, one-third of the available annual income from the fund will be used to offer one bursary to a student who:

- (1) is a Manitoba resident;
- (2) is enrolled full-time in the fourth year of the Undergraduate Medical Education program in the Max Rady College of Medicine at the University of Manitoba;
- (3) is in good standing; and

(4) has demonstrated financial need on the standard University of Manitoba bursary application form. The Dean of the Max Rady College of Medicine (or designate) will name the selection committee for this award.

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.

Michael Lehner Memorial Scholarship

A scholarship fund was created through The Winnipeg Foundation by the family of Michael Lehner. This Scholarship will be used to reward the academic achievements of students in the Asper School of Business in honour of Michael, who had a very entrepreneurial spirit and enjoyed volunteering with many community organizations in the City of Winnipeg. The Winnipeg Foundation will confirm the value of these awards annually. In each year when the award is offered, one scholarship will be offered to an undergraduate student who:

- (1) is enrolled full-time (minimum 80% course load) in the Bachelor of Commerce Honours degree program offered by the I.H. Asper School of Business at the University of Manitoba;
- (2) has achieved a minimum degree grade point average of 3.5; and
- (3) has demonstrated entrepreneurial spirit and has been involved in the community through volunteering.

Candidates will be required to provide information indicating how they meet criterion (3) by completing the I.H. Asper School of Business General Award Online Application.

The selection committee will be named by the Dean of the I.H. Asper School of Business (or designate).

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.

2. AMENDMENTS

Ethel Louise (Armstrong) and John Esterbrook Botterell Scholarship in Medicine

The following amendments were made to the terms of reference for the **Ethel Louise (Armstrong) and John Esterbrook Botterell Scholarship in Medicine**:

- The preamble was revised to:

From the bequest of Dr. Edmund Henry Botterell and from family donations, a fund of \$98,000 was established at the University of Manitoba to “advance the academic enrichment of medical students.” The Manitoba Scholarship and Bursary Initiative made a contribution to this fund. In 2019, additional gifts were made by the daughters of Dr. Botterell, Daphne Payne and Jocelyn Allen to create the Ethel Louise (Armstrong) and John Esterbrook Botterell Bursary in Medicine in addition to this scholarship. Each year, two-thirds of the available annual income from the fund will be used to offer two scholarships of equal value to students who:

- The following numbered criteria was removed:

Each year, one additional scholarship (Award #27292) will be offered to the student who:

- (1) is a Manitoba resident;*
- (2) was in good standing in the previous year of the Undergraduate Medical Education degree program.*
- (3) is enrolled in the fourth year of the Undergraduate Medical Education degree program in the Max Rady College of Medicine;*

Harry Seidler and John Russell Recruitment Award in Architecture

The following amendments were made to the terms of reference for the **Caroline A. Cope Award for Excellence in Oncology Research**:

- The award name was revised to: *Harry Seidler and John Russell Recruitment Scholarship in Architecture*
- The preamble was revised to:
Penelope Seidler established an endowment fund at the University of Manitoba in 2009 in celebration of the life work of Dr. Harry Seidler and his mentor, Dean John Russell, and their commitment to design and society. The Manitoba Scholarship and Bursary Initiative has made a contribution to the fund. The fund will be used to offer the Harry Seidler and John Russell Recruitment Scholarship in Architecture. 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 the first year of the Master of Architecture degree program; and
(2) have achieved a minimum grade point average of 3.5 based on the last 60 credit hours (or equivalent) of study.
- The second paragraph was revised to:
The selection committee will have the discretion to determine the number and value of scholarships awarded each year, based on the annual income, as outlined above.
 - The standard Board of Governors statement was updated.

Sanofi-Aventis Award In Law & Ethics

The following amendments were made to the terms of reference for the **Sanofi-Aventis Award In Law & Ethics**:

- The award name was revised to: *Sanofi-Aventis Prize In Applied Professional Practice*
- The preamble was revised to:
Sanofi-Aventis offers an annually funded prize to reward students in the College of Pharmacy at the University of Manitoba. Each year one prize valued at \$200 will be offered to an undergraduate student who:
- The numbered criteria were revised to:
(1) was enrolled full-time (minimum 80% course load) in the degree program in the College of Pharmacy at the University of Manitoba in the year in which the award was tenable;

- (2) *has achieved a minimum degree grade point average of 3.5; and*
- (3) *has obtained the highest standing in the Applied Professional Practice course (currently numbered PHMD 3012)*
- The tie breaking paragraph was added:

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

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

Steve and Cary Denby Scholarship in Music Education

The following amendments were made to the terms of reference for the **Steve and Cary Denby Scholarship in Music Education:**

- The preamble was revised to:

The Bison Men’s Chorus provides an annual contribution of \$1,000 to offer a scholarship for students enrolled in the Bachelor of Music (Music Education) / Bachelor of Education program in the Desautels Faculty of Music at the University of Manitoba. The donor has agreed to fund the scholarship for a term of ten years. Each year, beginning in 2011-2012, one scholarship will be offered to an undergraduate student who:
- The numbered criteria was revised to:
 - (1) *is enrolled full-time in the third or fourth year of the Bachelor of Music (Music Education) / Bachelor of Education program;*
 - (2) *has achieved a minimum degree grade point average of 3.5; and*
 - (3) *in the opinion of the selection committee, has demonstrated a special aptitude in choral music.*
- The following paragraph was revised to:

A recipient of the Steve and Cary Denby Scholarship in Music Education may not hold the Scholarship more than once.
- The selection committee paragraph was revised to:

The selection committee will be named by the Dean of the Desautels Faculty of Music (or designate).
- The standard Board of Governors statement was added.

The Canadian Medical Association’s 150th Anniversary Bursary

The following amendments were made to the terms of reference for the **The Canadian Medical Association’s 150th Anniversary Bursary:**

- The preamble was revised to:

The Canadian Medical Association Foundation will make an annual contribution to the University of Manitoba for a five-year term to offer The Canadian Medical Association's Anniversary Bursary. The purpose of the bursary is to support undergraduate medical students pursuing studies in the Max Rady College of Medicine at the University of Manitoba.

Each year, beginning in 2017-2018 and ending in 2019-2020, one bursary valued at \$8,500 will be offered to an undergraduate student who:

- The following criteria was added:

Each year, beginning in 2020-2021 and ending 2021-2022, the Canadian Medical Association Foundation will contribute \$20,000 each year to offer bursaries to undergraduate students who:

- (1) are enrolled full-time in the Undergraduate Medical Education program in the Max Rady College of Medicine at the University of Manitoba, and are in good standing;*
- (2) are Canadian citizens, Permanent Residents or people with the protected/refugee status; and*
- (3) have demonstrated financial need on the standard University of Manitoba bursary application form.*

Preference will be given to students who are members of the Canadian Medical Association. 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.

- The following sentence was removed:

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

3. WITHDRAWALS

Canadian Medical Foundation Medical Student Bursary

At the request of the donor

Nettie Thiessen Bursary

At the request of the donor

Preamble:

1. The terms of reference for the Senate Committee on Appeals (SCAP) are found on the web at:
http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committ ees/493.html
2. The Committee is charged to hear and determine appeals from:
 - a) decisions made by academic administrators involving Senate regulations in which Faculty or School Councils have no jurisdiction; and
 - b) appeals against decisions taken by Awards Selection Committees of Faculties and Schools.
3. The Committee is to report to Senate on the determination of all appeals submitted to it; and advise the Executive Committee of any Senate regulations affecting students which appear to be creating particular difficulties.

Observations:

1. The Committee has received 9 new appeals since the last report to Senate in April 2020. These cases are summarized, along with the 1 open file previously reported, without compromising the confidentiality of the Appellant.
 - An appeal was received against a decision by the Faculty of Science. The grounds were failure of the Faculty/School or Dean/Director to follow the rules of natural justice and failure of the Faculty/School or Dean/Director to reasonably consider all factors relevant to the decision being appealed. The appeal was denied.
 - An appeal was received against a decision by the Faculty of Management. The grounds were failure of the Faculty/School or Dean/Director to reasonably consider all factors relevant to the decision being appealed. The appeal was granted.
 - An appeal was received against a decision by the Faculty of Science. The grounds were failure of the Dean/Director or Faculty/School to follow procedures and failure of the Faculty/School or Dean/Director to follow the rules of natural justice. The committee determined there were insufficient grounds to proceed to an appeal hearing.
 - An appeal was received against a decision by the Faculty of Education. The grounds were failure of the Faculty/School or Dean/Director to follow the rules of natural justice, failure of the Faculty/School or Dean/Director to reasonably consider all factors relevant to the decision being appealed and that a Faculty/School/Senate governing document has become inapplicable through lapse of time or was unfairly applied. The committee determined that there were insufficient grounds to proceed to an appeal hearing.
 - An appeal was received against a decision by the Faculty of Science. The grounds were failure of the Faculty/School or Dean/Director to reasonably consider all factors relevant to the decision being appealed and failure of Senate, the Faculty/School, or Dean/Director to comply with applicable legislation. The appeal was denied.

- An appeal was received against a decision by the Faculty of Graduate Studies. The grounds were that there was a failure of the Faculty/School or Dean/Director to follow procedures, failure of the Faculty/School or Dean/Director to follow the rules of natural justice and failure of the Faculty/School or Dean/Director to reasonably consider all factors relevant to the decision being appealed. The Committee determined there were insufficient grounds to proceed to an appeal hearing.
- An appeal was received against a decision by the College of Nursing. The grounds were failure of the Faculty/School or Dean/Director to follow the rules of natural justice and failure of the Faculty/School or Dean/Director to reasonably consider all factors relevant to the decision being appealed. The committee determined there were insufficient grounds to proceed to an appeal hearing.
- An appeal was received against a decision by the Faculty of Architecture. The grounds were failure of the Faculty/School or Dean/Director to follow procedures; failure of the Faculty/School or Dean/Director to follow the rules of natural justice; failure of the Faculty/School or Dean/Director to reasonably consider all factors relevant to the decision being appealed; that a Faculty/School/Senate governing document has become inapplicable through lapse of time or was unfairly applied; that there is an apparent conflict between a Senate governing document and a Faculty/School governing document; and failure of Senate, the Faculty/School or Dean/Director to comply with applicable legislation. The appeal was granted.
- An appeal was received against a decision by the Faculty of Engineering. The grounds were failure of the Faculty/School or Dean/Director to follow procedures and failure of the Faculty/School or Dean/Director to reasonably consider all factors relevant to the decision being appealed. The Committee determined there were insufficient grounds to proceed to an appeal hearing.

Currently the Committee has 1 open file.

Respectfully submitted,

Dr. Charlotte Enns, Chair
Senate Committee on Appeals

October 21, 2020

Report of the Senate Executive Committee

Preamble

The Executive Committee of Senate held its regular monthly meeting on the above date.

Observations

1. Speaker for the Executive Committee of Senate

Dean Jeff Taylor will be the Speaker for the Executive Committee for the November meeting of Senate.

2. Comments of the Executive Committee of Senate

Other comments of the Executive Committee accompany the report on which they are made.

Respectfully submitted,

Dr. Michael Benarroch, Chair
Senate Executive Committee

Terms of Reference:

http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/477.htm



UNIVERSITY
OF MANITOBA

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Office of the Dean

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DATE: October 23, 2020

TO: Dr. Todd Mondor, Chair, COVID-19 Recovery Steering Committee

FROM: Dr. Thomas Falkenberg, Chair, Faculty of Education Council

RE: Motions for Senate

CC: Dr Francine Morin, Chair, Undergraduate Programs Committee (UPC)
Dr Merli Tamtik, Senator
Dr. Amy Farrell-Morneau, Senator
Ms Desiree Kennedy, Coordinator of Undergraduate Programs
Ms Tara Baxter, Committee Secretary, UPC

The following motion was passed by Council of the Faculty of Education on 23 October 2020 via an electronic voting process. The Faculty of Education asks that this item be placed on the appropriate Senate standing committee agendas and forwarded to Senate if approved.

Motion: *Effective immediately, the required Writing Session for the September 2021 After Degree Bachelor of Education Program admissions intake be suspended, and that admission scores and rankings be based solely upon Admission Grade Point Average (AGPA) x 10.*

Pending Government protocols surrounding Covid-19, this temporary suspension may also include the admission intake for September 2022.

Rationale:

The Bachelor of Education has as part of its admission requirements a “Writing Session” which represents 20 points of 65 points in the total Composite Score for admission rankings.

Applicants are required to sign up and attend one of several scheduled writing sessions. They complete a brief essay which is then assessed and scored for “English Usage and Style”.

More specifically, the requirement is as follows:

D. Writing Session Requirement

All applicants are required to attend a writing session where they will be asked to write a brief essay on an assigned topic. Forty-five minutes will be allowed to

complete this requirement. Applicants will be assessed for English usage and style, (specifically, grammar, vocabulary, sentence and essay structure, spelling, etc.).

For our 2020 intake, there were 231 attendees. Government requirements for sanitation of rooms, social distancing, masking, and so on would require that many sessions be scheduled for our 2021 intake. Implementing these sessions during COVID-19, would mean that we would need to request that the University of Manitoba's response team give us permission to allow people onto our campus and access the Education Building on several occasions to accommodate these sessions. In addition, we would have to arrange for over-time for support staff to supervise the sessions and custodial staff to clean between each session. Furthermore, potential applicants who are not living near enough to Winnipeg, are normally accommodated in different ways in order to take the writing test in their home communities, which could become overwhelming for our support staff to set up and monitor for this intake.

The first writing session is normally held in December and the remaining sessions are held in January and February. This temporary suspension is required to take effect immediately as the Current Applicant Bulletin is being prepared and will be posted in the first week of November.

This request is temporary, and the Writing Session requirement will resume as part of our Senate approved application process upon resolution of the current pandemic situation.

Report of the Senate Committee on Admissions concerning a proposal from the Faculty of Science to create a dual credit for high school students admissions category (2020.09.29)

Preamble:

1. The terms of reference for this committee can be found at: http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/490.htm.
2. The Faculty of Science is proposing the creation of a dual credit for high school students admissions category.
3. The proposal was approved by the Faculty of Science Faculty Council on September 4th, 2020 and was endorsed by SCADM on September 29th, 2020.

Observations:

1. This category is for high school students who wish to challenge for credit a university level course.
2. This category is not an entry pathway into a degree program in the Faculty of Science. Students are able to earn university credit; however, a separate application is required to gain admission to the institution for the purpose of degree study.
3. This practice has been taking place for a number of years; however, the admission requirements and administration of these programs was previously housed within the Division of Extended Education.

Recommendation:

The Senate Committee on Admissions recommends that the proposal to create a dual credit for high school students admission category in the Faculty of Science be approved effective for the Fall 2021 intake.

Respectfully submitted

Laurie Schnarr, Chair, Senate Committee on Admissions

Comments of the Senate Executive Committee:
The Senate Executive Committee endorses the Report to Senate.



September 8, 2020

Ms. Laurie Schnarr
Chair of SCADM
Attention: Olga Kuznetsova, Secretary SCADM

Re: Faculty of Science SCADM submission, Fall 2020

Dear Ms. Schnarr;

Please find attached the Faculty of Science's proposal to introduce a new Admissions Category. The Faculty of Science is proposing the introduction of a Dual Credit High School Admissions Category, for high school students wishing to challenge for credit a university-level course while attending high school.

This proposal was approved by the Faculty of Science Faculty Council on September 4, 2020 with an effective date of Fall 2021.

Please contact me if you have any questions or concerns.

Sincerely,

Dr. Stefi Baum
Dean, Faculty of Science

Comments of the Senate Executive Committee:
The Senate Executive Committee endorses the Report to Senate.

Introduction of a Dual Credit High School Admissions Category

1. Background

For many years, the Faculty of Science has been offering various university-level courses for enrolled high schools students. Students typically receive instruction from their high schools and write the exams at the University of Manitoba.

The administration of these courses is currently done by the Faculty of Extended Education while the academics is handled by the high schools (instruction) and the Faculty of Science (assessments). However, this arrangement is no longer feasible and we are proposing that the Faculty of Science take over the administration of these offerings to high school students. In order to do so, the Faculty of Science is proposing a new admissions category for high school students wishing to take university-level courses while they are still attending high school.

This special admissions category would not provide a pathway for students to gain admission to any Faculty of Science degree programs. Students would need to follow the routes to gaining admission to a Faculty of Science degree program that any other prospective student would have to follow.

2. Recommendation

Proposed modification to the Faculty of Science sections 2 and 3 of the Academic Calendar, as follows:

SECTION 2: Admission to the Faculty of Science

2.8 Admission as a Dual Credit High School Student

Dual credit courses in high schools may be offered in partnership with school divisions and high schools. This opportunity is designed for students with particular interest in receiving equivalent to university-level training in a subject area and in receiving university-level credit for the training they receive at the high school level. To complete particular courses for university credit prior to their high school graduation by writing a challenge exam, some students may qualify for admission to the Faculty of Science under our Dual Credit High School Student Admissions Category.

Note that courses offered as dual credit may vary from year to year. Interested high schools should consult the Faculty of Science Dean's Office for course availability and information on the dual credit course approval processes.

All prospective students must provide the following to be eligible for admission as a Dual Credit High School Student:

- evidence of full-time registration in a Manitoba high school,

- written recommendation of academic ability from their high school principal (or designate) confirming that they are academically in good standing and academically prepared to take equivalent to university-level courses,
- written approval of the Department offering the course that they are seeking to challenge and the Faculty of Science Dean's Office,
- completion of course pre-requisites as approved by Senate.

SECTION 3: Academic Regulations

3.10 Requirements for Dual Credit High School Students

Students admitted as dual credit high school students will be required to demonstrate their competencies in a course by challenging the university final exam.

Challenge exams will be scheduled by the relevant Department and may be invigilated either on the University of Manitoba campus or at the student's high school. The University of Manitoba faculty member who is responsible for the delivery of the course will determine the structure and duration of the exam.

High schools will be responsible for delivering the appropriate content to ensure students are prepared for the examinations. If they are willing to do so, a UM faculty member will work with each high school to ensure that high school instructors are provided with the course content equivalent to the content of the corresponding courses offered at the University of Manitoba. Such support includes supplying course outlines, textbook information, and where appropriate, sample midterms and final examinations. These arrangements must be approved by the Department Head within the unit that is responsible for these course offerings at the University of Manitoba.

Students admitted will be subject to the same regulations concerning voluntary withdrawals and appeal procedures as all other students admitted to the Faculty of Science. Limited access restrictions will apply to university courses from which students have voluntarily withdrawn while enrolled as a Dual Credit High School student.

In addition to the university requirements listed above, all dual credit high school courses must adhere to requirements outlined in the provincial dual credit policy. Contact the Faculty of Science Student Services office for information on available courses and for information regarding which high schools may offer dual credit for their students as an option.

Report of the Senate Committee on Admissions concerning a proposal from Enrolment Services to modify the institutional undergraduate English language proficiency requirements (2020.09.29)

Preamble:

1. The terms of reference for this committee can be found at: http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/490.htm.
2. Enrolment Services is proposing several modifications to the institutional undergraduate English language proficiency requirements. The proposed modifications include:
 - i. A modification to the minimum standard for students presenting an IELTS test score.
 - ii. An update to the country exemption list.
 - iii. Updates to waiver criteria regarding successful completion of secondary study and post-secondary study in English.
 - iv. Addition of the General Certificate of Education (GCE) and the Indian Senior School Certificate (ISSC) or the Indian School Certificate (ISC) to the waiver list.
3. The proposal was endorsed by SCADM on September 29th, 2020.

Observations:

1. Over the past couple of years, a number of Deans and Associate Deans have raised concerns regarding the preparedness of international students from an English language proficiency perspective.
2. Enrolment Services conducted a review of the current standards which included reviewing the standards of other institutions from across the country.
3. Internal consultations were held with the Associate Deans Undergraduate (ADU) group and the Deans and Directors Council.
4. Standardized test scores were an important part of the review. 85% of students who present a standardized test score to satisfy the English language proficiency requirement present an IELTS test.
5. The updates to the country exemption list were informed by similar lists at other institutions and by the CIA World Factbook.
6. The GCE, ISSC, and the ISC are all taught exclusively in English.

Recommendation:

The Senate Committee on Admissions recommends that the proposal to modify the institutional undergraduate English language proficiency requirements be approved effective for the Fall 2022 intake.

Respectfully submitted

Laurie Schnarr, Chair, Senate Committee on Admissions

Comments of the Senate Executive Committee:

The Senate Executive Committee endorses the Report to Senate.

TO: Senate Committee on Admissions

FROM: Jeff Adams, Executive Director, Enrolment Services

DATE: September 29, 2020

SUBJECT: English Language Proficiency Requirement Proposal

Enrolment Services is proposing several modifications to the institutional English language proficiency requirements. This proposal comes forward after receiving feedback from multiple faculties, colleges, and schools who expressed concerns regarding the preparedness of international students from countries where English is not the primary language.

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

Section I – Description of the change

At the University of Manitoba if an applicant's primary language is not English, they are required to demonstrate a minimum level of English language proficiency in order to be eligible for admission to undergraduate programs. A number of exemptions are available to applicants; if an applicant does not qualify for an exemption they can meet the university's requirements in a variety of ways.

For a complete list of the English language proficiency requirements and the methods in which these requirements can be satisfied, please visit:

<http://umanitoba.ca/student/admissions/international/english/index.html>

Over the past couple of years concerns regarding the institutional English language standard have emerged. In response to these concerns and in an effort to ensure that we are setting students up to be successful at our institution a review of our requirements was conducted and a number of changes are being proposed. If approved the changes will result in a more rigorous standard to ensure that students admitted to the institution are sufficiently prepared for academic study from an English language perspective. Some new standards are also being added to ensure that we are not disadvantaging the institution from a recruitment perspective.

The 2020 review of the English language proficiency requirements focuses on four areas:

1. *IELTS test standard* - Of all students who present a language proficiency test as part of the admission process approximately 85% present an IELTS test. The most common standard required by U15 institutions is a score of 6.5. In many instances institutions have maintained or introduced minimum scores in each of the four IELTS modules (reading, writing, listening, speaking). See Appendix I for the comparison with other institutions. The current University of Manitoba IELTS standard is an overall score of 6.5.
2. *Country waiver list* - Students from a number of countries whose primary language is English are exempt from presenting an English language proficiency test as part of the admission process. This list has not been reviewed in some time. As part of the process waiver lists from eight other Canadian institutions were reviewed. The CIA World Factbook was examined to confirm the primary language for a number of countries. Appendix II contains the current English language proficiency country exemption list.
3. *Other criteria* - In addition to the country exemptions there are other criteria that can be met to satisfy the English language proficiency requirements at the institution.
 - a. Ten consecutive years of residency in Canada that may include years of study in Canada. The period of residency will be the time lapsed between the "Landed On" date on the "Record of Landing" document and the start of the program.
 - b. Successful completion of a three-year secondary school program in Canada, or three years of post-secondary education in Canada, or any combination of three successful calendar years of secondary and post-secondary education in Canada.

- c. Graduation from a Manitoba high school, with five credits at the Grade 12 level, which include two credits of English at the 40S level with an average grade of 75%.
 - d. Graduation from a Canadian Curriculum secondary school (other than Manitoba curriculum) with a year 12 English Literature grade of 75% or higher.
 - e. Achieved a grade of four or greater on the International Baccalaureate Higher Level English course, or a grade of four or greater on the Advanced Placement English examination (Language Composition; Literature and Composition).
4. *International curriculums* – The General Certificate of Education (GCE), a UK curriculum, and the Central Board of Secondary Education (CBSE), an Indian curriculum, are commonly used by many institutions to recognize English language proficiency. Both are taught exclusively in English and graduates are normally highly qualified students. Approximately half of the U15 recognize the GCE and CBSE for English language proficiency purposes.

Section II – Consultation with other faculties, colleges, and schools

The proposed recommendations were reviewed with the Associate Deans Undergraduate group on February 4th, 2020 and with the Deans and Directors Council on February 13th, 2020.

Section III - Recommendations:

It is recommended that the modifications described in this section be made to the University of Manitoba’s English language proficiency requirements. If approved, the proposed changes would come into effect for the fall 2022 intake.

1. IELTS

Modify the minimum standard for the IELTS test to require a score of 6.5 overall with a minimum score of 6.0 in each of the four modules (listening, reading, writing, speaking).

2. Country waiver list

- a. Add the following countries to the list of countries whose students are exempt from the English language proficiency requirements:
 - Anguilla
 - Gambia
 - Liberia
 - St. Helena
 - Seychelles
- b. Remove the following countries from the list of countries whose students are exempt from the English language proficiency requirements:
 - Austria
 - Belgium
 - British West Indies
 - Christmas Islands
 - Cook Islands

- Denmark
- Faroe Island
- Finland
- Germany
- Gilbert & Ellice Islands
- Leeward Islands
- Luxembourg
- Netherlands
- New Caledonia
- New Hebrides
- Norfolk Island
- Norway
- Sweden
- Switzerland
- Windward Islands

3. Other criteria

- a. Add additional language to the current waiver that states: *Successful completion of a three-year secondary school program in Canada, or three years of post-secondary education in Canada, or any combination of three successful calendar years of secondary and post-secondary education in Canada.*

Proposed additional language:

- Successful completion of secondary studies equates to meeting the entrance requirements of the University of Manitoba. Secondary education must include Grade 12 where appropriate and completion of five course credits per year. The three years of secondary study must be completed immediately prior to attending the University of Manitoba.
 - Successful completion of post-secondary education equates to a minimum completion of 72 credit hours or equivalent. The three years of post-secondary study must be completed within two years of attending the University of Manitoba.
- b. Add successful completion of 30 credit hours of university level coursework and six credit hours of transferrable English courses at the 1000 level or higher with a minimum grade of B at a recognized university where English is the primary language of instruction, in a country where English is the primary language (see approved country exemption list) to the English language proficiency waiver list. University level study must be completed immediately prior to attending the University of Manitoba.
 - c. Add graduation from a degree program at a recognized university where English is the primary language of instruction, in a country where English is the primary language (see approved country exemption list) to the English language proficiency waiver list. Graduation from the qualifying institution must be within two years of attending the University of Manitoba

4. *International curriculums*

- a. Add successful completion of the General Certificate of Education Advanced Level (GCE A-level) with a minimum grade of B in English (non-ESL) at the GCSE-O level, AS level, or A-level to the English language proficiency waiver list.
- b. Add completion of the Indian Senior School Certificate (ISSC) or the Indian School Certificate (ISC) awarded by the Central Board of Secondary Education or the Council for the Indian School Certificate with a minimum grade of 75% in the senior English subject to the English language proficiency waiver list.

Appendix I – IELTS comparison

Institution	IELTS
University of Manitoba	6.5
Dalhousie University	6.5 (minimum 6.0 in each module)
McGill University	6.5 (minimum 6.0 in each module)
McMaster University	6.5 (minimum 6.0 in each module)
Queen's University	6.5 (minimum 6.0 in each module)
University of Alberta	6.5 (minimum 5.5 in each module)
University of British Columbia	6.5 (minimum 6.0 in each module)
University of Calgary	6.5
University of Ottawa	6.5 (minimum 6.5 in writing)
University of Saskatchewan	6.5 (minimum 6.0 in each module)
University of Toronto	6.5 (minimum 6.0 in each module)
University of Waterloo	6.5 (6.5 in writing & speaking, 6.0 in reading & listening)
University of Western Ontario	6.5
University of Winnipeg	6.5

Appendix II – Exemption list

Antigua & Barbuda

Australia

Austria

Bahamas

Barbados

Bermuda
Belgium
Belize
Botswana
British West Indies
Canada
Cayman Islands
Channel Islands
Christmas Islands
Cook Islands
Denmark
Dominica
Faroe Island
Falkland Islands
Fiji Islands
Finland
Germany
Ghana
Gibraltar
Gilbert & Ellice Islands
Grenada
Guam (USA)
Guyana
Isle of Man
Ireland (Republic of)
Jamaica
Kenya
Kiribati
Leeward Islands
Lesotho
Luxembourg
Malawi
Malta
Mauritius
Namibia
Netherlands
New Caledonia
New Hebrides
New Zealand
Nigeria
Norfolk Island
Norway

Pitcairn Islands
Puerto Rico
St. Kitts & Nevis
St. Lucia
St. Vincent & Grenadines
Sierra Leone
Singapore
South Africa
Sweden
Switzerland
Tanzania
Trinidad & Tobago
Turks & Caicos Islands
Tuvalu
Uganda
United Kingdom
United States
Virgin Islands (USA)
Virgin Islands (UK)
Wake-Midway Island (USA)
Windward Islands
Zambia
Zimbabwe

September 17, 2020

Report of the Senate Committee on Instruction and Evaluation RE: Modification of Graduation Requirements, Indigenous Content Requirement, Faculty of Arts

Preamble:

1. The terms of reference for the Senate Committee on Instruction and Evaluation (SCIE) can be found at:
http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/502.html.
2. At its meeting on September 17, 2020 SCIE considered a proposal from the Faculty of Arts to modify its graduation requirements to include an Indigenous Content requirement.

Observations:

1. The Faculty is proposing students be required to complete at least three credit hours from a list of courses that satisfy an Indigenous Content requirement in order to graduate from the following programs:
 - a) Bachelor of Arts General
 - b) Bachelor of Arts Advanced
 - c) Bachelor of Arts Honours
 - d) Bachelor of Arts Integrated Studies
2. The Indigenous Content requirement aligns with the University's commitment to supporting and implementing the Calls to Action specific to education, the Manitoba Collaborative Indigenous Education Blueprint for Universities, Colleges, and Public School Boards and the University of Manitoba's Strategic Plan *Taking Our Place*.

Recommendation

The Senate Committee on Instruction and Evaluation recommends:

THAT Senate approve the proposed modifications of graduation requirements for the programs below to include an Indigenous Content requirement, Faculty of Arts, effective September 1, 2021:

- ***Bachelor of Arts General***
- ***Bachelor of Arts Advanced***
- ***Bachelor of Arts Honours***
- ***Bachelor of Arts Integrated Studies***

Respectfully submitted,

Dr. Mark Torchia, Chair
Senate Committee on Instruction and Evaluation

Comments of the Senate Executive Committee:
The Senate Executive Committee endorses the Report to Senate.



UNIVERSITY
OF MANITOBA

Faculty of Arts

Dean's Office
316 Fletcher Argue Building
University of Manitoba
Winnipeg, Manitoba
Canada R3T 5V5

August 28th, 2020

To: M. Yoshida, Office of the University Secretary

From: Jeff Taylor, Dean, Faculty of Arts

Subject: Faculty of Arts Proposal for the Senate Committee on Instruction and Evaluation (SCIE) to consider

This memo is to inform you that, on August 26, 2020, Faculty of Arts Council approved a proposal to:

- Introduce an Indigenous credit requirement in all Bachelor of Arts programs

The proposal and rationale follow.

cc: S. Coyston, Secretary, SCCCC
H. Marx, Chair, Faculty of Arts Academic Regulations Policy Committee (ARPC)
C. Miller, Chair, Faculty of Arts Indigenous Content Requirement Committee
G. Smith, Chair, CPAC and SCCCC
G. Sobie, Secretary, ARPC

Faculty of Arts

Proposal for the Introduction of an Indigenous Course Requirement for all B.A. Degrees

OBSERVATIONS:

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

Indigenous peoples make up approximately 1/5 of the population of Manitoba, which our institution serves. The future success of our graduates hinges on understanding the cultures, epistemologies, sovereignty, treaty rights, political status, and histories of Indigenous peoples in Canada. Colonial policies past and present still impact Indigenous communities, and our University continues to benefit from water and electricity originating from Indigenous lands.

Definition

From Section 35 of the 1982 Canadian Constitution;

“35(1) The existing aboriginal and treaty rights of the aboriginal people in Canada are hereby recognized and affirmed.

(2) In this Act, “Aboriginal Peoples of Canada” includes the Indian, Inuit and Metis People of Canada.”

Simply put, the term Indigenous defines First Nations, Inuit and Metis people of Canada.

First Nations people include Status, Non-Status, Treaty and Non-Treaty people under the jurisdiction of the Indian Act. This encompasses the various Nations currently residing in Canada as well as over 630 communities.

Metis peoples are those who have historical familial connections with the Metis Nation, and are current members of Metis communities. The Metis have their own language (Michif) and cultural values. The Metis span from Western Ontario across the Prairie Provinces (Manitoba, Saskatchewan and Alberta) into parts of British Columbia and the Northwest Territories.

Inuit peoples are those that inhabit the Northern regions of Canada and adjacent areas including the territory of Nunavut (established in 1999), the Northwest and Yukon Territories, Alaska, and Greenland.

RATIONALE FOR PROPOSAL:

Home to the National Center for Truth and Reconciliation, The University of Manitoba, is committed to supporting and implementing the Calls to Action specific to education which state that educational institutions must build student capacity for intercultural understanding, empathy, and mutual respect. This will require skills-based training in intercultural competency, conflict resolution, human rights, and anti-racism.

Further, the University of Manitoba is also a signatory to the Manitoba Collaborative Indigenous Education Blueprint for Universities, Colleges, and Public School Boards, which commits our institution to celebrate the gifts that Indigenous students and educators bring to post-secondary education including Indigenous knowledge and intellectual traditions, models, and approaches to learning. Moreover, this Blueprint affirms that the University of Manitoba recognizes the Nation-to-Nation relationships affirmed in the Treaties, the Canadian Constitution, and other federal agreements.

The University of Manitoba Strategic Plan *Taking Our Place* identifies the need for all students to learn about Indigenous perspectives as the first priority to creating pathways to Indigenous achievement.

As a result of these commitments, the Faculty of Arts at the University of Manitoba proposes the “Indigenous Content Course” designation for a three credit requirement for all Arts degrees.

Clear instructions for how a course receives the “I” designation and the approval process, will be outlined as part of the proposal that follows.

