Part I
Reason for Policy

To identify the University’s commitment to learning and development initiatives for support staff. Staff development plays an important role in achieving the University’s mission. This Policy is intended to promote an environment conducive to the development of job-related knowledge and skills for support staff and the attainment of a post-secondary education through the University of Manitoba.

Part II
Policy Content

2.1 The University of Manitoba will endeavour to provide support staff with opportunities for the development of job-related knowledge and skills, through staff development opportunities such as degree credit courses and programs; job-related courses, programs, seminars and workshops taken for credit toward a
2.2 Where a similar staff development opportunity exists through one of the University’s resources and some other educational institution or organization, support staff and department are expected to utilize the University’s resources as opposed to seeking financial assistance to attend the external educational institution or organization.

Part III
Accountability

3.1 The University Secretary is responsible for advising the President that a formal review of this Policy and Secondary Documents is required.

3.2 The Director of Learning and Development Services is responsible for the communication, administration and interpretation of this Policy.

Part IV
Authority to Approve Procedures

4.1 The Vice-President (Administration) or the President may approve Procedures which are secondary to and comply with this Policy.

Part V
Review

5.1 Formal Policy reviews shall be conducted every ten (10) years. The next scheduled review date for this Policy is June 20, 2016.

5.2 In the interim, this Policy may be revised or rescinded if the Board of Governors deems necessary.

5.3 If this Policy is revised or rescinded all Secondary Documents shall be reviewed as soon as reasonably possible in order to ensure that they:

(a) comply with the revised Policy; or

(b) are in turn rescinded.

Part VI
Effect on Previous Statements

6.1 This Policy supersedes all of the following:
(a) Policy 807 Educational Assistance for Support Staff dated December 17, 1975; and

(b) Policy 1108 Tuition Fee Remission dated April 30, 1997.

Part VII
Cross References

Procedures: Support Staff Learning and Development