PROPOSED CHANGES:

Added Material

~~Deleted Material~~

Section 3: Basic Faculty Regulations for the B.A. General, Advanced and Honours Degree Programs

Students are encouraged, prior to reading the faculty regulations which follow, to review the chapter, General Academic Regulations and Requirements, in this *Academic Calendar*.

It is **highly recommended** that all students entering the Faculty of Arts to pursue a General, Advanced or Honours Degree complete six credit hours in each of five different subject fields within the first 30 credit hours. If possible, they should include among those courses the subject fields in which they will probably specialize because future choices may be limited by their initial choice of courses. Also, students must meet a subject field requirement to qualify for entrance to both the Advanced and Honours programs (see Section 3.2 and 3.3).

Honours courses may be taken by students in the General or Advanced Major programs with the written consent of the department head or program coordinator.

3.1 General Degree Program

3.1.1 Its General Purpose

The General Degree in the Faculty of Arts involves taking courses in what are traditionally referred to as the "liberal" arts. The goal of a liberal arts education is to provide students with an education in the humanities and social sciences and at the same time prepare them for future careers. An Arts education is intended to provide students with "employability skills" that are highly valued by employers and needed in the contemporary workplace. Some of these skills include reading, writing, listening, speaking effectively, knowledge of language, critical thinking, problem solving, basic numeracy, information literacy, and an appreciation of our cultural, political, and economic milieu.

The General Degree would not normally prepare students for graduate studies. Most graduate programs require students complete a four year degree. Therefore students interested in a graduate program should complete the Bachelor of Arts Advanced or Honours Degree Program following discussion with a departmental graduate program advisor.

3.1.2 Entrance into the B.A. General Degree Program

1) At the point of entry to the Faculty of Arts all students proceeding to an undergraduate B.A. Degree are automatically in the General Degree Program. Subsequently, students may apply through the Faculty of Arts General Office for admission to either the Advanced Degree Program or the Honours Degree program.

2) All students who have completed 30 credit hours of coursework are encouraged to declare a Major and a Minor. Once the Major or Minor is declared it can be changed at some later registration. Students may also declare a second or Double Major in lieu of a Minor. Students who want to declare a Double Major must complete a Double Major declaration form available in the Faculty of Arts General Office or on the Faculty of Arts website. Students should note that for entry into Majors/Minors, the faculty requirement is a grade of "C" or better in the prerequisite course(s).

For entry into a Major requiring courses from more than one department, the faculty requirement is an average of "C" or better in all courses which are eligible to count towards the Major.

For detailed information regarding entry and specific course requirements for Majors and Minors, see the specific departmental listing in Sections 8 and 9 of this Calendar.

3.1.3 Requirements for Continuing in the B.A. General Degree Program

- 1) By the time students complete 60 credit hours, they should have six credit hours in each of five different subject fields and must have declared a Major and Minor. Students who have not declared a Major or Minor by the time 60 credit hours of coursework have been completed, will not be able to continue registration until a Major/Minor is declared.
- 2) Students admitted to the Faculty of Arts, must by the time they have completed 60 credit hours have successfully completed or be registered for at least three credit hours in a course with significant content in written English and at least three credit hours in a course in mathematics. (See the Chapter General Academic Regulations and Requirements, Appendix A: List of Approved Written English and Mathematics Courses, or search Aurora Student for the course attributes "Written English Requirement" or "Mathematics Requirement.")
- 3) Students must meet the minimum performance level as outlined in Section 5.10.

3.1.4 Ten Faculty Requirements for Graduating with a B.A. General Degree

- 1) A student must successfully complete 90 credit hours of courses acceptable for credit in the Faculty of Arts (see Section 5.2) with a minimum grade point average of 2.00 (i.e. "C" average) on these 90 credit hours.

The 90 credit hours of passed coursework must include the remaining nine faculty requirements:

- 2) At least six credit hours from subject fields designated Humanities, at least six credit hours from subject fields designated Social Science, ~~and~~ at least six credit hours from the list of courses that satisfy the Science requirement, and at least three credit hours from the list of courses that satisfy the Indigenous Content requirement (see Section 5.1.1).
- 3) At least six credit hours completed in each of five different subject fields (as listed in Section 5.1.1). A subject field may also satisfy other Bachelor of Arts Degree requirements such as Humanities, or Social Sciences, or Sciences, or Indigenous Content, or Mathematics, or Written English.
- 4) Major: 30 credit hours which constitute a **Major** in one of the subject fields approved by the Faculty of Arts (see Section 5.1.1). The student must also have a minimum grade point average of 2.00 (i.e. "C" average) or better in courses where a final grade is recorded and that are used toward the Major including only the last grade of any course that has been repeated and excluding any failed course(s). A student who declares only one Major must also complete a Minor. A student who declares a Double Major will not be required nor allowed to complete a Minor, but must complete 30 credit hours as specified by each Major department. *Students who have questions about a Major in a particular subject are strongly urged to consult an instructor in the appropriate department.* A Major may be declared once the prerequisite is satisfied.

Students who declare and complete a Major in Global Political Economy **will not** be required nor allowed to complete a separate field for a Minor for purposes of satisfying the degree requirements.
- 5) Minor: 18 credit hours which are in a subject field that is different from that of the declared Major, which constitute a **Minor** approved by the Faculty of Arts (see Section 5.1.1). A student who declares only one Major must also complete a Minor. A student who declares a Double Major will not be required nor allowed to complete a Minor. It is not possible to declare a "Double Minor." No course can be used to satisfy both the Major(s) and the Minor requirement. A Minor may be declared once the prerequisite is satisfied.
- 6) At least 30 credit hours of coursework must be successfully completed outside the Major(s) and Minor subject fields. In addition, there must be at least 12 credit hours of coursework successfully completed in any subject acceptable for credit in the Faculty of Arts including courses in the Major(s) and Minor. Note: Students who complete a Double Major will satisfy this 12 credit hour requirement within their Double Major.
- 7) A student may not declare a Major/Minor combination in both Sociology and Criminology or both Italian and Italian Studies.
- 8) At least 60 credit hours must be taught by the Faculty of Arts (may include up to 24 credit hours from the Department of Mathematics or Art History courses considered as Humanities, see Section 5.1.1), or which have been accepted on transfer as equivalent to courses taught by the Faculty of Arts.
- 9) At least 30 credit hours must be numbered at or above the 2000 level.

10) Residency Requirement: A student in the B.A. General Degree Program must complete University of Manitoba residency requirements (see Section 5.3 for details).

3.2 Advanced Degree Program

3.2.1 Its General Purpose

This program is intended primarily to serve students who desire a general education along with a reasonable degree of specialization in one area of study through the Major. In addition to the basic skills learned in the B.A. General Degree Program, an extra year of study provides the opportunity to learn more advanced skills such as research, critical thinking, information management and public speaking.

The Advanced Degree Program is also well suited to students seeking to build an academic term or year of studies abroad into their undergraduate degree. The Advanced Degree offers the time in the degree to take advantage of opportunities for international focus and experience.

While most graduate programs require students complete an Honours Degree, it may be possible to enter a graduate program on the basis of the Advanced Degree. Students should discuss this possibility with a departmental graduate program advisor.

3.2.2 Entrance to the B.A. Advanced Degree Program

1) To enter an Advanced Degree Program, a student must have successfully completed six credit hours in each of four different subject fields (see Section 5.1.1), and also complete an application form available in the Faculty of Arts General Office or on-line at http://umanitoba.ca/faculties/arts/student_resources/student_forms.html and have it approved by an academic advisor. At the point of entry to the Advanced Degree Program, the student must indicate their intention to complete a Single Advanced Major or a Double Advanced Major.

Once admitted to the Faculty of Arts it is possible to enter this program at any point up to one month prior to graduation.

2) All students are *required, upon entering the Single Advanced Major Program, to declare a Major and Minor*. Students entering the Double Advanced Major Program are required to declare two Majors. Students should note that for entry into a Major(s) requiring courses from only one department, the faculty requirement is a grade of "C" or better in the prerequisite course(s).

For entry into a Major(s) requiring courses from more than one department, the faculty requirement is that the student must have an average of "C" or better in all courses which are eligible to count towards the Major.

For additional information regarding entrance into Majors (such as which courses are eligible for counting as fulfilling the Major) see the specific listing for the relevant department in Sections 8 and 9. Students with questions about an Advanced Major in a particular subject should consult an instructor in the appropriate department.

3) For entry to the Minor a grade of "C" or better in the prerequisite course(s) is required.

3.2.3 Requirements for Continuing in the B.A. Advanced Degree Program

1) Students admitted to the Faculty of Arts, must by the time they have completed 60 credit hours have successfully completed or be registered for at least three credit hours in a course with significant content in written English and at least three credit hours in a course in mathematics. (See the Chapter General Academic Regulations and Requirements, Appendix A: List of Approved Written English and Mathematics Courses, or search Aurora Student for the course attributes "Written English Requirement" or "Mathematics Requirement.")

2) Students must meet the minimum performance level as outlined in Section 5.10.

3.2.4 Ten Faculty Requirements for Graduating with a B.A. Advanced Degree

1) A student must successfully complete 120 credit hours from among the courses acceptable for credit in the Faculty of Arts (see Section 5.2), with a minimum grade point average of 2.00 (i.e. "C" or better) on these 120 credit hours.

The 120 credit hours of passed coursework must include the remaining nine faculty requirements:

2) At least six credit hours from subject fields designated Humanities, at least six credit hours from subject fields designated Social Science, ~~and~~ at least six credit hours from the list of courses that satisfy the Science requirement, and at least three credit hours from the list of courses that satisfy the Indigenous Content requirement (see Section 5.1.1).

3) At least six credit hours completed in each of five different subject fields (as listed in Section 5.1.1). A subject field may also satisfy other Bachelor of Arts requirements such as Humanities, or Social Sciences, or Sciences, or Indigenous Content, or Mathematics, or Written English.

4) **Single Advanced Major:** 48 credit hours which constitute a Single Advanced Major in one of the subject fields approved by the Faculty of Arts (see Section 5.1.1). The student must have a grade point average of 2.00 (i.e. "C" average) or better in courses where a final grade is recorded that are used toward the Major including only the last grade of any course that has been repeated and excluding any failed course(s). A student who declares a Single Advanced Major must also complete a Minor with the exception of students whose Major is Global Political Economy. Students with an Advanced Major in Global Political Economy **will not** be required nor allowed to complete a Minor for purposes of satisfying the degree requirements.

Double Advanced Major: At least 42 credit hours which constitute a Double Advanced Major in each of two subject fields approved by the Faculty of Arts (see Section 5.1.1). The student must have a grade point average of 2.00 (i.e. "C" average) or better in courses where a final grade is recorded that are used toward each Major including only the last grade of any course that has been repeated and excluding any failed course(s). A student who declares a Double Advanced Major will not be required nor allowed to complete a Minor, but must complete the Double Advanced Major in accordance with the requirements as specified by the Major department. A Major may be declared once the prerequisite has been satisfied.

Note: No course can be used to satisfy both the Single Advanced Major and Minor requirement. Similarly no course can be used to satisfy both Double Advanced Majors. Not every department offers a Single or Double Advanced Major. See the departmental listings in Sections 8 and 9 for information.

5) **Minor:** 18 credit hours which are in a subject field that is different from that of the declared Single Advanced Major, which constitute a Minor approved by the Faculty of Arts (see Section 5.1.1). A student who declares a Single Advanced Major must also complete a Minor. A student who declares a Double Advanced Major will not be required nor allowed to complete a Minor. No course can be used to satisfy both the Advanced Major(s) and the Minor requirement. Only one Minor may be declared. A Minor may be declared once the prerequisite has been satisfied.

6) A student who declares a Single Advanced Major with a Minor must have at least 42 credit hours in subjects other than those used towards the Single Advanced Major and Minor. In addition, students in a Single Advanced Major must successfully complete 12 credit hours of coursework in any subject acceptable for credit in the Faculty of Arts including courses in the Major and Minor.

A student who declares a Double Advanced Major must have at least 36 credit hours in subjects other than those used towards their Double Advanced Major subject fields.

7) A student may not declare a Major/Minor combination in both Sociology and Criminology or both Italian and Italian Studies.

8) At least 81 credit hours that have been taught by the Faculty of Arts (may include up to 36 credit hours from the Department of Mathematics or Art History courses considered as Humanities, see Section 5.1.1), or which have been accepted on transfer as equivalent to courses taught by the Faculty of Arts.

9) At least 42 credit hours numbered at or above the 2000 level.

10) **Residency Requirement:** A student in the B.A. Advanced Degree Program must complete University of Manitoba residency requirements (see Section 5.3 for details).

3.3 Honours Degree Program

3.3.1 Its General Purpose

This program is designed to provide a high degree of specialization in a subject field. The entrance requirements and evaluation of performance are at a higher level than the General or Advanced Degree programs. The Honours Degree program is the preferred program for students seeking entrance to graduate study.

3.3.2 Entrance to the B.A. Honours Degree Program

To enter an Honours Degree program, a student must complete an application form which is available in the Faculty of Arts General Office. Students must have successfully completed six credit hours in each of four different subject fields (see Section 5.1.1), with a minimum cumulative grade point average of 3.0 (3.5 for entry to Psychology) on all courses including failed and repeated courses. In addition, students must have a cumulative grade point average of 3.0 (3.5 for entry to Psychology) or better in all course(s) in the intended Honours subject field(s) including failed and repeated courses. Students applying for Honours Psychology must have a minimum grade of "B" in [PSYC 2260](#). Students applying for Honours History must have a grade of "B" or higher in all 3000 and 4000 level History courses.

3.3.3 Requirements for Continuing in the B.A. Honours Degree Program

- 1) Prior to each registration, Honours students must have their courses approved by the department in person, and then by the Faculty of Arts General Office, and cannot make any subsequent changes without receiving prior permission from their department and the Faculty General Office.
- 2) Students admitted to the Faculty of Arts, must by the time they have completed 60 credit hours have successfully completed or be registered for at least three credit hours in a course with significant content in written English and at least three credit hours in a course in mathematics. (See the Chapter General Academic Regulations and Requirements, Appendix A: List of Approved Written English and Mathematics Courses, or search Aurora Student for the course attributes "Written English Requirement" or "Mathematics Requirement.").
- 3) To continue in an Honours Degree program, the student must maintain a degree grade point average of 3.0 (3.5 for Psychology) at each point of assessment on all courses where a final grade is recorded (as well as meet any additional departmental requirements there may be). In order to continue in Honours History students must also maintain a "B" grade or higher in each History course at the 3000 and 4000 level.

Students who fail to maintain the required minimum degree grade point average are required to withdraw from the Honours Degree program. They will be automatically placed in the General Degree Program and will have the following academic assessment permanently recorded on their transcript: "Required to Withdraw from the Honours Program." These students may be eligible to apply to the Advanced Degree Program.

3.3.4 Four Faculty Requirements for Graduating with a B.A. Honours Degree

It should be noted that not every department has an Honours Degree program. For specific information on available Honours programs, please consult the specific listing for the relevant department in Section 8.

Note: Students in an Honours Degree program who satisfy the requirements for a Minor (in accordance with the Minor requirements listed under the B.A. General Degree; Section 3.1.4, point 5 - Minor) may request to have the Minor recorded on their transcript. These students must come to the Faculty of Arts General Office to formally declare their intention to have their Minor recorded on their transcript.

- 1) The number of credit hours which a student must successfully complete in order to receive an Honours Degree is 120. Information on the specific course requirements for the individual departments will be found in Section 8.

- 2) In order to graduate, a student in the B.A. Honours Degree program must satisfy the University of Manitoba residency requirements (see Section 5.3 for details) and attain a minimum degree grade point average of 3.0 on all coursework where a final grade is recorded.
- 3) Included among the courses presented for graduation there must be at least six credit hours completed in each of five different subject fields (as listed in Section 5.1.1).
- 4) Among the courses presented for graduation there must be at least six credit hours from subject fields designated Humanities, at least six credit hours from subject fields designated Social Science, ~~and~~ at least six credit hours from the list of courses that satisfy the Bachelor of Arts Science requirement, and at least three credit hours from the list of courses that satisfy the Indigenous Content requirement (see Section 5.1.1).

Bachelor of Arts Integrated Studies (BAIS)

4.4 Requirements for Continuing in the B.A.I.S. Degree Program

- 1) By the time students complete 60 credit hours, they must normally have three credit hours in each of five different subject fields.
- 2) Students must by the time they have completed 60 credit hours have successfully completed or be registered for at least three credit hours in a course with significant content in written English and at least three credit hours in a course in mathematics. (See the Chapter in the Undergraduate Calendar entitled General Academic Regulations and Requirements, Appendix A: List of Approved Written English and Mathematics Courses, or search Aurora Student for the course attributes "Written English Requirement" or "Mathematics Requirement.")
- 3) Students must meet the minimum performance level as outlined in Section 5.10.

4.5 Eight Faculty Requirements for Graduating with a B.A.I.S. Degree

- 1) A student must successfully complete 90 credit hours of coursework acceptable for credit in the Faculty of Arts (see Section 5.2) with a minimum grade point average of 2.00 (i.e. "C" or better) on these 90 credit hours.

The 90 credit hours of passed coursework must include the remaining seven faculty requirements:

- 2) At least six credit hours from subject fields designated Humanities, at least six credit hours from subject fields designated Social Science, ~~and~~ at least six credit hours from the list of courses that satisfy the Science requirement, and at least three credit hours from the list of courses that satisfy the Indigenous Content requirement (see Section 5.1.1).
- 3) At least three credit hours completed in each of five different subject fields (as listed in Section 5.1.1). In addition, a subject field may also satisfy other B.A.I.S requirements such as Humanities, or Social Sciences, or Sciences, or Indigenous Content, or Mathematics, or Written English.
- 4) Concentration: 18 credit hours which constitute a Concentration in one of the subject fields approved by the Faculty of Arts (see Section 5.1.1) or by other Faculties and Schools. A Concentration may be declared once the prerequisite has been satisfied. A student who has 18 credit hours in more than one subject field can declare only one of them as a Concentration. No course can be used to satisfy both a Foundation requirement and the Concentration requirement. A student who has completed the requirements for a second Concentration may apply at the Faculty of Arts General Office to have the second Concentration recorded on their transcript.
- 5) At least 51 credit hours of options which are taken and successfully completed in subject fields outside the Foundation and Concentration courses.
- 6) At least 30 credit hours that have been taught by the Faculty of Arts (may include up to 12 credit hours from the Department of Mathematics or Art History courses considered as Humanities, see Section 5.1.1) or which have been accepted on transfer as equivalent to courses taught by the Faculty of Arts.

7) At least 15 credit hours numbered at or above the 2000 level plus 6 credit hours at or above the 3000 level.

8) Residency Requirement: A student in the B.A. Integrated Studies degree program must complete University of Manitoba residency requirements (see Section 5.3 for details).

5.1 Recognized Subject Fields

5.1.1 Five-subject Field Requirement and Humanities/Social Science/Science Requirement

Faculties and Schools offer a number of courses covering a variety of subjects. To satisfy the subject field requirement for any B.A. Degree (with the exception of the B.A. Integrated Studies) a student must complete 6 credit hours in each of 5 different course subjects. For example: 6 credit hours in Psychology, plus 6 credit hours in German, plus 6 credit hours in Mathematics, plus 6 credit hours in Music, plus 6 credit hours in Biological Sciences. Students in the B.A. Integrated Studies Degree Program must complete 3 credit hours in each of 5 different course subjects.

Each course subject in the Faculty of Arts has been further categorized as either a Humanities or Social Science. All courses offered by the Faculty of Science and select courses from other faculties will satisfy the Bachelor of Arts Science requirement. Therefore a course may satisfy both the subject field requirement as well as the requirement for the Humanities/Social Science/Science.

Listed below are the categories of Humanities, Social Sciences, Sciences and the course subjects that belong to each category.

Humanities

1) Course subjects taught by the Faculty of Arts that can be used towards the **Humanities** requirement: Arabic, Asian Studies, Canadian Studies, Catholic Studies, Classical Studies, English (excluding ENGL 0930, ENGL 0940, ENGL 2000, ENGL 2001), Film Studies, French, German, Greek, Hebrew, History, Hungarian, Icelandic, Italian, Judaic Civilization, Latin, Native Languages, Native Studies, Philosophy, Polish, Portuguese, Religion, Russian, Spanish, Theatre, Ukrainian, Ukrainian Canadian Heritage Studies, and Yiddish. In addition the following courses may be used: American Sign Language ASLL 1000; Global Political Economy GPE 3700; Women's and Gender Studies WOMN 1500, WOMN 2530, WOMN 2600, WOMN 2620, WOMN 2630, WOMN 3110, WOMN 3120 and WOMN 3620.

2) Course subjects offered by other units which can be used towards the **Humanities** requirement: Art History (i.e. all courses listed with course prefix FAAH). (For details on Art History courses, see Section 9).

Social Sciences

3) Course subjects taught by the Faculty of Arts that can be used towards the **Social Science** requirement: Anthropology, Economics, Global Political Economy courses GPE 1700, GPE 2700, GPE 4700, Labour Studies, Linguistics, Political Studies, Psychology, and Sociology. In addition the following courses may be used: Women's and Gender Studies WOMN 1600, WOMN 2500, WOMN 2560, WOMN 2610, WOMN 2640, WOMN 2650, WOMN 3100, WOMN 3130, WOMN 3520, WOMN 3550, WOMN 3560 and Others ARTS 1160.

Indigenous Content Requirement

4) Students may complete any of the courses listed below in order to satisfy the Indigenous Content Requirement

Faculty of Arts		
<u>NATV 1200</u>	<u>Indigenous Peoples in Canada</u>	<u>6cr</u>
<u>NATV 1220</u>	<u>Indigenous Peoples in Canada Part 1</u>	<u>3cr</u>
<u>NATV 1240</u>	<u>Indigenous Peoples in Canada Part 2</u>	<u>3cr</u>
<u>NATV 2080</u>	<u>Inuit Society and Culture</u>	<u>3cr</u>
<u>NATV/HIST2020</u>	<u>The Métis in Canada</u>	<u>3cr</u>
<u>NATV 2012/HIST 2010</u>	<u>Indigenous History in Canada</u>	<u>6cr</u>
<u>HIST 4120</u>	<u>History of Aboriginal Rights</u>	<u>3cr</u>
<u>POLS 2802</u>	<u>Introduction to Indigenous Politics</u>	<u>3cr</u>
<u>POLS 3870</u>	<u>Politics of Indigenous-Settler Relations</u>	<u>3cr</u>
<u>SOC 3762</u>	<u>Law, Justice, and Indigenous Peoples</u>	<u>3cr</u>
<u>WOMN 2630</u>	<u>Indigenous Feminisms</u>	<u>3cr</u>
For course titles and descriptions see the relevant faculty entries in this <i>Calendar</i> .		

Sciences

4 5) Students may complete any combination of the courses listed below adding up to six credit hours to satisfy the Bachelor of Arts Science requirement.

Faculty of Science

All courses offered by the Faculty of Science

or courses taught by other faculties that can be used toward the Bachelor of Arts Science requirement:

Faculty of Agricultural and Food Sciences

AGRI 1600

ENTM 1000, ENTM 2050

PLNT 1000, PLNT 2500

SOIL 3060, SOIL 3520, SOIL 3600

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

ENVR 1000, ENVR 2000

GEOG 1290, GEOG 2200, GEOG 2272, GEOG 2520, GEOG 2540, GEOG 2541, GEOG 2550, GEOG 2700, GEOG 3390

GEOL 1340, GEOL 1400, GEOL 1410, GEOL 1420, GEOL 2390, GEOL 2440, GEOL 2500, GEOL
2570, GEOL 3310

Faculty of Engineering

ENG 1440, ENG 1450, ENG 1460

For course titles and descriptions see the relevant faculty entries in this *Calendar*.

Indigenous Content Requirement Approval Process

Review Committee

As per the Indigenous Content Requirement (ICR) Committee's terms of reference (Appendix I), courses to be considered for inclusion on the list of courses that meet the Indigenous Content requirement shall be reviewed by the ICR Committee.

Timeline for approval

The deadline for submission to the Chair of the ICR committee to request course inclusion on the Indigenous Content requirement list is April 1st of each year.

The ICR Committee will meet prior to May 1st of each year to consider submissions requesting inclusion on the list.

After considering all submissions, the ICR will forward the courses approved for inclusion on the Indigenous Course Content requirement list to the Secretary of the Faculty of Arts Course and Program Approvals Committee (CPAC) by no later than May 15th. The Secretary of CPAC will ensure that the courses approved for inclusion by the ICR committee are forward to CPAC for the next stage in the approval process (CPAC, 4Cs, Senate).

CPAC will consider these proposals during their annual Summer CPAC meeting held in August of each year. After receiving CPAC approval, the proposal(s) will move through the remaining Faculty and Senate Committees, eventually being considered by Senate at the annual December meeting.

Once approved by Senate, the courses will be placed on the list in the calendar for the upcoming Fall Term.

External Transfer Credit

Students transferring to the Faculty of Arts from an external institution who wish to have their transfer credit evaluated for the purpose of satisfying the Indigenous Content requirement, may make this request through the Faculty of Arts Student Services office by filling out a form (Appendix II) available on the Faculty of Arts Website. The Student Services office will forward the form and applicable documentation to the Chair of the Faculty of Arts Indigenous Content Committee. The Chair will distribute the information to the other committee members for assessment/approval - based on the same criteria used for internal U of M courses (see below).

Evaluation Criteria used by ICR Committee

All courses included on the Indigenous Content Requirement list must meet the primary criterion, plus two or more of the secondary criteria.

Primary Criterion

Courses satisfying the Indigenous Content requirement will include an examination of the impact historical forces, such as colonialism, have had on an Indigenous group or groups and how these communities have responded to such pressures. The course should include Indigenous perspectives on these historical forces and narratives which may derive from oral traditions, the recorded history

of Indigenous people, and the scholarship of Indigenous academics. This is considered core content, as understanding our common history is fundamental to Indigenous anti-racism practice and reconciliation.

Courses that satisfy the “I” requirement must provide a broad view of the histories, treaties, rights, legal status, cultures and Indigenous knowledge of the Indigenous peoples of North America with an emphasis on communities local to Manitoba. Normally, the course will contain 80% or more Indigenous content and require 50% or more assigned readings and non-text sources to be written/composed/presented by Indigenous authors. If any of the above listed criteria are not met, a thorough explanation of why the course being submitted for Indigenous Content status and should be included on the list of courses that meet the Indigenous Content requirement must accompany the submission.

All courses included on the Indigenous Content Requirement list must also satisfy two or more of the following Secondary Criteria:

A. *Indigenous Ways of Knowing*

The course content includes traditional or contemporary cultural practices, spiritualities, or ceremonial cycles of Indigenous peoples which is delivered in a manner that is inclusive and respectful of Indigenous cultural practices, though they can be examined in a critical fashion if that is relevant to the course focus.

B. *Indigenous Theory and Methodology*

The course content engages with, includes, or examines Indigenous theories and research methodologies. The course may also examine academic research methods based on the traditions of Indigenous peoples, Indigenous research methodologies, or the traditional processes of knowledge acquisition in Indigenous communities.

C. *Indigenous Legal Status*

The course content includes an examination of laws, treaties, and political structures within Indigenous societies and/or those imposed upon them from external nation states such as Canada or the United States as well as analyzing the long-term impacts on Indigenous lives of these documents and policies.

D. *Contemporary Indigenous Survival / Resilience*

The course content includes an examination of the contemporary concerns of Indigenous people defined as those elements of modernity which intersect in a significant way with the lives, traditions, and future of Indigenous peoples and persons including oral traditions, public positions of Indigenous governments and assemblies, and the scholarship of Indigenous academics.

E. *Indigenous Expressive Culture*

The course content includes an examination or participation in Indigenous expressive culture, not limited to; Literature, theater, Fine Arts, traditional arts, and Music.

Indigenous Content Committee
Faculty of Arts
Terms of Reference

Authority:

Established by Arts Faculty Council as a standing committee of Faculty Council.

Purpose:

The committee shall advise and recommend to Faculty Council on the establishment of course and/or program-level Indigenous content requirement(s) as part of a larger university mandate to “Ensure every student graduates with a basic understanding of the importance and contributions of Indigenous peoples in Manitoba and Canada” and “Identify options to ensure that Indigenous content is included in academic Programs” (University of Manitoba Strategic Plan, 2015-2020, Section I, Goal H, Supporting Action I). The committee shall continue the work of the Ad Hoc Committee on Indigenous Content and seek to enact its recommendations (see the final report and recommendations to Faculty Council from November 30th, 2017).

Terms of Reference:

The committee shall:

- 1) Report at least once annually to Faculty Council
- 2) Provide advice to the Dean of the Faculty of Arts with respect to the teaching needs associated with the introduction of the “I” requirement.
- 3) Vet courses that might serve to meet the Indigenous content requirement.
- 4) Provide advice regarding a “Traditional Knowledge Keepers” program within the Faculty of Arts.
- 5) Explore opportunities for the development of faculty awareness and expertise in Indigenous curriculum.
- 6) To make recommendations to appropriate bodies or officers for decolonizing pedagogy in the Faculty of Arts

Composition:

1. Dean of Arts (or designate) - *ex officio*ⁱ
2. Head of Native Studies (or designate) – *ex officio*ⁱ
3. Arts Indigenous Student Advisor – *ex officio*ⁱ
4. Manager, Arts Student Services – *ex officio*ⁱ
5. Four faculty members elected by Faculty Council serving staggered two year terms
6. One Arts student member appointed by the President of the Arts Student Body Council serving a one year term
7. At least one Indigenous Manitoban representative either from within the faculty of arts or from elsewhere appointed by the Dean on the recommendation of the Head of Native Studies serving a two-year term

Established and approved by Arts Faculty Council January 2018

ⁱ All ex officio members of standing committees have voting rights unless otherwise stipulated

Report of the Senate Committee on Instruction and Evaluation RE: Modification of Entrance, Continuation and Graduation Requirements, Grade Point Average Policy Alignment, Faculty of Arts

Preamble:

1. The terms of reference for the Senate Committee on Instruction and Evaluation (SCIE) can be found at:
http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/502.html.
2. At its meeting on September 17, 2020 SCIE considered a proposal from the Faculty of Arts to modify its entrance, continuation and graduation requirements to align with the Grade Point Average Policy.

Observations:

1. The Faculty is proposing to modify its entrance, continuation and graduation requirements to align with the Grade Point Average Policy. The proposed modifications are outlined below. The Faculty is also proposing a number of editorial changes throughout their academic regulations.
2. General Degree Program
 - a) Currently, in order to graduate with a Bachelor of Arts General Degree, a student must successfully complete 90 credit hours of courses acceptable for credit to the Faculty of Arts with a minimum grade point average of 2.00 on these 90 credit hours. The Faculty is proposing to instead require that a student complete a minimum of 90 credit hours of courses acceptable for credit to the Faculty of Arts with a "C" average or better on the courses that contribute to satisfying all of the B.A. General Degree requirements.
 - b) It is also being proposed that the minimum 90 credit hours of passed coursework would also include the remaining nine faculty requirements for graduating with a B.A. General Degree.
 - c) Currently students must have a minimum grade point average of 2.00 or better in courses where a grade is recorded and that are used toward the Major including only the last grade of any course that has been repeated and excluding any failed courses. It is proposed that instead a student would be required to obtain a minimum "C" average in these courses, and that the higher grade be used when a course is repeated.
3. Advanced Degree Program
 - a) Currently, in order to graduate with a Bachelor of Arts Advanced Degree, a student must successfully complete 120 credit hours of courses acceptable for credit to the Faculty of Arts with a minimum grade point average of 2.00 on these 120 credit hours. The Faculty is proposing to instead require that a student complete a minimum of 120 credit hours of courses acceptable for credit to the Faculty of Arts with a "C" average or better on the courses that contribute to satisfying all of the B.A. Advanced Degree requirements.

- b) It is also being proposed that the minimum 120 credit hours of passed coursework would also include the remaining nine faculty requirements for graduating with a Bachelor of Arts Advanced Degree.
 - c) Currently students must have a minimum grade point average of 2.00 or better in courses where a grade is recorded and that are used toward a Single Advanced or Double Advanced Major including only the last grade of any course that has been repeated and excluding any failed courses. It is proposed that instead a student would be required to obtain a minimum “C” average in these courses, and that the higher grade be used when a course is repeated.
4. Honours Degree Program
- a) Currently, to enter a Bachelor of Arts Honours program, students must have completed six credit hours in four subject fields with a minimum cumulative grade point average of 3.0 (3.5 for entry to Psychology) in all courses including failed and repeated courses. Students are also currently required to have a cumulative grade point average of 3.0 (3.5 in Psychology) in all courses in the intended Honours subject field. It is proposed that “cumulative grade point average of 3.0” be replaced with ““B” average” and that “(3.5 for entry to Psychology)” be replaced with “(“B+” in Psychology)”.
5. Bachelor of Arts Degree Requirements Chart
- a) Throughout the chart, the phrase “grade point average of 2.00” would be replaced with “minimum average of “C””.
6. Bachelor of Arts Integrated Studies
- a) The entrance requirements would be revised to replace the phrase “cumulative grade point average of 2.0” with ““C” average” and “cumulative grade point average of 2.5” with ““C+” average”.
 - b) Currently, in order to graduate with a B.A.I.S degree, a student is required to successfully complete 90 credit hours of coursework acceptable for credit in the Faculty of Arts with a minimum grade point average of 2.00 on these credit hours. It is being proposed that a student would be required to successfully complete a minimum of 90 credit hours of coursework acceptable for credit in the Faculty of Arts with a “C” or better average on the courses used to satisfy the Requirements of the B.A.I.S.
 - c) It would also be required that the minimum 90 credit hours of passed coursework would also include the remaining seven faculty requirements.
7. Major regulations in Department regulations
- a) Within each Department’s academic regulations, the Major Program requirements would be revised by removing the statement “For students who have taken additional courses towards the Major, then a minimum cumulative GPA of 2.00 is required on all courses including the higher grade of repeated courses and excluding failed courses”. Reference to a “minimum cumulative GPA of 2.00 in all courses that comprise the Major...” would be replaced with “minimum “C” average in all courses that comprise the Major...”

Recommendation

The Senate Committee on Instruction and Evaluation recommends:

THAT Senate approve the proposed modifications of entrance, continuation and graduation requirements to align with the Grade Point Average Policy, Faculty of Arts, effective September 1, 2021.

Respectfully submitted,

Dr. Mark Torchia, Chair
Senate Committee on Instruction and Evaluation

Comments of the Senate Executive Committee:
The Senate Executive Committee endorses the Report to Senate.



UNIVERSITY
OF MANITOBA

Faculty of Arts

Dean's Office
316 Fletcher Argue Building
University of Manitoba
Winnipeg, Manitoba
Canada R3T 5V5

August 28th, 2020

To: M. Yoshida, Office of the University Secretary

From: Jeff Taylor, Dean, Faculty of Arts

Subject: Faculty of Arts Proposal for the Senate Committee on Instruction and Evaluation (SCIE) to consider

This memo is to inform you that, on August 26, 2020, Faculty of Arts Council approved a proposal to:

- Modify wording in the Faculty of Arts section of the calendar to ensure references to GPA align with the University GPA policy (2016)

The proposal and rationale follow.

cc: S. Coyston, Secretary, SCCCC
H. Marx, Chair, Faculty of Arts Academic Regulations Policy Committee (ARPC)
G. Smith, Chair, CPAC
G. Sobie, Secretary, ARPC

Faculty of Arts

Modify references to GPAs in the Faculty of Arts section of the Undergraduate Calendar related to entrance, continuation, and graduation requirements.

Rationale for proposal:

In 2016 the University of Manitoba introduced an updated version of the 2006 GPA policy. The new policy defines four different GPAs (see Appendix I).

Throughout the Faculty of Arts section of the Undergraduate calendar, there are broad references to GPA (specifically cumulative GPA) in relation to program entry, continuation, and graduation. In many cases, the ways in which Arts refers to GPAs does not align with the definitions laid out in the 2016 policy.

In order to align the Faculty of Arts' references to GPA with the University policy and to provide clarity for students, the Faculty of Arts proposes modifying the wording used in the Arts section of the calendar related to program entry, continuation, and graduation.

Recommendations:

Added Material

~~Deleted Material~~

SECTION 3: Basic Faculty Regulations for the B.A. General, Advanced and Honours Degree Programs

Students are encouraged, prior to reading the faculty regulations which follow, to review the chapter, General Academic Regulations and Requirements, in this Academic Calendar.

It is highly recommended that all students entering the Faculty of Arts to pursue a General, Advanced or Honours Degree complete six credit hours in each of five different subject fields within the first 30 credit hours. If possible, they should include among those courses the subject fields in which they will probably specialize because future choices may be limited by their initial choice of courses. Also, students must meet a subject field requirement to qualify for entrance to both the Advanced and Honours programs (see Section 3.2 and 3.3).

Honours courses may be taken by students in the General or Advanced Major programs with the written consent of the department head or program coordinator.

3.1 General Degree Program

3.1.1 General Purpose

The General Degree in the Faculty of Arts involves taking courses in what are traditionally referred to as the "liberal" arts. The goal of a liberal arts education is to provide students with an education in the humanities and social sciences and at the same time prepare them for future careers. An Arts education is intended to provide students with "employability skills" that are highly valued by employers and needed in the contemporary workplace. Some of these skills include reading, writing, listening, speaking effectively, knowledge of language, critical thinking, problem solving, basic numeracy, information literacy, and an appreciation of our cultural, political, and economic milieu.

The General Degree would not normally prepare students for graduate studies. Most graduate programs require students complete a four year degree. Therefore students interested in a graduate program should complete the Bachelor of Arts Advanced or Honours Degree Program following discussion with a departmental graduate program advisor.

3.1.2 Entrance into the B.A. General Degree Program

- 1) At the point of entry to the Faculty of Arts all students proceeding to an undergraduate B.A. Degree are automatically in the General Degree Program. Subsequently, students may apply through the Faculty of Arts General Office for admission to either the Advanced Degree Program or the Honours Degree program.
- 2) All students who have completed 30 credit hours of coursework are encouraged to declare a Major and a Minor. Once the Major or Minor is declared it can be changed at some later registration. Students may also declare a second or Double Major in lieu of a Minor. Students who want to declare a Double Major must complete a Double Major declaration form available in the Faculty of Arts General Office or on the Faculty of Arts website. Students should note that for entry into Majors/Minors, the faculty requirement is a grade of "C" or better in the prerequisite course(s).

For entry into a Major requiring courses from more than one department, the faculty requirement is an average of "C" or better in all courses which are eligible to count towards the Major.

For detailed information regarding entry and specific course requirements for Majors and Minors, see the specific departmental listing in Sections 8 and 9 of this Calendar.

3.1.3 Requirements for Continuing in the B.A. General Degree Program

- 1) By the time students complete 60 credit hours, they should have six credit hours in each of five different subject fields and must have declared a Major and Minor. Students who have not declared a Major or Minor by the time 60 credit hours of coursework have been completed, will not be able to continue registration until a Major/Minor is declared.
- 2) Students admitted to the Faculty of Arts, must by the time they have completed 60 credit hours have successfully completed or be registered for at least three credit hours in a course with significant content in written English and at least three credit hours in a course in mathematics. (See the Chapter General Academic Regulations and Requirements, Appendix A: List of Approved Written English and Mathematics Courses, or search Aurora Student for the course attributes "Written English Requirement" or "Mathematics Requirement.")
- 3) Students must meet the minimum performance level as outlined in Section 5.10.

3.1.4 Ten Faculty Requirements for Graduating with a B.A. General Degree

- 1) A student must successfully complete a minimum of 90 credit hours of courses acceptable for credit in the Faculty of Arts (see Section 5.2) with a minimum grade point average of 2.00 (i.e. "C" average) a "C" average or better on the courses that contribute to satisfying all of the B.A. General Degree requirements these 90 credit hours.

The minimum 90 credit hours of passed coursework must also include the remaining nine faculty requirements:

- 2) At least six credit hours from subject fields designated Humanities, at least six credit hours from subject fields designated Social Science, and at least six credit hours from the list of courses that satisfy the Science requirement (see Section 5.1.1).
- 3) At least six credit hours completed in each of five different subject fields (as listed in Section 5.1.1). A subject field may also satisfy other Bachelor of Arts Degree requirements such as Humanities, or Social Sciences, or Sciences, or Mathematics, or Written English.
- 4) Major: 30 credit hours which constitute a Major in one of the subject fields approved by the Faculty of Arts (see Section 5.1.1). The student must also have a minimum grade point average of 2.00 (i.e. "C" average) "C" average or better in courses where a final grade is recorded and that are used toward the Major including only the last higher grade of any course that has been repeated and excluding any failed course(s). A student who declares only one Major must also complete a Minor. A student who declares a Double Major will not be required nor allowed to complete a Minor, but must complete 30 credit hours as specified by each Major department. Students who have questions about a Major in a particular subject are strongly urged to consult an instructor in the appropriate department. A Major may be declared once the prerequisite is satisfied.

Students who declare and complete a Major in Global Political Economy will not be required nor allowed to complete a separate field for a Minor for purposes of satisfying the degree requirements.

- 5) Minor: 18 credit hours which are in a subject field that is different from that of the declared Major, which constitute a Minor approved by the Faculty of Arts (see Section 5.1.1). A student who declares only one Major must also complete a Minor. A student who declares a Double Major will not be required nor allowed to complete a Minor. It is not possible to declare a "Double Minor." No course can be used to satisfy both the Major(s) and the Minor requirement. A Minor may be declared once the prerequisite is satisfied.
- 6) At least 30 credit hours of coursework must be successfully completed outside the Major(s) and Minor subject fields. In addition, there must be at least 12 credit hours of coursework successfully completed in any subject acceptable for credit in the Faculty of Arts including courses in the Major(s) and Minor. Note: Students who complete a Double Major will satisfy this 12 credit hour requirement within their Double Major.
- 7) A student may not declare a Major/Minor combination in both Sociology and Criminology or both Italian and Italian Studies.
- 8) At least 60 credit hours must be taught by the Faculty of Arts (may include up to 24 credit hours from the Department of Mathematics or Art History courses considered as Humanities, see Section 5.1.1), or which have been accepted on transfer as equivalent to courses taught by the Faculty of Arts.
- 9) At least 30 credit hours must be numbered at or above the 2000 level.
- 10) Residency Requirement: A student in the B.A. General Degree Program must complete University of Manitoba residency requirements (see Section 5.3 for details).

3.2 Advanced Degree Program

3.2.1 Its General Purpose

This program is intended primarily to serve students who desire a general education along with a reasonable degree of specialization in one area of study through the Major. In addition to the basic skills learned in the B.A. General Degree Program, an extra year of study provides the opportunity to learn more advanced skills such as research, critical thinking, information management and public speaking.

The Advanced Degree Program is also well suited to students seeking to build an academic term or year of studies abroad into their undergraduate degree. The Advanced Degree offers the time in the degree to take advantage of opportunities for international focus and experience.

While most graduate programs require students complete an Honours Degree, it may be possible to enter a graduate program on the basis of the Advanced Degree. Students should discuss this possibility with a departmental graduate program advisor.

3.2.2 Entrance to the B.A. Advanced Degree Program

- a) To enter an Advanced Degree Program, a student must have successfully completed six credit hours in each of four different subject fields (see Section 5.1.1), and also complete an application form available in the Faculty of Arts General Office or on-line at http://umanitoba.ca/faculties/arts/student_resources/student_forms.html and have it approved by an academic advisor. At the point of

entry to the Advanced Degree Program, the student must indicate their intention to complete a Single Advanced Major or a Double Advanced Major.

Once admitted to the Faculty of Arts it is possible to enter this program at any point up to one month prior to graduation.

- b) All students are required, upon entering the Single Advanced Major Program, to declare a Major and Minor. Students entering the Double Advanced Major Program are required to declare two Majors. Students should note that for entry into a Major(s) requiring courses from only one department, the faculty requirement is a grade of "C" or better in the prerequisite course(s). For entry into a Major(s) requiring courses from more than one department, the faculty requirement is that the student must have an average of "C" or better in all courses which are eligible to count towards the Major.

For additional information regarding entrance into Majors (such as which courses are eligible for counting as fulfilling the Major) see the specific listing for the relevant department in Sections 8 and 9. Students with questions about an Advanced Major in a particular subject should consult an instructor in the appropriate department.

- c) For entry to the Minor a grade of "C" or better in the prerequisite course(s) is required.

3.2.3 Requirements for Continuing in the B.A. Advanced Degree Program

- 1) Students admitted to the Faculty of Arts, must by the time they have completed 60 credit hours have successfully completed or be registered for at least three credit hours in a course with significant content in written English and at least three credit hours in a course in mathematics. (See the Chapter General Academic Regulations and Requirements, Appendix A: List of Approved Written English and Mathematics Courses, or search Aurora Student for the course attributes "Written English Requirement" or "Mathematics Requirement.")
- 2) Students must meet the minimum performance level as outlined in Section 5.10.

3.2.4 Ten Faculty Requirements for Graduating with a B.A. Advanced Degree

- 1) A student must successfully complete a minimum of 120 credit hours from among the courses acceptable for credit in the Faculty of Arts (see Section 5.2), with a minimum grade point average of 2.00 (i.e. "C" or better) "C" average or better on the courses that contribute to satisfying all of the B.A. Advanced Degree requirements these 120 credit hours.

The minimum 120 credit hours of passed coursework must also include the remaining nine faculty requirements:

- 2) At least six credit hours from subject fields designated Humanities, at least six credit hours from subject fields designated Social Science, and at least six credit hours from the list of courses that satisfy the Science requirement (see Section 5.1.1).
- 3) At least six credit hours completed in each of five different subject fields (as listed in Section 5.1.1). A subject field may also satisfy other Bachelor of Arts requirements such as Humanities, or Social Sciences, or Sciences, or Mathematics, or Written English.
- 4) Single Advanced Major: 48 credit hours which constitute a Single Advanced Major in one of the subject fields approved by the Faculty of Arts (see Section 5.1.1). The student must have a grade point average of 2.00 (i.e. "C" average) or better minimum "C" average in courses where a final grade is recorded that are used toward the Major including only the last higher grade of any course that has been repeated and excluding any failed course(s). A student who declares a Single Advanced Major must also complete a Minor with the exception of students whose Major is Global Political Economy. Students with an Advanced Major in Global Political Economy will not be required nor allowed to complete a Minor for purposes of satisfying the degree requirements.
Double Advanced Major: At least 42 credit hours which constitute a Double Advanced Major in each of two subject fields approved by the Faculty of Arts (see Section 5.1.1). The student must have a grade point average of 2.00 (i.e. "C" average) or better minimum "C" average in courses where a final grade is recorded that are used toward each Major including only the last higher grade of any course that has been repeated and excluding any failed course(s). A student who declares a Double Advanced Major will not be required nor allowed to complete a Minor, but must complete the Double Advanced Major in accordance with the requirements as specified by the Major department. A Major may be declared once the prerequisite has been satisfied.

Note: No course can be used to satisfy both the Single Advanced Major and Minor requirement. Similarly no course can be used to satisfy both Double Advanced Majors. Not every department offers a Single or Double Advanced Major. See the departmental listings in Sections 8 and 9 for information.

- 5) Minor: 18 credit hours which are in a subject field that is different from that of the declared Single Advanced Major, which constitute a Minor approved by the Faculty of Arts (see Section 5.1.1). A student who declares a Single Advanced Major must also complete a Minor. A student who declares a Double Advanced Major will not be required nor allowed to complete a Minor. No course can be used to satisfy

both the Advanced Major(s) and the Minor requirement. Only one Minor may be declared. A Minor may be declared once the prerequisite has been satisfied.

- 6) A student who declares a Single Advanced Major with a Minor must have at least 42 credit hours in subjects other than those used towards the Single Advanced Major and Minor. In addition, students in a Single Advanced Major must successfully complete 12 credit hours of coursework in any subject acceptable for credit in the Faculty of Arts including courses in the Major and Minor. A student who declares a Double Advanced Major must have at least 36 credit hours in subjects other than those used towards their Double Advanced Major subject fields.
- 7) A student may not declare a Major/Minor combination in both Sociology and Criminology or both Italian and Italian Studies.
- 8) At least 81 credit hours that have been taught by the Faculty of Arts (may include up to 36 credit hours from the Department of Mathematics or Art History courses considered as Humanities, see Section 5.1.1), or which have been accepted on transfer as equivalent to courses taught by the Faculty of Arts.
- 9) At least 42 credit hours numbered at or above the 2000 level.
- 10) Residency Requirement: A student in the B.A. Advanced Degree Program must complete University of Manitoba residency requirements (see Section 5.3 for details).

3.3 Honours Degree Program

3.3.1 Its General Purpose

This program is designed to provide a high degree of specialization in a subject field. The entrance requirements and evaluation of performance are at a higher level than the General or Advanced Degree programs. The Honours Degree program is the preferred program for students seeking entrance to graduate study.

3.3.2 Entrance to the B.A. Honours Degree Program

To enter an Honours Degree program, a student must complete an application form which is available in the Faculty of Arts General Student Services Office. Students must have successfully completed six credit hours in each of four different subject fields (see Section 5.1.1), with a minimum cumulative grade point "B" average of 3.0 (3.5 "B+" for entry to Psychology) on all courses including failed and repeated courses. In addition, students must have a cumulative grade point "B" average of 3.0 (3.5 "B+" for entry to Psychology) or better in all course(s) in the intended Honours subject field(s) including failed and repeated courses. Students applying for Honours Psychology must also have a minimum grade of "B" in PSYC 2260. Students applying for Honours History must also have a grade of "B" or higher in all 3000 and 4000 level History courses.

3.3.3 Requirements for Continuing in the B.A. Honours Degree Program

- 1) Prior to each registration, Honours students must have their courses approved by the department in person, and then by the Faculty of Arts General Student Services Office, and cannot make any subsequent changes without receiving prior permission from their department and the Faculty General Office of Arts.
- 2) Students admitted to the Faculty of Arts, must by the time they have completed 60 credit hours have successfully completed or be registered for at least three credit hours in a course with significant content in written English and at least three credit hours in a course in mathematics. (See the Chapter General Academic Regulations and Requirements, Appendix A: List of Approved Written English and Mathematics Courses, or search Aurora Student for the course attributes "Written English Requirement" or "Mathematics Requirement.").
- 3) To continue in an Honours Degree program, the student must maintain a degree grade point average of 3.0 (3.5 for Psychology) at each point of assessment ~~on all courses where a final grade is recorded~~ (as well as meet any additional departmental requirements there may be). In order to continue in Honours History students must also maintain a "B" grade or higher in each History course at the 3000 and 4000 level.
Students who fail to maintain the required minimum degree grade point average are required to withdraw from the Honours Degree program. They will be automatically placed in the General Degree Program and will have the following academic assessment permanently recorded on their transcript: "Required to Withdraw from the Honours Program." These students may be eligible to apply to the Advanced Degree Program.

3.3.4 Four Faculty Requirements for Graduating with a B.A. Honours Degree

It should be noted that not every department has an Honours Degree program. For specific information on available Honours programs, please consult the specific listing for the relevant department in Section 8.

Note: Students in an Honours Degree program who satisfy the requirements for a Minor (in accordance with the Minor requirements listed under the B.A. General Degree; Section 3.1.4, point 5 - Minor) may request to have the Minor recorded on their transcript. These students must come to the Faculty of Arts General Office to formally declare their intention to have their Minor recorded on their transcript.

- 1) The number of credit hours which a student must successfully complete in order to receive an Honours Degree is 120. Information on the specific course requirements for the individual departments will be found in Section 8.
- 2) In order to graduate, a student in the B.A. Honours Degree program must satisfy the University of Manitoba residency requirements (see Section 5.3 for details) and attain a minimum degree grade point average of 3.0 ~~on all coursework where a final grade is recorded.~~
- 3) Included among the courses presented for graduation there must be at least six credit hours completed in each of five different subject fields (as listed in Section 5.1.1).
- 4) Among the courses presented for graduation there must be at least six credit hours from subject fields designated Humanities, at least six credit hours from subject fields designated Social Science, and at least six credit hours from the list of courses that satisfy the Bachelor of Arts Science requirement (see Section 5.1.1).

3.4 Co-operative Education in the Faculty of Arts

Co-operative Education Office

Co-op Coordinator: Angela Faulkner
304 Tier Building
Telephone: 204 474 7209

3.4.1 Co-operative Education in the Faculty of Arts

Co-operative Education is available to students in any of the Bachelor of Arts Advanced or Bachelor of Arts Honours degree programs whose department offers Co-operative Education as an option. Co-op is an arrangement in which students spend alternating in academic terms and employment.

There are several advantages to Co-operative Education, including but not limited to the following:

Applying theoretical knowledge gained in the classroom to real life, working situations and applying knowledge gained in the workplace to the theory being taught in class. Both the academic and practical experiences are enriched by the other.

Students who complete Co-op are successful at exploring and selecting areas of specialization within their chosen field of study.

Enhanced professional development through networking, participation in conferences and workshops, acquisition of foundational skills around strategies for seeking and obtaining employment.

Students earn competitive wages and thus have the opportunity to defray the costs of their education by participating in Co-operative Education.

3.4.2 Academic Regulations

Applying to the Co-operative Education Program

Students must check with the Faculty of Arts Co-op Coordinator for information regarding application deadlines and start dates. Students will be notified of their provisional acceptance to the program by September each year.

Acceptance to the program is dependent upon the student receiving a job placement. Employers will select the student they wish to employ and students are advised that satisfying the entrance requirements does not guarantee a place in the Co-operative option. The department reserves the right to identify and select the best qualified candidates.

Applicants will be interviewed and approved by the Co-op staff and departmental faculty advisors. Final acceptance to the program will be confirmed in writing by the Co-op Office.

International Students planning to complete courses or programs that require work placement must obtain a valid work permit, in addition to maintaining a valid study permit. Please contact the International Centre for further information on the requirements that need to be met in order to apply for Co-op Option work placement.

3.4.3 Entrance to the Co-operative Education Option

To enter a Faculty of Arts Co-op program, a student must be eligible to enter the specific Advanced Degree or Honours Degree Program offered by the department offering a Co-op program. Departments may also stipulate additional requirements for entering the Co-op option related to their program. See sections 3.2.2, 3.3.2, and the specific departmental calendar entry for information regarding entering the Bachelor of Arts Advanced and Honours degrees, including any related Co-operative Education options.

The Co-operative Education option is not available to students pursuing the three-year Bachelor of Arts General Degree or Bachelor of Arts Integrated Studies Degree.

The normal point of entry to a Faculty of Arts Co-op program is following the completion of second year. Students must have completed at least 48 credit hours in order to be eligible to enter Arts Co-op.

Students are required to complete an application form, available in the Faculty of Arts Co-op Coordinator's office. Students are also required to register in the appropriate Co-op courses and pay the applicable course and administrative fees prior to beginning their work placement. Normally, no portion of the administration fee will be refunded.

3.4.4 Continuation in the Co-operative Education Option

Academic Term Requirements

All performance regulations governing Faculty of Arts degree programs apply to students in programs with Co-operative Education options. Departments may also stipulate additional requirements for continuing in the Co-op option related to their program. See sections 3.2.3, 3.3.3, and the specific departmental calendar entry for information regarding continuing in the Bachelor of Arts Advanced and Honours degrees, including the related Co-op options.

The coursework requirements of the different Co-operative education options are equivalent to the coursework requirements outlined in each Advanced or Honours degree program offering Co-op as an option.

Each work term is assigned one (1) credit hour. The combination of the minimum 3 employment terms is equal to one 3 credit hour course for use toward the Bachelor of Arts degree.

Course Load Expectations

It is recommended that students in a Co-op option maintain full time status (min. 9 credit hours per academic term) when not completing a work term placement.

Employment Term Requirements

Number and Length of Terms

All Co-operative Options will include a minimum of 12 months spent in employment terms with a Department and Faculty approved employer. Normally each employment term will be completed with a single employer.

Limits on Coursework While Completing a Work Term

While completing a work term, students are not permitted to take more than one course at a time.

Grading of Work Terms

Co-operative Option students are required to submit at least three written employment reports on their employment term activities. These reports are due at times designated by the student's department and the Faculty of Arts Co-op Coordinator.

Co-operative Option work term reports are graded as Pass/Fail. In order to remain in the Co-operative Option, students must obtain a grade of "Pass" for each term work report. Each department will provide students with instructions regarding the content and format requirements of the employment reports.

Unsatisfactory Performance

Indications of unsatisfactory performance by a student in an employment term will be thoroughly investigated by the student's department and the Faculty of Arts Co-op Coordinator. If the investigation finds that benefits from further professional training are questionable, the student may be required to withdraw from the Co-operative Option. The student would then be eligible to enter the regular Advanced or Honours program, provided the student meets the minimum academic requirements of the target program.

Schedule and Sequence

The Co-operative option consists of both academic terms and work terms. The sequence of academic terms and work terms will be variable to suit the needs of each department. In order to satisfy course and program requirements, timetables may differ from the regular program. Except where stipulated by specific Faculty and Departmental regulations related to the different Co-operative Education options, students working toward the completion of Co-op will be evaluated and assessed in the same manner as regular students and all rules and regulations of the Faculty of Arts continue to apply to students in the Co-operative Education option. Students must be aware of terms when required courses may or may not be offered and plan their timetables accordingly.

Students are expected to follow the academic/employment term sequence defined by their department, from entry to completion.

Withdrawal from the Co-operative Education Option

Students may be required to withdraw from the program for any of the following reasons:

- Failure to maintain the minimum academic requirements set out by the department offering Co-operative Education;
- Failure to maintain the minimum academic requirements of the Faculty of Arts degree they are pursuing (Advanced or Honours);
- Unsatisfactory performance in the workplace during an employment term; or,
- Any violation of the University of Manitoba Academic Integrity regulations, in any course.

Students who wish to withdraw voluntarily from the Co-op Program may do so in writing to the Faculty of Arts Co-op Coordinator prior to:

- participating in the recruitment period (applications and/or interviews);
- accepting a position for a work term placement;
- the VW deadline for the term in question.

A student who selects, or is required, to withdraw after participating in the recruitment period or after accepting a position with an employer for a work term placement without written approval of the Co-op Coordinator will have the following notation placed on their transcript:

“Required to Withdraw from the Co-operative Education Option”

3.4.5 Graduation Requirements of the Co-operative Education Option

The Bachelor of Arts Advanced and Honours degrees are comprised of 120 credit hours. Students who intend to complete the Co-op Option must also successfully complete a minimum of three, four-month work term placements. Each work term is assigned one (1) credit hour. The combination of the minimum three employment terms is equal to one, three credit hour course for use toward the requirements of the Bachelor of Arts degree.

Work-term credit hours may only be used toward programs offering a Co-operative Education Option.

Except where stipulated by specific Faculty and Departmental regulations related to the various Co-operative Education options, students working toward the completion of Co-op will be evaluated and assessed in the same manner as regular students and all rules and regulations of the Faculty of Arts continue to apply to students in the Co-operative Education Option.

3.5 Bachelor of Arts Degree Program Requirements Chart

GENERAL DEGREE PROGRAM (90 Credit Hours)	ADVANCED DEGREE PROGRAM (120 Credit Hours)	HONOURS DEGREE PROGRAM (120 Credit Hours)
REQUIREMENT 1: Major(s) or Honours (See Section 8 for Major and Honours requirements)		
- minimum 30 credit hours - grade point average of 2.00 minimum average of “C” on all courses taken for purposes of satisfying the Major	- Single Advanced Major: minimum 48 credit hours (some departments require more) - Double Advanced Major: minimum 42 credit hours - grade point average of 2.00 minimum average of “C” on all courses taken for purposes of satisfying the Major	- Single Honours: varies by Honours subject field - Double Honours: varies by Honours subject field(s)
REQUIREMENT 2: Minor (See Section 8 for Minor requirements)		
- minimum 18 credit hours; except when Major is Global Political Economy or for students in a Double General Major Program	- minimum 18 credit hours; except when Major is Global Political Economy or for students in a Double Advanced Major Program	- optional Minor (see note in Section 3.3.4)
REQUIREMENT 3: Options		
- minimum 30 credit hours outside student's chosen Major(s) and Minor	- Single Advanced Major: minimum 42 credit hours outside student's chosen Major and Minor	Single Honours: ancillary options: minimum 24 to 36 credit hours over years 2, 3, and 4

- minimum 12 credit hours from the Major and/or Minor or other subjects	- Single Advanced Major: minimum 12 credit hours from the Major and/or Minor or other subjects - Double Advanced Major: minimum 36 credit hours outside student's chosen Majors	Double Honours: ancillary options: minimum 6 credit hours over years 2, 3, and 4
Within the above 3 requirements, students must also satisfy the following requirements. Note: a course may satisfy more than one requirement.		
REQUIREMENT 4: Written English and Math		
- Written English and Math Requirement (minimum 3 credit hours in each)	- Written English and Math Requirement (minimum 3 credit hours in each)	- Written English and Math Requirement (minimum 3 credit hours in each)
REQUIREMENT 5: Humanities Requirement (See Section 5)		
- 6 credit hours from subjects identified as Humanities	- 6 credit hours from subjects identified as Humanities	- 6 credit hours from subjects identified as Humanities
REQUIREMENT 6: Social Science Requirement (See Section 5)		
- 6 credit hours from subjects identified as Social Sciences	- 6 credit hours from subjects identified as Social Sciences	- 6 credit hours from subjects identified as Social Sciences
REQUIREMENT 7: Science Requirement (See Section 5)		
- 6 credit hours of coursework that satisfies the Science requirement (see Section 5.1.1 for a list of courses that satisfy the Bachelor of Arts Science requirement)	- 6 credit hours of coursework that satisfies the Science requirement (see Section 5.1.1 for a list of courses that satisfy the Bachelor of Arts Science requirement)	- 6 credit hours of coursework that satisfies the Science requirement (see Section 5.1.1 for a list of courses that satisfy the Bachelor of Arts Science requirement)
REQUIREMENT 8: General Requirements		
- 60 credit hours of courses must be taken from courses taught by the Faculty of Arts (may include 24 credit hours of Mathematics or Art History courses)	- 81 credit hours of courses must be taken from courses taught by the Faculty of Arts (may include 36 credit hours of Mathematics or Art History courses)	- 6 credit hours (c.h.) in each of 5 subject fields (e.g., 6 c.h. Psychology, 6 c.h. Economics, 6 c.h. Computer Science, 6 c.h. French, 6 c.h. Women's and Gender Studies)
- 30 credit hours must be at the 2000 level or higher	- 42 credit hours must be at the 2000 level or higher	
- 6 credit hours (c.h.) in each of 5 subject fields (e.g., 6 c.h. Psychology, 6 c.h. Economics, 6 c.h. Computer Science, 6 c.h. French, 6 c.h. Women's and Gender Studies)	- 6 credit hours (c.h.) in each of 5 subject fields (e.g., 6 c.h. Psychology, 6 c.h. Economics, 6 c.h. Computer Science, 6 c.h. French, 6 c.h. Women's and Gender Studies)	
REQUIREMENT 9: Residency Requirements		

<p>- Degree: 48 credit hours or the final 30 credit hours must be taken at the University of Manitoba</p> <p>- Major(s): 18 credit hours at the University of Manitoba</p>	<p>- Degree: 60 credit hours must be taken at the University of Manitoba</p> <p>- Single Advanced Major:</p> <ul style="list-style-type: none"> • 30 credit hours at the University of Manitoba on a Single Advanced Major requiring 48 to 57 credit hours; or • 36 credit hours at the University of Manitoba on a Single Advanced Major requiring more than 57 credit hours <p>- Double Advanced Major: 27 credit hours at the University of Manitoba on a Double Advanced Major requiring 42 credit hours</p>	<p>- Degree: 60 credit hours must be taken at the University of Manitoba</p> <p>- Honours subject(s):</p> <ul style="list-style-type: none"> • 33 credit hours at the University of Manitoba on single Honours requiring 54 to 69 credit hours; or • 39 credit hours at the University of Manitoba on single Honours requiring more than 69 credit hours; or • 24 credit hours at the University of Manitoba on Double or Joint Honours requiring 42 to 45 credit hours; or • 21 credit hours at the University of Manitoba on Double or Joint Honours requiring less than 42 credit hours; or • 33 credit hours at the University of Manitoba on Double or Joint Honours requiring more than 45 credit hours
<p>REQUIREMENT 10: Graduating Grade Point Average (GPA)</p>		
<p>- 2.00 grade point average <u>minimum</u> average of "C" on 90 credit hours of passed coursework offered for degree credit</p>	<p>- 2.00 grade point average <u>minimum</u> average of "C" on 120 credit hours of passed coursework offered for degree credit</p>	<p>- a <u>minimum</u> 3.00 <u>degree</u> grade point average on total passed credit hours offered for degree credit</p>

SECTION 4: Admission Requirements and Basic Faculty Regulations for the B.A. Integrated Studies (B.A.I.S.) Degree Program

4.1 General Purpose

The Bachelor of Arts Integrated Studies is a 90 credit hour degree program geared to serve working adults who have completed some post secondary education. The degree requires areas of Concentration rather than the traditional Major/Minor requirement, providing a more flexible path for degree completion but also ensuring academic rigor (e.g., appropriate writing and quantitative skills, breadth requirements, and an appropriate percentage of upper level courses).

4.2 Admission Requirements for the B.A.I.S. Degree Program

Students must complete one of the following:

- 1) Successful completion of a minimum of 24 credit hours of university level coursework at the University of Manitoba or elsewhere and includes: University of Manitoba certificate or diploma programs and/or diploma programs completed at another accredited post-secondary institution. A minimum ~~cumulative grade point average of 2.0~~ "C" average is required where university courses are used as the basis of admission. Students who have not achieved a ~~2.0 cumulative grade point~~ minimum "C" average may be eligible for special consideration. A minimum ~~cumulative grade point average of 2.5 or C+~~ average is required on a University of Manitoba certificate or diploma program.

- 2) Be eligible for admission as a "mature" student.

Students who have exceeded 36 credit hours of "F" grades are not admissible until a period of suspension has been served. Students may contact the Faculty of Arts for further information and advice.

Applicants must also submit the following with their application for admission:

- a) Supplementary Application form
- b) A resumé providing evidence of normally three (3) years of full-time workplace experience (i.e., ≥ 30 hours/week) preferably with the same employer. [Applicants who do not strictly fall into this definition of workplace experience may request special consideration from the B.A. Integrated Studies Admissions Committee.]

Students who hold a first undergraduate degree in the Faculty of Arts may not apply for the B.A. Integrated Studies Degree Program.

For detailed admission information, including required averages for admission and application deadline dates, please refer to the Faculty of Arts Applicant Information Brochure at http://www.umanitoba.ca/student/admissions/media/arts_bulletin.pdf.

4.3 General Structure of the B.A.I.S. Degree Program

The Bachelor of Arts Integrated Studies Program is comprised of 90 credit hours divided into three components: Foundation Courses (21 credit hours), Area of Concentration (18 credit hours) and options (51 credit hours).

Foundation Courses

ARTS 1110	Introduction to University	3
EDUA 1560	Adult Learning and Development	3
SWRK 2080 or ENGL 0930	Interpersonal Communication Skills English Composition	3
A three credit hour course that satisfies the mathematics requirement ¹		3
ARTS 1160	Leadership: An Interdisciplinary Approach	3
Six credit hours of introductory courses from the Departments of Psychology or Sociology or Anthropology or Political Studies ²		6
Total credit hours		21

Notes:

¹ See Appendix A, List of Approved Written English and Mathematics courses found under the heading General Academic Regulations and Requirements in the Undergraduate Calendar.

² Students who wish to take courses beyond the 1000 level in these departments should consult the course descriptions to ensure the necessary prerequisites are satisfied.

Students may not substitute another course for a Foundation course.

Area of Concentration

Each student must complete the course requirements of at least one Concentration. For purposes of this degree program all Minor programs offered by the Faculty of Arts will be referred to as Concentrations. All Concentrations consist of 18 credit hours of required or specified courses. There are some Concentrations that are not offered as Minors. For a listing of the Minors and Concentrations offered by the respective departments in the Faculty of Arts, please see Section 1.2 and also refer to the departmental entries in Section 8 and 9. For entry into most Concentrations, the faculty requirement is that the student must have a grade of "C" or better in the prerequisite course(s).

A student in the B.A. Integrated Studies Degree Program may also fulfill the requirements of a Concentration by completing the specified requirements of Minor programs offered by other Faculties and Schools providing the Minor consists of a minimum of 18 credit hours. A Minor program offered by other Faculties/Schools will be referred to as a Concentration for purposes of the B.A. Integrated Studies Degree Program. For details on such Concentration (Minor) programs please refer to the relevant Faculty/School's chapter in the Academic Calendar.

A Concentration may be declared once the prerequisite has been satisfied. A course that satisfies the Foundation requirement of the program cannot also be used towards a Concentration. An alternate course/credit hours within the Concentration field must be completed. For example, if PSYC 1200 (6) is taken to satisfy the Foundation requirement, and the student has chosen to complete a Psychology Concentration, then PSYC 1200 will not form part of the 18 credit hours required for the Concentration. The student will complete an additional 6 credit hours of other Psychology courses in lieu of PSYC 1200.

Students who wish to take additional courses from a second Concentration may do so within their elective component. Students who complete the requirements of a second Concentration may submit a written request to the Dean's Office to have a second Concentration recorded on their transcript.

Options

Students must complete 51 credit hours of options outside the Foundation courses and those courses used to satisfy an area of Concentration.

4.4 Requirements for Continuing in the B.A.I.S. Degree Program

- a) By the time students complete 60 credit hours, they must normally have three credit hours in each of five different subject fields.
- b) Students must by the time they have completed 60 credit hours have successfully completed or be registered for at least three credit hours in a course with significant content in written English and at least three credit hours in a course in mathematics. (See the Chapter in the Undergraduate Calendar entitled General Academic Regulations and Requirements, Appendix A: List of Approved Written English and Mathematics Courses, or search Aurora Student for the course attributes "Written English Requirement" or "Mathematics Requirement."
- c) Students must meet the minimum performance level as outlined in Section 5.10.

4.5 Eight Faculty Requirements for Graduating with a B.A.I.S. Degree

- 1) A student must successfully complete a minimum of 90 credit hours of coursework acceptable for credit in the Faculty of Arts (see Section 5.2) with a minimum grade point average of 2.00 (i.e. "C" or better) "C" or better average on the courses used to satisfy the Requirements of the B.A.I.S. these 90 credit hours.
The minimum 90 credit hours of passed coursework must also include the remaining seven faculty requirements:
- 2) At least six credit hours from subject fields designated Humanities, at least six credit hours from subject fields designated Social Science, and at least six credit hours from the list of courses that satisfy the Science requirement (see Section 5.1.1).
- 3) At least three credit hours completed in each of five different subject fields (as listed in Section 5.1.1). In addition, a subject field may also satisfy other B.A.I.S. requirements such as Humanities, or Social Sciences, or Sciences, or Mathematics, or Written English.
- 4) Concentration: 18 credit hours which constitute a Concentration in one of the subject fields approved by the Faculty of Arts (see Section 5.1.1) or by other Faculties and Schools. A Concentration may be declared once the prerequisite has been satisfied. A student who has 18 credit hours in more than one subject field can declare only one of them as a Concentration. No course can be used to satisfy both a Foundation requirement and the Concentration requirement. A student who has completed the requirements for a second Concentration may apply at the Faculty of Arts General Office to have the second Concentration recorded on their transcript.
- 5) At least 51 credit hours of options which are taken and successfully completed in subject fields outside the Foundation and Concentration courses.
- 6) At least 30 credit hours that have been taught by the Faculty of Arts (may include up to 12 credit hours from the Department of Mathematics or Art History courses considered as Humanities, see Section 5.1.1) or which have been accepted on transfer as equivalent to courses taught by the Faculty of Arts.
- 7) At least 15 credit hours numbered at or above the 2000 level plus 6 credit hours at or above the 3000 level.
- 8) Residency Requirement: A student in the B.A. Integrated Studies degree program must complete University of Manitoba residency requirements (see Section 5.3 for details).

SECTION 8: Departments in, and Programs and Courses Offered by, the Faculty of Arts

8.1 Department of Anthropology

Head: Derek Johnson

Campus Address/General Office: 432 Fletcher Argue Building

Telephone: 204 474 9361

Email Address:

um-anthro@cc.umanitoba.ca

Website: umanitoba.ca/anthropology/

8.1.1 Program Information

Anthropology is a science that examines human issues from both cultural and biological perspectives. The most fundamental concern of this discipline is the survival of humanity and the conditions of continuity and change for all human life. The department offers courses in socio-cultural anthropology or ethnology, archaeology, language and culture, and biological or physical anthropology. While academic staff of the department have research interests that range from northern climates to the tropics and from Asia to the Americas, the department is also involved in research that sheds light on Manitoba and its people.

For entry, continuation and graduation requirements for the General Degree, Advanced Degree and Honours Degree, see Section 3: 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 ANTH 1210 and ANTH 1220 (or ANTH 1520). ~~For students who have taken additional courses toward the Major, then a minimum cumulative GPA of 2.00 is required on all courses including the higher grade of repeated courses and excluding failed courses.~~

A minimum ~~cumulative GPA of 2.00~~ "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 ANTH 1210 and ANTH 1220 (or ANTH 1520).

Honours Program

For entry to the Honours program, see Section 3: Basic Faculty Regulations for the B.A. General, Advanced and Honours Degree Programs.

Introductory Courses

The general introductory courses (ANTH 1210, and ANTH 1220 or ANTH 1520) present the major ideas and findings of Anthropology. It is equally appropriate for those planning to take further courses in this field and for students from other departments or faculties.

8.2 Asian Studies

Director: (Acting) Jason Leboe-McGowan
Campus Address/General Office: 452A University College
Telephone: 204 474 7047
Email Address: Asian_studies@umanitoba.ca
Website: umanitoba.ca/Asian_studies/

8.2.1 Program Information

Asia is home to approximately 60 percent of the world's population. Asian nations have emerged as major economic powers while their populations are asserting their own cultural and historical identities. With this comes an expectation that Western nations will take an interest not only in the economic potential of the continent but also in its rich cultural heritage.

The Asian Studies Centre was established in 1990 to stimulate and organize teaching and research on Asia. Faculty attached to the centre offer instruction in the languages and culture of China, India and Japan. As well, specialists in other departments offer Asia-related courses that can be used for a Major or Minor in Asian Studies.

For entry, continuation and graduation requirements for the General Degree, Advanced Degree and Honours Degree, see Section 3: 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 ASIA 1420 (HIST 1420) and ASIA 1430 (HIST 1430). ~~For students who have taken additional courses toward the Major, then a minimum cumulative GPA of 2.00 is required on all courses including the higher grade of repeated courses and excluding failed courses.~~

A minimum ~~cumulative GPA of 2.00~~ "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 ASIA 1420 (HIST 1420) and ASIA 1430 (HIST 1430).

8.3 Canadian Studies Program

Program Coordinator: Barry Ferguson
Program Office: 251 St. John's College
Telephone: 204 474-6407
E-mail: Barry.Ferguson@ad.umanitoba.ca
Website: umanitoba.ca/canadian_studies/

8.3.1 Program Information

This is an interdisciplinary program that offers a comprehensive and focused approach to the study of Canada. Students will examine Canadian politics, economics, society and culture within a national and international context. A knowledge of French is an asset but it is not required.

The "List of Approved Courses in Canadian Studies" below identifies courses that may be used toward partial fulfillment of the requirements for Canadian Studies. These courses are also identified on Aurora Student with the course attribute of "Canadian Studies Requirement."

For entry, continuation and graduation requirements for the General Degree, Advanced Degree and Honours Degree, see Section 3: Basic Faculty Regulations for the B.A. General, Advanced and Honours Degree Program.

Major Program

For entry to the Major, the prerequisite is a grade of "C" or better in six credit hours from the list of approved courses in Canadian Studies. ~~For students who have taken additional courses toward the Major, then a minimum cumulative GPA of 2.00 is required on all courses including the higher grade of repeated courses and excluding failed courses.~~

A minimum ~~cumulative GPA of 2.00~~ "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 a six credit hours from the list of approved courses in Canadian Studies.

Honours Program

For entry to the Honours program, see Section 3: Basic Faculty Regulations for the B.A. General, Advanced and Honours Degree Programs.

A reading knowledge of French, while not required, is recommended. Students should note that, for certain specific Honours courses in the Canadian field, a reading knowledge of French is, in fact, a prerequisite.

Each of the participating departments is represented by at least one member on the Canadian Studies Program Committee. The initial academic advisor for the program is the committee as a whole or any one of its members. Students who are interested in Canadian Studies may obtain further information from the Canadian Studies Program Coordinator. Students should consult the appropriate department upon entering the program regarding prerequisites for specific courses.

8.5 Central and East European Studies Program

Acting Program Coordinator: Iryna Konstantiuk

Program Office: 321 Fletcher Argue

Telephone: 204 474 8298

E-mail: Iryna.Konstantiuk@umanitoba.ca

Website: umanitoba.ca/european_studies/

8.5.1 Program Information

The disintegration of the former Soviet Union has altered the social, political, and economic environment of Central and Eastern Europe. The emergence of new independent countries and the transition from an environment dominated by communist political and economic structures continue to reshape Europe. This program offers an array of courses from five departments. It explores past and present issues in the region.

For entry, continuation and graduation requirements for the General Degree, Advanced Degree and Honours Degree, see Section 3: 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 six credit hours of Russian, German, Polish, Ukrainian, Hungarian or Yiddish and six credit hours from the list of approved courses in Central and East European Studies below. ~~For students who have taken additional courses toward the Major, then a minimum cumulative GPA of 2.00 is required on all courses including the higher grade of repeated courses and excluding failed courses.~~

A minimum ~~cumulative GPA of 2.00~~ "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 six credit hours of Russian, German, Polish, Ukrainian, Hungarian or Yiddish and six credit hours from the list of approved courses in Central and East European Studies below.

Honours Program (Double Honours Only)

For entry to the Honours program, see Section 3: Basic Faculty Regulations for the B.A. General, Advanced and Honours Degree Programs.

This program is only available to students registered in the Honours program in Economics, History or Political Studies.

Courses used toward the Major, Minor (Concentration) or Honours may not also be used toward a Major, Minor (Concentration) or Honours in the department in which they are offered.

8.7 Department of Classics

Head: Lea Stirling
General Office: 364 University College
Telephone: 204 474 9502
E-mail: classics@umanitoba.ca
Website: umanitoba.ca/classics

8.7.1 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.

8.7.2 Classical Studies

For entry, continuation and graduation requirements for the General Degree, Advanced Degree and Honours Degree, see Section 3: 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 the first six credit hours in Classical Studies (CLAS), Greek (GRK) or Latin (LATN) or the first six credit hours from List A below. ~~For students who have taken additional courses toward the Major, then a minimum cumulative GPA of 2.00 is required on all courses including the higher grade of repeated courses and excluding failed courses.~~

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.

8.7.4 Greek

For entry, continuation and graduation requirements for the General Degree, Advanced Degree and Honours Degree, see Section 3: 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. ~~For students who have taken additional courses toward the Major, then a minimum cumulative GPA of 2.00 is required on all courses including the higher grade of repeated courses and excluding failed courses.~~

A minimum cumulative GPA of 2.00 "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.

8.7.6 Latin

For entry, continuation and graduation requirements for the General Degree, Advanced Degree and Honours Degree, see Section 3: 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. ~~For students who have taken additional courses toward the Major, then a minimum cumulative GPA of 2.00 is required on all courses including the higher grade of repeated courses and excluding failed courses.~~

A minimum ~~cumulative GPA of 2.00~~ "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.

8.9 Department of Economics

Acting Head: Wayne Simpson
General Office: 501 Fletcher Argue Building
Telephone: 204 474 9207
E-mail: economics@umanitoba.ca
Website: umanitoba.ca/economics

8.9.1 Program Information

The economy is important to all Canadians, and economics is the field of study that helps us understand our world: wages and employment, economic growth, productivity, wealth and poverty, government budgets and taxation, resource exploitation, business practices, inflation, recession, regional economic differences. In economics we study the history and current reality of these issues. We learn the principles and techniques necessary to gain a sound understanding of the choices and problems facing us during our lifetime.

For entry, continuation and graduation requirements for the General Degree, Advanced Degree and Honours Degree, see [Section 3: Basic Faculty Regulations for the B.A. General, Advanced and Honours Degree Programs](#).

General Major Program

For entry to the General Major, the prerequisite is a grade of "C" or better in both [ECON 1010](#) and [ECON 1020](#), or both [ECON 1210](#) and [ECON 1220](#). For students who have taken additional courses toward the Major, then a minimum cumulative GPA of 2.00 is required on all courses including the higher grade of repeated courses and excluding failed courses.

A minimum cumulative GPA of 2.00 "C" average in all courses that comprise the Major is required to graduate including the higher grade of repeated courses and excluding failed courses.

Advanced Major Program

For entry to the Advanced Major, the prerequisite is a grade of "C" or better in both [ECON 1010](#) and [ECON 1020](#), or both [ECON 1210](#) and [ECON 1220](#). For students who have taken additional courses toward the Major, then a minimum cumulative GPA of 2.00 is required on all courses including the higher grade of repeated courses and excluding failed courses.

When entering the four-year Advanced Major program in Economics, students are required to select from one of two available streams: Economics and Econometrics stream or Economics and Society stream. For information on the courses required in the different streams, please review the stream-specific program charts found below in section 8.9.2. Students who decide to switch streams are eligible to do so and are responsible for ensuring that they will meet the specific requirements of the stream they select.

A minimum cumulative GPA of 2.00 "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 [ECON 1010](#) and [ECON 1020](#), or both [ECON 1210](#) and [ECON 1220](#).

Honours Program

For entry to the Honours program, see [Section 3: Basic Faculty Regulations for the B.A. General, Advanced and Honours Degree Programs](#).

When entering the four-year Single Honours program in Economics, students are required to select from one of two available streams: Economics and Econometrics stream or Economics and Society stream. For information on the courses required in the different streams, please review the stream-specific program charts found below in section 8.9.2. Students who decide to switch streams are eligible to do so and are responsible for ensuring that they will meet the specific requirements of the stream they select.

Honours students are advised to select their ancillary options from the following disciplines: Geography, History, Mathematics, Political Studies, Statistics, Sociology, and Philosophy. However, other fields may be selected to satisfy study or career interests.

Preparation for Graduate Studies

Students contemplating graduate work are advised to complete the Honours program. Students who pursue the Economics and Econometrics stream will obtain good background knowledge of mathematics, statistics, and econometrics, as well as core theory courses in economics. Students who pursue the Economics and Society stream are advised to confirm what undergraduate econometrics or statistics courses may be necessary for admission to a future Economics graduate program at this or another institution, and plan their optional courses accordingly.

8.10 English, Theatre, Film & Media

Head: Brenda Austin-Smith
General Office: 625 Fletcher Argue Building
Telephone: 204 474 9678
E-mail: english@umanitoba.ca
Website: http://umanitoba.ca/faculties/arts/departments/English_theatre_film_media/

8.10.1 English Program Information

Literature, and related graphic media, connects us in vital ways to times, places, and cultures, including our own; engages us in important moral and social questions; encourages us to reflect upon the capacities of the human mind and imagination; invites us to probe connections between language, form, structure, and meaning; asks us to think critically about arts of representation; and, not least, entertains, surprises, shocks, and moves us. With its wide range of courses in English-language literature, historical and contemporary, and in creative writing, our program fosters the study of literary works from these myriad perspectives and approaches.

For entry, continuation and graduation requirements for the General Degree, Advanced Degree and Honours Degree, see [Section 3: 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 [ENGL 1200](#) or [ENGL 1300](#) or both [ENGL 1400](#) and [ENGL 1340](#). ~~For students who have taken additional courses toward the Major, then a minimum cumulative GPA of 2.00 is required on all courses including the higher grade of repeated courses and excluding failed courses.~~

~~A minimum cumulative GPA of 2.00 "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 [ENGL 1200](#) or [ENGL 1300](#) or both [ENGL 1400](#) and [ENGL 1340](#).

Honours Program

For entry to the Honours program see [Section 3: Basic Faculty Regulations for the B.A. General, Advanced and Honours Degree Programs](#). A grade of "B" or better is required in [ENGL 1200](#) or [ENGL 1300](#) or in both [ENGL 1400](#) and [ENGL 1340](#); [ENGL 1200](#) is strongly recommended. Students may also be admitted to Honours in English in the third year of undergraduate study, in consultation with the department. Honours students must have their programs approved by the department each year. Normally, to continue in the Honours program, a minimum grade of "B" must be obtained in all English courses.

Honours courses are also open to students who have been accepted into the pre-M.A. program and to students who have obtained the written consent of the department head.

Honours students who revert to a General program in English must meet the literature prior to the 1900 requirement for a Major or Minor, and they should consult the department head before continuing.

Students taking Single Honours should, if possible, take at least 12 credit hours in one of the following languages: French, German, Greek, Icelandic, Italian, Latin, Russian, Spanish.

Notes

[ENGL 0930](#), [ENGL 0940](#), [ENGL 1061](#) and [ENGL 1071](#) are not designed to teach English as a second language.

For students who need help with basic writing skills, the Department of English, Theatre, Film & Media offers two half courses: [ENGL 0930](#) English Composition and [ENGL 0940](#) Writing About Literature. These courses are limited in size. Both [ENGL 0930](#) and [ENGL 0940](#) are acceptable for credit towards a degree in Arts or Science, but they may not be counted for credit in the 48 hours for a Single Advanced Major, the 42 hours for a Double Advanced Major, the 30 hours for a General Major, or the 18 hours for a Minor (Concentration). Either or both will, however, be included in the total number of hours a student is allowed to take in the combined Major and Minor. There is no prerequisite for entry into [ENGL 0930](#) or [ENGL 0940](#), and these courses are not required for admission to subsequent English courses.

Study Resources

All students taking English should own a writing handbook and a good dictionary such as Webster's New Collegiate, Funk and Wagnall's Standard College, The Concise Oxford, The Gage Canadian, or The New World. Students will also find useful The MLA Handbook and M.H. Abrams, A Glossary of Literary Terms.

8.10.4 Film Studies

Chair: George Toles
Program Office: 360 University College
Telephone: 204 474 9581
E-mail: filmstudies@umanitoba.ca

8.10.5 Film Studies Program Information

Our knowledge and perception of the modern world is shaped by film and related televisual and digital media. Film is a social, cultural, and historical document that, in addition to being worthy of study as an artistic medium, also explores topics and issues of value to many other disciplines (philosophy, sociology, gender studies, history, art). Instructors in this program include people who make films, write about film and other media forms, and who are well prepared to discuss film history, film as cultural artifact and the connections between film, television, on-line media, and other areas of knowledge.

For entry, continuation and graduation requirements for the General Degree, Advanced Degree and Honours Degree, see [Section 3: 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 [FILM 1290](#) and [FILM 1310](#). For students who have taken additional courses toward the Major, then a minimum cumulative GPA of 2.00 is required on all courses including the higher grade of repeated courses and excluding failed courses.

A minimum cumulative GPA of 2.00 "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 [FILM 1290](#) and [FILM 1310](#).

8.10.8 Theatre Program

Program Chair: William Kerr
Program Office: 360 University College
Telephone: 204 474 9581
E-mail: theatre@umanitoba.ca

8.10.9 Theatre Program Information

Theatre is a way of finding out what it means to be human and is therefore a very effective component of a liberal, humanist education. The Theatre Program is focused yet multi-faceted, offering both creative and intellectual opportunities. An intensive, hands-on experience in every aspect of play creation is a hallmark of University of Manitoba Theatre. The interrelationship between the academic program and the Black Hole Company provides students with excellent balance in the creation and interpretation of theatre.

The program provides excellent preparation for professional acting and technical training, while also offering a particular focus on new play development and directing. Many University of Manitoba Theatre graduates have gone on to pursue professional careers in theatre, opera, and film, with or without further study. Many other students have pursued graduate studies or have taken the skills of theatre and applied them in making an impact in careers as diverse as education, advertising, the media, law, business, politics, psychology, fine arts, and design.

For entry, continuation and graduation requirements for the General Degree, Advanced Degree and Honours Degree, see Section 4: Basic Faculty Regulations for the Three Programs Leading to a B.A.

Major Program

For entry to the General Major and Double Advanced Major, the prerequisite is a grade of "C" or better in [THTR 1220](#). For entry to the Single Advanced Major, the prerequisite is a grade of "C" or better in [THTR 1220](#) and a grade of "C" or better in [ENGL 1200](#) or [ENGL 1300](#) or both

[ENGL 1400](#) and [ENGL 1340](#). For students who have taken additional courses toward the Major, then a minimum cumulative GPA of 2.00 is required on all courses including the higher grade of repeated courses and excluding failed courses.

A minimum cumulative GPA of 2.00 "C" average in all courses that comprise the Major is required to graduate including the higher grade of repeated courses and excluding failed courses.

It is not possible for students who have previously completed a Major in Drama to complete a Minor in Theatre.

Courses used toward the Major in Theatre may not be used for a Minor in the other areas (English or Film Studies) and no more than 6 credit hours numbered at the 1000 level in addition to [THTR 1220](#), may be credited towards a Theatre Major.

Minor (Concentration) Program

For entry to the Minor (Concentration), the prerequisite is a grade of "C" or better in [THTR 1220](#).

8.11 French, Spanish and Italian

Head: Maria Inés Martínez
Campus Address/General Office: 430 Fletcher Argue Building
Telephone: 204 474 9313
Email Address: fsi@umanitoba.ca
Website: <http://umanitoba.ca/faculties/arts/departments/fsi/>

8.11.1 French Program Information

Romance languages — French, Spanish and Italian — are descendants of Latin and are the most widely spoken of the Romance languages. The department offers language instruction and a rich variety of literature and culture courses, with a particular emphasis on French Canadian literature. Language instruction also includes translation courses in French, Spanish and Italian.

8.11.2 French

For entry, continuation and graduation requirements for the General Degree, Advanced Degree and Honours Degree, see Section 3: 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 FREN 1190 or FREN 1200. Only one of FREN 1190 or FREN 1200 may be used for credit in the 30 hour Major. ~~For students who have taken additional courses toward the Major, then a minimum cumulative GPA of 2.00 is required on all courses including the higher grade of repeated courses and excluding failed courses.~~

~~A minimum cumulative GPA of 2.00 "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 FREN 1190 or FREN 1200. Only one of FREN 1190 or FREN 1200 may be used for credit in the 18 hour Minor (Concentration).

Honours Program

For entry to the Honours program, see Section 3: Basic Faculty Regulations for the B.A. General, Advanced and Honours Degree Programs.

8.11.5 Spanish

For entry, continuation and graduation requirements for the General Degree, Advanced Degree and Honours Degree, see Section 3: 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 SPAN 1180, or a grade of "C" or better in both SPAN 1190 and SPAN 1262 (or SPAN 1290), or a grade of "C" or better in both SPAN 1280 and 3 credit hours from Spanish courses numbered at the 2000 level. ~~For students who have taken additional courses toward the Major, then a minimum cumulative GPA of 2.00 is required on all courses including the higher grade of repeated courses and excluding failed courses.~~

~~A minimum cumulative GPA of 2.00 "C" average~~ in all courses that comprise the Major is required to graduate including the higher grade of repeated courses and excluding failed courses.

It is recommended that students who wish to Major in Spanish take the introductory course in the Summer Session prior to entering the fall program, or take SPAN 1262 and SPAN 1272 (or SPAN 1290) in the Summer Session prior to their entry into the second year. This will allow for a wider variety of course selections in the final two years.

Minor (Concentration) Program

For entry to the Minor (Concentration), the prerequisite is a grade of "C" or better in SPAN 1180, or a grade of "C" or better in both SPAN 1190 and SPAN 1262 (or SPAN 1290), or a grade of "C" or better in both SPAN 1280 and 3 credit hours from Spanish courses numbered at the 2000 level.

Other

Students entering the university with prior knowledge of Spanish may be allowed 'prerequisite standing' in course SPAN 1180 by the Spanish section of the department. Special permission is required to enter a higher numbered course.

All Spanish courses except SPAN 1180 and SPAN 1190 are taught in Spanish.

With written permission of the department head, students registered on the Fort Garry campus may take courses in Spanish language and literature at Université de Saint-Boniface.

For information regarding the Minor program in Latin American Studies, see Section 8.19.

8.11.8 Italian

For entry, continuation and graduation requirements for the General Degree, Advanced Degree and Honours Degree, see Section 3: Basic Faculty Regulations for the B.A. General, Advanced and Honours Degree Programs.

Minor (Concentration) Program

For entry to the Minor (Concentration), the prerequisite is a grade of "C" or better in ITLN 1080.

It is not possible to have a Minor in Italian and a Major in Italian Studies.

Other

All Italian courses except ITLN 1080 and ITLN 3780 are taught in Italian.

Travel/study courses in Italian may be offered in the Summer Session; see department for information.

8.11.10 Italian Studies

The Major (General and Advanced) in Italian Studies is an interdisciplinary program designed to provide advanced reading, writing, oral, and translation skills in contemporary Italian language, in the context of a broad appreciation for Italian/Roman history and its contributions to art and culture. For entry, continuation and graduation requirements for the General Degree, Advanced Degree and Honours Degree, see Section 3: 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 ITLN 1080. ~~For students who have taken additional courses toward the Major, then a minimum cumulative GPA of 2.00 is required on all courses including the higher grade of repeated courses and excluding failed courses.~~

It is not possible to have a Major in Italian Studies and a Minor in Italian.

A minimum ~~cumulative GPA of 2.00~~ "C" average in all courses that comprise the Major is required to graduate including the higher grade of repeated courses and excluding failed courses.

8.12 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/

8.12.1 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.

8.12 German

For entry, continuation and graduation requirements for the General Degree and Honours Degree, see [Section 3: Basic Faculty Regulations for the B.A. General, Advanced and Honours Degree Programs](#).

General 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. ~~For students who have taken additional courses toward the Major, then a minimum cumulative GPA of 2.00 is required on all courses including the higher grade of repeated courses and excluding failed courses.~~

~~A minimum cumulative GPA of 2.00 "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 [Section 3: Basic Faculty Regulations for the B.A. General, Advanced and Honours Degree Programs](#).

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

8.12.5 Russian

8.12.5 Program Information: Slavic Studies - Russian

For entry, continuation and graduation requirements for the General Degree and Honours Degree, see [Section 3: 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 Russian courses at any level. ~~For students who have taken additional courses toward the Major, then a minimum cumulative GPA of 2.00 is required on all courses including the higher grade of repeated courses and excluding failed courses.~~

~~A minimum cumulative GPA of 2.00 "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 six credit hours in Russian courses at any level.

8.12.8 Ukrainian

8.12.8 Program Information: Slavic Studies - Ukrainian

For entry, continuation and graduation requirements for the General Degree, see [Section 3: Basic Faculty Regulations for the B.A. General, Advanced and Honours Degree Programs](#).

General Major Program

For entry to the Major, the prerequisite is a grade of "C" or better in six credit hours in Ukrainian courses at any level. ~~For students who have taken additional courses toward the Major, then a minimum cumulative GPA of 2.00 is required on all courses including the higher grade of repeated courses and excluding failed courses.~~

A minimum ~~cumulative GPA of 2.00~~ "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 six credit hours in Ukrainian courses at any level.

8.14 Department of History

Head: Tina Chen
Campus Address/General Office: 403 Fletcher Argue Building
Telephone: 204 474 8401
Email Address: history@umanitoba.ca
Website: umanitoba.ca/history

8.14.1 Program Information

The study of history provides essential background for many disciplines and professions where research analysis, communications skills and an understanding of how past events influence the present are important. The department includes specialists in intellectual, cultural, social, medieval, Aboriginal, women's, and international history. A particular area of departmental specialization is Canadian and western Canadian history.

For entry, continuation and graduation requirements for the General Degree, Advanced Degree and Honours Degree, see [Section 3: 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 the first six credit hours of History. ~~For students who have taken additional courses toward the Major, then a minimum cumulative GPA of 2.00 is required on all courses including the higher grade of repeated courses and excluding failed courses.~~

A minimum cumulative GPA of 2.00 "C" average in all courses that comprise the Major is required to graduate including the higher grade of repeated courses and excluding failed courses.

When selecting 2000-level courses in Year 2, students should anticipate their future interests.

Minor (Concentration) Program

For entry to the Minor (Concentration), the prerequisite is a grade of "C" or better in the first six credit hours of History.

Honours Program

For entry to the Honours program, see [Section 3: Basic Faculty Regulations for the B.A. General, Advanced and Honours Degree Programs](#).

In addition, students are to have a grade point average of 3.0 or better in all History courses completed before admission.

To continue in the Honours program a ~~3.0 grade point~~ "B" average, with minimum grades of "B" in all 3000- and 4000-level History courses, must be maintained. Normally, students who fail to maintain a minimum grade of "B" in all 3000- and 4000-level courses will be required to withdraw from the Honours program.

It is recommended that students complete [HIST 4400](#) or [HIST 4580](#) in Year 4 if they intend to do graduate work.

Other

At most, 12 credit hours at the 1000-level in History may count for a B.A. General, B.A. Advanced, or B.A. Honours Degree credit.

Courses [CLAS 2140](#), [CLAS 2150](#), [CLAS 2160](#) and [CLAS 2170](#) offered by the Department of Classics count for credit towards a General Major, Single Advanced Major, Minor (Concentration), Single Honours or Double Honours in History.

8.15 Department of Icelandic

Head: Peter Buchan
Campus Address/General Office: 357 University College
Telephone: 204 474 8487
Email Address: mailto:um_icelandic@umanitoba.ca
Website: umanitoba.ca/icelandic

8.15.1 Program Information

The department offers a study of a cultural heritage that crosses centuries, oceans and continents, which includes courses in Icelandic language and literature and the poetics of immigration. The study of Icelandic prepares students for opportunities in research, teaching, translation, writing, interpretation and publishing.

For entry, continuation and graduation requirements for the General Degree, Advanced Degree and Honours Degree, see [Section 3: 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 either [ICEL 1200 \(6\)](#) or [ICEL 2200 \(6\)](#). ~~For students who have taken additional courses toward the Major, then a minimum cumulative GPA of 2.00 is required on all courses including the higher grade of repeated courses and excluding failed courses.~~

A minimum ~~cumulative GPA of 2.00~~ "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 [ICEL 1400](#) and [ICEL 1410](#), or [ICEL 1200](#) or [ICEL 2200](#).

Honours Program

The Honours program is not currently offered.

For information on reciprocal recognition of credit for Scandinavian/Icelandic courses given by the University of Alberta and the University of Manitoba, see the department.

8.18 Labour Studies Program

Program Coordinator: David Camfield
Program Office: 218 Isbister
Telephone: 204 474 8356
E-mail: labour_studies@umanitoba.ca
Website: umanitoba.ca/labour_studies

8.18.1 Program Information

This interdisciplinary program examines the social, economic and political realities of work. Social justice and fundamental rights, the way work is organized, the dynamics of power in the workplace and the political economy of labour are examined critically. We explore the past, present and future of the labour movement and the wide-ranging effects of globalization on our daily lives. Using theoretical and practical approaches, we examine the forces that shape working people's lives and our responses to them.

For entry, continuation and graduation requirements for the General Degree, Advanced Degree and Honours Degree, see [Section 3: 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 [LABR 1260](#) and [LABR 1290](#). For students who have taken additional courses toward the Major, a minimum cumulative GPA of 2.00 is required on all courses including the higher grade of repeated courses and excluding failed courses.

A minimum cumulative GPA of 2.00 "C" average in all courses that comprise the Major is required to graduate including the higher grade of repeated courses and excluding failed courses.

Advanced Major Co-operative Education Option

Students interested in alternating employment terms and academic terms as part of the Advanced Major program in Labour Studies may apply to enter the Co-operative Education option upon completion of their second year in the program (min. 48 credit hours complete). The course and grade requirements for entry to this option are the same as those required for entry to the regular four-year Advanced Degree program, as indicated in the chart below. Students should refer to the general faculty regulations for Cooperative Options.

Minor (Concentration) Program

For entry to the Minor, the prerequisite is a grade of "C" or better in both [LABR 1260](#) and [LABR 1290](#).

All Programs

Courses used towards a Labour Studies Major or Minor (Concentration) may not be used towards a Major/Minor (Concentration) or Honours in the second field.

8.20 Department of Linguistics

Head: Jila Ghomeshi

Campus Address/General Office: 534 Fletcher Argue Building

Telephone: 204 474 9596

Email Address: lingdpt@cc.umanitoba.ca

Website: umanitoba.ca/linguistics

8.20.1 Program Information

The linguistics approach to language is based on the analysis of sound, the structure of words and sentences, and the meanings they transmit. But it also has to deal with the way sounds change, words come and go, and meanings shift. Linguistics is the humanities discipline that is closest to being a science in the generally accepted sense of the word. Partly because human language, the subject of linguistics, is almost entirely acquired subconsciously, it is a massive and intricate structure that is free to develop in accordance with natural rather than with consciously determined social laws.

For entry, continuation and graduation requirements for the General Degree, Advanced Degree and Honours Degree, see [Section 3: 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 [LING 1200](#) or written consent of the department head. ~~For students who have taken additional courses toward the Major, then a minimum cumulative GPA of 2.00 is required on all courses including the higher grade of repeated courses and excluding failed courses.~~

A minimum cumulative GPA of 2.00 "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 [LING 1200](#), or written consent of the department head.

Other

In addition to its core concentration in Linguistic Theory and Analysis and such other areas of study as Applied Linguistics, Verbal Arts, etc., Linguistics also offers:

A pre-professional concentration in Applied Linguistic Science, which will be of special interest to students planning a career in speech/language pathology; contact department general office for information; and

A program in American Sign Language/English Interpretation, offered jointly with Red River College; see below for details.

Students intending to Major in Linguistics are strongly encouraged to undertake the in-depth study of a second language.

8.22 Department of Native Studies

Head: Cary Miller
Campus Address/General Office: 204 Isbister Building
Telephone: 204 474 9266
Email Address: native_studies@umanitoba.ca
Website: umanitoba.ca/native_studies

8.22.1 Program Information

Courses in this department examine the history, art, literature, and the philosophical and religious traditions of Canada's original inhabitants. Other courses explore the legal, political, and health care systems in relation to Aboriginal people. Aboriginal and non-Aboriginal students may specialize in either Native studies or Native languages, Cree and Ojibway.

For entry, continuation and graduation requirements for the General Degree, Advanced Degree and Honours Degree, see [Section 3: 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 [NATV 1200](#) or "C" or better in both [NATV 1220](#) and [NATV 1240](#). For students who have taken additional courses toward the Major, then a minimum cumulative GPA of 2.00 is required on all courses including the higher grade of repeated courses and excluding failed courses.

A minimum cumulative GPA of 2.00 "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

A) Native Studies

For entry to the Minor (Concentration), the prerequisite is a grade of "C" or better in one of [NATV 1200](#) or "C" or better in both [NATV 1220](#) and [NATV 1240](#).

B) Indigenous Languages

For entry to the Minor (Concentration), the prerequisite is a grade of "C" or better in both [NATV 1250](#) and [NATV 1260](#); or "C" or better in both [NATV 1270](#) and [NATV 1280](#); or "C" or better in [NATV 2250](#), or both [NATV 2272](#) and [NATV 2274](#) (the former NATV 2270).

Other

Students will be permitted to register for a Major in Native Studies and a Minor in Native Languages but may not complete both a Major and Minor in Native Studies.

Before registering for approved cross-listed courses, students should consult the Calendar or the departments regarding prerequisites for specific courses.

8.22.3 Native Studies Aboriginal Governance Stream

Students interested in pursuing an Single Advanced Major in Aboriginal Governance are required to take a Minor in Business. The requirements for both are set out below. For course descriptions, including any prerequisites and/ or restrictions see the appropriate departmental listing in this Calendar. The conditions for entry, continuation and graduation requirements may be found in [Section 3: Basic Faculty Regulations for the B.A. General, Advanced and Honours Degree Programs](#).

Major Program

For entry to the Advanced Major, Aboriginal Governance Stream, the prerequisite is a grade of "C" or better in [NATV 1200](#) or a "C" or better in both [NATV 1220](#) and [NATV 1240](#).

For students who have taken additional courses toward the Major, then a minimum cumulative GPA of 2.00 is required on all courses including the higher grade of repeated courses and excluding failed courses.

Minor Program

For entry to the required Minor in Business for students who wish the Aboriginal Governance Stream, the prerequisite is 6 credit hours from [ACC 1100](#), [MGMT 2060](#), [HRIR 2440](#) or [MKT 2210](#) with a grade of "C" or better in each.

For information on this program contact the Department of Native Studies.

8.23 Department of Philosophy

Head: Rhonda Martens

Campus Address/General Office: 450 University College

Telephone: 204 474 6878

Email Address: Philosophy@umanitoba.ca

Website: umanitoba.ca/philosophy

8.23.1 Program Information

Philosophy is composed of several areas of study: these include logic, metaphysics, ethics, political philosophy, philosophy of science, philosophy of language, and aesthetics. Philosophers use the tools of rigorous logic and clear conceptual analysis. Their goal is to understand things such as the nature of reason, the physical universe, right and wrong, the human mind, and sometimes even the meaning of life. There are good arguments and bad arguments. Training in philosophy will help the student not only consider these important questions but also to improve his or her clarity of expression and ability to think critically.

For entry, continuation and graduation requirements for the General Degree, Advanced Degree and Honours Degree, see [Section 3: 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 Philosophy. ~~For students who have taken additional courses toward the Major, then a minimum cumulative GPA of 2.00 is required on all courses including the higher grade of repeated courses and excluding failed courses.~~

A minimum ~~cumulative GPA of 2.00~~ "C" average in all courses that comprise the Major is required to graduate including the higher grade of repeated courses and excluding failed courses.

The General Major may consist entirely of courses numbered beyond the 1000 level.

Minor (Concentration) Program

For entry to the Minor (Concentration), the prerequisite is a grade of "C" or better in six credit hours in Philosophy.

The Minor (Concentration) may consist entirely of courses numbered beyond the 1000 level.

Honours Program

For entry to the Honours program, see [Section 3: Basic Faculty Regulations for the B.A. General, Advanced and Honours Degree Programs](#).

8.24 Department of Political Studies

Head: Royce Koop

Campus Address/General Office: 532 Fletcher Argue

Telephone: 204 474 9733

Email Address: Political.Studies@umanitoba.ca

Website: umanitoba.ca/political_studies

8.24.1 Program Information

Political Studies examines the dynamics of human interaction in which individuals and groups compete to achieve their goals. The study of politics involves a consideration of the interactions between the individual, the state, government, public affairs and public policy. Political Studies examines the dynamics of these interactions in the context of competing visions, values and interests, particularly in the pursuit of varying public goals, including the quest for political power and the control of government. Politics is thus both a study of conflict between competing interests and a study of how these competing interests achieve compromise and cooperation.

For entry, continuation and graduation requirements for the General Degree, Advanced Degree and Honours Degree, see [Section 3: 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 Political Studies. ~~For students who have taken additional courses toward the Major, then a minimum cumulative GPA of 2.00 is required on all courses including the higher grade of repeated courses and excluding failed courses.~~

A minimum cumulative GPA of 2.00 "C" average in all courses that comprise the Major is required to graduate including the higher grade of repeated courses and excluding failed courses.

A maximum of six credit hours in Political Studies courses numbered at the 1000 level may be used towards the 30 credit hours for a General Major or the 48 credit hours for a Single Advanced Major.

Minor (Concentration) Program

For entry to the Minor (Concentration), the prerequisite is a grade of "C" or better in six credit hours in Political Studies.

A maximum of six credit hours in Political Studies courses numbered at the 1000 level may be used toward the 18 credit hours for a Minor.

Honours Program

For entry to the Honours program, see [Section 3: Basic Faculty Regulations for the B.A. General, Advanced and Honours Degree Programs](#).

Honours in Political Studies may be taken in combination with the program of Central and East European Studies. See Section 8.5.

Other

Combinations of courses for the Major, Minor and Honours programs, other than those listed above may be permitted by written consent of the department head. Similarly, Honours courses may be taken by students in the General or Advanced Major programs with the written consent of the department head.

Honours courses are open to Honours students and other advanced undergraduate students with written consent of instructor or department head.

8.25 Department of Psychology

Head: Dan Bailis

Campus Address/General Office: P404 Duff Roblin Building

Telephone: 204 474 9338

Email Address: psychughead@umanitoba.ca

Website: umanitoba.ca/psychology

8.25.1 Program Information

Psychology is a discipline that examines questions concerning behaviour and mental processes. Cognitive processes such as perceiving, learning, remembering, thinking, talking, and social interactions as well as the biological basis for behaviour and human development are among the issues explored. Psychology on the one hand helps us understand human and animal behaviour, but on the other also provides insights that can help and benefit individuals and society. A degree program is also offered in the Faculty of Science.

For entry, continuation and graduation requirements for the General Degree, Advanced Degree and Honours Degree, see [Section 3: 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 PSYC 1200 or a grade of "C" or better in both PSYC 1211 and PSYC 1221. For students who have taken additional courses toward the Major, then a minimum cumulative GPA of 2.00 is required on all courses including the higher grade of repeated courses and excluding failed courses.

A minimum cumulative GPA of 2.00 "C" average in all courses that comprise the Major is required to graduate including the higher grade of repeated courses and excluding failed courses.

Single Advanced Major Co-operative Option-~~AVAILABLE SUMMER 2019~~

Entry and continuance in the Single Advanced Major Co-operative Option require completion of PSYC 2260 with a grade of "C" or better, and a cumulative GPA of 3.00 or higher. Students who fail to maintain the cumulative GPA of 3.00 while enrolled in the Co-operative Option will be required to withdraw from the option and revert to the Single Advanced Major or General Major program.

Minor (Concentration) Program

For entry to the Minor (Concentration), the prerequisite is a grade of "C" or better in [PSYC 1200](#) or a grade of "C" or better in both [PSYC 1211](#) and [PSYC 1221](#), or written consent of the department head.

Honours Program

For entry to the Honours program, see [Section 3: Basic Faculty Regulations for the B.A. General, Advanced and Honours Degree Programs](#).

8.26 Department of Religion

Head: Kenneth Mackendrick
Campus Address/General Office: 328 Fletcher Argue Building
Telephone: 204 474 9516
Email Address: religion@umanitoba.ca
Website: umanitoba.ca/religion

8.26.1 Program Information

We are a world religions department. Our approach is interdisciplinary and engages a wide range of human activity commonly deemed "religious," seeking to understand how religions function, how religious discourse evolves, why certain religious perspectives gain prominence and how they are contested. We research and teach about a range of religions, past and present, from around the world, investigating the languages, ethical systems, practices, organizations, and institutions within which such religions are defined, refined, rejected, or renewed. Given the diversity of this study, such theoretical and methodological questions are viewed as central to the coherence of our courses, programs, and fields.

For entry, continuation and graduation requirements for the General Degree, Advanced Degree and Honours Degree, see [Section 3: 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 of Religion. ~~For students who have taken additional courses toward the Major, then a minimum cumulative GPA of 2.00 is required on all courses including the higher grade of repeated courses and excluding failed courses.~~

A minimum ~~cumulative GPA of 2.00~~ "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 six credit hours in of Religion.

Honours Program

For entry to the Honours program, see [Section 3: Basic Faculty Regulations for the B.A. General, Advanced and Honours Degree Programs](#).

Other

In addition to courses numbered at the 1000-level, the Department of Religion offers a number of upper-level courses for which there are prerequisites; see course descriptions.

It is not necessary for students to enter the offerings in Religion by way of courses numbered at the 1000-level. Students in any year or program may register for any course in Religion provided they satisfy course and program prerequisites. With written permission of the department head students may take courses numbered at the 4000-level.

In cooperation with St. Paul's College, the Department of Religion offers an arrangement of courses with special emphasis in Catholic studies as an option for students intending to Major or Minor in Religion. This special emphasis involves completing course [RLGN 2850](#) Contemporary Issues in Roman Catholicism and selecting relevant courses offered in the Faculty of Arts and the School of Art. Contact the Department of Religion prior to registration in order to select appropriate courses.

8.27 Department of Sociology and Criminology

Head: Frank Cormier
Campus Address/General Office: 318B Isbister Building
Telephone: 204 474 9260
Email Address: sociology@umanitoba.ca
Website: umanitoba.ca/sociology

8.27.1 Sociology Program Information

Sociology examines the patterns of interaction among individuals and the group activity that emerges from such interaction. A basic premise is that social behaviour, and society itself, cannot be fully understood simply by studying the individuals involved. Sociology has a special interest in all those intermediate forms of association between the family and the state which together comprise much of the basis for social solidarity and cohesion. Whether individuals cooperate, compete, or fight is in large measure determined by forces outside themselves, by social forces that encourage or restrain their behaviour.

For entry, continuation and graduation requirements for the General Degree, Advanced Degree and Honours Degree, see [Section 3: 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 [SOC 1200](#) or a grade of "C" or better in both [SOC 1211](#) and [SOC 1221](#). For students who have taken additional courses toward the Major, then a minimum cumulative GPA of 2.00 is required on all courses including the higher grade of repeated courses and excluding failed courses.

A minimum cumulative GPA of 2.00 "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 [SOC 1200](#) or a grade of "C" or better in both [SOC 1211](#) and [SOC 1221](#).

Honours Program

For entry to the Honours program, see [Section 3: Basic Faculty Regulations for the B.A. General, Advanced and Honours Degree Programs](#).

8.27.3 Criminology Program Information

Criminology is concerned with the complex social phenomena of crime and criminalization. The criminology program engages students in a systematic study of the nature and extent of crime and criminalization along with the array of agencies and programs designed to prevent, control, and respond to criminal activity over time and place. Attention is given to specific issues related to gender, race, class and crime, youth and crime, violence and victimization, criminal law and procedure, policing and crime prevention, restorative justice, and global criminology. Courses in the criminology program are taught primarily from a sociological perspective, with emphasis placed on research, program development, and policy analysis.

For entry, continuation and graduation requirements for the General Degree, Advanced Degree and Honours Degree, see [Section 3: 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 [SOC 1200](#) or a grade of "C" or better in both [SOC 1211](#) and [SOC 1221](#). For students who have taken additional courses toward the Major, then a minimum cumulative GPA of 2.00 is required on all courses including the higher grade of repeated courses and excluding failed courses.

A minimum cumulative GPA of 2.00 "C" average in all courses that comprise the Major is required to graduate including the higher grade of repeated courses and excluding failed courses.

It is not possible to have a Major in Criminology and a Minor in Sociology.

Honours Program

For entry to the Honours program, see [Section 3: Basic Faculty Regulations for the B.A. General, Advanced and Honours Degree Programs.](#)

8.28 Ukrainian Canadian Heritage Studies Program

Program Director: (Acting) Orest Cap
Campus Address/General Office: 207 St. Andrew's College
Telephone: 204 474 8907
Email Address: cucs@umanitoba.ca
Website: http://umanitoba.ca/ukrainian_canadian_studies/

8.28.1 Program Information

Canada is a multicultural nation to which people of Ukrainian origin have made a significant contribution. The study of this community, its past and present, provides a general understanding of the Ukrainian heritage and its role in Canadian society. The program is cross-disciplinary and leads to a Major, Advanced Major, or Minor. In addition to its Canadian focus, the program also examines historical and contemporary issues in Ukraine.

For entry, continuation and graduation requirements for the General Degree, Advanced Degree and Honours Degree, see [Section 3: 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 from List A below. ~~For students who have taken additional courses toward the Major, then a minimum cumulative GPA of 2.00 is required on all courses including the higher grade of repeated courses and excluding failed courses.~~

A minimum cumulative GPA of 2.00 "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 six credit hours from List A below.

8.29 Women's and Gender Studies Program

Program Coordinator: Shawna Ferris

Program Office: 218 Isbister Building

Telephone: 204 474 6984

E-mail: womens_gender_studies@umanitoba.ca

Website: umanitoba.ca/womens_gender_studies

8.29.1 Program Information

Fundamental questions of equality and social justice are still very much with us, and as a dynamic interdisciplinary program, we explore both current and historical debates about women's experiences, gender relations, and feminism. Courses take diverse theoretical and practical approaches, including feminist cultural studies and studies of popular culture, violence against women, lesbian and queer studies, women in science and technology, gendered violence in urban spaces, sex work and sex workers, feminist geography, indigenous feminisms, masculinity studies, and reconstructing indigenous art histories that recontextualize museum collections and reclaim women's voices and lives.

For entry, continuation and graduation requirements for the General Degree, Advanced Degree and Honours Degree, see [Section 3: Basic Faculty Regulations for the B.A. General, Advanced and Honours Degree Programs](#).

The following entries contain information which is not contained in [Section 3: 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 each of two 3 credit hour courses in Women's and Gender Studies. It is suggested that students wishing to Major in Women's and Gender Studies take both [WOMN 1500](#) and [WOMN 1600](#). For students who have taken additional courses toward the Major, then a minimum cumulative GPA of 2.00 is required on all courses including the higher grade of repeated courses and excluding failed courses.

A minimum cumulative GPA of 2.00 "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 each of two 3 credit hour courses in Women's and Gender Studies.

Honours Program

For entry to the Honours program, see [Section 3: Basic Faculty Regulations for the B.A. General, Advanced and Honours Degree Programs](#).

Coordinated Programs in Women's and Gender Studies

Students may take courses in the Women's and Gender Studies program at the University of Winnipeg and, where applicable, have these courses credited to their degree at the University of Manitoba. The coordinated program offers students access to more faculty resources, greater course selection and additional library facilities and thus can enrich their Women's and Gender Studies program.

Students are advised to consult with the Women's and Gender Studies coordinator for information on courses available for credit in Women's and Gender Studies.

In addition, special courses under the rubric of selected topics or contemporary issues may be available in various Arts departments, particularly Anthropology, English, Psychology, and Sociology, for Women's and Gender Studies credit in any given academic term.

September 17, 2020

Report of the Senate Committee on Instruction and Evaluation RE: Modification of Entrance Requirements, Bachelor of Arts Advanced Major, Faculty of Arts

Preamble:

1. The terms of reference for the Senate Committee on Instruction and Evaluation (SCIE) can be found at:
http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/502.html.
2. At its meeting on September 17, 2020 SCIE considered a proposal from the Faculty of Arts to modify the entrance requirements of the Bachelor of Arts Advanced Major program.

Observations:

1. Currently, students are required to complete at least six credit hours from each of four different subject areas prior to declaring their intention to pursue a Bachelor of Arts Advanced Major degree. The Faculty wishes to remove this requirement, as it is seen as a barrier. Removing this requirement would allow students to gain entrance to the Advanced Major program at an earlier stage.
2. The Faculty is proposing that, to enter the Bachelor of Arts Advanced Major program, a student would be required to complete a minimum of 24 credit hours and attain a minimum Degree Grade Point Average of 2.00 or higher.
3. The Faculty is also proposing that, for entry to a Bachelor of Arts Advanced Major requiring courses from only one department, a grade of "C" or better would be required in the prerequisite courses.
4. Students who have taken additional courses toward the Bachelor of Arts Advanced Major would require a "C" average in all Advanced Major courses, including the higher grade of any repeated course(s) and excluding any failed course(s).
5. Students who are entering a Bachelor of Arts Advanced Major program requiring courses from more than one department would be required to have an average of "C" or better in courses eligible toward the requirements of the Advanced Major Program.

Recommendation

The Senate Committee on Instruction and Evaluation recommends:

THAT Senate approve the proposed modifications of the entrance requirements for the Bachelor of Arts Advanced Major Degree programs, Faculty of Arts, effective September 1, 2021.

Respectfully submitted,
Dr. Mark Torchia, Chair
Senate Committee on Instruction and Evaluation

Comments of the Senate Executive Committee:
The Senate Executive Committee endorses the Report to Senate.



UNIVERSITY
OF MANITOBA

Faculty of Arts

Dean's Office
316 Fletcher Argue Building
University of Manitoba
Winnipeg, Manitoba
Canada R3T 5V5

August 28th, 2020

To: M. Yoshida, Office of the University Secretary

From: Jeff Taylor, Dean, Faculty of Arts

Subject: Faculty of Arts Proposal for the Senate Committee on Instruction and Evaluation (SCIE) to consider

This memo is to inform you that, on February 24, 2020, Faculty of Arts Council approved a proposal to:

- Modify the Bachelor of Arts Advanced Major degree entry requirements

The proposal and rationale follow.

cc: S. Coyston, Secretary, SCCCC
H. Marx, Chair, Faculty of Arts Academic Regulations Policy Committee (ARPC)
G. Smith, Chair, CPAC
G. Sobie, Secretary, ARPC



UNIVERSITY
OF MANITOBA

Faculty of Arts

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Canada R3T 5V5
Telephone (204) 474-9100
Fax (204) 474-7590
Email Arts_Inquiry@umanitoba.ca

DATE: January 27, 2020
TO: J. Taylor, Dean, Faculty of Arts
FROM: J. Leboe-McGowan, Chair, Faculty of Arts Academic Regulations Policy Committee (ARPC)
SUBJECT: ARPC Proposal for Faculty Executive to Consider – B.A. Advanced Major Entry Requirements

PREAMBLE

The terms of reference of the above Committee stipulate that it shall recommend to Faculty Council, through the Arts Executive Committee, with respect to undergraduate regulations relating to admission, General, Advanced, BAIS, and Honours degree programs, examinations, grading system, required performance levels and all requirements for receiving degrees.

At its meeting on January 27, 2020, the Committee considered the following matter:

Modification of the B.A. Advanced Major Entry Requirements

OBSERVATION:

The current entry requirements for the B.A. Advanced Major degree state that students must have completed at least 6 credit hours from each of four different subject areas prior to declaring their intention to pursue the B.A. Advanced Major Degree program. This is a long-standing requirement that was created at a time when the vast majority of Arts courses were 6 credit hour courses.

The Faculty believes that while this breadth remains a critical component of an Arts degree and should remain a graduation requirement, it is a barrier to Major declaration for students who have made a decision to pursue a specific Advanced Major but are unable to do so because they may not have completed 6 credits from each of four different subject areas at the point they wish to enter.

RATIONALE FOR PROPOSAL:

The Faculty is interested in removing barriers to Major declaration and this proposed modification will allow students who may not have completed the breadth component to enter an Advanced Major program at an earlier point in time. Doing so will allow a student to make an earlier connection with a department, gain priority access to courses (in some cases), and receive more detailed advice and correspondence regarding their course of study.

PROPOSED CHANGE:

Added Material

~~Deleted Material~~

3.2 Advanced Degree Program

3.2.1 Its General Purpose

This program is intended primarily to serve students who desire a general education along with a reasonable degree of specialization in one area of study through the Major. In addition to the basic skills learned in the B.A. General Degree Program, an extra year of study provides the opportunity to learn more advanced skills such as research, critical thinking, information management and public speaking.

The Advanced Degree Program is also well suited to students seeking to build an academic term or year of studies abroad into their undergraduate degree. The Advanced Degree offers the time in the degree to take advantage of opportunities for international focus and experience.

While most graduate programs require students to complete an Honours Degree, it may be possible to enter a graduate program on the basis of the Advanced Degree. Students should discuss this possibility with a departmental graduate program advisor.

3.2.2 Entrance to the B.A. Advanced Degree Program

~~1) To enter an Advanced Degree Program, a student must have successfully completed six credit hours in each of four different subject fields (see Section 5.1.1), and also complete an application form available in the Faculty of Arts General Office or on-line at http://umanitoba.ca/faculties/arts/student_resources/student_forms.html and have it approved by an academic advisor. At the point of entry to the Advanced Degree Program, the student must indicate their intention to complete a Single Advanced Major or a Double Advanced Major.~~

~~Once admitted to the Faculty of Arts it is possible to enter this program at any point up to one month prior to graduation.~~

1) To enter the Bachelor of Arts Advanced Degree program, a student must have successfully completed a minimum of 24 credit hours and attained a minimum DGPA of 2.00 or higher.

For entry to a B.A. Advanced Major requiring courses from only one department, the faculty requirement is a grade of "C" or better in the prerequisite course(s). Prerequisite courses and any supplemental Advanced Major entry requirements are listed in each department's section of the undergraduate calendar (see sections 8 and 9).

Together with the above, students who have taken additional courses toward the B.A. Advanced Major, require a "C" average in all Advanced Major required courses, including the higher grade of any repeated course(s) and excluding any failed course(s).

For entry to a B.A. Advanced Major Program requiring courses from more than one department, students must have an average of "C" or better in the courses eligible to count toward the requirements of the chosen Advanced Major Program.

~~2) All students are required, upon entering the Single Advanced Major Program, to declare a Major and Minor. Students entering the Double Advanced Major Program are required to declare two Majors. Students should note that for entry into a Major(s) requiring courses from only one department, the~~

faculty requirement is a grade of "C" or better in the prerequisite course(s).

For entry into a Major(s) requiring courses from more than one department, the faculty requirement is that the student must have an average of "C" or better in all courses which are eligible to count towards the Major.

For additional information regarding entrance into Majors (such as which courses are eligible for counting as fulfilling the Major) see the specific listing for the relevant department in Sections 8 and 9. Students with questions about an Advanced Major in a particular subject should consult an instructor in the appropriate department.

To officially declare an Advanced Major, students must fill out the application form and meet with an Arts Academic Advisor. Application forms are available in the Faculty of Arts Student Services Office (134 Fletcher Argue Building) or on-line at:

http://umanitoba.ca/faculties/arts/student_resources/student_forms.html

3) For entry to the Minor a grade of "C" or better in the prerequisite course(s) is required.

3.2.3 Requirements for Continuing in the B.A. Advanced Degree Program

1) Students admitted to the Faculty of Arts, must by the time they have completed 60 credit hours have successfully completed or be registered for at least three credit hours in a course with significant content in written English and at least three credit hours in a course in mathematics. (See the Chapter General Academic Regulations and Requirements, Appendix A: List of Approved Written English and Mathematics Courses, or search Aurora Student for the course attributes "Written English Requirement" or "Mathematics Requirement.")

2) Students must meet the minimum performance level as outlined in Section 5.10.

3.2.4 Ten Faculty Requirements for Graduating with a B.A. Advanced Degree

1) A student must successfully complete 120 credit hours from among the courses acceptable for credit in the Faculty of Arts (see Section 5.2), with a minimum grade point average of 2.00 (i.e. "C" or better) on these 120 credit hours.

The 120 credit hours of passed coursework must include the remaining nine faculty requirements:

2) At least six credit hours from subject fields designated Humanities, at least six credit hours from subject fields designated Social Science, and at least six credit hours from the list of courses that satisfy the Science requirement (see Section 5.1.1).

3) At least six credit hours completed in each of five different subject fields (as listed in Section 5.1.1). A subject field may also satisfy other Bachelor of Arts requirements such as Humanities, or Social Sciences, or Sciences, or Mathematics, or Written English.

4) **Single Advanced Major:** 48 credit hours which constitute a Single Advanced Major in one of the subject fields approved by the Faculty of Arts (see Section 5.1.1). The student must have a grade point average of 2.00 (i.e. "C" average) or better in courses where a final grade is recorded that are used toward the Major including only the last grade of any course that has been repeated and excluding any failed course(s). A student who declares a Single Advanced Major must also complete a Minor with the exception of students whose Major is Global Political Economy. Students with an Advanced Major in Global Political Economy will

not be required nor allowed to complete a Minor for purposes of satisfying the degree requirements.

Double Advanced Major: At least 42 credit hours which constitute a Double Advanced Major in each of two subject fields approved by the Faculty of Arts (see Section 5.1.1). The student must have a grade point average of 2.00 (i.e. "C" average) or better in courses where a final grade is recorded that are used toward each Major including only the last grade of any course that has been repeated and excluding any failed course(s). A student who declares a Double Advanced Major will not be required nor allowed to complete a Minor, but must complete the Double Advanced Major in accordance with the requirements as specified by the Major department. A Major may be declared once the prerequisite has been satisfied.

Note: No course can be used to satisfy both the Single Advanced Major and Minor requirement. Similarly no course can be used to satisfy both Double Advanced Majors. Not every department offers a Single or Double Advanced Major. See the departmental listings in Sections 8 and 9 for information.

5) **Minor:** 18 credit hours which are in a subject field that is different from that of the declared Single Advanced Major, which constitute a Minor approved by the Faculty of Arts (see Section 5.1.1). A student who declares a Single Advanced Major must also complete a Minor. A student who declares a Double Advanced Major will not be required nor allowed to complete a Minor. No course can be used to satisfy both the Advanced Major(s) and the Minor requirement. Only one Minor may be declared. A Minor may be declared once the prerequisite has been satisfied.

6) A student who declares a Single Advanced Major with a Minor must have at least 42 credit hours in subjects other than those used towards the Single Advanced Major and Minor. In addition, students in a Single Advanced Major must successfully complete 12 credit hours of coursework in any subject acceptable for credit in the Faculty of Arts including courses in the Major and Minor.

A student who declares a Double Advanced Major must have at least 36 credit hours in subjects other than those used towards their Double Advanced Major subject fields.

7) A student may not declare a Major/Minor combination in both Sociology and Criminology or both Italian and Italian Studies.

8) At least 81 credit hours that have been taught by the Faculty of Arts (may include up to 36 credit hours from the Department of Mathematics or Art History courses considered as Humanities, see Section 5.1.1), or which have been accepted on transfer as equivalent to courses taught by the Faculty of Arts.

9) At least 42 credit hours numbered at or above the 2000 level.

10) **Residency Requirement:** A student in the B.A. Advanced Degree Program must complete University of Manitoba residency requirements (see Section 5.3 for details).

September 17, 2020

Report of the Senate Committee on Instruction and Evaluation RE: Modification of Entrance Requirements, Bachelor of Arts Honours, Faculty of Arts

Preamble:

1. The terms of reference for the Senate Committee on Instruction and Evaluation (SCIE) can be found at:
http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/502.html.
2. At its meeting on September 17, 2020 SCIE considered a proposal from the Faculty of Arts to modify the entrance requirements of the Bachelor of Arts Honours program.

Observations:

1. Currently, students are required to complete at least six credit hours from each of four different subject areas prior to declaring their intention to pursue a Bachelor of Arts Honours degree. The Faculty wishes to remove this entrance requirement, as it is seen as a barrier. Removing this requirement would allow students to enter the Honours program at an earlier stage.
2. Students would be required to complete a minimum of 24 credit hours, including at least three credit hours of coursework required by the selected Honours program.
3. Students would be required to attain a minimum Degree Grade Point Average of 3.0 or higher. Students in Psychology would be required to attain a minimum Degree Grade Point Average of 3.5 or higher.
4. Students would be required to obtain a minimum "B" average in all courses completed in the intended Honours subject field, including failed and repeated courses. Students in Psychology would be required to obtain a minimum "B+" average in all courses completed in the intended Honours subject field, including failed and repeated courses.

Recommendation

The Senate Committee on Instruction and Evaluation recommends:

THAT Senate approve the proposed modifications of the entrance requirements for the Bachelor of Arts Honours degree programs, Faculty of Arts, effective September 1, 2021.

Respectfully submitted,

Dr. Mark Torchia, Chair
Senate Committee on Instruction and Evaluation

Comments of the Senate Executive Committee:
The Senate Executive Committee endorses the Report to Senate.



UNIVERSITY
OF MANITOBA

Faculty of Arts

Dean's Office
316 Fletcher Argue Building
University of Manitoba
Winnipeg, Manitoba
Canada R3T 5V5

August 28th, 2020

To: M. Yoshida, Office of the University Secretary

From: Jeff Taylor, Dean, Faculty of Arts

Subject: Faculty of Arts Proposal for the Senate Committee on Instruction and Evaluation (SCIE) to consider

This memo is to inform you that, on August 26, 2020, Faculty of Arts Council approved a proposal to:

- Modify the Bachelor of Arts Honours degree entry requirements

The proposal and rationale follow.

cc: S. Coyston, Secretary, SCCCC
H. Marx, Chair, Faculty of Arts Academic Regulations Policy Committee (ARPC)
G. Smith, Chair, CPAC
G. Sobie, Secretary, ARPC

Faculty of Arts

Proposal to modify the entry requirements to the four-year B.A. Honours degree.

OBSERVATION:

The current entry requirements for the B.A. Honours degree state that students must have completed at least 6 credit hours from each of four different subject areas prior to declaring their intention to pursue a B.A. Honours Degree. This is a long-standing requirement that was created at a time when the vast majority of Arts courses were 6 credit hour courses.

While breadth of study remains a critical component of any Arts degree and should remain a graduation requirement, satisfying the breadth requirement prior to entry is a barrier to those students planning to enter Honours. Many students make their decision to declare Honours but are unable to do so because they may not have completed 6 credit hours from each of four different subject areas at the point in time they wish to enter.

RATIONALE FOR PROPOSAL:

Generally, the Faculty of Arts is interested in removing barriers to Major and Honours declaration and this proposed modification will allow students who may not have completed the breadth component to enter an Honours program at an earlier point in time.

Doing so will allow a student to make an earlier connection with a department, gain priority access to courses (in some cases), and receive more detailed advice and correspondence regarding their course of study.

PROPOSED CHANGE:

Added Material

~~Deleted Material~~

3.3 Honours Degree Program

3.3.1 Its General Purpose

This program is designed to provide a high degree of specialization in a subject field. The entrance requirements and evaluation of performance are at a higher level than the General or Advanced Degree programs. The Honours Degree program is the preferred program for students seeking entrance to graduate study.

3.3.2 Entrance to the B.A. Honours Degree Program

~~To enter an Honours Degree program, a student must complete an application form which is available in the Faculty of Arts General Office. Students must have successfully completed six credit hours in each of four different subject fields (see Section 5.1.1), with a minimum cumulative grade point average of 3.0 (3.5 for entry to Psychology) on all courses including failed and repeated courses.~~

To enter one of the Bachelor of Arts Honours Degree programs, a student must:

- a) Complete an application form, available in the Faculty of Arts Student Services office (134 Fletcher Argue); and,
- b) Have successfully completed a minimum of 24 credit hours (including at least three credit hours of coursework required by the selected Honours program); and,
- c) Have attained a minimum DGPA of 3.00 or higher (3.50 for Psychology); and,
- d) In addition, students must have a cumulative grade point average of 3.0 Have attained a minimum "B" average (3.5 "B+" for entry to Psychology) or better in all course(s) completed in the intended Honours subject field(s) including failed and repeated courses.

Other program specific Honours entry requirements:

Students applying for Honours Psychology must also have a minimum grade of "B" in PSYC 2260.

Students applying for Honours History must also have a grade of "B" or higher in all 3000 and 4000 level History courses.

September 17, 2020

Report of the Senate Committee on Instruction and Evaluation RE: Modifications to Entrance and Minor Regulations, Bachelor of Arts Advanced and Bachelor of Arts General in Global Political Economy, Faculty of Arts

Preamble:

1. The terms of reference for the Senate Committee on Instruction and Evaluation (SCIE) can be found at:
http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/502.html.
2. At its meeting on September 17, 2020 SCIE considered a proposal from the Faculty of Arts to modify the entrance and Minor regulations for the Bachelor of Arts General and Bachelor of Arts Single Advanced Major in Global Political Economy programs.

Observations:

1. The Faculty is proposing to modify the entrance requirements for the Bachelor of Arts General and the Bachelor of Arts Single Advanced Major in Global Political Economy programs by removing the course HIST 1500 from its list of prerequisite courses requiring a grade of “C” or better.
2. The Faculty is proposing to modify its Minor regulation by allowing students in the Global Political Economy Bachelor of Arts General and Bachelor of Arts Single Advanced Major programs to declare a Minor, which is currently not permitted. No course could be used to satisfy both a Major and a Minor requirement.

Recommendation

The Senate Committee on Instruction and Evaluation recommends:

THAT Senate approve the proposed modifications to the entrance and Minor regulations for the Bachelor of Arts General and Bachelor of Arts Single Advanced Major in Global Political Economy, Faculty of Arts, effective September 1, 2021.

Respectfully submitted,

Dr. Mark Torchia, Chair
Senate Committee on Instruction and Evaluation

Comments of the Senate Executive Committee:
The Senate Executive Committee endorses the Report to Senate.



UNIVERSITY
OF MANITOBA

Faculty of Arts

Dean's Office
316 Fletcher Argue Building
University of Manitoba
Winnipeg, Manitoba
Canada R3T 5V5

August 28th, 2020

To: M. Yoshida, Office of the University Secretary

From: Jeff Taylor, Dean, Faculty of Arts

Subject: Faculty of Arts Proposal for the Senate Committee on Instruction and Evaluation (SCIE) to consider

This memo is to inform you that, on August 12, 2020, Faculty of Arts Executive (on behalf of Faculty Council) approved proposals to:

- Modify the B.A. General and B.A. Single Advanced Major entry requirements to the Global Political Economy programs
- Remove the current restriction preventing the declaration of a Minor area of study in the Global Political Economy programs

The proposals and rationale follow.

cc: G. Smith, Chair, CPAC
G. Sobie, (Acting) Secretary, CPAC

Global Political Economy

- Proposal to allow GPE students to declare a Minor.
- Modification to the B.A. General and Single Advanced Major in GPE entry requirements

Rationale

Minor Declaration

In GPE, minors are not required, since the interdisciplinary nature of the program provides breadth already, and because of the relatively large number of required credits in the program. However, minors are also currently not permitted, since the initial program requirements were such that scheduling a minor was very difficult if not impossible. As a result of program changes in 2016, some GPE students have been able to complete courses outside of GPE equivalent to a minor, for which they currently receive no formal recognition.

B.A. General and B.A. Single Advanced Major Entry requirements

The Department of History is deleting a course currently listed in the courses students can use to satisfy entry to the GPE programs. This modification is in response to the deletion of HIST 1500

Global Political Economy

- Proposal to allow GPE students to declare a Minor.
- Modification to the GPE entry requirements in response to History course changes.

Added Material

~~Deleted Material~~

Section 3

3.1.4 Ten Faculty Requirements for Graduating with a B.A. General Degree

...

4) Major: 30 credit hours which constitute a **Major** in one of the subject fields approved by the Faculty of Arts (see Section 5.1.1). The student must also have a minimum grade point average of 2.00 (i.e. "C" average) or better in courses where a final grade is recorded and that are used toward the Major including only the last grade of any course that has been repeated and excluding any failed course(s). A student who declares only one Major must also complete a Minor. A student who declares a Double Major will not be required nor allowed to complete a Minor, but must complete 30 credit hours as specified by each Major department. *Students who have questions about a Major in a particular subject are strongly urged to consult an instructor in the appropriate department.* A Major may be declared once the prerequisite is satisfied.

Students who declare and complete a Major in Global Political Economy **will not** be required ~~nor allowed~~ to complete a separate field for a Minor for purposes of satisfying the degree requirements.

5) Minor: 18 credit hours which are in a subject field that is different from that of the declared Major, which constitute a **Minor** approved by the Faculty of Arts (see Section 5.1.1). A student who declares only one Major must also complete a Minor. A student who declares a Double Major will not be required nor allowed to complete a Minor. It is not possible to declare a "Double Minor." No course can be used to satisfy both the Major(s) and the Minor requirement. A Minor may be declared once the prerequisite is satisfied.

...

3.2.4 Ten Faculty Requirements for Graduating with a B.A. Advanced Degree

...

4) **Single Advanced Major:** 48 credit hours which constitute a Single Advanced Major in one of the subject fields approved by the Faculty of Arts (see Section 5.1.1). The student must have a grade point average of 2.00 (i.e. "C" average) or better in courses where a final grade is recorded that are used toward the Major including only the last grade of any course that has been repeated and excluding any failed course(s). A student who declares a Single Advanced Major must also complete a Minor with the exception of students whose Major is Global Political Economy. Students with an Advanced Major in Global Political Economy **will not** be required ~~nor allowed~~ to complete a Minor for purposes of satisfying the degree requirements.

Double Advanced Major: At least 42 credit hours which constitute a Double Advanced Major in each of two subject fields approved by the Faculty of Arts (see Section 5.1.1). The student must have a grade point average of 2.00 (i.e. "C" average) or better in courses where a final grade is recorded that are used toward each Major including only the last grade of any course that has been repeated and excluding any failed course(s). A student who declares a Double Advanced Major will not be required nor allowed to complete a Minor, but must complete the Double Advanced Major in accordance with the requirements as specified by the Major department. A Major may be declared once the prerequisite has been satisfied.

Note: No course can be used to satisfy both the Single Advanced Major and Minor requirement. Similarly no course can be used to satisfy both Double Advanced Majors. Not every department offers a Single or Double Advanced Major. See the departmental listings in Sections 8 and 9 for information.

5) **Minor:** 18 credit hours which are in a subject field that is different from that of the declared Single Advanced Major, which constitute a Minor approved by the Faculty of Arts (see Section 5.1.1). A student who declares a Single Advanced Major must also complete a Minor. A student who declares a Double

Advanced Major will not be required nor allowed to complete a Minor. No course can be used to satisfy both the Advanced Major(s) and the Minor requirement. Only one Minor may be declared. A Minor may be declared once the prerequisite has been satisfied.

...

Section 8

8.13.1 Program Information

Global Political Economy (GPE) is an interdisciplinary program offered through five departments: History, Sociology and Criminology, Economics, Anthropology, and Political Studies. The program draws on multiple disciplinary perspectives to develop critical understanding of complex, contemporary global events and issues, and to build the research, analytical, and communication skills necessary to address them. Faculty from each participating discipline collaborate to create Major and Advanced Major degree programs focused on analyzing changes in global political and economic relations, and linking them with local issues, cultures, and political economies.

For entry to the General Major, the prerequisite is a grade of "C" or better in the following: both ECON 1010 and ECON 1020, or both ECON 1210 and ECON 1220; and 6 credit hours from GPE 1700 (or GEOG 1700), HIST 1370, HIST 1380, ~~HIST 1500~~, HIST 2730, HIST 2732, HIST 2734.

For entry to the Single Advanced Major, the prerequisite is a grade of "C" or better in the following: both ECON 1010 and ECON 1020, or both ECON 1210 and ECON 1220; and 6 credit hours from GPE 1700 (or GEOG 1700), HIST 1370, HIST 1380, ~~HIST 1500~~, HIST 2730, HIST 2732, HIST 2734, POLS 2602.

For entry, continuation and graduation requirements for the General Degree, Advanced Degree and Honours Degree, see Section 3: Basic Faculty Regulations for the B.A. General, Advanced and Honours Degree Programs.

Note: Students who declare and complete a GPE Major will not be required ~~or allowed~~ to complete a separate field for a Minor for purposes of satisfying degree requirements. Students in the GPE programs may choose to declare a Minor; however, no course can be used to satisfy both a Major program requirement and a Minor requirement.

Report of the Senate Committee on Instruction and Evaluation RE: Modification of Essential Skills and Abilities (Technical Standards) for Admission, Promotion or Graduation in the PGME Program, and Accommodation, College of Medicine

Preamble:

1. The terms of reference for the Senate Committee on Instruction and Evaluation (SCIE) can be found at:
http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/502.html.
2. At its meeting on September 17, 2020 SCIE considered a proposal from the College of Medicine to modify its Essential Skills and Abilities (Technical Standards) for Admission, Promotion or Graduation in the PGME Program, and Accommodation document.

Observations:

1. A Background section would be re-introduced. The Background provides context, noting that the University is committed to providing reasonable accommodation for those residents with documented disabilities.
2. The Definitions section would be modified as follows:
 - a) Definitions for Documented Disability and Essential Skills Document would be removed.
 - b) Disability would be re-defined to state that a Resident with a disability is a person who experiences a mental, cognitive, physical or sensory impairment for which they may require accommodation.
 - c) Newly defined terms include PGME, PGME Student Affairs and Wellness Office and Reasonable Accommodation.
3. The list of essential skills and abilities and their descriptions included in Appendix 1: Essential Skills and Abilities for Postgraduate Medical Education would be moved to the Policy Statements section. The essential skills and abilities include:
 - a) Observation and Perception Skills
 - b) Communication Skills
 - c) Motor Skills
 - d) Intellectual-Conceptual and Integrative Skills
 - e) Behavioural Attributes, Social Skills and Professional Expectations
4. Section 2.3 states that all applicants to the PGME Program would be required to review this document to assess their ability to meet these standards. The policy would be made available on the Prospective Trainees section of the PGME website.
5. A number of reordering and editorial changes would be made.

Recommendation

The Senate Committee on Instruction and Evaluation recommends:

THAT Senate approve the proposed modification of Essential Skills and Abilities (Technical Skills) for Admission, Promotion or Graduation in the PGME Program, and Accommodation policy, Max Rady College of Medicine, effective August 1, 2021.

Respectfully submitted,

Dr. Mark Torchia, Chair
Senate Committee on Instruction and Evaluation

Comments of the Senate Executive Committee:
The Senate Executive Committee endorses the Report to Senate.

MEMORANDUM

Date: September 04 2020

To: Co-Chairs of the Implementation Working Group for the Cooper Commission Report
Mr. Jeff LeClerc, University Secretary
Ms. Carolyn Christie, Director, Student Accessibility Services

From: Dr. Brian Postl, Chair, College Executive Council, Max Rady College of Medicine



Re: Senate Approval for: PGME Essential Skills Accommodation Policy

The Max Rady College of Medicine is requesting the Cooper Commission Implementation Working Group review the PGME Essential Skills Accommodation Policy prior to proceeding to Senate.

The above motion to approve the Essential Skills Accommodation Policy was approved unanimously at the Max Rady College Executive Council meeting on September 03, 2020.

Attached is one file in pdf format that includes this cover memo and the proposal.

Please let me know if you require additional information or clarification.

Cc: Shannon Coyston

September 9, 2020

To whom it may concern:

The **PGME Essential Skills and Abilities (Technical Standards) for Admission, Promotion or Graduation in the PGME Program, and Accommodation Policy** has now been reviewed and updated to meet current accreditation standards and to reflect updates to University of Manitoba, Rady Faculty of Health Sciences and Max Rady College of Medicine policies and procedures.

The essential skills now match the recently-updated UGME policy, as well as reflecting the UofM Accessibility Policy and Student Accessibility Procedure. Most of the procedures were left in place to address PGME-specific requirements.

Notable changes are as follows:

- The Background was reintroduced in this version
- Several definitions were refined or added to as part of the ongoing standardization of PGME policy definitions, eg:
 - o “Disability“ has been redefined
 - o “Documented Disability“ has been removed
 - o “PGME“ is more completely defined
 - o “PGME Student Affairs & Wellness“: new addition
 - o “Reasonable Accommodation“: examples have been removed
 - o “Shared Health“ has been updated from “WRHA“
- Section 2.1 details the essential skills and abilities required by residents to fulfill their roles
- Section 2.3: added details on how trainees are made aware of this policy
- Sections 2.5 – 2.8: minor changes to text
- Sections 2.9 – 2.11: items reordered and renumbered
- Section 3: minor changes to text overall
 - o “request for accommodation“ replaces “disability requiring accommodation“
- References and links updated to current versions

We would be pleased to provide further details upon request.

Policy Name:	Essential Skills and Abilities (Technical Standards) for Admission, Promotion or Graduation in the PGME Program, and Accommodation
Application/Scope:	All PGME Programs
Approved (Date):	PGME Executive Committee, October 22, 2013 Faculty Executive Council April 30, 2014 PGME Policy Development Committee, December 13, 2019
Review Date:	
Revised (Date):	PGME Executive Committee: <i>April 14, 2020</i> Max Rady College Executive Council: <i>September 3, 2020</i> Cooper Commission Implementation Working Group: <i>[to be added]</i> Senate Committee on Instruction and Evaluation: <i>[to be added]</i> Senate: <i>[to be added]</i>
Approved By:	Senate Committee on Instruction and Evaluation September 18, 2014 Senate, November 5, 2014

BACKGROUND

The Manitoba Human Rights Code identifies that all individuals be accorded equality of opportunity, and that failure to reasonably accommodate a special need based on a protected characteristic is discrimination. The University of Manitoba is committed to facilitating the integration of residents with disabilities into the University's Postgraduate Medical Education Programs.

The University of Manitoba is specifically committed to reasonable accommodation of the needs of residents with documented disabilities by making efforts to create a barrier-free learning environment and by providing other supports and services within the limits of available resources. The University of Manitoba will endeavour to meet the identified needs of each resident by adapting services, courses, and programs if feasible and as resources allow, while maintaining appropriate academic standards. The University expects that the responsibility for making reasonable accommodations will be shared by the resident, employer, instructors and support staff. Within the College of Medicine, each resident with a disability is entitled to reasonable accommodation that will assist them to meet the academic as well as the technical standards.

DEFINITIONS

Accommodation Team (AT) – the Faculty/School or College team established to work with Student Accessibility Services on the provision of Reasonable Accommodations when Student Accessibility Services identifies the Reasonable Accommodation as Non-Standard or unusual for the circumstances. It is intended that AT will be engaged early on in the process when necessary

CaRMS - Canadian Resident Matching Service

CFPC - College of Family Physicians of Canada

CPSM – College of Physicians and Surgeons of Manitoba

Disability – For the purpose of this policy and related procedures a Resident with a disability is a person who experiences a mental, cognitive, physical or sensory impairment for which they may require accommodation

Home Residency Program – the Residency Program in which the Resident is based.

MCCQE Part II – Medical Council of Canada Qualifying Examination Part II

PARIM – Professional Association of Residents and Interns of Manitoba

PGME – means Postgraduate Medical Education and refers to the Office of Postgraduate Medical Education, which operates within the Max Rady College of Medicine. It represents postgraduate medical education at the University of Manitoba through residency, fellowship, Areas of Focused Competence, postdoctoral and other training programs. The programs which PGME oversees are those accredited by the Royal College of Physicians and Surgeons of Canada (RCPSC), the College of Family Physicians of Canada (CFPC), the Canadian Psychological Association (CPA), the Canadian Academy of Clinical Biochemistry (CACB), the Canadian College of Microbiology (CCM) and the Canadian College of Medical Genetics.(CCMG). Applicable to all of its training programs, PGME develops and administers policies and governs through the PGME committees. The PGME Office is overseen by the Associate Dean, PGME, Max Rady College of Medicine

PGME Student Affairs and Wellness Office – serves as a liaison to many campus services such as career and personal coaching, student accessibility services and student advocacy. Work on behalf of postgraduate trainees with all levels of medical program administrators, Deans, faculty and various departments in the Max Rady College of Medicine

RCPSC - Royal College of Physicians and Surgeons of Canada

Reasonable Accommodation - refers to a modification of service, equipment or special arrangement put in place to create an accessible learning, training and work environment in a university or other training or work setting for a resident with a documented disability. A Reasonable Accommodation must not result in an undue hardship on the University or the Employer (i.e. Shared Health)

Resident - refers to a postgraduate medical trainee enrolled in a Residency Program within the Max Rady College of Medicine.

SAS - Student Accessibility Services, University of Manitoba

Shared Health – is the organization that delivers specific province-wide health services and supports centralized administrative and business functions for Manitoba health organizations

1. PURPOSE

- 1.1 To outline the required skills and abilities (technical standards) that all candidates for admission, promotion or graduation in the PGME Program must meet to successfully demonstrate the required competencies
- 1.2 To provide guidance to support and to promote the training of residents requesting accommodation, in compliance with applicable laws and the [University of Manitoba Accessibility Policy](#) and [Student Accessibility Procedure](#)

2. POLICY STATEMENTS

- 2.1 All candidates for admission, promotion or graduation in the Postgraduate Medical Education Program must have the following essential skills and abilities (“Technical Standards”) to successfully achieve the required competencies. The skills and abilities are grouped in five broad areas:
- 2.1.1 **Observation and Perception Skills:** A resident must be able to acquire required information as presented through demonstrations and experiences in the basic sciences. Also, the resident must participate progressively in patient encounters and observe a patient accurately and acquire relevant health and medical information from written and electronic documents, images, and digital or analog representations of physiologic data. The required observation and information acquisition and analysis necessitate the functional use of visual, auditory and somatic sensation. Candidates may demonstrate the ability to acquire essential observational information with or without accommodation that may include the use of assistive technology
 - 2.1.2 **Communication Skills:** In the course of study in the PGME Program, the resident must be able to progressively create rapport and develop therapeutic relationships with patients and their families and establish effective communication with all members of the medical school community and healthcare teams. A resident must facilitate the education of students and physicians in training, colleagues and co-workers in academic and clinical settings. A resident must be able to effectively elicit and clarify information from individuals and groups of individuals. A resident must also be able to progressively acquire the ability to coherently summarize and effectively communicate a patient’s condition and management plan verbally, and in written and electronic form. Candidates may demonstrate effective communication with patients and teams with or without accommodation that may include the use of assistive technology
 - 2.1.3 **Motor Skills:** A resident must possess sufficient motor function to develop the skills required to safely perform a physical examination on a patient, including palpation, auscultation, percussion, and other diagnostic maneuvers. The examination must be done independently and competently in a timely fashion. Such actions may require coordination of both gross and fine muscular movements, equilibrium, and functional use of the senses of touch. A resident must be able to execute motor movements reasonably required to attain the skills necessary to perform diagnostic procedures, and provide general and emergency medical care to patients in outpatient, inpatient and surgical venues. Candidates may demonstrate the ability to complete and interpret physical findings with or without accommodation that may include the use of assistive technology
 - 2.1.4 **Intellectual-Conceptual and Integrative Skills:** A resident must demonstrate higher-level cognitive abilities necessary to measure, calculate, and reason in order to conceptualize, analyze, integrate and synthesize information. In addition, the resident must be able to comprehend dimensional and visual-spatial relationships. All of these problem-solving activities must be achieved progressively in a timely fashion. These skills must contribute to sound judgment based upon clinical and ethical reasoning
 - 2.1.5 **Behavioural Attributes, Social Skills and Professional Expectations:** A resident must consistently display integrity, honesty, empathy, compassion, fairness, respect for others, professionalism and dedication. Residents must take responsibility for themselves and their behaviours. The resident must promptly complete all assignments and responsibilities attendant not only to the study of

medicine, but also to the diagnosis and care of patients. It is essential that a resident progressively develop mature, sensitive and effective relationships with patients and their families, members of the medical community and healthcare teams. The resident must be able to tolerate the physical, emotional and mental demands of the PGME Program and function effectively under stress. It is necessary to adapt to changing environments, and function in the face of uncertainties that are inherent in the care of patients. A resident must care for all individuals in a respectful and effective manner regardless of gender, age, race, sexual orientation, religion or any other protected status identified in the University of Manitoba Respectful Work and Learning Environment Policy

- 2.2 Home Residency Programs may define any discipline-specific essential skills and abilities in addition to those outlined in 2.1, and these shall be posted on the respective CaRMS websites. The objectives for achieving certification and the essential competencies are determined by each individual Home Residency Program. To become certified, all residents must demonstrate a full understanding of the required competencies of their Home Residency Program
- 2.3 All applicants to the PGME Program of the Max Rady College of Medicine must review this document to assess their ability to meet these standards. All prospective trainees are made aware of this policy on the PGME website under the [Prospective Trainees](#) section. All applicants offered admission will be required to acknowledge such review and assessment, via sign off in their letter of offer
- 2.4 Any candidate for residency who cannot attain the required skills and abilities through their course of study may be required to withdraw from the PGME Program
- 2.5 Reasonable accommodations may be required by a resident to meet these standards. Requests for University-provided accommodations will be granted if the requests do not cause a fundamental alteration of the PGME Program, do not cause an undue hardship on the University and/or Shared Health, are consistent with the standards of the medical profession and are recommended by SAS. The Max Rady College of Medicine is required to follow the University of Manitoba Accessibility Policy and Student Accessibility Procedure
- 2.6 Residents requiring accommodation shall register with SAS and register with the RCPS or CFPC and follow the process in accordance with the University of Manitoba Student Accessibility Procedure. Timely requests are essential and encouraged. The PGME Student Affairs and Wellness office works collaboratively with SAS and PGME programs to support residents with accommodation needs. The Max Rady College of Medicine will consider each resident's accommodation request in accordance with the University of Manitoba Student Accessibility Procedure. This will include input from the Residency Program, Department/Section, Shared Health, as the employer and may also include input from other relevant bodies
- 2.7 Residents with granted accommodations might require or may request an extension of time within which to complete their Residency Program but must complete their training within the required time as per the guidelines from the RCPSC or the CFPC. Such requests are considered on a case-by-case basis and must be approved by the Associate Dean, PGME
- 2.8 Regulations are issued from time to time by the RCPSC and the CFPC regarding the accommodation of candidates undertaking examinations as a component of eligibility for licensure: such regulations are supplemental to general information available to all candidates. Accordingly, residents are encouraged to contact the RCPSC and the CFPC regarding examination accommodations

- 2.9 All personal information, including personal health information, shall be kept confidential in accordance with The Freedom of Information and Protection of Privacy Act (Manitoba) and The Personal Health Information Act (Manitoba) (Reference of Appendix)
- 2.9.1 The information will be shared with only those who need to know, in order to give effect to the University of Manitoba Accessibility Policy and its Procedures and to assist the resident in obtaining reasonable accommodations
- 2.9.2 Information on the recommended accommodations, the dates of implementation, as well as any subsequent modification to the original accommodation will also be kept in the resident's confidential active file in the PGME Office. This information will not form part of the resident's academic record
- 2.9.3 The specific logistical requests for accommodation will be forwarded to those responsible for facilitating them
- 2.10 Any resident within a Residency Program who cannot attain the required competencies, despite Reasonable Accommodation, may be requested to withdraw or may be dismissed from the Residency Program
- 2.11 Residents who believe they have not been treated fairly respecting a request for accommodation or who believe they were not reasonably accommodated, shall follow the reconsideration process set out in the University of Manitoba Student Accessibility Procedure and the appeal process in the University of Manitoba Student Accessibility Appeal Procedure. Residents are encouraged to consult with SAS

3. PROCEDURES

- 3.1 Residents are informed of the process to request accommodation by means of the following:
- PGME/Shared Health Resident Trainee Letter of Offer
 - Orientation Session for New Residents prior to the commencement of the Home Residency Program
 - This policy is posted on the PGME Program website
 - The University of Manitoba Accessibility Policy and Student Accessibility Procedure is posted on the University of Manitoba website
- 3.2 Residents requiring accommodation can be identified, as follows:
- 3.2.1 The resident may be registered previously with SAS through a previous course of study and is now applying to a Residency Program. On selection to the Residency Program they may indicate in the selection package the desire to continue receiving accommodation and contact SAS
- 3.2.2 On selection to a Residency Program, the resident may indicate a need for accommodation in the selection package and contact SAS
- 3.2.3 In the course of the Residency Program, the resident may disclose information to the Associate Dean, PGME Student Affairs & Wellness or the Associate Dean, PGME, the Residency Program Director or Shared Health, as employer, indicating that they would benefit from accommodation. SAS will be contacted by the individual to whom the information was disclosed

- 3.2.4 Should a request for accommodation arise in the course of remediation proceedings as a rationale for failure of a rotation(s) or an examination(s), accommodation will be addressed in the context of the Remediation Agreement and any future request for accommodation shall be made through SAS
- 3.2.5 The resident may contact SAS directly to request accommodations
- 3.3 A resident requesting accommodations shall follow the process, and provide the information, outlined in the University of Manitoba Student Accessibility Procedure
- 3.4 Once SAS is informed of a resident requesting an accommodation, SAS will follow the process outlined in the University of Manitoba Student Accessibility Procedure, including meeting with the resident and forwarding recommendations for reasonable accommodations to the Associate Dean, PGME Student Affairs & Wellness
- 3.5 Once SAS is informed of a resident requesting accommodation, the Associate Dean, PGME Student Affairs & Wellness will take the lead in coordinating discussion with SAS, any required outside parties, the Residency Program Director, the Associate Dean, PGME and relevant Max Rady College of Medicine PGME Office staff in to plan accommodations. An Accommodation Team may be created to assist in implementing a plan of reasonable accommodation
- 3.6 If the requested accommodation requires workplace accommodations such as an environmental sensitivity or the need for an assistive device, the Home Residency Program Director will contact the Site Coordinators of the training sites to develop an accommodation plan consistent with the procedures and policies of that site
- 3.7 For certification examinations, residents requiring special examination accommodations, the RCPSC, CFPC and MCC guidelines will apply.
- 3.7.1 Residents who require particular consideration at the examination must notify the [RCPSC/CFPC/MCC](#) Offices of Education by the registration deadlines as outlined in their requirements on their respective websites
- 3.8 Should reasonable accommodations be granted, a letter will be sent by the Home Residency Program Director to the resident, with a copy to the Associate Dean, PGME Student Affairs & Wellness and the Associate Dean, PGME, confirming that the granted reasonable accommodations will be in place
- 3.9 Interval reports may be required from health care practitioners involved in the resident's medical care
- 3.10 Accommodation plans must be reviewed regularly to ensure accordance between accommodation needs of the resident and requirements of the Home Residency Program
- 3.11 If it becomes apparent that despite reasonable accommodations, the resident is unable to successfully meet the required skills and abilities of the PGME Program and the Home Residency Program, the resident is encouraged to seek career counseling from a mentor, faculty member, or the Associate Dean, PGME Student Affairs & Wellness for advice regarding alternate career options. Alternate career options may include transferring to another Residency Program, geographic speciality or both, or withdrawal from the Residency Program

POLICY CONTACT: Associate Dean, PGME Student Affairs & Wellness and Associate Dean, PGME

REFERENCES

CaRMS, Accessible Customer Service Policy
<https://www.carms.ca/policies/>

College of Family Physicians of Canada, Specific Standards for Family Medicine Residency Programs Accredited by the College of Family Physicians of Canada, Red Book 2016
<https://www.cfpc.ca/uploadedFiles/Red%20Book%20English.pdf>

College of Family Physicians of Canada, Exam Accommodation for Special Needs and Impediments,
https://www.cfpc.ca/uploadedFiles/Education/Exam_Information/Policy_on_Accommodation_for_Special_Needs.pdf

Council of Ontario Faculties of Medicine (COFM), Policy Document
Essential Skills and Abilities Required for the Study of Medicine, October 2016
<https://cou.ca/wp-content/uploads/2003/11/COU-Essential-Skills-Abilities-Required-for-Entry-to-Medical-Program.pdf>

Government of Manitoba, The Human Rights Code, June 4, 2018
<http://web2.gov.mb.ca/laws/statutes/ccsm/h175e.php>

Houston P, Conn R, Rajan, M, Sinha R, Issues Related to Residents as Workers and Learners. Future of Medical Education in Canada, Postgraduate Project consortium; 2011.
<http://citeseerx.ist.psu.edu/viewdoc/download?doi=10.1.1.472.519>

Royal College of Physicians and Surgeons of Canada, Candidates requiring exam accommodation, 2019
<http://www.royalcollege.ca/rcsite/credentials-exams/writing-exams/registration/candidates-requiring-exam-accommodation-e>

University of Manitoba, College of Medicine, Essential Skills and Abilities for Admissions, Promotion and graduation in the MD Program
[http://umanitoba.ca/faculties/health_sciences/medicine/education/undergraduate/media/Essential_Skills_Abilities_for_Admissions_Promotion_Graduation_\(approved_June_26_2019\).pdf](http://umanitoba.ca/faculties/health_sciences/medicine/education/undergraduate/media/Essential_Skills_Abilities_for_Admissions_Promotion_Graduation_(approved_June_26_2019).pdf)

University of Manitoba, Accessibility Policy and Student Accessibility Procedure
https://umanitoba.ca/admin/governance/governing_documents/students/accessibility.html

University of Manitoba, Respectful Work and Learning Environment Policy
https://umanitoba.ca/admin/governance/media/Respectful_Work_and_Learning_Environment_RWLE_Policy_-_2016_09_01.pdf

University of Manitoba, PGME Resident Assessment Attendance, and Evaluation Policies
http://umanitoba.ca/faculties/health_sciences/medicine/education/pgme/policies.html#Assess

University of Manitoba, Student Accessibility Services
<http://umanitoba.ca/student-supports/accessibility>

University of Manitoba, Student Accessibility Procedure
http://www.umanitoba.ca/admin/governance/media/Student_Accessibility_Procedure_-_2017_09_01.pdf

Policy Name:	<u>Essential Skills and Abilities (Technical Standards) for Admission, Promotion or Graduation in the PGME Program, and Accommodation for Postgraduate Medical Residents with Disabilities</u>
Application/ Scope:	All PGME Programs
Approved (Date):	PGME Executive Committee, October 22, 2013 Faculty Executive Council April 30, 2014 <u>PGME Policy Development Committee, December 13, 2019</u>
Review Date:	
Revised (Date):	PGME Executive Committee: <u>April 14, 2020</u> Max Rady College Executive Council: <u>September 3, 2020</u> Cooper Commission Implementation Working Group: <i>[to be added]</i> Senate Committee on Instruction and Evaluation: <i>[to be added]</i> Senate: <i>[to be added]</i>
Approved By:	Senate Committee on Instruction and Evaluation September 18, 2014 Senate, November 5, 2014

BACKGROUND

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DEFINITIONS

[Accommodation Team \(AT\) – the Faculty/School or College team established to work with Student Accessibility Services on the provision of Reasonable Accommodations when Student Accessibility Services identifies the Reasonable Accommodation as Non-Standard or unusual for the circumstances. It is intended that AT will be engaged early on in the process when necessary](#)

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~~**Disability** – is a term used to summarize a great number of different functional limitations. It is recognized that people may be disabled by physical, intellectual or sensory impairment, medical conditions or mental illness. Such impairments, conditions or illnesses may be permanent or transitory in nature.~~

~~**Documented Disability** – is a disability requiring accommodation which has been accepted as such by SAS.~~

~~**Essential Skills and Abilities Document** – is a reference document which outlines the required skills and abilities (technical standards) that all candidates for admission, promotion or graduation in the PGME Program must meet to successfully demonstrate the required competencies (including with respect to knowledge, skills, professional behaviours and attitudes) necessary to practice their area of specialty (remove) medicine in Canada.~~

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2.1.4 Intellectual-Conceptual and Integrative Skills: A resident must demonstrate higher-level cognitive abilities necessary to measure, calculate, and reason in order to conceptualize, analyze, integrate and synthesize information. In addition, the resident must be able to comprehend dimensional and visual-spatial relationships. All of these problem-solving activities must be achieved progressively in a timely fashion. These skills must contribute to sound judgment based upon clinical and ethical reasoning

2.1.5 Behavioural Attributes, Social Skills and Professional Expectations: A resident must consistently display integrity, honesty, empathy, compassion, fairness, respect for others, professionalism, and dedication. Residents must take responsibility for themselves and their behaviours. The resident must promptly complete all assignments and responsibilities attendant not only to the study of medicine, but also to the diagnosis and care of patients. It is essential that a resident progressively develop mature, sensitive and effective relationships with patients and their families, members of the medical community, and healthcare teams. The resident must be able to tolerate the physical, emotional, and mental demands of the PGME Program and function effectively under stress. It is necessary to adapt to changing environments, and function in the face of uncertainties that are inherent in the care of patients. A resident must care for all individuals in a respectful and effective manner regardless of gender, age, race, sexual orientation, religion, or any other protected status identified in the University of Manitoba Respectful Work and Learning Environment Policy

2.2 Home Residency Programs may define any discipline-specific essential skills and abilities in addition to those outlined in 2.1, and these shall be posted on the respective CaRMS websites. The objectives for achieving certification and the essential competencies are determined by each individual Home Residency Program. To become certified, all residents must demonstrate a full understanding of the required competencies of their Home Residency Program

2.3 All applicants to the PGME Program of the Max Rady College of Medicine must review this document to assess their ability to meet these standards. All prospective trainees are made aware of this policy on the PGME website under the Prospective Trainees section. All applicants offered admission will be required to acknowledge such review and assessment, via sign off in their letter of offer

2.4 Any candidate for residency who cannot attain the required skills and abilities through their course of study may be required to withdraw from the PGME Program

2.5 Reasonable accommodations may be required by a resident to meet these standards. Requests for University-provided accommodations will be granted if the requests do not cause a fundamental alteration of the PGME Program, do not cause an undue hardship on the University and/or Shared Health, are consistent with the standards of the medical profession and are recommended by SAS. The Max Rady College of Medicine is required to follow the University of Manitoba Accessibility Policy and Student Accessibility Procedure

2.6 Residents requiring accommodation shall register with SAS and register with the RCPS or CFPC and follow the process in accordance with the University of Manitoba Student Accessibility Procedure. Timely requests are essential and encouraged. The PGME Student Affairs and Wellness office works collaboratively with SAS and PGME programs to support residents with accommodation needs. The Max Rady College of Medicine will

consider each resident's accommodation request in accordance with the University of Manitoba Student Accessibility Procedure. This will include input from the Residency Program, Department/Section, Shared Health, as the employer and may also include input from other relevant bodies

2.7 Residents with granted accommodations might require or may request an extension of time within which to complete their Residency Program but must complete their training within the required time as per the guidelines from the RCPSC or the CFPC. Such requests are considered on a case-by-case basis and must be approved by the Associate Dean, PGME. Accommodations are never retroactive; therefore, timely requests are essential and encouraged

2.8 Regulations are issued from time to time by the RCPSC and the CFPC regarding the accommodation of candidates undertaking examinations as a component of eligibility for licensure: such regulations are supplemental to general information available to all candidates. Accordingly, residents are encouraged to contact the RCPSC and the CFPC regarding examination accommodations

2.9 All personal information, including personal health information, shall be kept confidential in accordance with The Freedom of Information and Protection of Privacy Act (Manitoba) and The Personal Health Information Act (Manitoba) (Reference of Appendix)

2.9.1 The information will be shared with only those who need to know, in order to give effect to the University of Manitoba Accessibility Policy and its Procedures and to assist the resident in obtaining reasonable accommodations

2.9.2 Information on the recommended accommodations, the dates of implementation, as well as any subsequent modification to the original accommodation will also be kept in the resident's confidential active file in the PGME Office. This information will not form part of the resident's academic record

2.9.3 The specific logistical requests for accommodation will be forwarded to those responsible for facilitating them

2.10 Any resident within a Residency Program who cannot attain the required competencies, despite Reasonable Accommodation, may be requested to withdraw or may be dismissed from the Residency Program

2.11 Residents who believe they have not been treated fairly respecting a request for accommodation or who believe they were not reasonably accommodated, shall follow the reconsideration process set out in the University of Manitoba Student Accessibility Procedure and the appeal process in the University of Manitoba Student Accessibility Appeal Procedure. Residents are encouraged to consult with SAS

3. PROCEDURES

3.1 Residents are informed of the [process](#) to request accommodation by means of the following:

- PGME/Shared Health Resident Trainee Letter of Offer
- Orientation Session for New Residents prior to the commencement of the Home Residency Program
- This policy is posted on the PGME Program website

- The University of Manitoba Accessibility Policy and Student Accessibility Procedure is posted on the University of Manitoba website

3.2 Residents requiring accommodation can be identified, as follows:

- 3.2.1 The resident may be [previously registered with SAS through a previous course of study](#) and is now applying to a Residency Program. On selection to the Residency Program [they](#) may indicate in the selection package the desire to continue receiving accommodation [and contact SAS](#)
- 3.2.2 On selection to a Residency Program, the resident may indicate a need for accommodation in the selection package and contact SAS
- 3.2.3 In the course of the Residency Program, a resident may disclose information to the Associate Dean, [PGME Student Affairs & Wellness](#) or the Associate Dean, [PGME](#) or the Residency Program Director or [Shared Health](#), as employer, indicating that [they](#) would benefit from accommodation. [SAS will be contacted by the individual to whom the information was disclosed](#)
- 3.2.4 Should a [request for](#) accommodation arise in the course of remediation proceedings as a rationale for failure of a rotation(s) or an examination(s), accommodation will be addressed in the context of the Remediation Agreement and any future request for accommodation [shall](#) be made through SAS
- 3.2.5 The resident may contact SAS directly to request accommodations

[3.3 A Resident requesting accommodations shall follow the process, and provide the information, outlined in the University of Manitoba Student Accessibility Procedure](#)

[3.4](#) Once SAS is informed of a Resident requesting an accommodation, SAS will [follow the process outlined in the University of Manitoba Student Accessibility Procedure, including meeting with the resident and forwarding recommendations for reasonable accommodations to the Associate Dean, \[PGME Student Affairs & Wellness\]\(#\)](#)

[3.5](#) [Once SAS is informed of a Resident requesting accommodation,](#) the Associate Dean, [PGME Student Affairs & Wellness](#) Students will take the lead in coordinating discussion with SAS, any required outside parties, the Residency Program Director, the Associate Dean, PGME and relevant [Max Rady](#) College of Medicine PGME Office staff in to plan accommodations. An Accommodation Team may be created to assist in implementing a plan of reasonable accommodation

[3.6](#) [If the requested accommodation requires workplace accommodations such as an environmental sensitivity or the need for an assistive device, the Home Residency Program Director will contact the Site Coordinators of the training sites to develop an accommodation plan consistent with the procedures and policies of that site](#)

[3.7](#) [For certification examinations, residents requiring special examination accommodations, the RCPSC and CFPC guidelines will apply](#)

[3.7.1](#) [Residents who require particular consideration at the examination must notify the RCPSC/CFPC Offices of Education by the registration deadlines as outlined in their requirements on their respective websites](#)

3.8 Should reasonable accommodations be granted, a letter will be sent by the Home Residency Program Director to the resident, with a copy to the Associate Dean, PGME Student Affairs & Wellness and the Associate Dean, PGME, confirming that the granted reasonable accommodations will be in place

3.73.9 Interval reports may be required from health care practitioners involved in the resident's medical care

3.10 Accommodation plans must be reviewed regularly to ensure accordance between accommodation needs of the resident and requirements of the Home Residency Program

3.83.11 If it becomes apparent that despite reasonable accommodations, the resident is unable to successfully meet the required skills and abilities of the PGME Program and the Home Residency Program, the resident is encouraged to seek career counseling from a mentor, faculty member, or the Associate Dean, PGME Student Affairs & Wellness for advice regarding alternate career options. Alternate career options may include transferring to another Residency Program, geographic speciality or both, or withdrawal from the Residency Program

POLICY CONTACT: Associate Dean, PGME Student Affairs & Wellness and Associate Dean, PGME

APPENDIX 1: Essential Skills & Abilities Required for Postgraduate Medical Education

The University of Manitoba, College of Medicine, Postgraduate Medical Education Program is responsible for oversight of programs of study that graduate Residents with the knowledge, skills, professional behaviours and attitudes necessary to practice their area of specialty medicine in Canada.

Physicians possess a defined body of knowledge, clinical skills, procedural skills and professional attitudes, which are directed to effective patient-centered care. They apply these competencies to collect and interpret information, make appropriate clinical decisions, and carry out diagnostic and therapeutic interventions. They do so within the boundaries of their discipline, personal expertise, the healthcare setting and the patient's preferences and context. Their care is characterized by up-to-date, ethical, and resource-efficient clinical practice as well as with effective communication in partnership with patients, other health care providers and the community.

The Royal College of Physicians and Surgeons / College of Family Physicians CanMEDS / CanMEDS-FM Physician Competency Framework describes the knowledge, skills and abilities that specialist physicians need for better patient outcomes. The framework is based on the seven roles that all physicians need to have, to be better doctors: Medical Expert, Communicator, Collaborator, Manager, Health Advocate, Scholar, and Professional. As such, physicians must be able to:

1. Function effectively as consultants, integrating all of the CanMEDS Roles to provide optimal, ethical and patient-centered medical care;
2. Establish and maintain clinical knowledge, skills and attitudes appropriate to their practice;
3. Perform a complete and appropriate assessment of a patient;
4. Use preventive and therapeutic interventions effectively;
5. Demonstrate proficient and appropriate use of procedural skills, both diagnostic and therapeutic;

Seek appropriate consultation from other health professionals, recognizing the limits of their expertise.

POLICY STATEMENTS – Essential Skills & Abilities

1. All candidates for admission, promotion or graduation in the Postgraduate Medical Education Program must have the required Skills and Abilities (Technical Standards) to successfully achieve the required competencies. The skills and abilities are grouped in five broad areas:
 - 1.1 Observation/Perception – A resident must be able to participate in learning situations and acquire information through Observation and Perception by the use of senses and mental abilities. In particular, a resident must participate progressively in patient encounters and acquire information through visual, auditory and somatic sensation.
 - 1.2 Communication – A resident must be able to communicate and to observe individuals or groups of individuals in order to effectively and efficiently elicit and clarify information. In the course of study, the resident must be able to progressively create rapport and develop therapeutic relationships with patients and their families, and establish effective communication with all members of the healthcare team. A resident must also be able to coherently summarize and effectively communicate a patient's condition and management plan verbally, and in written and electronic form.
 - 1.3 Motor/Tactile Function – A resident must possess sufficient Motor function skills required to safely perform a physical examination on a patient, including palpation, auscultation, percussion, and other diagnostic maneuvers. The examination must be done independently and competently in a timely fashion. A resident must possess sufficient motor function and sensory function in order to be able to use common diagnostic aids or instruments (e.g.,

ophthalmoscope, otoscope, sphygmomanometer, stethoscope), either directly or in an adaptive form. A resident must be able to execute Motor movements reasonably required to attain the skills necessary to perform diagnostic procedures, and provide general and emergency medical care to patients in outpatient, inpatient and surgical venues.

1.4 Cognition – A resident must demonstrate higher-level cognitive abilities necessary to measure, calculate, and reason in order to conceptualize, analyze, integrate and synthesize information. In addition, the resident must be able to comprehend dimensional and visual-spatial relationships. All of these problem-solving activities must be achieved progressively in a timely fashion. These skills must contribute to sound judgment based upon clinical and ethical reasoning.

1.5 Professionalism – A resident must consistently display integrity, honesty, empathy, compassion, fairness, respect for others, and dedication. Residents must take responsibility for themselves and their behaviours. The resident must promptly complete all assignments and responsibilities attendant not only to the study of medicine, but also to the diagnosis and care of patients. It is essential that a resident progressively develop mature, sensitive and effective relationships with patients and their families, and all members of healthcare teams. The resident must be able to tolerate the physical, emotional, and mental demands of the program and function effectively under stress. It is necessary to adapt to changing environments, and function in the face of uncertainties that are inherent in the care of patients.

2. Postgraduate Residency Programs must define any discipline-specific essential skills and abilities in addition to those outlined in 1.1 to 1.5, and these must be posted on the respective CaRMS websites.
3. Some skills may be achieved with reasonable accommodation, and reference should be made to the policy entitled *Accommodation for Postgraduate Medical Residents with Disabilities* which precedes this document.
4. All applicants to the Postgraduate Program of the College of Medicine must review this Essential Skills document to assess their ability to meet these standards. All applicants offered admission will be required to acknowledge via sign off in their letter of offer such review and assessment.
5. Any candidate for residency who cannot attain the required skills and abilities through their course of study may be required to withdraw from the program.
6. Residents who anticipate requiring disability-related accommodation are responsible for notifying the University of Manitoba, Student Accessibility Services (SAS) in a timely and proactive fashion at the time of application, and the Royal College of Physicians and Surgeons or College of Family Physicians of Canada, at any time throughout their Residency Program. Requests for accommodation will need to be substantiated by SAS.
7. Residents with a disability may request an extension of time within which to complete their Residency Program but must complete their training within the required time as per the guidelines from the Royal College of Physicians and Surgeons of Canada and the College of Family Physicians of Canada. Such requests are considered on a case-by-case basis.
8. Regulations are issued from time to time by the Royal College of Physicians and Surgeons of Canada regarding the accommodation of candidates undertaking examinations as a component of eligibility for licensure: such regulations are supplemental to general information available to all candidates. Accordingly residents are encouraged to contact the Royal College regarding examination accommodations for disability.

REFERENCES

CaRMS, Accessible Customer Service Policy,
<https://www.carms.ca/policies/>

College of Family Physicians of Canada, Specific Standards for Family Medicine Residency Programs Accredited by the College of Family Physicians of Canada, Red Book 2016
<https://www.cfpc.ca/uploadedFiles/Red%20Book%20English.pdf>

College of Family Physicians of Canada, Exam Accommodation for Special Needs and Impediments,
https://www.cfpc.ca/uploadedFiles/Education/Exam_Information/Policy_on_Accommodation_for_Special_Needs.pdf

Council of Ontario Faculties of Medicine (COFM), Policy Document Essential Skills and Abilities Required for the Study of Medicine, October 2016
<https://cou.ca/wp-content/uploads/2003/11/COU-Essential-Skills-Abilities-Required-for-Entry-to-Medical-Program.pdf>

Government of Manitoba, The Human Rights Code, June 4, 2018
<http://web2.gov.mb.ca/laws/statutes/ccsm/h175e.php>

Houston P, Conn R, Rajan, M, Sinha R, Issues Related to Residents as Workers and Learners. Future of Medical Education in Canada, Postgraduate Project consortium; 2011.
http://www.afmc.ca/pdf/fmec/09_Houston_Worker%20and%20Learners.pdf

Royal College of Physicians and Surgeons of Canada, Candidates requiring exam accommodation, 2019
<http://www.royalcollege.ca/rcsite/credentials-exams/writing-exams/registration/candidates-requiring-exam-accommodation-e>

University of Manitoba, College of Medicine, Essential Skills and Abilities for Admissions, Promotion and graduation in the MD Program
[http://umanitoba.ca/faculties/health_sciences/medicine/education/undergraduate/media/Essential_Skills_Abilities_for_Admissions_Promotion_Graduation_\(approved_June_26_2019\).pdf](http://umanitoba.ca/faculties/health_sciences/medicine/education/undergraduate/media/Essential_Skills_Abilities_for_Admissions_Promotion_Graduation_(approved_June_26_2019).pdf)

University of Manitoba, Accessibility Policy and Student Accessibility Procedure
https://umanitoba.ca/admin/governance/governing_documents/students/accessibility.html

University of Manitoba, PGME Resident Assessment Attendance, and Evaluation Policies
http://umanitoba.ca/faculties/health_sciences/medicine/education/pgme/policies.html#Assess

University of Manitoba, Student Accessibility Services
<http://umanitoba.ca/student-supports/accessibility>

University of Manitoba, Student Accessibility Procedure
http://www.umanitoba.ca/admin/governance/media/Student_Accessibility_Procedure_-_2017_09_01.pdf

Report of the Senate Committee on Instruction and Evaluation RE: Academic Regulations, Bachelor of Respiratory Therapy, College of Rehabilitation Sciences

Preamble:

1. The terms of reference for the Senate Committee on Instruction and Evaluation (SCIE) can be found at:
http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/502.html.
2. At its meeting on September 17, 2020 SCIE considered a proposal from the College of Rehabilitation Sciences regarding academic regulations for the Bachelor of Respiratory Therapy program.

Observations:

1. The College is seeking formal approval of the academic regulations of the Bachelor of Respiratory Therapy program. The proposed regulations were not previously considered by SCIE or approved by Senate.
2. Registration Status in the Program
 - a) Students would be required to register for a full course load for each of the three years of the program. Requests for part time or out of sync participation in the program would be considered on a case by case basis by the year coordinator with the Department Head of Respiratory Therapy.
3. Transfer of Credit
 - a) To request a transfer of credit, students would be required to submit a letter along with course outlines to the Department Head 30 days before the course start date.
4. Academic Progression
 - a) Students would be required to complete all courses in a term in order to proceed to the next term, and all courses in each year in order to progress to the next year.
 - b) A minimum grade of "C" would be required to pass a letter grade course, and a "Pass" would be required in a Pass/Fail course. A grade of "D", "F" or "Fail" would be considered a failure.
5. Dean's Honour List
 - a) To be eligible for the Dean's Honour List, a student would be required to carry a full course load and obtain a Sessional Grade Point Average of 3.7 or higher, without any re-sit or supplemental exams.
6. Academic Remediation and Probation
 - a) A remediation plan would be established if a student obtains a grade of less than "C" within the term. The remediation plan would be developed by the student year coordinator in collaboration with the student.

- b) A student would be placed on Academic Probation for the following term if the student fails a course or if their Term Grade Point Average falls below 2.5.
 - c) A formal remediation plan would be mandatory for students on Academic Probation.
 - d) Students who are unsuccessful in a course while on Academic Probation would be required to withdraw from the program.
7. Supplemental Examinations or Tests
- a) Students may be granted supplemental privileges where they have failed in one course.
 - b) A passing grade for a supplemental exam would be "C+".
 - c) A student would not be permitted to write more than two supplemental examinations per year.
 - d) If a student fails a supplemental examination, the student may be granted privilege of repeating the courses in the following academic year.
8. Clinical Courses
- a) Students would be permitted to repeat a failed clinical course.
 - b) If a student fails a second clinical course, they would be permitted to repeat the course, and would be placed on Academic Probation. Further failures in a clinical course result in the student being required to withdraw from the program.
9. Professional Behaviour
- a) There would be expectations regarding professional behaviour, that if not met, could result in being debarred from class, laboratories, and examinations, and failing that course.
10. Voluntary Withdrawal
- a) Students who voluntarily withdraw from a course would not be permitted to enroll in further courses in the program without approval from the department head. A student might be permitted to repeat the course after consultation with the year coordinator and department head, and the development of an individualized plan.
11. Clinical Placement and Practice
- a) The following health requirements are mandatory upon acceptance to the program:
 - i) Personal Health Information Act (PHIA) Training
 - ii) Electronic Patient Record Training
 - iii) Immunizations
 - iv) Mandatory Annual Influenza Vaccination
 - v) Criminal Record, Vulnerable Persons, Adult/Child Abuse Registry Check
 - vi) Cardiopulmonary Resuscitation Certification (CPR)
 - vii) N95 Mask Fit Testing
 - viii) Unsafe Clinical Practice
12. Time limit
- a) The program must be completed in five years.

Recommendation

The Senate Committee on Instruction and Evaluation recommends:

THAT Senate approve the proposed academic regulations, Bachelor of Respiratory Therapy, College of Rehabilitation Sciences, effective September 1, 2021.

Respectfully submitted,

Dr. Mark Torchia, Chair
Senate Committee on Instruction and Evaluation

Comments of the Senate Executive Committee:
The Senate Executive Committee endorses the Report to Senate.



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May 25, 2020

To: Jeff LeClerc, University Secretary
Shannon Coyston, Associate University Secretary (Senate)

From: Reg Urbanowski, Chair, College Council, College of Rehabilitation Sciences

Re: BRT Academic Requirements – Bachelor of Respiratory Therapy

Please find enclosed proposed document: BRT Academic Regulations.

Background:

The BRT program previously used the Academic Progression/Supplemental Regulations document to guide students' progress. However, this document is dated and no longer applicable to the program due to many changes in curriculum. Additionally, the program's objective was to create a document that outlined specific processes that will be utilized to support students.

Application:

This document applies to all students in the BRT Program.

Consultation:

The revisions to this document have been made by Faculty in the BRT program, BRT Program Committee and subsequently approved by College Council and incorporate the most recent information respecting academic requirements for the program. It was recommended for approval by the College Council on May 21, 2020.

Approvals:

We are requesting approval from the Senate.

I look forward to hearing from you respecting approval. Thank you.

Copy: Denise Mackey, Department Head, Respiratory Therapy

Encl.

Reg Urbanowski
Dean
College of Rehabilitation Sciences
Rady Faculty of Health Sciences



**University
of Manitoba**

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Tel: 204-318-5284 E-mail: Reg.Urbanowski@umanitoba.ca

Bachelor of Respiratory Therapy Program Academic Regulations

All University regulations apply to all students in the program which include [General Academic Regulations](#), [University Policies](#) and [College of Rehabilitation Sciences Academic Regulations](#)

The Bachelor of Respiratory Therapy program (the “Program”) will use the following regulations outlined below to guide progression issues in all years of the Program. Students are obligated to be familiar with all regulations governing their continued progress in the Program.

Security of Academic Records

The University’s policies regarding the security of student academic records are found in the [General Academic Regulations](#).

Registration Status in the Program

Students are required to register for a full course load for all three years of the Program. Any consideration of part-time or out of sync status shall be reviewed by the year coordinator in collaboration with the Department Head, Respiratory Therapy, on a case-by-case basis.

Transfer of Credit

Students are required to submit a formal letter and supporting documentation such as course outlines to the Department Head at least 30 days prior to the course start date for transfer of credit. Courses will be evaluated in conjunction with the applicable course coordinator to review the request within 10 working days of received documentation.

Academic Progression

Due to the integrated nature of the Program curriculum, students are generally required to complete all courses in one term in order to progress to subsequent terms. Similarly, successful completion of each year is required to progress to subsequent years of the Program.

Students are required to obtain a minimum of “C” grade in every letter grade course and a “Pass” in every Pass/Fail course. A final grade of “D” or “F” in a letter grade course or “Fail” in a Pass/Fail course taken to complete the degree requirement is considered a failure.

Dean’s Honour List

Students carrying a full course load, with a sessional Grade Point Average of 3.7 or higher and have not done re-sit or supplemental exams, are placed on the Dean’s Honour List.

Academic Remediation and Probation

If a student is having difficulties academically as seen in failures in course assessments (less than a grade of ‘C’ or 62%) within the term, a remediation plan will be developed by the student year coordinator in collaboration with the student to promote success.

If a student fails a course or if their term GPA drops below 2.5 they will be placed on Academic Probation for the following term.

A formal remediation plan will be mandatory for students on academic probation.

- The remediation plan will be developed by the department head or designate.
- The remediation plan will be based on an assessment of the student's current academic status and identified learning needs.
- The student may be required to repeat or audit selected Program courses.
- If any courses are repeated, the student will be subject to all academic regulations related to final grades in repeated courses and the number of failures allowed in any given course or sequence of courses in the Program.
- The student will be required to meet with a year coordinator at least twice during the following term of study.
- If there are non-academic issues interfering with the student's academic progress, the student will be required to make every effort to deal with and resolve those issues during the period of academic probation.
- When indicated, a student will be referred to the student services unit for information and guidance. Similarly, students requiring accommodation will be referred to Student Accessibility Services. When Student Accessibility Services identifies a non-standard accommodation, the College of Rehabilitation Science Accommodations Team will be consulted.

If a student is unsuccessful in a course while on academic probation, they will be required to withdraw from the Program.

Supplemental Examinations or Tests

- A student who fails (obtains less than "C") in one course may be granted supplemental privileges. The composition of the supplemental examination will be determined by the course coordinator, which will adjudicate each case individually after receiving a written recommendation from the Head of the Department.
- The passing grade in a supplemental examination will be a "C+".
- A student may not write more than two (2) supplemental examinations per year. If the student should fail (obtaining less than C+), the student may be granted the privilege of repeating the courses in the following academic year and will be reviewed at the BRT progression committee on a case by case basis. Subsequently, the student may proceed to repeat the year on a part time basis but may be required to audit courses as deemed appropriate due to the integrated nature of the BRT curriculum.
- A student may not progress to subsequent years of the Program with any failures.

Clinical Courses

- If a student fails a clinical course, they are permitted to repeat the course.
- If the student fails a second clinical course in the Program, they are permitted to repeat the course and will be placed on Academic Probation. Any further unsuccessful attempts in clinical courses will require the student to withdraw from the Program.

Professional Behavior

A student may be debarred from class, laboratories, and examinations by action of the department head for persistent non-attendance, failure to produce assignments to the satisfaction of the instructor, and/or unsafe clinical practice or practicum. Students so debarred will have failed that course.

Once the debarment process has been initiated, the student will not be able to voluntarily withdraw from the course that is presently under investigation. Students so debarred will have failed that course.

As an entry to practice professional degree Program, there are Program expectations designed to ensure that students in the Program are developing the competencies and accountability standards that reflect the public expectation of practicing professionals in the field. As such, students are expected to take responsibility for their learning, and to adhere to the policies of attendance and participation related to classes and fieldwork placements.

Any student who demonstrates behavior with respect to other students, colleagues, faculty, clients or the general public that is exploitative, irresponsible, destructive or unsafe in connection with any work engaged in while enrolled in the Program will be subject to discipline as described in the [University of Manitoba Student Discipline By-Law](#).

Voluntary Withdrawal and Repeated Course

Students are permitted to voluntarily withdraw from a Program course in accordance with the [University Voluntary Withdrawal Policy](#).

Students who have elected to voluntarily withdraw are not permitted to enroll in any further courses in the Program without approval from the department head. The student may be permitted to repeat the course after consultation with year coordinator and department head and the development of an individualized program plan.

Students planning to withdraw from any course are advised to speak with the department head regarding the implications of this decision. Withdrawal from a course or courses may affect academic progression, financial aid eligibility, entrance into other programs, and/or student visa requirements. Any implications will be the responsibility of the student.

Attendance

Regular attendance is expected of all students in all courses. Prior permission is required for any anticipated absences. Students absent from class due to illness may be required to present a certificate from a physician. Unexcused absence from an examination may result in a grade of zero for that examination. Make-up examinations may be allowed under special circumstances.

Attendance in the clinical practice/laboratory portions of Program courses is mandatory and tracked, to enable the student to satisfy the evaluative criteria of the theoretical and practical components of courses and to meet the mandatory hours requirements. Should a student meet or exceed the permissible number of absences, an attendance plan to make up the absences is

required. Failure to make up the absences via the attendance plan may result in failure of the course.

Academic Integrity

Plagiarism or any other form of cheating in examinations, term tests or academic work is subject to serious academic penalty in accordance with [University of Manitoba Student Discipline By-Law](#).

Clinical Placement and Practice

The third and final year of the Program is comprised almost entirely of clinical courses. All students must be registered in all clinical courses for both terms by the specified deadline.

Students may be required to complete clinical placements outside of Winnipeg in any year during the Program. There may be affordable short term housing options in some locations, which students may utilize. Costs associated with the approved facility based housing options, may be subsidized by the University of Manitoba. The student may be required to assume full or partial costs associated with clinical education placement.

The following health requirements are mandatory upon acceptance to the Program, and may require annual renewal during the Program.

Personal Health Information Act (PHIA) Training

PHIA cards are required for clinical placement and practice, and may be checked at clinical education sites.

Electronic Patient Record Training

The requirements to allow students to be provided EPR access will be facilitated by the clinical education coordinator. Students must complete a training seminar.

Immunizations

Standard Health Record Form Packages are sent to new students in Respiratory Therapy upon acceptance into the program. New students in Respiratory Therapy are required to return forms to their department by the dates published yearly in the Health Record Form Packages. Returning students are required annually to review and update immunizations as necessary.

Students who do not comply with the deadlines for completion of their immunizations, may be prohibited from registering which may prevent receipt of refunds, histories/transcripts from the Registrar's Office, attending clinical placements, and graduation.

Mandatory Annual Influenza Vaccination

All students enrolled in the Program are required to obtain an annual influenza vaccination and provide verification documentation by the published deadline, unless otherwise advised by a physician in writing. Students who fail to provide documentation of flu vaccination by the published deadline, will not be permitted to participate in any Program clinical courses.

Criminal Record, Vulnerable Persons, Adult/Child Abuse Registry Check

All respiratory therapy students are required to obtain a formal Criminal Record and Vulnerable Persons Check, an Adult Abuse Registry Check, and a formal Child Abuse Registry Check by the first day of classes of each year of the program. These records must have been issued within the ninety (90) days previous to that date to ensure that they remain current until the end of the clinical education period for each year of the program. These documents are required for participation in all clinical/fieldwork education activities.

If student documentation reveals a criminal charge or conviction, the Respiratory Therapy Progression Committee will review which may result in dismissal from the program.

Cardiopulmonary Resuscitation Certification (CPR)

All students (both new and returning) in the Department of Respiratory Therapy are required to obtain Heart and Stroke Foundation of Canada certification in cardiopulmonary resuscitation annually. Certification must be at the Basic Life Support (BLS) for Healthcare Providers. Students in year 1 and 2 of the program will be required to provide proof of certification by the first day of class. Students in year 3 of the program will be required to provide proof of certification before the first day of their fieldwork placement. For students in all years of the program, proof of certification must not have an issue date prior to the last week in June of the current year. This will ensure that the certification remains current until the end of the clinical education period for each year in the program

Students who do not comply with the deadlines for completion of CPR training, may be prohibited from registering which may prevent receipt of refunds, histories/transcripts from the Registrar's Office, attending clinical placements, and graduation.

N95 Mask Fit Testing

Clinical/fieldwork education sites require Respiratory Therapy students to maintain mask fit certification. Information on acquiring this certification is provided to new students with the Health Record Form Packages. All students are required to maintain mask fit certification throughout the program in accordance with the Program's [Mask Fit Test policy](#).

Unsafe Clinical Practice

A student may be disbarred if they are reported to have demonstrated unsafe clinical practice. Unsafe clinical practice involves actions or behaviors that result in adverse effects or the risk of adverse effects to the health and well-being (psychological or physical) of the patient, family, staff, faculty, or other students. Unsafe clinical practice is an occurrence, or a pattern of behavior involving unacceptable risk.

Appeals

Students may appeal term work grades, final grades and other appeals in accordance with the [College of Rehabilitation Sciences Undergraduate Student Appeals Policy](#) and [University Examination Regulations](#).

Time Limit

The Program must be completed in five years.

*Adapted and revised from College of Nursing, Rady Faculty of Health Sciences, University of Manitoba

September 17, 2020

Report of the Senate Committee on Instruction and Evaluation RE: Essential Skills and Abilities, Bachelor of Respiratory Therapy, College of Rehabilitation Sciences

Preamble:

1. The terms of reference for the Senate Committee on Instruction and Evaluation (SCIE) can be found at:
http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/502.html.
2. At its meeting on September 17, 2020 SCIE considered a proposal from the College of Rehabilitation Sciences regarding Essential Skills and Abilities for the Bachelor of Respiratory Therapy program.

Observations:

1. The proposed Essential Skills and Abilities for the Bachelor of Respiratory Therapy program are based on the national competencies standards set by the National Competency Framework for Respiratory Therapy in Canada and the National Alliance of Respiratory Therapy Regulatory Bodies.
2. Graduates of the Bachelor of Respiratory Therapy program are required to pass the registration examinations of the Canadian Board of Respiratory Care and be approved by the local regulatory body in order to be licensed to practice.
3. Students are expected to have or to develop the required competencies, with or without accommodations. Students who require reasonable accommodations would be required to seek accommodations under the University of Manitoba *Accessibility Policy* and *Student Accessibility Procedure*.
4. There are six categories of essential skills, attributes and abilities:
 - a) Aptitude/Attitude/Professional Behaviour
 - b) Communication
 - c) Cognition/Knowledge
 - d) Sensory/Psychomotor/Observation/Perception/Physical Function
 - e) Problem Solving/Decision Making/Critical Thinking
 - f) Emotional Health

Recommendation

The Senate Committee on Instruction and Evaluation recommends:

THAT Senate approve the proposed Essential Skills and Abilities, Bachelor of Respiratory Therapy, College of Rehabilitation Sciences, effective September 1, 2021.

Respectfully submitted,

Dr. Mark Torchia, Chair
Senate Committee on Instruction and Evaluation

Comments of the Senate Executive Committee:
The Senate Executive Committee endorses the
Report to Senate.



University of Manitoba | Rady Faculty of Health Sciences

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May 25, 2020

To: Jeff LeClerc, University Secretary
Shannon Coyston, Associate University Secretary (Senate)

From: Reg Urbanowski, Chair, College Council, College of Rehabilitation Sciences

Re: Essential Skills and Abilities Document – Bachelor of Respiratory Therapy

Please find enclosed proposed revisions to the Essential Skills and Abilities Document.

Background:

The Bachelor of Respiratory Therapy (BRT) Program does not currently have an approved Essential Skills Document to help guide students and applicants on the skills and attributes required to complete the competencies for entry to practise. In collaboration with Dr. Juliette Cooper, it was recommended that an Essential Skills document is required for the BRT program as opposed to Bona Fide Academic Requirements.

Application:

This document applies to applicants interested in the BRT program and students admitted to the program.

Consultation:

The revisions to this document have been made by Faculty in the BRT program, Dr. Juliette Cooper, BRT Program Committee and subsequently approved by College Council and incorporate the most recent clinical guidelines respecting essential skills and abilities. It was recommended for approval by the College Council on May 21, 2020.

Approvals:

We are requesting approval from the Senate. We understand this will need to proceed to the Implementation Working Group for the Cooper Commission Report, and then to the Senate Committee on Instruction and Evaluation, prior to proceeding to Senate.

I look forward to hearing from you respecting approval. Thank you.

Copy: Denise Mackey, Department Head, Respiratory Therapy

Encl.

Reg Urbanowski
Dean
College of Rehabilitation Sciences
Rady Faculty of Health Sciences



University of Manitoba

R118, 771 McDermot Ave. Winnipeg, Manitoba R3E 0T6
Tel: 204-318-5284 E-mail: Reg.Urbanowski@umanitoba.ca

Essential Skills, Attributes and Abilities Required for the Study of Respiratory Therapy at the University of Manitoba

Preamble

The Department of Respiratory Therapy at the University of Manitoba is mandated with the responsibility of providing an educational program that ensures its graduates have the necessary knowledge, competencies, values, attitudes, and behaviors to enter the regulated professional practice of respiratory therapy in Manitoba or elsewhere.

Graduates are expected to have an understanding of the societal context in which the profession is practiced and the ability to make judgments and examine issues critically, rationally, and coherently in light of that context. They must have the cognitive, communication, sensory, motor, and social skills necessary to perform a variety of procedures in a specified period, while maintaining patient safety. They are also expected to display an interest in and a concern for the value of life-long learning as a fundamental precept of personal development. Further, they are expected to contribute to the enhancement of the profession as a productive member of the profession. The purpose of this document is to describe the skills and attributes required for success in completing the university program in Respiratory Therapy.

The competency standards for Respiratory Therapy are described in the National Competency Framework (NCF) for Respiratory Therapy in Canada¹. The profile is produced by the National Alliance of Respiratory Therapy Regulatory Bodies (NARTRB). The University of Manitoba Respiratory Therapy program integrates these national competencies within its educational program.

In addition to completing successfully the accredited educational program and obtaining a degree in respiratory therapy at the University of Manitoba, the graduate must pass the registration examinations of the Canadian Board for Respiratory Care and be approved by the local regulatory body in order to be licensed to practice in a particular jurisdiction.

Prospective applicants to the BRT program should be aware that scientific and clinical knowledge, patient assessment, situation management, communication, and professional behaviors and attitudes are all evaluated during their clinical rotations, as well as in timed simulations of clinical situations. Additionally, students are required to travel to rural areas for their clinical education and may be required to assume necessary costs.

The BRT program is committed to providing appropriate assistance to help students succeed. Students are expected to have and/or develop these required competencies according to prescribed standards, with or without reasonable accommodation for a disability. Students who anticipate that reasonable accommodation will be needed to enable them to meet the required standards for these skills and abilities are

responsible for articulating their needs. Where necessary, reference should be made to the [University of Manitoba Accessibility Policy](#) and [Procedure](#). All accommodations must be approved by Student Accessibility Services. Students who anticipate requiring accommodation are responsible for notifying Student Accessibility Services in a timely and proactive fashion at the time of application, or at any time during their education program.

An offer of admission to the Respiratory Therapy Program should not be interpreted as evidence that the program has independently verified an applicant's skills, attributes, and abilities in the domains described below. These essential skills are required if the student is to be successful in achieving the competency standards for the profession.

The essential skills, attributes and abilities are grouped in six broad categories:

- Aptitude/Attitude/Professional Behavior
- Communication
- Cognition/Knowledge
- Sensory/Psychomotor//Observation/Perception/Physical Function
- Problem Solving/Decision Making/Critical Thinking
- Emotional Health

Each of the following sections provides illustrative examples of the expectations of students in the Respiratory Therapy program and in their profession. These are not meant to be exhaustive lists but rather demonstrate the physical, mental, and emotional requirements of the program and profession.

Aptitude/Attitude/Professional Behavior

- Must have an interest in human health and medicine. In particular, they should have a desire to assist patients to maximize their respiratory and cardiovascular function using a variety of therapeutic interventions, diagnostic tools, and health education strategies.
- Should have an interest in using sophisticated medical technology to achieve these goals.
- Must demonstrate sensitivity, empathy, compassion, integrity, fairness and concern for others.
- Must be respectful of individuality and diversity, be able to build trusting relationships, demonstrate excellent interpersonal skills, and be able to manage multiple demands.
- Must be prepared to work a variety of shifts such as night shifts and potentially extended hours. They should expect to work in a variety of health care settings.
- Must be able to deal with the rigors of the academic and clinical curriculum.
- Must take primary responsibility for themselves and their behaviors. It is essential that students develop mature, sensitive, and effective relationships with patients, other members of their professional community, and other professionals comprising the health care team.
- Are expected to be professional in all their interactions, comport themselves in a professional manner, and participate equally in addressing their learning needs as part of their professional development.

Communication

- Must be able to hear, speak, write and comprehend English to a level that will avoid confusion of words and meaning and will elicit and convey information effectively. Examples include: transcribe events to patient chart, record data accurately, interview patients, review policies and procedures, use databases and other technology, and read test results and radiographs
- Must be able to develop a rapport and therapeutic relationship by which effective and accurate information sharing can occur.
- Must be able to coherently summarize and effectively communicate information to patients, patient's families, supervisors, and other members of the health care team.
- Must be able to communicate verbally, in writing, and electronically using computers, pagers, public address systems, telephones, and video conferencing.
- Must be able to communicate effectively with and to individuals and groups.
- Must be able to discuss medical diagnoses and patient care with other health care professionals, discuss medical conditions with patients, provide them with instructions, and communicate with patient's families.

Cognition/Knowledge

- Must demonstrate varying levels of cognitive abilities necessary to measure, calculate, and comprehend, reason in order to conceptualize, apply, analyze, integrate, synthesize, and evaluate information.
- Must have sufficient numeracy skills in order to understand and apply equations and formulae, ratios and proportions; visual and spatial relationships; statistics and probability; and use a variety of measurement instruments.
- Must carry out problem-solving activities in a timely fashion with the ability to prioritize tasks. These skills must contribute to sound judgment based upon clinical and ethical reasoning.

Sensory/Psychomotor/Observation/Perception/Physical Function

- Must possess a significant degree of motor function to safely perform initial and on-going assessments and interventions on patients, including performing physical examination, treatment and other maneuvers, both on a general and emergent basis. They must be able to use an array of medical equipment and instruments for therapeutic and diagnostic purposes.
- Must be able to acquire information through observation and perception by the use of the senses (visual, auditory, somatic) and mental abilities. Examples include: hear average speaking level sound to communicate with patient and other health care professionals, hear faint body sounds such lung sounds and high/low frequency alarms, feel vibrations such as pulses, see objects from 20 inches to 20 feet away, use depth perception and peripheral vision
- Require hand-eye coordination and fine motor skills to perform a variety of procedures such as inserting airways, drawing blood samples, and administering therapies and tests.
- Must be able to discriminate between colors to recognize color-coded identification.

- Must be able to perform a range of activities requiring differing levels of strength and stamina, including moving equipment, cylinders, and moving patients. This may also include: movement within confined spaces and unusual positions (assess/treat patient on floor), reach below waist and across patient's bed, climb stairs, pick up/grasp small objects such as syringes, work entire shift (8 - 12 hours), stand and maintain balance, push and pull 25 pounds (11 kg).
- Are expected to have the energy and strength to participate in all learning experiences of the educational program.

Problem Solving/Decision Making/Critical Thinking

- Must be able to think on their feet, troubleshoot problems associated with equipment malfunctions, deal with patients who are uncooperative as a result of their medical condition, and suggest adjustments in therapy as a result of their findings.
- Must be able to select appropriate equipment for patient needs and or physician orders. They choose the content and format of a variety of instructional materials.
- Make decisions about type, intensity, and timing of patient care within their scope of practice. They judge the appropriateness of therapies and equipment for particular patients. They consider a patient's psychological capabilities, support systems, and living arrangements when evaluating equipment and therapy needs. They evaluate and monitor patients and equipment readings and make clinical decisions accordingly.
- Must also demonstrate a capacity to accurately assess and reflect on their own performance to further direct their learning.

Emotional Health

- Must consistently demonstrate the emotional health required for the full utilization of their intellectual abilities in the context of the physical, emotional, and mental demands of the program.
- Must demonstrate the emotional balance and resilience to cope with a myriad of emotionally charged or ethically-challenging situations that frequently arise in the work setting such as sudden patient death or sudden critical illness
- Must be able to function effectively under the stress of a high workload, changing environments, time constraints, demanding situations, and shift work.
- Must be able to identify and to respond to changing patient needs
- Must work responsibly as a team member and engage with others to create a quality practice environment
- Must manage their own behavior to provide safe, compassionate, competent, ethical care

Note: Adapted and modified from College of Nursing Essential Skills Document

September 17, 2020

Report of the Senate Committee on Instruction and Evaluation RE: Professional Unsuitability Bylaw, Master of Occupational Therapy, Department of Occupational Therapy

Preamble:

1. The terms of reference for the Senate Committee on Instruction and Evaluation (SCIE) can be found at:
http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/502.html.
2. At its meeting on September 17, 2020 SCIE considered a proposal from the Department of Occupational Therapy regarding a Professional Unsuitability Bylaw for the Master of Occupational Therapy Program.

Observations:

1. The Department of Occupational Therapy is proposing a Professional Unsuitability Bylaw for the Master of Occupational Therapy Program.
2. The Bylaw is consistent with other Professional Unsuitability Bylaws, and sets out the authority of the Professional Unsuitability Committee and procedures for professional unsuitability hearings.
3. The Bylaw outlines the grounds under which a student may be reviewed under the Bylaw, the steps taken after a referral, hearing procedure, disposition and appeal procedures.
4. In section 5.2, anonymous materials are defined as “materials in which the authorship has not been disclosed to the student or PUC”, which is consistent with other recently approved Professional Unsuitability Bylaws. While a referral could not be made on the basis of anonymous allegations or materials, the Department Head could investigate matters raised by anonymous material.

Recommendation

The Senate Committee on Instruction and Evaluation recommends:

THAT Senate approve the proposed Professional Unsuitability Bylaw for the Master of Occupational Therapy program, Department of Occupational Therapy, effective September 1, 2021.

Respectfully submitted,

Dr. Mark Torchia, Chair
Senate Committee on Instruction and Evaluation

Comments of the Senate Executive Committee:
The Senate Executive Committee endorses the Report to Senate.

Report of the Faculty Council of Graduate Studies on Course, Curriculum and Regulation Changes

Preamble

1. The Faculty of Graduate Studies (FGS) has responsibility for all matters relating to the submission of graduate course, curriculum, program and regulation changes. Recommendations for such are submitted by the Faculty Council of Graduate Studies for the approval of Senate.
2. The Faculty Council of Graduate Studies met on the above date to consider a proposal from the Dept. of Occupational Therapy.

Observations

1. The **Dept. of Occupational Therapy** proposes their Master of Occupational Therapy Professional Unsuitability Bylaw, which establishes the authority of the MOT Professional Unsuitability Committee as well as procedures for professional unsuitability hearings. The dept. has also amended their supplementary regulations to reference the Bylaw.

Recommendations

Faculty Council of Graduate Studies recommends THAT the regulation changes from the unit listed below be approved by Senate:

Dept. of Occupational Therapy

Respectfully submitted,

Dr. Louise Simard, Chair
Faculty Council of Graduate Studies

/ak

Master of Occupational Therapy Program Professional Unsuitability Bylaw

Effective Date:	[Insert Senate approval date]
Scheduled Review Date:	10 years from Effective Date
Approving Body:	University Senate
Authority:	The University of Manitoba Act
Responsible Executive Officer:	President
Delegate:	Dean, Faculty of Graduate Studies
Contact:	Department Head, Department of Occupational Therapy College of Rehabilitation Sciences
Application:	Students in the Master of Occupational Therapy Program

Preamble:

The Faculty of Graduate Studies at the University of Manitoba has established a Master of Occupational Therapy Program (the “**Program**”) administered by the Department of Occupational Therapy within the College of Rehabilitation Sciences, Rady Faculty of Health Sciences. The purpose of this Master of Occupational Therapy Program Bylaw is to set out the authority of the Program’s Professional Unsuitability Committee (“**PUC**”) and to set out its procedures for professional unsuitability hearings.

1.0 Reason for Bylaw

- 1.1** The Program has a social mandate to ensure that students become caring, skilled occupational therapists who are competent to practice. In fulfilling this mandate, the Department of Occupational Therapy has developed a comprehensive program of academic and fieldwork courses to ensure that graduates meet these expectations. The Program requires students to uphold the high standards of professional practice expected of all occupational therapists in action, word, intent, and spirit. The Program also has the obligation to maintain the safety of students, colleagues, faculty and clients with whom its students have contact.

2.0 Rule/Principle

- 2.1** As members of the University community, students are obligated to act with integrity and diligence in carrying out their professional responsibilities, and their behaviour and conduct in relation to others ought to be characterized by consideration, respect, and integrity.
- 2.2** Grounds under which a student may be reviewed under this Professional Unsuitability Bylaw include, but are not limited to, instances where the student:
- engaged in behaviour or conduct that if engaged in by a practicing registered occupational therapist could result in suspension, expulsion or other serious disciplinary action by the regulatory body of the profession for occupational therapy;
 - jeopardized client-centred care through self-interest or a conflict of interest;
 - demonstrated unsafe practice or poor professional judgment in any clinical setting which resulted or could have resulted in harm to others;
 - demonstrated behaviour with respect to other students, colleagues, faculty or the public which is exploitive, irresponsible or destructive;
 - acquired, while in the Program, a criminal conviction which according to the Program was determined to be of such a nature as to bring disrepute to the profession, or by which in the opinion of the Program, the student demonstrated poor judgment, lack of integrity or other unsuitability for the profession;

- f) has been placed on the Child Abuse Registry and/or Adult Abuse Registry in any jurisdiction while in the Program;
- g) exhibited a health condition, the occurrence of which impairs essential performance required for the occupational therapy profession, recognizing that reasonable accommodation of the special needs of students is required by the Manitoba Human Rights Code;
- h) practiced or provided client care while impaired, including being under the influence of alcohol or drugs while participating in client care, a professional activity, or any activity related to the practice of the occupational therapy profession;
- i) demonstrated behaviour that violated the Code of Ethics of the College of Occupational Therapists of Manitoba.

3.0 Jurisdiction and Authority

- 3.1** This By-Law applies to students enrolled in the Master of Occupational Therapy Program in the Department of Occupational Therapy, College of Rehabilitation Sciences and has been developed under the authority granted to the Program by the Faculty of Graduate Studies.
- 3.2** The Program may require a student to withdraw from all Program courses pursuant to the procedures set out in this By-Law if the student has been found unsuited, on consideration of competence, conduct or professional fitness, for the practice of occupational therapy. Upon a finding of professional unsuitability, the Program may require a student to withdraw from Program courses at any time throughout the academic year or following the results of examinations at the end of any academic term. The Program's right to require withdrawal prevails notwithstanding any other provision in the Program's Rules or Regulations. The Code of Ethics of the College of Occupational Therapists of Manitoba, as the ethical basis for occupational therapy in Manitoba, will be considered in every situation in which an inquiry is being held pursuant to this By-law into the conduct of a student in the practice of occupational therapy.
- 3.3** Conflict of Jurisdiction: If a question arises as to whether a matter falls within the academic regulations of the Department or this By-Law, or as to whether a matter is within the jurisdiction of the Student Discipline By-Law of the University or this By-Law, as the case may be, the question shall be referred to the President of the University (or delegate) for final decision.

4.0 Professional Unsuitability Committee (PUC)

- 4.1** There shall be established within the Department of Occupational Therapy a standing committee known as the Professional Unsuitability Committee (PUC) to hear and determine matters of competence or professional suitability for Program students with respect to professional conduct and practice.
- 4.2** Membership in the PUC shall be as follows:
 - a) Chair (non-voting, except in the case of tie): tenured faculty member or instructor in a continuing appointment to be appointed by the Head, Department of Occupational Therapy for a five (5) year term, which may be renewable.
 - b) two (2) registered occupational therapists who are academic members of the Program, elected by the Occupational Therapy Departmental Council, for a five (5) year term, which may be renewable;
 - c) one (1) student from the Program, preferably from Year 2; appointed by the College of Rehabilitation Sciences Students' Association for a one (1) year term, which may be renewable if the student is from Year 1 of the program; and

- d) one (1) representative from the College of Occupational Therapists of Manitoba appointed for a two (2) year term, which may be renewable.
- 4.3 A quorum of the PUC shall be four (4) members, comprised of the Chair and three (3) members of the Committee, as set out in section 4.2. The Chair will endeavour to arrange meetings in a manner that facilitates the attendance of representatives from all constituencies.
- 4.4 In the event of a perceived conflict of interest, replacement Committee Members will be appointed/elected by the appropriate constituencies, as defined in 4.2.

5.0 Referral

- 5.1 Anyone affiliated with the Department of Occupational Therapy or associated fieldwork sites and/or institutions, who has a concern about the professional conduct of any student from the Program, shall complete the Professional Unsuitability Referral Form (see attached) documenting the alleged incident(s). The form shall be submitted to the Head, Department of Occupational Therapy who will review with the Academic Fieldwork Coordinator or designate and, if the matter is deemed appropriate, will refer it to the Dean of the Faculty of Graduate Studies (or designate).
- 5.2 In no circumstances will a referral related to this Bylaw involving a Program student be based on anonymous allegations or materials. The Department Head may, however, inquire or investigate into matters raised by anonymous material. Anonymous materials are defined as “materials in which the authorship has not been disclosed to the student and the PUC.”
- 5.3 If, in the opinion of the Dean of the Faculty of Graduate Studies (or designate), the matter involves conduct or circumstances as defined in 2.2 and 3.2 herein, the matter, including all supporting documentation, shall be referred to the Chair of the PUC within five (5) working days.
- 5.4 On receipt of a referral from the Dean of the Faculty of Graduate Studies (or designate), the PUC shall:
 - a) consider whether just cause exists to suspend the student while the matter is being determined and if so, to issue an interim suspension to the student;
 - b) send a Notice of Hearing with a copy of the submitted Professional Unsuitability Referral Form, the attached report signed by the individual who has filed the complaint, and any commentary from the Dean or Department Head to the student named pursuant to Article 6.1;
 - c) at all times act expeditiously to complete the hearing;
 - d) determine whether any of the grounds requiring withdrawal under Article 2.2 and 3.2 exist after hearing the matter pursuant to this Bylaw; and
 - e) make a disposition in accordance with Article 8.0 herein.
- 5.5 Once a referral has been made to the PUC, its proceedings may continue notwithstanding that the student has subsequently voluntarily withdrawn from the program or has refused to participate in the proceedings.

6.0 Notice and Due Process

- 6.1 Within ten (10) working days after receipt of the referral, the Chair of the PUC shall inform the student in writing of the grounds for referral to the PUC, as well as the membership of the PUC and the date, time, and place for the hearing by the PUC of the matters set out in the referral. Students should be notified of the opportunity to seek advice and representation from Student Advocacy or the University of Manitoba Graduate Student Association (“GSA”). Such a hearing will be held no sooner than ten (10) working days from the date the student is

notified of the referral, and the notice of the hearing shall be sent by registered mail to the last known address of the student as found on the Faculty's records and the student's University of Manitoba e-mail address. The notice from the Chair shall include a statement to the effect that if the allegations contained in the referral are established to the satisfaction of the PUC, the student may be required to withdraw from the Program. The notice should also include a statement indicating that if the student wishes to request a deferral of the hearing in order to adequately prepare, they may do so, and such request will be considered in accordance with the principles of fairness and reasonability.

- 6.2** The student may provide a written response to the alleged grounds. Such written response shall be provided to the chair of the PUC no later than five (5) working days before the hearing date.
- 6.3** The student also has the right no later than five (5) working days before the hearing date to raise concerns to the Chair in writing about any member on the PUC whom the student believes will not be able to be objective in the consideration of their case. Where the Chair of the PUC receives such concerns, they shall, before the hearing, convey the concerns to every member of the PUC and inform any member identified by the student that they have the right to respond to the concerns in writing. The Chair shall convene the PUC, excluding any Committee member identified by the student, to determine whether or not a change in the membership of the PUC shall be made. In the event that the quorum specified in 4.3 is not achieved for this determination, the remaining Committee membership may decide this matter and, if circumstances dictate, the Chair may make this determination alone. Where the PUC or its Chair decide that a change in membership is required, a replacement or replacements will be made in accordance with 4.2 unless the quorum specified in 4.3 exists.
- 6.4** A member of the PUC shall not be disqualified from sitting as a member of the PUC hearing the matter by reason only that such member has had previous contact with the student or has prior personal knowledge of the matter.
- 6.5** If the student fails to respond to reasonable attempts by the Chair of the PUC to proceed with the hearing, the hearing may proceed in absentia.

7.0 Hearing Procedures

- 7.1** The student may appear in-person and may choose to be represented or accompanied by a Student Advocate, a GSA representative, legal or other counsel. Should the student choose to be represented or accompanied by a Student Advocate, legal or other counsel, written notification must be provided to the Chair no later than five (5) working days prior to the hearing date. In cases where legal counsel is involved, they shall act solely in an advisory capacity.
- 7.2** The Program may also choose to have legal counsel present to act in an advisory capacity during the proceedings and where it does so, the Chair of the PUC shall advise the student of this fact no later than five (5) working days prior to the hearing date. For the purposes of certainty, the PUC's decision, based on its application of this bylaw to the facts considered during the hearing, is its own decision made independently, and not that of legal counsel.
- 7.3** The student and the Program, and/or their respective representatives (excluding legal counsel) shall have the right to call, hear and cross-examine witnesses, to submit other evidence, and to have access to all documents submitted to the PUC for consideration. Written notice to call any witness shall be given to the other party prior to the hearing. All documentary evidence submitted for consideration by the PUC must be supplied with notice to the other party prior to the hearing.

- 7.4 The hearing shall be closed to all persons except the members of the PUC, the student, the designated representatives of the student and/or Program, and any witness as they are called.
- 7.5 The student, who is the subject of the hearing, shall not be required to give evidence but if the student elects to do so, then members of the PUC may question the student.
- 7.6 A simple majority of Committee members hearing the matter is required for any finding or for the determination of the appropriate disposition of the matter.
- 7.7 The Chair of the PUC shall vote only to break a tie.
- 7.8 Members of the PUC shall be bound by confidentiality in respect of information received in Committee. Information will be disclosed only as is reasonably necessary to implement the investigation, the resolution or the terms of any disposition imposed, or as required by law.

8.0 Disposition of the Matter

- 8.1 After hearing all the evidence, the PUC shall meet in closed session to:
 - a) consider the evidence;
 - b) make its findings using a balance of probabilities standard (*i.e.* the claim against the student is more likely to be true than not true based on the evidence presented);
 - c) determine the appropriate disposition of the matter if the allegations are established to the satisfaction of the PUC;
 - d) dismiss the matter if the allegations are not established to the satisfaction of the PUC; and
 - e) make any other recommendations that the PUC deems appropriate based on the hearing process.
- 8.2 The PUC may make any disposition it deems appropriate in the circumstances. Without limiting the generality of the foregoing, the following options, alone or in combination, are available to the PUC:
 - a) determine that no further action be taken;
 - b) allow the student to remain in the Program and attach conditions prescribing future conduct by the student. Such conditions to remain in effect for any period of time the PUC deems appropriate;
 - c) reprimand the student in writing;
 - d) recommend to the Faculty of Graduate Studies that the student be suspended from the program and attach conditions that must be fulfilled before resuming the program;
 - e) recommend to the Faculty of Graduate Studies that the student be Required to Withdraw from the Program with no right to apply for re-admission to the program.
 - f) require notation regarding the disposition of the matter to be placed on the student's transcript, to include the period of time before which the student can request the removal of such notation (but not to exceed more than 5 years).
- 8.3 The Chair of the PUC shall, within five (5) working days, convey in writing the disposition to both parties with a copy to the Dean of the Faculty of Graduate Studies (or designate) and Head, Department of Occupational Therapy, College of Rehabilitation Sciences .

9.0 Appeals

- 9.1 If the student wishes to appeal the disposition of the PUC, such appeal may be made to the Senate Committee on Academic Appeals, Office of the University Secretary, 312 Administration Building, in accordance with the appeal policy and procedures of that body.
- 9.2 In the event of an appeal, the implementation of any decision of the PUC may be suspended until the matter has been disposed of by the Senate Appeals Committee.

- 9.3** Notwithstanding the above, if the President of the University (or designate) is satisfied that just cause exists to suspend the student while the matter is being determined, the student may be suspended from participating in any program of the University while the matter is under review and appeal.

10.0 Records

- 10.1** A record of any finding of professional unsuitability and/or disposition related thereto shall be kept on the student's academic file. All information relating to the case shall be retained confidentially in the office of the Dean of the Faculty of Graduate Studies accordingly to the University's Common Records Schedule.

11.0 Amendments

- 11.1** This By-Law may be amended by Senate alone, or by Senate after approval of such amendment(s) by Occupational Therapy Departmental Council.

12.0 Review

- 12.1** A formal review of this By-Law will be conducted every ten (10) years.

Approved by MOT Program Committee on December 12, 2019

Approved by CoRS Executive Council on January 30, 2020

Report of the Senate Committee on Rules and Procedures Regarding Revisions to the Desautels Faculty of Music Council Bylaw

Preamble

1. The terms of reference of the Senate Committee on Rules and Procedures are found on the University Governance website wherein the Committee is charged with the responsibility to consider and to make recommendations to Senate on any matter concerning rules and procedures.
2. The Committee met on September 24, 2020 to consider proposed revisions to the Desautels Faculty of Music Council Bylaw, as recommended by its Faculty Council.

Observations

1. Revisions to the Desautels Faculty of Music Council Bylaw were received from the Dean's Office on March 4, 2019 and reviewed by the Senate Committee on Rules and Procedures at its meeting on June 19, 2019. Amendments included changes to the Faculty Council membership and to meeting rules.
2. The Committee discussed the proposed revisions, and the Faculty was requested to provide clarification with respect to some of the changes.
3. On December 17, 2019, the Bylaw with revisions to address the items requiring clarification was submitted. Upon further review by the Committee, the issues were found to have been satisfactorily addressed. The Bylaw was recommended to Senate for approval.
4. At the Senate meeting on February 5, 2020, the Student Senate Caucus submitted a list of questions regarding the Bylaw, and the Dean decided to refer the document back to the Faculty for further consideration.
5. Additional revisions were made to the Bylaw to address the issues raised by the students, and submitted for review by the Committee. No further concerns were raised.

Recommendation

The Senate Committee on Rules and Procedures recommends:

THAT the revised Desautels Faculty of Music Council Bylaw be approved by Senate.

Respectfully submitted,

Dr. Jeffery Taylor, Chair
Senate Committee on Rules and Procedures

Comments of the Senate Executive Committee:
The Senate Executive Committee endorses the
Report to Senate.

Desautels Faculty of Music Council Bylaws

This bylaw is supplementary to University Policy: Faculty and School Council General Bylaw ([http://umanitoba.ca/admin/governance/media/Faculty_and_School_Council_\(General_Bylaw_-_2014_11_05_RF.pdf](http://umanitoba.ca/admin/governance/media/Faculty_and_School_Council_(General_Bylaw_-_2014_11_05_RF.pdf))

1. Faculty Council Membership

- a. The President of the University of Manitoba or designate.
- b. The Vice-President (Academic) and Provost or designate.
- c. Dean
- d. Associate Dean (Undergraduate Programs)
- e. Associate Dean (Graduate Programs and Research)
- f. All full-time Professors, Associate Professors, Assistant Professors, Lecturers, Instructors I and II and Senior Instructors holding academic rank in the Faculty.
- g. Professors Emeriti and Senior Scholars of the Faculty, ex officio, non-voting.
- h. The Director of the Preparatory Studies Program.
- i. All part-time members of the academic staff of the Faculty of Music on annual salary.
- j. One representative appointed from the part-time members of the academic staff not on annual salary.
- k. The Head of the Eckhardt Gramatté Music Library or designate.
- l. Two undergraduate students registered in Desautels Faculty of Music programs.
- m. One representative elected annually by and from the graduate student body.
- n. The Student Advisor of the Faculty, ex officio, voting.
- o. The Business Manager, SOA/DFOM, ex officio, non-voting.
- p. The Executive Assistant to the Dean of the Faculty, ex officio, non-voting.

2. Selection of Student Representatives

- a. One of the student representatives on the Faculty Council shall be the Senior Stick of the Faculty of Music Students' Association.

- b. One of the student representatives on the Faculty Council shall be the Student Senator.

3. Limitations on Participation of Members

The Student representatives on the Faculty Council shall have full status including the right of membership on committees, with the following exceptions:

- a. Student representatives may be excluded from portions of Faculty Council or Committee meetings at the discretion of the Dean of the Desautels Faculty of Music, should the Dean determine that the attendance of student representatives would violate current legislation or collective agreements, breach issues of confidentiality, or be otherwise inappropriate.
- b. Student representatives shall not participate in the nomination, election or removal of representatives from the Faculty of Music to the University of Manitoba Senate.
- c. Student representatives shall be excluded from closed portions of Faculty Council meetings.

4. Meetings of the Faculty Council

- a. The Dean or designate shall be the presiding officer at all meetings of the Faculty Council, subject to the right of the President to take the chair at such meetings.
- b. The Faculty Council shall meet at least once yearly.
- c. The Dean of the Faculty shall call meetings of the Faculty Council on their own motion, or at the written request of any six members of the Faculty Council.
- d. At least five days written notice of any Faculty Council meetings shall be given.
- e. A quorum of the Faculty Council shall be a majority of the members thereof.
- f. All meetings of Faculty Council and all portions thereof shall be open, subject to the Council moving into closed session by a vote of a simple majority of the members present and voting.
- g. The Faculty Council shall have the right to permit and/or invite non- members to attend any or all of its meetings and may

delegate to its Chair such powers of permission and/or invitation.

5. Power to Recommend

The Faculty Council of the Faculty of Music shall have the power to make such recommendations to such persons or bodies as it deems proper for promoting music education and the advancement of music.

6. Election of Members to Senate

- a. All full-time academic and staff members of the Faculty Council are eligible to be elected to Senate.

- b. All members of the Faculty Council except student members thereof shall be eligible to vote for the election or removal of members to Senate.

Updated: May 7, 2020

Approved by Faculty Council: May 7, 2020

Approved by Senate:

Desautels Faculty of Music Council Bylaws

This bylaw is supplementary to University Policy: Faculty and School Council General Bylaw (http://www.umanitoba.ca/admin/governance/governing_documents/governance/1-3-4.html).

Commented [JE1]: Link is incorrect. The correct one is : [http://umanitoba.ca/admin/governance/media/Faculty_and_School_Council_\(General_Bylaw_-_2014_11_05_RF.pdf](http://umanitoba.ca/admin/governance/media/Faculty_and_School_Council_(General_Bylaw_-_2014_11_05_RF.pdf)

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- c. All full-time Professors, Associate Professors, Assistant Professors, Lecturers, Instructors I and II and Senior Instructors holding academic rank in the Faculty.
- d. Professors Emeriti and Senior Scholars of the Faculty.
- e. The Director of the Preparatory Studies Program.
- f. All part-time members of the academic staff of the Faculty of Music on annual salary.
- g. One representative appointed from the part-time members of the academic staff not on annual salary.
- h. The Head of the ~~Architecture, Fine Arts and Eckhardt~~ Gramatté Music Library or designate.
- i. ~~Three~~ Two undergraduate students registered in Desautels Faculty of Music programs.
- j. One representative elected annually by and from the graduate student body.
- k. The ~~Registrar~~ Student Advisor of the Faculty, ex officio, voting.
- l. The ~~Financial Officer~~ Business Manager, School of Art/Desautels Faculty of Music of the Faculty, ex officio, non-voting.
- m. The Executive Assistant to the Dean of the Faculty, ex officio, non-voting.

Commented [JE2]: Three additional bullets here:
-Dean
-Associate Dean (Undergraduate Programs)
-Associate Dean (Graduate Programs and Research)

Commented [JE3]: Gramatté

2. Selection of Student Representatives

- a. One of the student representatives on the Faculty Council shall be the Senior Stick of the Faculty of Music Students' Association.
- b. One of the student representatives on the Faculty Council shall be the Student Senator.
- c. The method of selection of the third student representative shall be at the discretion of the Senior Stick in consultation with the Faculty of Music Students' Association.

Commented [JE4]: If we retain two undergraduate students, then this bullet is redundant and should be eliminated.

3. Limitations on Participation of Members

The Student representatives on the Faculty Council shall have full status including the right of membership on committees, with the following exceptions:

- a. Student representatives ~~shall~~may be excluded from ~~those~~ portions of Faculty Council or Committee meetings ~~considering individual applications for admission, probation, or permission to repeat.~~
- b. ~~Student representatives shall be excluded from those portions of Faculty Council or Committee meetings considering at the content of exams and examination results or matters arising therefrom.~~
- ~~e.~~a. ~~Student representatives shall be excluded from those portions of Faculty Council or Committee meetings considering the exercise of Faculty Council discretion with respect to of the Dean of the awarding of scholarships, prizes and fellowships when such awards are being made or discretion is being exercised on Faculty of Music, should the basis of a student's academic ability~~Dean determine that the attendance of student representatives would violate current legislation or collective agreements, breach issues of confidentiality, or be otherwise inappropriate. .
- ~~e.~~b. Student representatives shall not participate in the nomination, election or removal of representatives from the Faculty of Music to the University of Manitoba Senate.
- c. Student representatives shall be excluded from in-camera closed sessions of Faculty Council meetings.

4. Meetings of the Faculty Council

- a. The Dean or designate shall be the presiding officer at all meetings of the Faculty Council, subject to the right of the President to take the chair at such meetings.
- b. The Faculty Council shall meet at least once yearly.
- c. The Dean of the Faculty shall call meetings of the Faculty Council on ~~his/her~~their own motion, or at the written request of any six members of the Faculty Council.
- d. At least five days written notice of any Faculty Council meetings shall be given.

- e. A quorum of the Faculty Council shall be a majority of the members thereof.

~~All Faculty Council meetings shall so far as student attendance is concerned be open to music students. ("Open Council meetings" and "Closed Council meetings" bear the same meaning in this bylaw as those terms bear in the Senate bylaws so far as the same is applicable).~~

Commented [JE5]: Changed as suggested

- f. All meetings of Faculty Council and all portions thereof shall be open, subject to the Council moving into closed session by a vote of a simple majority of the members present and voting.

~~g.~~f. The Faculty Council shall have the right to permit and/or invite non-members to attend any or all of its meetings and may delegate to its Chair such powers of permission and/or invitation.

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The Faculty Council of the Faculty of Music shall have the power to make such recommendations to such persons or bodies as it deems proper for promoting music education and the advancement of music.

6. Election of Members to Senate

- a. All full-time academic and staff members of the Faculty Council are eligible to be elected to Senate.
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Updated: ~~July 20, 2004~~September 7, 2019

Approved by Faculty Council: September ~~22, 2006~~7, 2019

Approved by Senate: April 4, 2007

PROPOSAL FOR ADJUSTMENTS TO THE FALL TERM ACADEMIC SCHEDULE

Date: October 22, 2020

Prepared by: Todd Mondor, CRSC Chair

Recommendation

With the rising seriousness of the COVID-19 epidemiology, particularly in Winnipeg, the possibility that there may be disruption of on- and off-campus academic activities is increasing. In recognition of this, the CRSC is recommending the following adjustments to the Fall term academic schedule to afford some flexibility in scheduling of examinations and in-person academic activities:

- permit final examinations to be held in the January extension (January 5-15, 2021)
- permit in-person academic activities to be held during the Fall term break (November 9 - 13, 2020), the December final examination period (December 12 to 23), or during the January Fall term extension (January 5 - 15, 2021)

These adjustments, if necessary, would be permitted for situations where either a full class or cohort or a large portion of a class or cohort cannot complete their learning experiences successfully or complete content necessary for final exams. This recommendation is not intended for individual adjustments which would continue to be addressed at the unit level.

It is proposed that in the event that in-person academic learning experiences are interrupted due to COVID-19 that a program may make a request to the Registrar's Office to reschedule those activities, and/or the associated final examination.

For practica and clinical placements, the Dean overseeing the relevant program will have the authority to make scheduling changes as needed and as necessary.